



SURANA COLLEGE

16, South End Road | Bangalore-04

Tel: 080-26642292 | 080-22446141

www.suranacollege.edu.in | ISO Certified | NAAC A+ Grade

Appointment order copy of Full-time teachers 2020-21

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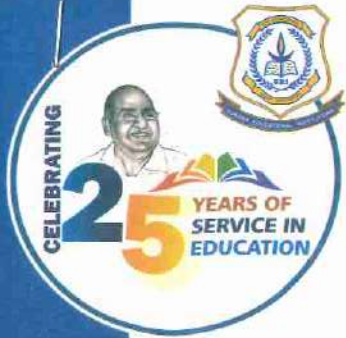
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July 17, 2020

Dr Bhavani M.R.

123, 9th Cross
BEL Layout
Vidyaranyapura
Bangalore – 560 097

Dear Madam,

Sub: Appointment to the post of "Principal"

This has reference to your application for employment in our institution and subsequent interviews you had with us, we are pleased to appoint you as "**Principal**" based at our South End Campus Degree College situated at Jayanagar, Bangalore with effect from 23.07.2020, on the following terms and conditions:

1. Your remuneration package will be as under:

- a) Basic Salary : Rs. 37,400/- pm
- b) D.A. : Rs. 18,700/- pm
- c) C.C.A. : Rs. 300/- pm
- d) Ph.D Allowance : Rs. 1,000/- pm
- e) H.R.A. : Rs. 18,700/- pm
- f) Conveyance Allow : Rs. 25,000/- pm
- g) A.G.P. : Rs. 10,000/- pm
- h) Books & Periodicals Rs. 25,000/- pm
- i) Special Allowance : Rs. 29,402/- pm

Monthly Salary : Rs. 165,502/- pm

EPF College contribution : Rs.1,800/- pm

Gratuity Contribution @ 4.81%: Rs.2,698/- pm (As per Payment of Gratuity Act)

In addition to above, you will be reimbursed Driver Charges subject to ceiling limit of Rs.15,000/- per month against submission of receipt/bills.

- 2. Your present place of work will be at Bangalore, but during the course of employment in this institute, you shall be liable to be posted / transferred anywhere to serve any of the location or any other establishment in India or outside, at the sole discretion of the Management Trustees.
- 3. During the period of employment with this institute, you shall not engage yourself or in association with any other person, in any other business or occupation, with or without remuneration, other than that of our institute. You are required to maintain the highest order of discipline and secrecy as regards the work of the institute. In case of any breach of discipline/trust, the institute may withdraw your employment with immediate effect.

4. During the course of employment with the institute, you may leave your services by giving two months' notice or salary in lieu thereof. However, on submission of your resignation, it would be the discretion of the Management to relieve you from your duties before completion of the notice period. Similarly, your services can be withdrawn for any breach of terms and conditions of the appointment or any rules or for any other reasons at the discretion of the Management by giving two months' notice or salary in lieu of the notice period.
5. a) If you remain absent without prior permission or overstay the sanctioned leave for more than eight consecutive days, you will be deemed to have deserted your service, thereby bringing about withdrawal of your employment with the institute automatically on your own.
b) If you remain on sick leave for more than 90 days consecutively, you are liable to be discharged from the employment of the institute due to unfitness medically for work.
6. This appointment and your continuance in employment is subject to your having been found medically (physically and mentally) fit by the authorized Medical Officer.
7. Any of our technical, confidential and other important information which might come into your possession during the continuance of your appointment with us shall not be disclosed, divulged or made public by you even thereafter.
8. You will be responsible for safe keeping and return in good condition and order of all institute property, which may be in your use, custody or charge.
9. You are governed by all standard rules and regulations of the institute as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh service rules.
10. Disputes or litigation if any arising out of this employment contract is subject to Bangalore City court jurisdiction only.

Please affix your signature on the duplicate copy of this letter in token of acceptance of your appointment on the above terms and conditions and return the same to us for our records.

Yours faithfully,
For SURANA COLLEGE,


Dilip Surana
Chairman & Managing Trustee


Read and Accepted



REF.NO/SC/EST/APT.ORD/2015-16/057

19/June/2015

To,
Ms.Medini.V.Prabhu
30 Omkar, 3rd Cross,
Sahyadri Extn., Pandurang Nagar,
Off Bannerghatta Road,
Bangalore-560076.
Ph. No: 9620828666

Dear Ms.Medini.V.Prabhu,

Sub: Appointment to the post of Lecturer in the **Department of English**
Ref: **1. Advertisement in Times of India dated 03/June/2015**
2. Interview held with us on 10/June/2015.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as a Lecturer in the Department of English in our College situated at No.16, South End Road, Bangalore, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	11,400/-
DA	1,140/-
CCA	300/-
HRA	2,280/-
SA	880/-
TOTAL	16,000/- (Rupees Sixteen Thousand Only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

SS

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An ISO 9001:2008 Certified Institution





03. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Group of Institutions.
06. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.

b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.

c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

BB



10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in.that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuels en

PRINCIPAL

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME **Ms.Medini.V.Prabhu**

Signature *Medini V Prabhu*

Date *27/6/15*

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file

Received



REF.NO/SC/EST/APT.ORD/2017-18/104
20/09/2017

To,

Ms. NAVYASHREE R. M.
20, Sri Tirumala 8th Main,
6th Cross, SBM Colony,
Brindavan Nagar, Mathikere,
Bangalore-560 054
Ph: 9538547055

Dear Ms.Navyashree R. M.

Sub: Appointment to the post of '**Assistant Professor**' in the
Department of **English**

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as '**Assistant Professor**' in the Department of **English** in our College situated at No.16, South End Road, Bangalore -04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs.11,400/-	Rupees Eleven Thousand Four hundred only.
DA	Rs. 1,140/-	Rupees One Thousand One hundred & Fourth.
CCA	Rs. 300/-	Rupees Three hundred only.
HRA	Rs. 2,280/-	Rupees Two Thousand Two hundred & Eighty.
Conveyance allowance	Rs. 1,000/-	Rupees One Thousand only.
Books & Periodicals	Rs. 1,880/-	Rupees One Thousand Eight hundred & Eighty.
TOTAL	Rs.18,000/-	Rupees Eighteen Thousand only.

In addition to above, you are entitled for EPF/ESI as per the rules.
You are not entitled for any emoluments other than the above said amount.

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03. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Faculty member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Education Institutions.
06. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.

b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.

c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.

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11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For **SURANA COLLEGE**

S. Samuelson
PRINCIPAL

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: **Ms.Navyashree R. M.**

Signature *Navyashree*

Date *20/09/2017*

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file.
3. HR Dept for Msg.

To,

The Principal,
Suvana College,
South End Circle,
Bangalore - 004.

From,

Navyashree P.M.,
Mathikere,
Bangalore - 5A.

Respected Sir/Madam.

Sub :- Joining/Reporting to Suvana College has English
Assistant Professor Post.

I, Navyashree P.M., here by to tell that I have
been appointed to English Assistant Professor post in
Suvana College with reference number 2017-2018/1004
on 20th September 2017 & I accept rules & regulations
mentioned in appointment letter.

Thanking you,

Yours Sincerely
Navyashree P.M.

Navyashree
20/09/2017

20
20/9/17



SURANA COLLEGE

Moulding Character & Careers

Permanently Affiliated to Bangalore University

Accredited by NAAC with 'A' Grade

Recognised under 2(f) & 12(B) of UGC

To,

Ms.SHINY RAJSUKUMARI
H. No. E/11/640/7, Ghatage Layout,
Kanta Colony, Biddapur,
Colony Gulbarga, Gulbarga,
Gb Bahamanipura, Kalaburagi
Karnataka - 585103
Ph: 9620632452

REF.NO/SC/EST/APT.ORD/2017-18/168

05/02/2018

Dear Ms. Shiny Rajsukumar

Sub: Appointment to the post of 'Assistant Professor' in the
Department of English.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'Assistant Professor' in the Department of English in our College situated at No.16, South End Road, Bangalore -04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600/-	(Rupees Fifteen Thousand & Six hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five hundred & Sixty only)
CCA	Rs. 300/-	(Rupees Three hundred only)
HRA	Rs. 1,560/-	(Rupees One Thousand Five Hundred & Sixty only)
Books & Periodicals	Rs. 1,980/-	(Rupees One Thousand Nine hundred & Eighty only)
Conveyance Allowance	Rs. 1,000/-	(Rupees One Thousand only)
Total Gross Salary (Monthly)	Rs. 22,000/-	(Rupees Twenty Two Thousand only)

In addition to above, you are entitled for EPF as per the rules.

You are not entitled for any emoluments other than the above said amount.

s. Samuelson
5/2/18



BN8316/7432:1013

AN ISO 9001:2008 Certified Institution



SURANA COLLEGE

Moulding Character & Careers

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Accredited by NAAC with 'A' Grade

Recognised under 2(f) & 12(B) of UGC

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institution.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.

S. Samuelson
5/2/18

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11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson
PRINCIPAL 5/2/18

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Ms.SHINY RAJSUKUMARI

Signature *Shiny Raj Sukumari*

Date 05-02-2018

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



SURANA COLLEGE

Moulding Character and Careers

Permanently Affiliated to Bangalore University
Accredited by NAAC with 'A' Grade
Recognised under 2(F) & 12 (B) of UGC
Certified by IAO & ISO

To,

REF.NO/SC/EST/APT.ORD/2018-19/171A
18/02/2019

Mrs. NIKHAT FIRDOUS
W/O K M ABRAR AHMED
No 7, 1ST Main, Nanjundeshwarnagar,
Nandini Layout, Bangalore 560096
Ph: 9739949450

Dear Mrs. NIKHAT FIRDOUS

Sub: Appointment to the post of 'ASSISTANT PROFESSOR' in the
Department of English.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'ASSISTANT PROFESSOR' in the Department of English in our College situated at No.16, South End Road, Bangalore -04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600/-	(Fifteen Thousand and Six Hundred Rupees only)
DA	Rs. 1,560 /-	(One Thousand Five Hundred and Sixty Rupees only)
CCA	Rs. 300 /-	(Three Hundred Rupees only)
HRA	Rs. 1,560 /-	(Three Thousand and Nine Hundred Rupees only)
Conveyance Allowance	Rs. 1,000/-	(Two Thousand Rupees only)
Books & Periodicals	Rs. 1,980/-	(One Thousand Six Hundred and Forty Rupees only)
Total Gross Salary (Monthly)	Rs. 22,000 /-	(Twenty Two Thousand Rupees only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.



03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
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With Best Wishes,
For SURANA COLLEGE

S. Samuels

PRINCIPAL

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

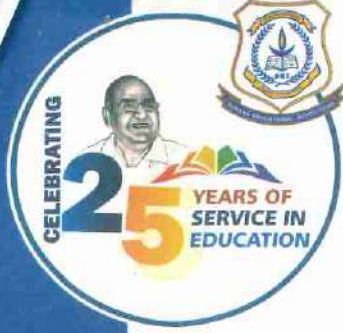
NAME: Mrs. NIKHAT FIRDOUS

Signature

Date 18-02-2019

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



REF.NO/SC/EST/APT.ORD/2019-20/141A

30/01/2020

To,

Mrs. CHAITRA N S MURTHY
No. 18/1, 7th A Cross, 3rd Block,
Tyagaraja Nagar, Basavanagudi,
Bangalore - 560028
Ph No: 9480778093

Dear Mrs. Chaitra N S Murthy

Sub: Appointment to the post of 'ASSISTANT PROFESSOR' in the
Department of **English**.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'ASSISTANT PROFESSOR' in the Department of **English** in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600/-	(Rupees Fifteen Thousand Six Hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three Hundred only)
HRA	Rs. 3,900/-	(Rupees Three Thousand Nine Hundred only)
AGP	Rs. 4,000/-	(Rupees Four Thousand only)
Books & Periodicals	Rs. 640/-	(Rupees Six Hundred Forty only)
Total Gross Salary per month	Rs. 26,000/-	(Rupees Twenty Six Thousand only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

s. samuelson
30/1/2020

I | Page

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson
PRINCIPAL 30/1/20/20

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: **Mrs. Chaitra N S Murthy**

Signature *Chaitra N.S Murthy*

Date *30-1-2020*

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.

*Received
Chaitra N.S murthy*
Page



SURANA COLLEGE

(Arts, Science, Commerce & Management)

No. 16, Sri Nittoor Srinivasa Rao Road (South End Road), Bangalore-560 004

Ref. SC/

Date :

APPOINTMENT ORDER

ORDER NO. SC/APT/ / / DATED

307

Sri/Smt VATHSALA MOHAN is appointed as

30.6.2000

LECT KANNADA

for both the

LECTURER IN KANNADA

P.U.C. &

He/She is put on the Consolidated

DEGREE

pay of RS.3000/- P.M.

The appointment is purely temporary and liable to be terminated without any notice. It is likely to be made permanent in due course if his/her work is found satisfactory.

Sri/Smt VATHSALA MOHAN is directed to report to duty on or before 5.7.2000 with all Certificates and testimonials.

*Received Appointment Order,
Vathsalamohan*

BY ORDER,

PRINCIPAL

To

To SR

Smt. Vathsala Mohan
e/o Mohan Kumar K.N.
35, 1st Cross, Obalappa Gardens
Tata Silk Farm, Bangalore-560 082



REF.SC/APPT/2009-10:209

29th June, 2009

Smt.Vishala Varanashi
#702, 3rd Main, ISRO Layout
Bangalore-560078
PH: 9243112362/26668663

Madam,

LETTER OF APPOINTMENT LECTURER-DEPARTMENT OF KANNADA

1. I am glad to inform you that the Management of Surana College has decided to appoint you as a **Lecturer in Kannada**, situated at 16, South End Road, Bangalore-560 004.
2. You are requested to report for duty on or before 6th July, 2009 and furnish your original testimonials along with a set of Xerox copies.
3. You will be offered a monthly salary as per the following:

Basic:Rs. 8,000-00

D.A: Rs. 4,000-00

HRA: Rs. 1,300-00

CCA: Rs. 200-00

Total:Rs. 13,500-00 (Rupees Thirteen Thousand & Five Hundred Only)

Contd.2



- 2 -

Regulation Governing the appointment:

1. The appointment will be on temporary basis.
2. You will be governed as per the existing Provident Scheme.
3. Your appointment is subject to approval of your qualifications and eligibility as per the rule
4. Your services are terminable by one month notice on either side without assigning any reason whatsoever. You shall not leave the service of the Institution in the middle of the academic year.
5. In case the employee wants to leave the institution, the notice period of one month should not fall during the vacation time.
6. You shall strictly follow the Institution timings and you shall be present in the college during all the working hours whether you have teaching work or not and you are expected to take effective part in such extra-curricular and co-curricular activities of the college as and when required.
7. You are eligible to avail leave as per the leave rules of the Institution. Please note that you shall submit the application for leave well in advance and make arrangements for the work to be done on the day of your leave by adjusting the work load with your colleagues. You may also note that the Management has right to refuse/cancel your leave and leave is not the matter of right.
8. You must devote yourself in teaching and training the students in the subjects assigned to you. You are also expected to keep yourself updated in the subjects taught by you and take up research and publications.
9. You must consider yourself accountable for the performance of your students in the tests and the examinations.

Contd.3

(Affiliated to Bangalore University and Recognized by Government of Karnataka and UGC)



-3-

10. You shall not do part-time or accept special assignments anywhere else or even apply for any post without getting specific permission from the college management committee.
11. Absenting yourself from duty or availing of leave without proper sanction in advance may result in loss of pay while taking frequent or long leave would be viewed seriously by the Management.
12. We expect that our students will be benefited by your teaching, by your academic activities and other academic involvements.
13. Your services are transferable among the Surana Group of Institutions.
14. We look forward to have your association with us.

Two copies of this appointment order are enclosed herewith, of which one must be submitted duly signed by you as a token of your acceptance of the above said appointment and all the conditions stipulated in the appointment order.

I wish you good luck.

Regards,

A S Chandrasekhar
PRINCIPAL

29/07/09

I accept the appointment and agree to abide by the terms and conditions mentioned therein

Smt. Vishala Varanashi

Signature..... *Vishala*

Date: *1 July 2009*

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file

(Affiliated to Bangalore University and Recognized by Government of Karnataka and UGC)



SC:EST/APT/2007-08/

22nd June, 2007

Dr.Nagaratna Hegde
"Aksharam", 8th Cross, 2nd Phase
Girinagar
Bangalore-560 085
Cell:94800-80882
Res: 26727389/26721052/26722576

Madam,

LETTER OF APPOINTMENT LECTURER-DEPARTMENT OF SANSKRIT

1. I am glad to inform you that the management of Surana College has agreed to appoint you as a Lecturer in the Department of Sanskrit situated at 16, South End Road, Bangalore-560 004.
2. You are requested to report for duty on or before 30th June, 2007 and furnish your original testimonials along with a set of Xerox copies.
3. You will be offered a monthly salary as per the following:

Basic:Rs. 6,000-00 (Rupees Six Thousand Only)

D.A: Rs. 3,500-00 (Rupees Three Thousand and Five Hundred Only)

Total: Rs. 9,500-00 (Rupees Nine Thousand and Five Hundred Only)

Ph.D allowance of Rs.300/- (Rupees Three Hundred Only) extra will be paid.

Contd.2

(Affiliated to Bangalore University and Recognized by Government of Karnataka and UGC)

Phone : (91) 080-26642292, 22446141

Telefax : (91) 080-26541095

E-mail : suranacollege@yahoo.co.in

Web : www.suranacollege.edu.in



- 2 -

Regulation Governing the appointment:

1. The appointment will be on tenure basis and subject to the satisfactory completion of probationary period.
2. You will be governed as per the existing Provident Fund Scheme.
3. Your appointment is subject to approval of your qualifications and eligibility as per the rule
4. Your services are terminable by one month notice on either side without assigning any reason whatsoever. You shall not leave the service of the Institution in the middle of the academic year
5. You shall strictly follow the Institution timings and you shall be present in the college during all the working hours whether you have teaching work or not and you are expected to take effective part in such extra-curricular and co-curricular activities of the college as and when required.
6. You are eligible to avail leave as per the leave rules of the Institution. Please note that you shall submit the application for leave well in advance and make arrangements for the work to be done on the day of your leave by adjusting the work load with your colleagues. You may also note that the Management has right to refuse/cancel your leave and leave is not the matter of right.

Contd.3



- 3 -

7. You must devote yourself in teaching and training the students in the subjects assigned to you. You are also expected to keep yourself updated in the subjects taught by you and take up research and publications.
8. You must consider yourself accountable for the performance of your students in the tests and the examinations.
9. You shall not do part-time or accept special assignments anywhere else or even apply for any post without getting specific permission from the college management committee.
10. Absenting yourself from duty or availing of leave without proper sanction in advance may result in loss of pay while taking frequent or long leave would be viewed seriously by the Management.
11. We expect that our students will be benefited by your teaching, by your academic activities and other academic involvements.
12. We look forward to have your association with us.

Two copies of this appointment order are enclosed herewith, of which one must be submitted duly signed by you as a token of your acceptance of the above said appointment and all the conditions stipulated in the appointment order.

Contd.4

(Affiliated to Bangalore University and Recognized by Government of Karnataka and UGC)

Phone : (91) 080-26642292, 22446141
Telefax : (91) 080-26541095

E-mail : suranacollege@yahoo.co.in
Web : www.suranacollege.edu.in



- 4 -

I wish you good luck.

Regards,

(PROF. K.E. RADHAKRISHNA)
PRINCIPAL

I accept the appointment and agree to abide by the terms and conditions mentioned therein

Dr. Nagaratna Hegde

Signature.....:.....

Date: 22-06-2007

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



REF.NO/SC/EST/APT.ORD/2015-16/054

18/June/2015

To,
Ms.Roopa.S
D/O Sanjeeva.G.B,
Menase, Bharathinagar,
Menase (PO), Sringeri (Tq)
Chikkamangalore (Dist.)-577139
Ph. No: 9481394422

Dear Ms.Roopa.S,

Sub: Appointment to the post of Lecturer in the Department of Sanskrit
Ref: 1. Advertisement in Times of India dated 03/June/2015
2. Interview held with us on 17/June/2015.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as a Lecturer in the Department of Sanskrit in our College situated at No.16, South End Road, Bangalore, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.

02. You will be paid monthly emoluments as under:

Basic	15,600/-
DA	1,560/-
CCA	300/-
SA	540/-
TOTAL	18,000/- (Rupees Eighteen Thousand Only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

BB



03. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Group of Institutions.
06. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

88



10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson

PRINCIPAL

[Signature]

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME **Ms.Roopa.S**

Signature *[Signature]*

Date *30/6/15*

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file

[Signature]
30/6/15

BN8316/7432:1013

An ISO 9001:2008 Certified Institution





REF.NO/SC/EST/APT.ORD/2016-17/059

27/06/2016

To,
Mrs.Chandana Jain
#708 Savi, 8th Main,
3rd cross, Vijaya bank Layout,
Bangalore
Ph: 9611677717

Dear Mrs.Chandana,

Sub: Appointment to the post of Lecturer in the Department of Hindi.
Ref: 1. Advertisement in Times of India dated 15/05/2016.
2. Interview held on 18/06/2016.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as Lecturer in the Department of Hindi in our College situated at No.16, South End Road, Bangalore, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	15,600/-
DA	1,560/-
CCA	300/-
HRA	3,900/-
SA	2,140/-
TOTAL	23,500/- (Twenty Three Thousand Five Hundred Only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

SS
27/6/16



SURANA COLLEGE

Moulding Character & Careers

Affiliated to Bangalore University
Accredited by NAAC with 'W' Grade

03. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Group of Institutions.
06. You shall avail leaves/holidays as per College rules on prior approval of the Head of the institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

AS
27/6/16

BNR316/7432:10E3
An ISO 9001:2008 Certified Institution



No: 16, South End Road
Bangalore-560004

+91-80-26542292, 22466141.
+91-80-26541095.

✉ info@suranacollege.edu.in

🌐 www.suranacollege.edu.in



SURANA COLLEGE

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Accredited by NAAC with "A" Grade

10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson
PRINCIPAL 27/6/16

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME Mrs.Chandana Jain

Signature *Chandana Jain*

Date 27/06/16

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file.

Received.

BN9316/7432-1013
An ISO 9001:2008 Certified Institution





SURANA COLLEGE

Moulding Character and Careers

Permanently Affiliated to Bangalore University
Accredited by NAAC with 'A' Grade
Recognised under 2(F) & 12 (B) of UGC
Certified by IAO & ISO

To,

REF.NO/SC/EST/APT.ORD/2019-20/057
08/07/2019

Ms. SOWMYASHREE H D
No.982, Sri Nilaya, 1st Cross, 3rd Stage, 3rd block,
BSK 3rd Stage, Kathariguppe water tank,
Bangalore - 560085
Ph No: 9019807491, 8660709370

Dear Ms. Sowmyashree H D

Sub: Appointment to the post of 'ASSISTANT PROFESSOR' in the
Department of Hindi.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'ASSISTANT PROFESSOR' in the Department of Hindi in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs.15,600/-	(Rupees Fifteen Thousand only)
DA	Rs. 1,560/-	(Rupees One Thousand Five hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three hundred only)
HRA	Rs. 3,900/-	(Rupees Three Thousand Nine hundred only)
Conveyance Allowance	Rs. 2,000/-	(Rupees Two Thousand only)
Books & Periodicals	Rs. 1,640/-	(Rupees One Thousand Six hundred forty only)
Total Gross Salary (Monthly)	Rs. 25,000/-	(Rupees Twenty Five Thousand only)

in addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

SS
07/19



SURANA COLLEGE

Moulding Character and Careers

Permanently Affiliated to Bangalore University
Accredited by NAAC with 'A' Grade
Recognised under 2(F) & 12 (B) of UGC
Certified by IAO & ISO

03. You shall strictly follow the timings stipulated by the Institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.

SS
8/7/19



SURANA COLLEGE

Moulding Character and Careers

Permanently Affiliated to Bangalore University
Accredited by NAAC with 'A' Grade
Recognised under 2(F) & 12 (B) of UGC
Certified by IAO & ISO

11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson
PRINCIPAL 01/7/19

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Ms. SOWMYASHREE H D

Signature *H.D. Sowmyashree*

Date 08/07/2019

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



To,

Dr.SUMAIYA TABASSUM
#4, 5th Main Road,
RPC Layout, Vijayanagar 2nd Stage,
Bangalore - 560040
Ph. No.9916053781

REF.NO/SC/EST/APT.ORD/2017-18/174
21/02/2018

Dear Dr.Sumaiya Tabassum

Sub: Appointment to the post of '**Assistant Professor**' in the
Department of **Chemistry**.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as '**Assistant Professor**' in the Department of **Chemistry** in our College situated at No.16, South End Road, Bangalore - 04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600/-	(Rupees Fifteen Thousand & Six hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five hundred & Sixty only)
CCA	Rs. 300/-	(Rupees Three hundred only)
HRA	Rs. 3,900/-	(Rupees Three Thousand Nine Hundred only)
AGP	Rs. 6,000/-	(Rupees Six Thousand only)
Conveyance Allowance	Rs. 2,000/-	(Rupees Two Thousand only)
Books & Periodicals	Rs. 5,640/-	(Rupees Five Thousand Six hundred & Forty only)
Total Gross Salary (Monthly)	Rs. 35,000/-	(Rupees Thirty Five Thousand only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

S. Saneel
21/2/18

BN8316/7432:1013
AN ISO 9001:2008 Certified Institution





SURANA COLLEGE

Moulding Character & Careers

Permanently Affiliated to Bangalore University
Accredited by NAAC with 'A' Grade
Recognised under 2(f) & 12(B) of UGC

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you. You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.

S. Sameeha
21/2/18

BN8316/7432:1013
AN ISO 9001:2008 Certified Institution





SURANA COLLEGE

Moulding Character & Careers

Permanently Affiliated to Bangalore University
Accredited by NAAC with 'A' Grade
Recognised under 2(f) & 12(B) of UGC

11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.
15. You are also required to take active part in presenting papers and publishing the same in reputed journals along with UGC related projects.
16. You have to assist in the admission process and need to make strategies to improve the students' admission to B.Sc courses. You will have to develop a curriculum to conduct classes for competitive examination. You will be required to motivate the students & staff to do projects and help in presenting paper and publishing in journals.

With Best Wishes,
For SURANA COLLEGE

S. Samuel
21/2/18

PRINCIPAL

E
24.2.18

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: **Dr. Sumaiya Tabassum**

Signature

Dr. Sumaiya

Date

21/2/18

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



BN8316/7432:1013
AN ISO 9001:2008 Certified Institution



REF.NO/SC/EST/APT.ORD/2014-15/047-A
30th June 2014

Mrs. Jalajakshi B R
6, Mallathahalli
Bangalore – 560056
Ph: 9980850438/9972911743

Dear Mrs. Jalajakshi B R

**Sub: Appointment for the post of Assistant Professor in the
Department of Physics**

**Ref: Advertisement in the Newspaper
Dated 07/05/14 in Deccan Herald and
Your interview with us on 30/06/2014**

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as a **Assistant Professor in the Department of Physics** in our College situated at No.16, South End Road, Bangalore, with immediate effect on the following terms and conditions:

01. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
02. You will be paid monthly emoluments as under:

Basic	15,600/-
DA	1,560/-
HRA	1,040/-
CCA	300/-
TOTAL	18,500/- (Rupees Eighteen Thousand Five Hundred Only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.



03. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Group of Institutions.
06. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.



11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

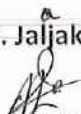
With Best Wishes,
For SURANA COLLEGE


PRINCIPAL

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME Mrs. Jaljakshi B R

Signature 

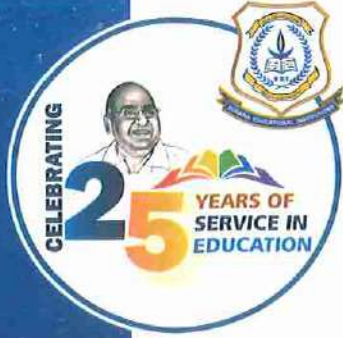
Date 16/8/2014

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file

BN8316/7432:1013
An ISO 9001:2008 Certified Institution





ESTD. 1995
SURANA COLLEGE

Moulding Character & Careers

Permanently Affiliated to Bangalore University
Re-accredited by NAAC with A+ Grade
Recognized under 2(f) & 12(B) of UGC
Accredited by IAO & Certified by ISO

REF.NO/SC/EST/APT.ORD/2020-21/024
10/09/2020

To,

Mr. SRINIVASA S

S/o H V Sathyanarayana Murthy,
Near Subramanya temple,
Brahmin Street, Vinayakanagar,
Gauribidanur (T)
Chickaballapur (D) - 561208
Ph No: 9110617009

Dear Mr. Srinivasa S.

-Sub: Appointment to the post of '**ASSISTANT PROFESSOR**' in the
Department of **PHYSICS**.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as '**ASSISTANT PROFESSOR**' in the Department of **PHYSICS** in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600/-	(Rupees Fifteen Thousand Six Hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three Hundred only)
HRA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
AGP	Rs. 4,000/-	(Rupees Four Thousand only)
Books & Periodicals	Rs. 480/-	(Rupees Four Hundred Eighty only)
Total Gross Salary per month	Rs. 23,500/-	(Rupees Twenty Three Thousand Five Hundred only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.

b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.

c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to

keep yourself updated in that area of job and get engaged yourself in research and publications.

11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

Bhauq3/1/1
PRINCIPAL 10/9/20

10/9/2020

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Mr. Srinivasa S.

Signature *Srinivasa S*

Date 10/09/2020 .

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.

Received,
Srinivasa S
10/09/2020.
3/ Page



G. D. A. FOUNDATION

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SURANA COLLEGE

(Arts, Science, Commerce & Management)

No. 16, Sri Nittoorur Srinivasa Rao Road (South End Road), Bangalore-560 004

Ref. SC/ NO/APT/97-98

Date : 1.7.1997

APPOINTMENT ORDER

ORDER NO. SC/APT/ /97-98 DATED 1.7.1997

Sri/Smt. T.R. MARULASIDDAPPA is appointed as
Lecturer in MATHEMATICS for both the PUC &
Degree. He/She is put on the pay scale of Rs. _____
fixed at Rs. 3,080/-.

The appointment is purely temporary and liable to be
terminated without any notice. It is likely to be made
permanent in due course if his/her work is found satisfactory.

Sri/Smt. T.R. MARULASIDDAPPA is directed to report to
duty on or before 10.7.1997 with all Certificates and
Testimonials.

BY ORDER,

PRINCIPAL

To

Mr. T.R. Marulasiddappa
c/o Renukappa
No. 224, 8th Cross
2nd Phase
Manjunathanagar
Bangalore-10



SC:EST/APT/2007-08/188

20th August, 2007

Smt.V.Veena
537, 8th Main, Vijayanagar
Bangalore-560 040
Cell:9845625180

Madam,

LETTER OF APPOINTMENT LECTURER-DEPARTMENT OF MATHEMATICS

1. I am glad to inform you that the management of Surana College has agreed to appoint you as a Lecturer in the Department of **Mathematics** situated at 16, South End Road, Bangalore-560 004.
2. You are requested to report for duty on or before 25th August, 2007 and furnish your original testimonials along with a set of Xerox copies.
3. You will be offered a monthly salary as per the following:

Basic:Rs. 8,000-00 (Rupees Eight Thousand Only)

D.A: Rs. 2,000-00 (Rupees Two Thousand Only)

Total: Rs10,000-00 (Rupees Ten Thousand Only)

Contd.2



- 2 -

Regulation Governing the appointment:

1. The appointment will be on tenure basis and subject to the satisfactory completion of probationary period.
2. You will be governed as per the existing Provident Fund Scheme.
3. Your appointment is subject to approval of your qualifications and eligibility as per the rule
4. Your services are terminable by one month notice on either side without assigning any reason whatsoever. You shall not leave the service of the Institution in the middle of the academic year
5. You shall strictly follow the Institution timings and you shall be present in the college during all the working hours whether you have teaching work or not and you are expected to take effective part in such extra-curricular and co-curricular activities of the college as and when required.
6. You are eligible to avail leave as per the leave rules of the Institution. Please note that you shall submit the application for leave well in advance and make arrangements for the work to be done on the day of your leave by adjusting the work load with your colleagues. You may also note that the Management has right to refuse/cancel your leave and leave is not the matter of right.

Contd.3



- 3 -

7. You must devote yourself in teaching and training the students in the subjects assigned to you. You are also expected to keep yourself updated in the subjects taught by you and take up research and publications.
8. You must consider yourself accountable for the performance of your students in the tests and the examinations.
9. You shall not do part-time or accept special assignments anywhere else or even apply for any post without getting specific permission from the college management committee.
10. Absenting yourself from duty or availing of leave without proper sanction in advance may result in loss of pay while taking frequent or long leave would be viewed seriously by the Management.
11. We expect that our students will be benefited by your teaching, by your academic activities and other academic involvements.
12. We look forward to have your association with us.

Two copies of this appointment order are enclosed herewith, of which one must be submitted duly signed by you as a token of your acceptance of the above said appointment and all the conditions stipulated in the appointment order.

Contd.4



- 4 -

I wish you good luck.

Regards,


(PROF.K.E.RADHAKRISHNA)
PRINCIPAL

I accept the appointment and agree to abide by the terms and conditions mentioned therein

Smt.V.Veena

Signature.....*Veena.V*.....

Date: *25/08/07*

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



SURANA COLLEGE

(ARTS, SCIENCE, COMMERCE & MANAGEMENT)

No. 16, Sri Nittoor Srinivasa Rao Road (South End Road), Bangalore-560 004

Ref. SC/ No.SC/APT/CompSci/141

Date : 8-5-2002

APPOINTMENT ORDER

ORDER NO.SC/APT/CompSci/141/dated 08/05/2002

Sri / Smt. Mithili Devi is appointed as Lecturer in Computer Science for both P.U.C. & Degree. You will be offered a salary of Rs.6,000/- per month with P.F. contribution as per rules.

Basic Salary	Rs.3,000/- p.m.
Conveyance Allowance	Rs. 1,000/- p.m.
House Rent Allowance	Rs. 2,000/- p.m.
Total Salary	Rs.6,000/- p.m.

You are on probation for a period of ten months from the date of joining.

You are advised to report to duty on or before 15th May 2002 with all Certificates in original and testimonials.

BY ORDER,

PRINCIPAL

To

Smt. Mithili Devi,
397, 2nd Floor,
1st E Main Road,
8th Block, Koramangala,
Bangalore - 95.
Ph: 98452 88562

Office copy

Received.

N. Mithili Devi
9/5/2002



SC:EST/APT/2006-07/294

21st August, 2006

Ms.Geetha.A.M.
#26, 4th Shop Lane
Tata Silk Farm
Basavanagudi
Bangalore-560 004
Ph:26761505

Madam,

**LETTER OF APPOINTMENT
LECTURER-DEPARTMENT OF COMPUTER SCIENCE**

1. I am glad to inform you that the management of Surana College has agreed to appoint you as a Lecturer in the Department of Computer Science.
2. You are requested to report for duty on or before 25th August, 2006 and furnish your original testimonials along with a set of Xerox copies.
3. The appointment will be on tenure basis and subject to the satisfactory completion of probationary period as per the regulations.
4. You will be offered a monthly salary as per the following:

Basic:Rs. 6,000-00 (Rupees Six Thousand Only)

D.A: Rs. 2,750-00 (Rupees Two Thousand Seven Hundred & Fifty only)

Total:Rs. 8,750-00 (Rupees Eleven Thousand & Five Hundred Only)

Contd.2..

Geetha Vinod



- 2 -

5. You will be governed as per the existing Provident Scheme.

6. We look forward to have your association with us.

7. We expect that our students will be benefited by your teaching,
by your academic activities and other academic involvements.

I wish you good luck.

Regards,

(PROF. K.E. RADHAKRISHNA)
PRINCIPAL

CC to:

1. The Accounts Department, Surana College, Bangalore-560
004
2. Guard file



SC:EST/APT/2007-08/

22nd May, 2007

Ms.B.G.Padmageetha
No.120, III Main, 8th Cross
Chamarajpet
Bangalore-560 018
Ph:9980516374

Madam,

LETTER OF APPOINTMENT

1. I am glad to inform you that the management of Surana College has agreed to appoint you as a Lecturer in the Department of Computer Science.
2. You are requested to report for duty on 1st June, 2007 and attend the duty from 15th June, 2007. Please furnish your original testimonials along with a set of Xerox copies.
3. You will be offered a monthly salary as per the following:

Basic:Rs. 6,000-00 (Rupees Six Thousand Only)

D.A: Rs. 5,000-00 (Rupees Five Thousand Only)

Total:Rs.11,000-00 (Rupees Eleven Thousand Only)

Contd.2



- 2 -

Regulation Governing the appointment:

1. The appointment will be on tenure basis and subject to the satisfactory completion of probationary period.
2. You will be governed as per the existing Provident Scheme.
3. Your appointment is subject to approval of your qualifications and eligibility as per the rule
4. Your services are terminable by one month notice on either side without assigning any reason whatsoever. You shall not leave the service of the Institution in the middle of the academic year
5. You shall strictly follow the Institution timings and you shall be present in the college during all the working hours whether you have teaching work or not and you are expected to take effective part in such extra-curricular and co-curricular activities of the college as and when required.
6. You are eligible to avail leave as per the leave rules of the Institution. Please note that you shall submit the application for leave well in advance and make arrangements for the work to be done on the day of your leave by adjusting the work load with your colleagues. You may also note that the Management has right to refuse/cancel your leave and leave is not the matter of right.

Contd.3



- 4 -

I wish you good luck.

Regards,

(PROF.K.E.RADHAKRISHNA)
PRINCIPAL

I accept the appointment and agree to abide by the terms and conditions mentioned therein

Ms.B.G.Padmageetha

Signature.....

Date: 2-6-07

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file





SC:EST/APT/2007-08/

2nd June, 2007

Ms.Vidya.A
No.1650, 'saketh'
2nd Floor, 6th Main, 5th Cross
BSK I Stage, II Block
Bangalore-560 050
Cell:9901957701

Madam,

LETTER OF APPOINTMENT LECTURER-DEPARTMENT OF COMPUTER SCIENCE

1. I am glad to inform you that the management of Surana College has agreed to appoint you as a Lecturer in the Department of **Computer Science**.
2. You are requested to report for duty on 6th June, 2007 and attend the duty from 15th June, 2007. Please furnish your original testimonials along with a set of Xerox copies.
3. You will be offered a monthly salary as per the following:

Basic:Rs. 6,000-00 (Rupees Six Thousand Only)

D.A: Rs. 6,500-00 (Rupees Six Thousand & Five Hundred Only)

Total:Rs.12,500-00 (Rupees Twelve Thousand & Five Hundred Only)

Contd.2



- 2 -

Regulation Governing the appointment:

1. The appointment will be on tenure basis and subject to the satisfactory completion of probationary period.
2. You will be governed as per the existing Provident Scheme.
3. Your appointment is subject to approval of your qualifications and eligibility as per the rule
4. Your services are terminable by one month notice on either side without assigning any reason whatsoever. You shall not leave the service of the Institution in the middle of the academic year
5. You shall strictly follow the Institution timings and you shall be present in the college during all the working hours whether you have teaching work or not and you are expected to take effective part in such extra-curricular and co-curricular activities of the college as and when required.
6. You are eligible to avail leave as per the leave rules of the Institution. Please note that you shall submit the application for leave well in advance and make arrangements for the work to be done on the day of your leave by adjusting the work load with your colleagues. You may also note that the Management has right to refuse/cancel your leave and leave is not the matter of right.

Contd.3



- 3 -

7. You must devote yourself in teaching and training the students in the subjects assigned to you. You are also expected to keep yourself updated in the subjects taught by you and take up research and publications.

8. You must consider yourself accountable for the performance of your students in the tests and the examinations.

9. You shall not do part-time or accept special assignments anywhere else or even apply for any post without getting specific permission from the college management committee.

10. Absenting yourself from duty or availing of leave without proper sanction in advance may result in loss of pay while taking frequent or long leave would be viewed seriously by the Management.

11. We expect that our students will be benefited by your teaching, by your academic activities and other academic involvements.

12. We look forward to have your association with us.

Two copies of this appointment order are enclosed herewith, of which one must be submitted duly signed by you as a token of your acceptance of the above said appointment and all the conditions stipulated in the appointment order.

Contd.4

(Affiliated to Bangalore University and Recognized by Government of Karnataka)

Phone : (91) 080-26642292, 22446141
Telefax : (91) 080-26541095

E-mail : suranacollege@
Web : www.suranacollege

Moulding Character and Careers



- 4 -

I wish you good luck.

Regards,

(PROF.K.E.RADHAKRISHNA)
PRINCIPAL

I accept the appointment and agree to abide by the terms and conditions mentioned therein

Ms.Vidya.A

Signature.....

Date: 06/06/2007

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



REF.SC/APPT/2009-10:175A

17th June, 2009

Ms.Rashmi Eshwar
7, 'Sri.Raghavendra Nilaya'
Kanakadasa Layout, Lingarajpuram
Bangalore-560 084
Ph:9845884936 / 25466181

Madam,

**LETTER OF APPOINTMENT
LECTURER-DEPARTMENT OF COMPUTER SCIENCE & ELECTRONICS**

1. I am glad to inform you that the Management of Surana College has decided to appoint you as a **Lecturer** in Computer Science and Electronics, situated at 16, South End Road, Bangalore-560 004.
2. You are requested to report for duty immediately and furnish your original testimonials along with a set of Xerox copies.
3. You will be offered a monthly salary as per the following:

Basic:Rs. 8,000-00

D.A: Rs. 4,000-00

HRA: Rs. 1,040-00

CCA: Rs. 200-00

S.A. : Rs. 760-00

Total:Rs. 14,000-00 (Rupees Fourteen Thousand Only)

Contd.2


19/6



- 2 -

Regulation Governing the appointment:

1. The appointment will be on temporary basis.
2. Your appointment is subject to approval of your qualifications and eligibility as per the rule
3. Your services are terminable by one month notice on either side without assigning any reason whatsoever. You shall not leave the service of the Institution in the middle of the academic year.
4. In case the employee wants to leave the institution, the notice period of one month should not fall during the vacation time.
5. You shall strictly follow the Institution timings and you shall be present in the college during all the working hours whether you have teaching work or not and you are expected to take effective part in such extra-curricular and co-curricular activities of the college as and when required.
6. You are eligible to avail leave as per the leave rules of the Institution. Please note that you shall submit the application for leave well in advance and make arrangements for the work to be done on the day of your leave by adjusting the work load with your colleagues. You may also note that the Management has right to refuse/cancel your leave and leave is not the matter of right.
7. You must devote yourself in teaching and training the students in the subjects assigned to you. You are also expected to keep yourself updated in the subjects taught by you and take up research and publications.
8. You must consider yourself accountable for the performance of your students in the tests and the examinations.

Contd.3

[Handwritten signature]
19/6

(Affiliated to Bangalore University and Recognized by Government of Karnataka and UGC)



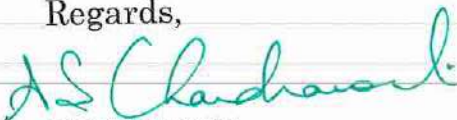
-3-


9. You shall not do part-time or accept special assignments anywhere else or even apply for any post without getting specific permission from the college management committee.
10. Absenting yourself from duty or availing of leave without proper sanction in advance may result in loss of pay while taking frequent or long leave would be viewed seriously by the Management.
11. We expect that our students will be benefited by your teaching, by your academic activities and other academic involvements.
12. Your services are transferable among the Surana Group of Institutions.
13. We look forward to have your association with us.

Two copies of this appointment order are enclosed herewith, of which one must be submitted duly signed by you as a token of your acceptance of the above said appointment and all the conditions stipulated in the appointment order.

I wish you good luck.

Regards,


PRINCIPAL


I accept the appointment and agree to abide by the terms and conditions mentioned therein

Ms. Rashmi Eshwar

Signature.....

Date: 18th June 2009

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file

(Affiliated to Bangalore University and Recognized by Government of Karnataka and UGC)



REF.SC/APPT/2009-10:509A

7th September, 2009

Ms.Ashwini.S.Diwakar
C/o.Ishwar T.Patted
#825, 17th Main, 18th Cross
BSK II Stage, Near Devagiri Temple
Bangalore-560 070
Ph:90082357376

Madam,

**LETTER OF APPOINTMENT
LECTURER-DEPARTMENT OF COMPUTER SCIENCE**

1. I am glad to inform you that the Management of Surana College has decided to appoint you as a **Lecturer in Computer Science**, situated at 16, South End Road, Bangalore-560 004.
2. You are requested to report for duty on or before 14th September, 2009 and furnish your original testimonials along with a set of Xerox copies.
3. You will be offered a monthly salary as per the following:

Basic:Rs. 8,000-00

D.A: Rs. 3,200-00

S.A: Rs. 300-00

Total:Rs. 11,500-00 (Rupees Eleven Thousand & Five Hundred Only)

Regulation Governing the appointment:

1. The appointment will be on temporary basis for a period of one year and shall be extended subject to the satisfactory completion of probationary period.
2. You will be governed as per the existing Provident Scheme.
3. Your appointment is subject to approval of your qualifications and eligibility as per the rule



Contd.2

(Affiliated to Bangalore University and Recognized by Government of Karnataka and UGC)



- 2 -

4. Your services are terminable by one month notice on either side without assigning any reason whatsoever. You shall not leave the service of the Institution in the middle of the academic year.
5. In case the employee wants to leave the institution, the notice period of one month should not fall during the vacation time.
6. You shall strictly follow the Institution timings and you shall be present in the college during all the working hours whether you have teaching work or not and you are expected to take effective part in such extra-curricular and co-curricular activities of the college as and when required.
7. You are eligible to avail leave as per the leave rules of the Institution. Please note that you shall submit the application for leave well in advance and make arrangements for the work to be done on the day of your leave by adjusting the work load with your colleagues. You may also note that the Management has right to refuse/cancel your leave and leave is not the matter of right.
8. You must devote yourself in teaching and training the students in the subjects assigned to you. You are also expected to keep yourself updated in the subjects taught by you and take up research and publications.
9. You must consider yourself accountable for the performance of your students in the tests and the examinations.
10. You shall not do part-time or accept special assignments anywhere else or even apply for any post without getting specific permission from the college management committee.

Contd.3


ii/9/07



-3-

11. Absenting yourself from duty or availing of leave without proper sanction in advance may result in loss of pay while taking frequent or long leave would be viewed seriously by the Management.
12. We expect that our students will be benefited by your teaching, by your academic activities and other academic involvements.
13. Your services are transferable among the Surana Group of Institutions.
14. We look forward to have your association with us.

Two copies of this appointment order are enclosed herewith, of which one must be submitted duly signed by you as a token of your acceptance of the above said appointment and all the conditions stipulated in the appointment order.

I wish you good luck.

Regards,

A S Chandrasekhar
PRINCIPAL

S
11/09/09

I accept the appointment and agree to abide by the terms and conditions mentioned therein

Ms. Ashwini S. Diwakar

Signature.....*A S Diwakar*.....

Date: 11th Sept 2009

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



REF.NO.SC:EST/APT.ORD/2012-13/045A

20th June, 2012

Mrs.Shravani.B
W/o.Mr.Guru Raj.N
221/44, 10th C Main
Jayanagar,Bangalore-560011
Ph:8088694878

Dear Mrs.Shravani.B,

Sub : Appointment to the post of Lecturer in the Department of Computer Science
Ref: 1. Proceedings of Governing Council meeting of GDA Foundation's No. GDA/2011-12/509A Dtd.02/01/12
2.Interview held on 20/06/2012

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as "**Lecturer in the Department of Computer Science** in our College situated at No.16, South End Road, Bangalore-560004 , with effect from 25th June, 2012 in the following terms and conditions:

01. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
02. You will be paid monthly emoluments as under to teach 20 hrs (Twenty Hours) per week:

Basic	: Rs.11,400.00
DA	: Rs. 1,140.00
HRA	: Rs 1,160.00
CCA	: Rs. 300.00

Total : RS.14,000.00(Rupees Fourteen Thousand Only)

In addition to above, you are entitled for PF/EPF as per the rules.

03. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Group Institutions.

Contd.2



- 2 -

06. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to resign, you are required to give three months compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge your service after serving one month's notice.
c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall performance.
10. You must devote yourself to the job taken in about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to take effective part in co-curricular and extra-curricular activities of the College, as and when required, in the best interest of the students.

Contd.3



14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

D S Chandrasekhar
PRINCIPAL

[Signature]

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME Smt.Shravani.B

Signature *Shravani.B*

Date

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



INTER OFFICE ORDER

REF.NO:SC/EST/IOO/2017-18/045

Date:01/06/2017

REF:Letter dated:31/05/2017 of Mr.Srinivas.A, HOD-Computer Science

In continuation to the above referred letter, Mr.R.Srinivas Rao, Lecturer, Computer Science Department, Surana Ind.PU College has been transferred to Surana College and re-designated as Assistant Professor, Department of Computer Science with immediate effect. Salary remains same and his service particulars are enclosed herewith for his reference.


(DR.ARCHANA SURANA)
MANAGING TRUSTEE

- C.C. to:
1. Mr.R.Srinivas Rao, Lecturer, Surana Ind.PU College, Bangalore
 2. The Principal, Surana Ind.PU College, Bangalore
 3. The Principal, Surana College, Bangalore *BB*
 4. The Accounts Department *BD*
 5. Guard File
 6. HR Department for message

R. Srinivas N
16/17

SERVICES PARTICULARS

01. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
02. As a Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
03. Your Employment is transferable among the Surana Group of Institutions.
04. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
05.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
06. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.

R. Suresh Kumar
1/6/17



SURANA COLLEGE OF ARTS, SCIENCE, COMMERCE & MANAGEMENT

(G. D. A. FOUNDATION)

No. 16, SOUTHEND ROAD, BANGALORE-560 004

Ref.

Date: 20.6.97

- Ref: 1. Proceedings of the meeting of the Board
of Appointment dated 19.5.1997.
2. Approval of the Chairman of the Governing
Council dated 19.5.1997.

ORDER NO. SC/APT/Bot / 223 / 97-98 DATED: 20 JUNE 1997

Sri/Smt Chandra Sekharappa. B.R. is appointed as
Full-Time/~~Part-Time~~ Lecturer in BOTANY for both the
degree and P.V.C. He/She is put on the pay scale of
Rs. 2200-75-2800-4000 with 30% D.A.
admissible by the Karnataka Government.

The appointment is purely temporary and liable to be
terminated without any notice. It is likely to be made permanent
in due course if his/her work is found satisfactory.

Sri/Smt. Chandra Sekharappa B.R. is directed to report
for duty on or before 1.7.1997 with all certificates and testimonials.

To

Sri/Smt Chandra Sekharappa. B.R.

BY ORDER



SURANA COLLEGE

Moulding Character & Careers

Permanently Affiliated to Bangalore University
Accredited by NAAC with 'A' Grade
Recognised under 2(F) & 12 (B) of UGC
Certified IAO & ISO 9001-2015

To,

Mrs. Malini Shetty A G
No 24, 7th cross, 5th Main
N.R Colony, Bangalore 560019
Ph: 9480349389 / 26610206
Sir

REF.NO/SC/EST/APT.ORD/2018-19/067
20/06/2018

Sub: Appointment to the post of ASSISTANT PROFESSOR' in the
Department of History.

This has reference to your application for employment in our institution and on subsequent interview you had with us ,we are pleased to appoint you as 'ASSISTANT PROFESSOR' in the Department of Botany in our College situated at No.16, South End Road, Bangalore -04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600 /-	(Fifteen Thousand Six Hundred Rupees only)
DA	Rs. 1560 /-	(One Thousand Five Hundred and Sixty Rupees only)
CCA	Rs. 300 /-	(Three Hundred Rupees only)
HRA	Rs. 3900 /-	(Three Thousand Nine Hundred Rupees only)
Conveyance Allowance	Rs. 1000/-	(One Thousand Rupees Only)
Books & Periodicals	Rs. 2640/-	(Two Thousand Six Hundred and Forty only)
Total Gross Salary (Monthly)	Rs. 25,000/-	(Twenty Five Thousand Rupees only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.

22
20/6/18



SURANA COLLEGE

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Accredited by NAAC with 'A' Grade

Recognised under 2(F) & 12 (B) of UGC

Certified IAO & ISO 9001-2015

04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institution.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.

SS
20/6/18



SURANA COLLEGE

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Recognised under 2(F) & 12 (B) of UGC
Certified IAO & ISO 9001-2015

11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson

PRINCIPAL

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Mrs. Malini A. Shetty

Signature

Date 23/06/2018

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



REF.NO/SC/EST/APT.ORD/2013-14/ 073(B)

25th September, 2013

Mrs.Farzana Tasneem M. I

No: 21,7th main, 6th cross
K N Extension, Triveni Road
Yeshwanthpur,
Bangalore-560022
Ph: 9886664675

Dear Mrs.Farzana Tasneem M.I,

Sub: Appointment to the post of Lecturer in the Department of Biotechnology
Ref: With Personal Interview Dated 24/09/13.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as **Lecturer in the Department of Biotechnology** in our College situated at No.16, South End Road, Bangalore, with immediate effect on the following terms and conditions:

01. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
02. You will be paid monthly emoluments as under:

Basic	15,600.00
DA	1,560.00
HRA	1,040.00
CCA	300.00
TOTAL	18,500.00(Rupees Eighteen Thousand & Five Hundred Only)

You are not entitled for any emoluments other than the above said amount.
In addition to above, you are entitled for PF/EPF as per the rules.

03. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Group Institutions.

Received the Appointment Letter
I will abide by the College Rules
and Regulations
Farzana Tasneem. M.I.

Contd.2...

Moulding Character and Careers 1/10/13

(Affiliated to Bangalore University and Recognized by Government of Karnataka and UGC)

Phone : (91) 080-26642292, 22446141
Telefax : (91) 080-26541095

E-mail : ugcentre@suranacollege.edu.in
Web : www.suranacollege.edu.in



-2-

06. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to resign, you are required to give three months compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge your service after serving one month's notice.
c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall performance.
10. You must devote yourself to the job taken in about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.

Contd.3



-3-

13. You are expected to take effective part in co-curricular and extra-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

A.S. Chandramoni
PRINCIPAL

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

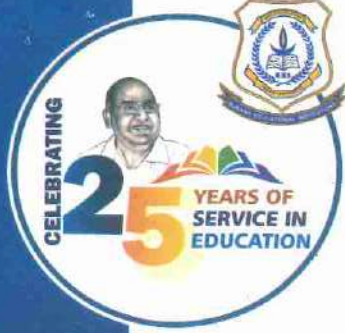
NAME **Mrs.Farzana Tasneem M.I**

Signature

Date

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



ESTD. 1995
SURANA COLLEGE

Moulding Character & Careers

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Re-accredited by NAAC with A+ Grade
Recognized under 2(f) & 12(B) of UGC
Accredited by IAO & Certified by ISO

REF.NO/SC/EST/APT.ORD/2019-20/080

Date: 30/08/2019

To,

Mrs. Seethalaxmi Madhukar Sankalli

Flat No 25, 2nd Floor,
Abhijit Apartment, 11th Cross,
7th Main Road, Malleshwaram,
Bangalore – 560003.

Dear Mrs. Seethalaxmi Madhukar Sankalli,

Sub: Appointment to the post of 'ASSISTANT PROFESSOR' in the
Department of Biotechnology & Non Core Subjects.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'ASSISTANT PROFESSOR' in the Department of Biotechnology & Non Core Subjects in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs.15,600/-	(Rupees Fifteen Thousand Six hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three Hundred only)
HRA	Rs. 3,900/-	(Rupees Three Thousand Nine Hundred only)
Books & Periodicals	Rs. 640/-	(Rupees Six Hundred Fourth only)
AGP	Rs. 4,000/-	(Rupees Four Thousand only)
Total Gross Salary (Monthly)	Rs. 26,000/-	(Rupees Twenty Six Thousand only)

In addition to above, you are entitled for PF as per the rules.
You are not entitled for any emoluments other than the above said amount.

SS
30/8/19

1/3

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.

b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.

c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

Date: 30/08/2019

10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,

For SURANA COLLEGE

S. Samuelson
PRINCIPAL 30/8/19.

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Mrs. Seethalaxmi Madhukar Sankalli S.

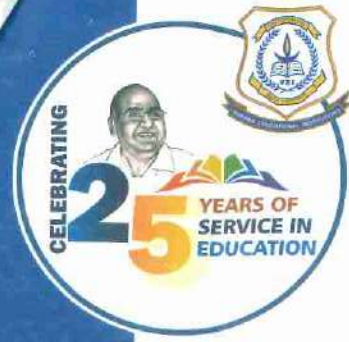
Signature *M.S. Seethalaxmi*

Date *03/09/2019*

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.

Received. *[Signature]*



ESTD. 1995
SURANA COLLEGE

Moulding Character & Careers

Permanently Affiliated to Bangalore University
Re-accredited by NAAC with A+ Grade
Recognized under 2(f) & 12(B) of UGC
Accredited by IAO & Certified by ISO

REF.NO/SC/EST/APT.ORD/2020-21/005
06/08/2020

To,

Ms. NAVARUNA BORAH
D/o Lakshmi Narayan Borah,
No. 46, Janapath Farmgate,
Taj Vivanta Hotel,
Khanapura, Khanapara, Kamrup Metro,
Khanapara, Assam - 781022
Ph No: 8876946081

Dear Ms. Navaruna Borah

Sub: Appointment to the post of '**ASSISTANT PROFESSOR**' in the
Department of **History**.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as '**ASSISTANT PROFESSOR**' in the Department of **History** in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600/-	(Rupees Fifteen Thousand Six Hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three Hundred only)
HRA	Rs. 3,120/-	(Rupees Three Thousand One Twenty only)
AGP	Rs. 4,000/-	(Rupees Four Thousand only)
Books & Periodicals	Rs. 420/-	(Rupees Four Hundred Twenty only)
Total Gross Salary per month	Rs. 25,000/-	(Rupees Twenty Five Thousand only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

1 | Page

06/08/2020

16, South End Road
Bengaluru-560004
Ph: 91-80-26542292, 22446141, 26541095

Mail: ugprincipal@suranacollege.edu.in
Web: www.suranacollege.edu.in

RAJAT YATRA

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.


06/08/2020

06/08/2020

10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE



PRINCIPAL



**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: **Ms. Navaruna Borah**

Signature 

Date 6th Aug, 2020

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



SURANA COLLEGE

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Accredited by NAAC with 'A' Grade
Recognised under 2(F) & 12 (B) of UGC
Certified by IAO & ISO

To,

REF.NO/SC/EST/APT.ORD/2018-19/176

01/03/2019

Ms. RAHAT NASIM

No 32, Collin Street,

Kolkata- 700016

Ph No : 9038576897/ 8910892931

Dear Ms. RAHAT NASIM

Sub: Appointment to the post of 'ASSISTANT PROFESSOR' in the
Department of Political Science.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'ASSISTANT PROFESSOR' in the Political Science in our College situated at No.16, South End Road, Bangalore -04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600/-	(Fifteen Thousand and Six Hundred Rupees only)
DA	Rs. 1,560 /-	(One Thousand Five Hundred and Sixty Rupees only)
CCA	Rs. 300 /-	(Three Hundred Rupees only)
HRA	Rs. 1,560 /-	(One Thousand and Five Hundred and Sixty Rupees only)
Conveyance Allowance	Rs. 1,000/-	(One Thousand Rupees only)
Books & Periodicals	Rs. 1,480 /-	(One Thousand Four Hundred and Eighty Rupees only)
Total Gross Salary (Monthly)	Rs. 21,500 /-	(Twenty One Thousand Five Hundred Rupees only)

In addition to above, you are entitled for EPF as per the rules.

You are not entitled for any emoluments other than the above said amount.



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Certified by IAO & ISO

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.



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11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

B. Samuelson

PRINCIPAL

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Ms. RAHAT NASIM

Signature *Rahat Nasim*

Date *1-3-2019*

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



REF.SC/APPT/2009-10:738

11th January, 2010

Sri.Girisha.K
S/o.Sri.Kenchaveerappa
Behind Mosque,
Near Railway Station
Chitradurga-577501
Ph: 9341830297/ 9343526156

Sir,

**LETTER OF APPOINTMENT
LECTURER-DEPARTMENT OF ECONOMICS**

1. I am glad to inform you that the Management of Surana College has decided to appoint you as **Lecturer in Economics**, situated at 16, South End Road, Bangalore-560 004.
2. You are requested to report for duty on 11th January, 2010 and furnish your original testimonials along with a set of Xerox copies.
3. You will be offered a monthly salary as per the following:

Basic:Rs. 8,000-00

D.A: Rs. 2,000-00

Total:Rs. 10,000-00 (Rupees Ten Thousand Only)

Regulation Governing the appointment:

1. The appointment will be on temporary basis for a period of one year and shall be extended subject to the satisfactory completion of probationary period.
2. You will be governed as per the existing Provident Scheme.
3. Your appointment is subject to approval of your qualifications and eligibility as per the rule

Contd.2



- 2 -

4. Your services are terminable by one month notice on either side without assigning any reason whatsoever. You shall not leave the service of the Institution in the middle of the academic year.
5. In case the employee wants to leave the institution, the notice period of one month should not fall during the vacation time.
6. You shall strictly follow the Institution timings and you shall be present in the college during all the working hours whether you have teaching work or not and you are expected to take effective part in such extra-curricular and co-curricular activities of the college as and when required.
7. You are eligible to avail leave as per the leave rules of the Institution. Please note that you shall submit the application for leave well in advance and make arrangements for the work to be done on the day of your leave by adjusting the work load with your colleagues. You may also note that the Management has right to refuse/cancel your leave and leave is not the matter of right.
8. You must devote yourself in teaching and training the students in the subjects assigned to you. You are also expected to keep yourself updated in the subjects taught by you and take up research and publications.
9. You must consider yourself accountable for the performance of your students in the tests and the examinations.
10. You shall not do part-time or accept special assignments anywhere else or even apply for any post without getting specific permission from the college management committee.

Contd.3



-3-

11. Absenting yourself from duty or availing of leave without proper sanction in advance may result in loss of pay while taking frequent or long leave would be viewed seriously by the Management.
12. We expect that our students will be benefited by your teaching, by your academic activities and other academic involvements.
13. Your services are transferable among the Surana Group of Institutions.
14. We look forward to have your association with us.

Two copies of this appointment order are enclosed herewith, of which one must be submitted duly signed by you as a token of your acceptance of the above said appointment and all the conditions stipulated in the appointment order.

I wish you good luck.

Regards,

AS Chandrasekhar
PRINCIPAL

11-01-10 I accept the appointment and agree to abide by the terms and conditions mentioned therein

Mr. Girisha.K

Signature... *Girisha.K*

Date... *11-01-2010*

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



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Certified by IAO & ISO

To,

REF.NO/SC/EST/APT.ORD/2019-20/058

08/07/2019

Ms. SHRUTHI B C

W/o Naveen Joseph A,
55, 15th Cross, V V Mohalla,
Vani Vilas Mohalla,
Mysore – 570002.
Ph No: 8095000654

Dear Ms. Shruthi B C

Sub: Appointment to the post of 'ASSISTANT PROFESSOR' in the
Department of JOURNALISM.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'ASSISTANT PROFESSOR' in the Department of Journalism in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs.15,600/-	(Rupees Fifteen Thousand Six hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three Hundred only)
HRA	Rs. 3,900/-	(Rupees Three thousand Nine Hundred only)
Books & Periodicals	Rs. 2,640/-	(Rupees Two Thousand Six hundred Forty only)
AGP	Rs. 6,000/-	(Rupees Six Thousand only)
Conveyance Allowance	Rs. 5,000/-	(Rupees Five Thousand only)
Total Gross Salary (Monthly)	Rs. 35,000/-	(Rupees Thirty Five Thousand only)

In addition to above, you are entitled for EPF as per the rules.

You are not entitled for any emoluments other than the above said amount.

28
8/7/19



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Certified by IAO & ISO

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, aiter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.

28
8/7/19



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11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson
PRINCIPAL 01/7/19

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Ms. SHRUTHI B C

Signature

Date 15/07/19

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



REF.NO/SC/EST/APT.ORD/2016-17/048

20/06/2016

To,
Ms.Bhavana.S
#147/10, 1st A Cross,
Mariyappana Palya,
Bangalore-560021
Ph: 9739543698

Dear Ms.Bhavana.S,

Sub: Appointment to the post of Lecturer in the Department of Psychology.
Ref: **1. Advertisement in Times of India dated 15/05/2016.**
2. Interview held on 30/05/2016.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as a Lecturer in the Department of Psychology in our College situated at No.16, South End Road, Bangalore, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	11,400/-
DA	2,850/-
CCA	300/-
HRA	1,450/-
TOTAL	16,000/- (Rupees Sixteen Thousand Only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

SB
20/6/16

BN8316/7432:1013
An ISO 9001:2008 Certified Institution





03. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Group of Institutions.
06. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

SS
20/6/16



10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuel

PRINCIPAL

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME **Ms.Bhavana.S**

Signature *B.S.*

Date *20/6/2016*

CC to:

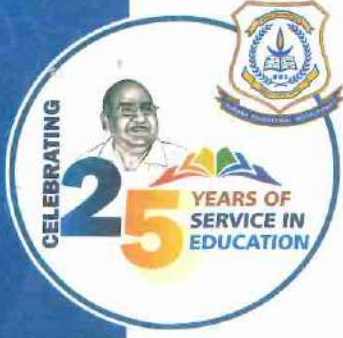
1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file.

Received.

BN8316/7432:1013

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ESTD. 1995

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Accredited by IAO & Certified by ISO

REF.NO/SC/EST/APT.ORD/2019-20/143
Date: 06/02/2020

To,

Mrs. TEJASWINI Y
#33, Simha Sena,
2nd Cross, Ramaiah Nagar,
Kumaraswamy Layout,
Bangalore - 78
Ph No. 9916299923

Dear Mrs. Tejaswini Y.

Sub: Appointment to the post of 'ASSISTANT PROFESSOR' in the
Department of **PSYCHOLOGY**.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'ASSISTANT PROFESSOR' in the Department of **Psychology** in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs.15,600/-	(Rupees Fifteen Thousand Six hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three Hundred only)
HRA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
Books & Periodicals	Rs. 1,005/-	(Rupees One Thousand Five only)
Conveyance Allowance	Rs. 1,000/-	(Rupees One Thousand only)
Total Gross Salary (Monthly)	Rs. 21,025/-	(Rupees Twenty One Thousand Twenty Five only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

S. Samuelson
6/2/2020

1/3

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

88
6/2/2020

REF.NO/SC/EST/APT.ORD/2019-20/143

Date: 06/02/2020

10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,

For SURANA COLLEGE

S. Samuelson
PRINCIPAL *6/2/2020*

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Mrs. Tejaswini Y.

Signature *Tejaswini*

Date *6/2/2020*

*Received
Tejaswini*

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



SURANA COLLEGE

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Certified by IAO & ISO

To,

REF.NO/SC/EST/APT.ORD/2019-20/001D
03/04/2019

Ms. RAGINI B

C/O B ERANNA, 2-825/15, PANCHAYATRAJ COLONY,
BEHIND ENGINEERS COLONY, THIRUMLA NAGAR, ADONI,
KURNOOL, ANDHRA PRADESH- 518302
Ph No: 9986304822

Dear Ms. RAGINI B

Sub: Appointment to the post of 'ASSISTANT PROFESSOR' in the
Department of Tourism.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'ASSISTANT PROFESSOR' in the Tourism in our College situated at No.16, South End Road, Bangalore -04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600/-	(Rupees Fifteen Thousand and Six Hundred only)
DA	Rs. 1,560 /-	(Rupees One Thousand Five Hundred and Sixty only)
CCA	Rs 300/-	(Rupees Three Hundred only)
HRA	Rs. 3,900/-	(Rupees Three Thousand and Nine Hundred only)
Books & Periodicals	Rs 3,640/-	(Rupees Three Thousand Six Hundred and Forty only)
AGP	Rs. 6,000/-	(Rupees Six Thousand only)
Total Gross Salary (Monthly)	Rs. 31,000 /-	(Thirty One Thousand only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

BB



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04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.

88
27/4/19



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11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson
PRINCIPAL 3/4/19

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Ms. RAGINI B

Signature *Ragini*

Date 3/04/2019

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



SURANA COLLEGE OF ARTS, SCIENCE, COMMERCE & MANAGEMENT

(G. D. A. FOUNDATION)

No. 16, SOUTHEND ROAD, BANGALORE-560 004

Ref.

Date :

- Ref: 1. Proceedings of the meeting of the Board of Appointment dated 19.5.1997.
2. Approval of the Chairman of the Governing Council dated 19.5.1997.

ORDER NO. SC/APT/ 289 /97-98/
DATED 19.5.97

Sri/Smt. Mini K. Abraham is appointed as Full-Time/Part-Time Lecturer in Commerce for both the P.U.C. and Degree. He/She is put on the pay scale of Rs. 2200 + 75 + 100 + 4000 with 30% D.A. admissible by the Karnataka Government.

The appointment is purely temporary and liable to be terminated without any notice. It is likely to be made permanent in due course if his/her work is found satisfactory.

Sri/Smt Mini K. Abraham is directed to report to duty on or before 1.7.1997 with all certificates and testimonials.

BY ORDER,

PRINCIPAL

To

Sri/Smt



G. D. A. FOUNDATION

6642292
646141

SURANA COLLEGE

(Arts, Science, Commerce & Management)

No. 16, Sri Nittoorur Srinivasa Rao Road (South End Road), Bangalore-560 004

Ref. SC/ NO/APT/99-2000/

Date : 01-09-99.

APPOINTMENT ORDER

ORDER NO. SC/APT/347A/99-2000 DATED ..

Sri/Smt. MURALIDHAR.V is appointed as
Lecturer in Commerce & Management for both the PUC &
Degree. He/She is put on the Consolidated Pay of Rs. 3,500/-

The appointment is purely temporary and liable to be terminated without any notice. It is likely to be made permanent in due course if his/her work is found satisfactory.

Sri/Smt MURALIDHAR.V is directed to report to duty on or before 06-09-99 with all Certificates and testimonials.

*Received the
appointment order by me
on 8/9/99
Muralidhar*

To,

Sri/Smt . Muralidhar.V,
#312, 12th Block,
P.W.D., Quarters,
Wilson Garden,
Bangalore-560 007

BY ORDER,


PRINCIPAL

PRINCIPAL

Surana College of Arts Science Commerce & Management
No. 16, South End Road,
BANGALORE - 560 004.



G. D. A. FOUNDATION

6642292
6346141

SURANA COLLEGE

(ARTS, SCIENCE, COMMERCE & MANAGEMENT)

No. 16, Sri Nittoor Srinivasa Rao Road (South End Road), Bangalore-560 004

Ref. SC/

Date :

APPOINTMENT ORDER

ORDER NO.SC/APT/Com&Mgmt/245/dated 12/06/2002.

Sri / Smt. Mahalakshmi A.L. is appointed as Lecturer in Commerce & Management for both P.U.C. & Degree. You will be offered a salary of Rs.6,000/- per month with P.F. contribution as per rules.

Basic Salary	Rs. 3,000/- p.m.
Conveyance Allowance	Rs. 1,000/- p.m.
House Rent Allowance	Rs. 2,000/- p.m.
Total Salary	Rs. 6,000/- p.m.

You are on probation for a period of ten months from the date of joining.

You are advised to report to duty on or before 15th June 2002 with all Certificates in original and testimonials.

BY ORDER,

PRINCIPAL

To

Mrs. Mahalakshmi A.L.,
#857, 11th Cross,
J.P. Nagar, I Phase,
Bangalore - 78.

Received on 27th June 2002.

Mahalakshmi A-L
27/06/02



SC:EST/APT/2007-08/325

31st December, 2007

Smt.Meera.V
1130, Brindavan, 9th Cross
II Block, BSK I Stage
Bangalore-560 050
9844823389

Madam,

LETTER OF APPOINTMENT
FACULTY - DEPARTMENT OF COMMERCE & MANAGEMENT

1. I am glad to inform you that the management of Surana College has agreed to appoint you as Faculty in the Department of **Commerce & Management** situated at No.16, South End Road, Bangalore-560 004.
2. You are requested to report for duty on or before 2nd January, 2008 and furnish your original testimonials along with a set of Xerox copies.
3. You will be offered a monthly salary as per the following:

Basic:Rs.12,000-00 (Rupees Twelve Thousand Only)
D.A: Rs. 9,480.00 (Rupees Nine Thousand Four Hundred & Eighty Only)
HRA: Rs. 1,560.00 (Rupees One Thousand Five Hundred & Sixty Only)
CCA: Rs. 200.00 (Rupees Two Hundred Only)
S.A : Rs. 760.00 (Rupees Seven Hundred and Sixty Only)
Total: Rs.24,000-00 (Rupees Twenty Four Thousand Only)

Contd.2



- 2 -

Regulation Governing the appointment:

1. The appointment will be on tenure basis and subject to the satisfactory completion of probationary period.
2. You will be governed as per the existing Provident Fund Scheme.
3. Your appointment is subject to approval of your qualifications and eligibility as per the rule
4. Your services are terminable by one month notice on either side without assigning any reason whatsoever. You shall not leave the service of the Institution in the middle of the academic year
5. You shall strictly follow the Institution timings and you shall be present in the college during all the working hours whether you have teaching work or not and you are expected to take effective part in such extra-curricular and co-curricular activities of the college as and when required.
6. You are eligible to avail leave as per the leave rules of the Institution. Please note that you shall submit the application for leave well in advance and make arrangements for the work to be done on the day of your leave by adjusting the work load with your colleagues. You may also note that the Management has right to refuse/cancel your leave and leave is not the matter of right.

Contd.3



- 3 -

7. You must devote yourself in teaching and training the students in the subjects assigned to you. You are also expected to keep yourself updated in the subjects taught by you and take up research and publications.
8. You must consider yourself accountable for the performance of your students in the tests and the examinations.
9. You shall not do part-time or accept special assignments anywhere else or even apply for any post without getting specific permission from the college management committee.
10. Absenting yourself from duty or availing of leave without proper sanction in advance may result in loss of pay while taking frequent or long leave would be viewed seriously by the Management.
11. We expect that our students will be benefited by your teaching, by your academic activities and other academic involvements.
12. We look forward to have your association with us.

Two copies of this appointment order are enclosed herewith, of which one must be submitted duly signed by you as a token of your acceptance of the above said appointment and all the conditions stipulated in the appointment order.

Contd.4



- 4 -

I wish you good luck.

Regards,

(PROF. K.E. RADHAKRISHNA)
PRINCIPAL

I accept the appointment and agree to abide by the terms and conditions mentioned therein

Smt. Meera.V

Signature.....

Date: 2/1/08

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



REF.NO:SC:APPT:2011-12:141

21st June, 2011

Smt.C.R.Sunitha
No.210/4-01, 11th Cross
Opp.Canara Bank
Wilson Garden
Bangalore
Ph:9964296674/41308388

Dear Mrs.C.R.Sunitha,

Sub : Appointment to the post of Lecturer in the Department of Commerce & Management.

Ref : Proceedings of the interview dated 06/06/2011

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as "Lecturer in the Department of Commerce & Management" in our College situated at No.16, South End Road, Bangalore-04, with effect from 1st July, 2011 on the following terms and conditions:

1. Your appointment will be purely on temporary and is subject to approval of your qualifications and eligibility.
2. You will be paid monthly emoluments as under:

Basic	: Rs. 8,000.00
DA	: Rs. 4,000.00
HRA	: Rs. 1,200.00
CCA	: Rs. 300.00
S A	: Rs. 4,500.00
Total	: RS.18,000.00 (Rupees Eighteen thousand Only)

In addition to above, you are entitled for PF/EPF as per the rules.

3. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.

Contd.2



- 2 -

- 4 As a staff member, you are required to maintain punctuality, discipline and decorum of the Institution.
- 5 Your Employment is transferable among the Surana Group Institutions.
- 6 You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously & not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
- 7 a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to resign, you are required to give three months compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge your service after serving one month's notice.
c) If you involve in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
8. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
9. Your annual increment or increase in emoluments would be done subject to overall performance.
10. You must devote yourself to the job taken in about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.

Contd.3

(Affiliated to Bangalore University and Recognized by Government of Karnataka and UGC)

Phone: (91) 080-26642292 / 22446141
Telefax: (91) 080-26541095

E-mail: ugcentre@suranacollege.edu.in
Web: suranacollege.edu.in



-3-

12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to take effective part in co-curricular and extra-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

Please affix your signature on the duplicate copy of this letter in token of acceptance of your appointment on the above terms and conditions and return the same to us for our records.

With Best Wishes,
For SURANA COLLEGE

A.S. Chandramouli
(A.S.CHANDRAMOULI)
PRINCIPAL

ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME : SMT.C.R.SUNITHA

Signature *C.R. Suniltha*

Date *22/6/11*

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



REF.NO:SC:EST:APPT.ORD:2012-13:038

7th June, 2012

Smt. Sheetal N. Acharya
#103, Eshwar Layout
Konanakunte Post, J.P. Nagar 7th Phase
Bangalore-560078
Ph: 9916590673

Dear Smt. Sheetal N. Acharya,

Sub : Appointment to the post of Lecturer in the Department of Commerce & Management

Ref : 1. Our Offer Letter No. SC/EST/OFR./2012-13/027 dated 09/05/2012

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as "**Lecturer in the Department of Commerce & Management**" in our College situated at No.16, South End Road, Bangalore-560004, with effect from 15th June, 2012 on the following terms and conditions:

1. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
2. You will be paid monthly emoluments as under:

Basic : Rs. 11,400.00
DA : Rs. 1,140.00
HRA : Rs. 1,140.00
CCA : Rs. 300.00
S A : Rs. 1,120.00
Total : RS. 15,100.00 (Rupees Fifteen Thousand & One Hundred Only)
In addition to above, you are entitled for PF/EPF as per the rules.

3. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
4. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
5. Your Employment is transferable among the Surana Group Institutions.

Contd.2



- 2 -

6. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
7. a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to resign, you are required to give three months compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge your service after serving one month's notice.
c) Involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
8. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
9. Your annual increment or increase in emoluments would be done subject to overall performance.
10. You must devote yourself to the job taken in about teaching /coaching the students in the subject/field assigned to you. You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to take effective part in co-curricular and extra-curricular activities of the College, as and when required, in the best interest of the students.

Contd.3



- 3 -

14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

Please affix your signature on the duplicate copy of this letter in token of acceptance of your appointment on the above terms and conditions and return the same to us for our records.

With Best Wishes,
For SURANA COLLEGE

PRINCIPAL

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME **SMT.SHEETAL N.ACHARYA**

Signature

Date 7/6/12.....

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



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Recognised under 2(f) & 12(B) of UGC

EF.NO/SC/EST/APT.ORD/2016-17/183-A
01/03/2017

To,
Mr. Vijay S Narayan
#482, East End Main Road,
9th Block, Jayanagar,
Bangalore-560 069
Ph: 9845632128

Dear Mr. Vijay S Narayan

Sub: Appointment to the post of **Assistant Professor** in the Department of **Commerce & Management**.

Ref: 1. Advertisement in Deccan Herald dated 16/11/2016.
2. Interview held on 08/12/2016.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as a **Assistant Professor** in the Department of **Commerce & Management** in our College situated at No.16, South End Road, Bangalore, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.

02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600.00	(Rupees Fifteen Thousand Six Hundred only)
DA	Rs. 1,560.00	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300.00	(Rupees Three Hundred only)
HRA	Rs. 4,680.00	(Rupees Four Thousand Six Hundred Eighty only)
SA	Rs. 9,060.00	(Rupees Nine Thousand Sixty only)
Conveyance Allowance	Rs. 1,800.00	(Rupees One Thousand Eight Hundred only)
TOTAL	Rs. 33,000.00	(Rupees Thirty Three Thousand only)

In addition to above, you are entitled for EPF as per the rules.

You are not entitled for any emoluments other than the above said amount.

88
11/3/17

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03. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Group of Institutions.
06. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

BB
11/3/17

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10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson
11/3/17

PRINCIPAL

[Handwritten signature]
09/03/17

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Mr.Vijay S Narayan

Signature

Date 11/3/17

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file.
3. HR Dept for Msg

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REF.NO/SC/EST/APT.ORD/2017-18/064
27/06/2017

To,

Mr.SHREE HARSHA C.
20/2, Rajiv Gandhi Road,
Chamundi Nursery, Jarganahalli,,
Bangalore-560 078,
Ph: 8951128685

Dear Mr. Shree Harsha C,

Sub: Appointment to the post of 'Assistant Professor' in the Department of Management.

Ref: 1. Advertisement in Deccan Herald dated 17/05/2017.
2. Interview held on 26/05/2017.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'Assistant Professor' in the Department of Management in our College situated at No.16, South End Road, Bangalore -04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.

02. You will be paid monthly emoluments as under.

Basic	Rs.15,600/-	(Rupees Fifteen Thousand & Six hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five Hundred & Sixty only)
CCA	Rs. 300/-	(Rupees Three hundred only)
HRA	Rs. 3,900/-	(Rupees Three Thousand & Nine hundred only)
Conveyance Allowance	Rs. 2,000/-	(Rupees Two Thousand only)
Book & Periodicals	Rs. 2,640/-	(Rupees Two Thousand Six hundred & Forty only)
Total Gross Salary (Monthly)	Rs. 26,000/-	(Rupees Twenty Six Thousand only)

In addition to above you are not entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

SB
27/6/17

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03. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Group of Institutions.
06. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.

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Recognised under 2(f) & 12(B) of UGC

11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson

PRINCIPAL

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Mr. Shree Harsha C.

Signature *Shree Harsha C.*

Date *27/6/17*

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file.
3. HR Dept for Msg.



BN8316/7432:1013
AN ISO 9001:2008 Certified Institution



To,

Mrs. ANOOR ASHWINI ANAND
Sf 302, Sreematha Sadhgruham,
2nd Main, Srinivasanagar,
BSK 1st Stage,
Bangalore-560 050
Ph: 9741556355

REF.NO/SC/EST/APT.ORD/2017-18/059

27/06/2017

Dear Mrs. Anoor Ashwini Anand,

Sub: Appointment to the post of 'Assistant Professor' in the Department of Management.

Ref: 1. Advertisement in Deccan Herald dated 17/05/2017.
2. Interview held on 26/05/2017.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'Assistant Professor' in the Department of Management in our College situated at No.16, South End Road, Bangalore -04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.

02. You will be paid monthly emoluments as under:

Basic	Rs.15,600/-	(Rupees Fifteen Thousand Six hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three hundred only)
HRA	Rs. 3,900/-	(Rupees Three Thousand Nine hundred only)
Conveyance Allowance	Rs. 2,000/-	(Rupees Two Thousand only)
Books & Periodicals	Rs. 640/-	(Rupees Six hundred forty only)
Total Gross Salary (Monthly)	Rs. 24,000/-	(Rupees Twenty Four Thousand only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

AS
27/6/17

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03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Group of Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.

BB
27/6/17

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11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson
27/6/17
PRINCIPAL

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Mrs. ANOOR ASHWINI ANAND

Signature *[Signature]*

Date *27.06.2017*

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file.
3. HR Dept for Msg.

BN8316/7432:1013
AN ISO 9001:2008 Certified Institution





To,

Mr. Kiran Anandan
No. 17/1, 4th Cross,
6th Block, Rajajinagar,
Bangalore-560 010
Ph: 7411444841

REF.NO/SC/EST/APT.ORD/2017-18/075-A
01/07/2017

Dear Mr. Kiran Anandan,

Sub: Appointment to the post of '**Assistant Professor**' in the Department of **Commerce & Management**.

Ref: **1. Advertisement in Deccan Herald dated 17/05/2017.**
2. Interview held on 26/05/2017.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as '**Assistant Professor**' in the Department of **Commerce & Management** in our College situated at No.16, South End Road, Bangalore -04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs.15,600/-	(Rupees Fifteen Thousand Six hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three hundred only)
HRA	Rs. 3,900/-	(Rupees Three Thousand Nine hundred only)
Conveyance allowance	Rs. 2,000/-	(Rupees Two Thousand only)
Books & Periodicals	Rs. 4,640/-	(Rupees Four Thousand Six Forty only)
Total Gross Salary (Monthly)	Rs.28,000/-	(Rupees Twenty Eight Thousand only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

BSCIC
17



03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Group of Institutions.
06. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.

BAO
117



11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the college, as and when required, in the best interest of the students.
14. You are responsible to NCC work also.
15. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For **SURANA COLLEGE**


PRINCIPAL 11/7/17



**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: **Mr.Kiran Anandan**

Signature

Date 11/7/2017

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file.
3. HR Dept for Msg.



To,
Mrs. JANAKI P.
No. 04, Haines Road, 3rd Cross,
Next to Tamil Wesley Church,
Pulakeshinagar, Bangalore North,
H. K. P. Bangalore North - 560051
Ph: 8050040041

REF.NO/SC/EST/APT.ORD/2017-18/170
09/02/2018

Dear Mrs. Janaki P.

Sub: Appointment to the post of 'Assistant Professor' in the
Department of Commerce & Management.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'Assistant Professor' in the Department of Commerce & Management in our College situated at No.16, South End Road, Bangalore -04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs.15,600/-	(Rupees Fifteen Thousand & Six hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five hundred & Sixty only)
CCA	Rs. 300/-	(Rupees Three hundred only)
HRA	Rs. 1,560/-	(Rupees One Thousand Five Hundred & Sixty only)
AGP	Rs. 3,000/-	(Rupees Three Thousand only)
Books & Periodical	Rs. 2,980/-	(Rupees Two Thousand Nine Hundred & Eighty only)
Conveyance Allowance	Rs. 2,000/-	(Rupees Two Thousand only)
Total Gross Salary (Monthly)	Rs.27,000/-	(Rupees Twenty Seven Thousand only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

S. Samuelson
9/2/18



SURANA COLLEGE

Moulding Character & Careers

Permanently Affiliated to Bangalore University
Accredited by NAAC with 'A' Grade
Recognised under 2(f) & 12(B) of UGC

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institution.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.

S. Samuelson
9/2/18

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AN ISO 9001:2008 Certified Institution





SURANA COLLEGE

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11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelan
PRINCIPAL 9/2/18

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Mrs.JANAKI P.

Signature *Janaki P.*

Date 09/02/18

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.

BN8316/7432:1013
AN ISO 9001:2008 Certified Institution





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Accredited by NAAC with 'A' Grade
Recognised under 2(F) & 12 (B) of UGC
Certified IAO & ISO 9001-2015

To,

REF.NO/SC/EST/APT.ORD/2018-19/070
23/06/2018

Ms. APARNA MALLIKARJUN MATHAPATHI
D/O Mallikarjun. M
No 41, Santosh Colony, Jewargi Road
Gulbarga- 585102, Karnataka
Ph: 9739436269

Dear Ms. APARNA MATHAPATHI

Sub: Appointment to the post of 'ASSISTANT PROFESSOR' in the
Department of Commerce.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'ASSISTANT PROFESSOR' in the **Department of Commerce** in our College situated at No.16, South End Road, Bangalore -04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600/-	(Fifteen Thousand and Six Hundred Rupees only)
DA	Rs. 1,560 /-	(One Thousand Five Hundred and Sixty Rupees only)
CCA	Rs. 300 /-	(Three Hundred Rupees only)
HRA	Rs. 3,900 /-	(Three Thousand and Nine Hundred Rupees only)
Conveyance Allowance	Rs. 2,000/-	(Two Thousand Rupees only)
Books & Periodicals	Rs. 1,640 /-	(One Thousand Six Hundred and Forty Rupees only)
Total Gross Salary (Monthly)	Rs. 25,000 /-	(Twenty Five Thousand Rupees only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

23/6/18



SURANA COLLEGE

Moulding Character & Careers

Permanently Affiliated to Bangalore University

Accredited by NAAC with 'A' Grade

Recognised under 2(F) & 12 (B) of UGC

Certified IAO & ISO 9001-2015

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.

98
23/6/18



SURANA COLLEGE

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Recognised under 2(F) & 12 (B) of UGC
Certified IAO & ISO 9001-2015

11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samudra

PRINCIPAL

[Signature]

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Ms. APARNA MALLIKARJUN MATHAPATHI

Signature *Aparna*

Date *23-06-18*

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



SURANA COLLEGE

Moulding Character & Careers

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Recognised under 2(F) & 12 (B) of UGC
Certified IAO & ISO 9001-2015

To,

Mr. Subramanya.V
No 461, 16th cross, 1st Floor,
Basaveshwaranagar, BEML Layout,
Bangalore 560079
Ph: 9964239235

REF.NO/SC/EST/APT.ORD/2018-19/068
21/06/2018

Dear Mr. Subramanya.V

Sub: Appointment to the post of 'ASSISTANT PROFESSOR' in the
Department of Management.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'ASSISTANT PROFESSOR' in the Department of Management in our College situated at No.16, South End Road, Bangalore -04, on the following terms and conditions. You are requested to report for duty on 23/06/2018.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600/-	(Rupees Fifteen Thousand Six Hundred only)
DA	Rs. 1,560 /-	(Rupees One Thousand Five Hundred & Sixty only)
CCA	Rs. 300/-	(Rupees Three Hundred only)
HRA	Rs. 3,900/-	(Rupees Three Thousand & Nine Hundred only)
Conveyance Allowance	Rs. 640/-	(Rupees Six Hundred & Forty only)
Total Gross Salary (Monthly)	Rs. 22,000/-	(Rupees Twenty Two Thousand only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

AS
21/6/18



SURANA COLLEGE

Moulding Character & Careers

Permanently Affiliated to Bangalore University

Accredited by NAAC with 'A' Grade

Recognised under 2(F) & 12 (B) of UGC

Certified IAO & ISO 9001-2015

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institution.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.

22
21/6/18



SURANA COLLEGE

Moulding Character & Careers

Permanently Affiliated to Bangalore University
Accredited by NAAC with 'A' Grade
Recognised under 2(F) & 12 (B) of UGC
Certified IAO & ISO 9001-2015

11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson

PRINCIPAL

21.6.18

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Mr. Subramanya.V

Signature

Subramanya.V

Date

01/06/2018

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



GDA FOUNDATION

Moulding Character & Careers

INTER OFFICE ORDER

Ref No. SC/EST/100/2019-20/064A

Date: 17/07/2019

Ref : Letter dated 01/06/2019 of Dr. B G Lakshmi, Lecturer of Commerce

In continuation to the above referred letter, Dr. B G Lakshmi, Lecturer, Department of Commerce, Surana Ind. PU College, No 16, South End Road, Bangalore - 04 has been transferred to Surana College, No.16, South End Road, Bangalore - 04 and Re-designated as Assistant Professor in Department of Commerce with Immediate effect. The salary scale of the candidate remains same and her service particulars are enclosed herewith for her reference.

(Dr. Archana Surana)

Managing Trustee

C.C. to 1. Dr. B. G Lakshmi, Lecturer, Surana Ind.PU College, Bangalore

2. The Principal, Surana Ind. PU College, Bangalore

3. The Principal, Surana College, Bangalore.

4. The Accounts Department

5. HR Department for Message

6. Guard File

Handwritten initials and date:
17/7/19

01. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
02. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
03. Your Employment is transferable among the Surana Educational Institutions.
04. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
05.
 - a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
06. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
07. Your annual increment or increase in emoluments would be done subject to overall Performance.

08. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
09. You are responsible for the overall performance of your students, in particular with the tests and examinations.
10. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
11. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
12. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

ACCEPTANCE OF THE EMPLOYMENT

AND

UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: **Dr. B G Lakshmi**

Signature *Dr. B.G. Lakshmi*

Date *17/07/2019*



SURANA COLLEGE

Moulding Character and Careers

Permanently Affiliated to Bangalore University
Accredited by NAAC with 'A' Grade
Recognised under 2(F) & 12 (B) of UGC
Certified by IAO & ISO

To,

REF.NO/SC/EST/APT.ORD/2019-20/059

08/07/2019

Ms. MANJUSHREE G S

MR 24- B, IBM, qtrs.

Mandinilayout,

Bangalore - 560096

Ph No. 7353602557, 080-23493386

Dear Ms. Manjushree G S

Sub: Appointment to the post of '**ASSISTANT PROFESSOR**' in the
Department of **COMMERCE**.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as '**ASSISTANT PROFESSOR**' in the Department of **Commerce** in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs.15,600/-	(Rupees Fifteen Thousand Six Hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three Hundred only)
HRA	Rs. 3,900/-	(Rupees Three Thousand Nine hundred only)
Conveyance Allowance	Rs. 1,000/-	(Rupees One Thousand only)
Books & Periodicals	Rs. 640/-	(Rupees Six hundred Forty only)
Total Gross Salary (Monthly)	Rs. 23,000/-	(Rupees Twenty Three Thousand only)

In addition to above, you are entitled for EPF as per the rules.

You are not entitled for any emoluments other than the above said amount.

28
8/7/19



SURANA COLLEGE

Moulding Character and Careers

Permanently Affiliated to Bangalore University

Accredited by NAAC with 'A' Grade

Recognised under 2(F) & 12 (B) of UGC

Certified by IAO & ISO

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.
10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.

SS
8/7/19



SURANA COLLEGE

Moulding Character and Careers

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Certified by IAO & ISO

11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson
PRINCIPAL 8/7/19

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Ms. MANJUSHREE G S

Signature *Manjushree G.S*
Date *09/07/2019*

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



REF.NO/SC/EST/APT.ORD/2019-20/068
Date: 22/07/2019

To,

Mr. NARESH K V
No.26, REC Layout,
Bogadi 2nd Stage,
Mysore - 570026
Ph No: 9742368192

Dear Mr. Naresh K V

Sub: Appointment to the post of 'Assistant Professor' in the
Department of Commerce.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'Assistant Professor' in the Department of Commerce in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs.15,600/-	(Rupees Fifteen Thousand Six hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three Hundred only)
HRA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
Books & Periodicals	Rs. 1,980/-	(Rupees One Thousand Nine hundred Eight only)
Conveyance Allowance	Rs. 1,000/-	(Rupees One Thousand only)
Total Gross Salary per month	Rs. 22,000/-	(Rupees Twenty Two Thousand only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

22/7/19

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

88
22/7/19

10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in Particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson
22/7/19
PRINCIPAL

[Signature]

ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

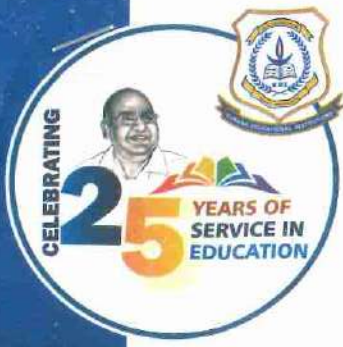
NAME: Mr. Naresh K V

Signature *[Signature]*

Date *22/7/19*

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



REF.NO/SC/EST/APT.ORD/2020-21/20
09/09/2020

To,

Ms. ASHWINI K
53, 3rd Cross, 11th Main,
Near Ayyappa Swamy Temple,
Raghavendra Block, Srinagar,
Banashankari,
Bangalore South - 560050
Ph No: 7090960976

Dear Ms. Ashwini K

Sub: Appointment to the post of '**ASSISTANT PROFESSOR**' in the
Department of **COMMERCE**.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as '**ASSISTANT PROFESSOR**' in the Department of **COMMERCE** in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600/-	(Rupees Fifteen Thousand Six Hundred only)
DA	Rs. 1,560 /-	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three Hundred only)
HRA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
AGP	Rs. 4,000/-	(Rupees Four Thousand only)
Books & Periodicals	Rs. 680 /-	(Rupees Six Hundred Eighty only)
NET/Ph.D allowance	Rs. 300/-	(Rupees Three Hundred only)
Total Gross Salary per month	Rs. 24,000/-	(Rupees Twenty Four Thousand only)

In addition to above, you are entitled for EPF as per the rules.

You are not entitled for any emoluments other than the above said amount.

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

Bhuvanagiri
9/9/20
PRINCIPAL

09-09-2020

ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

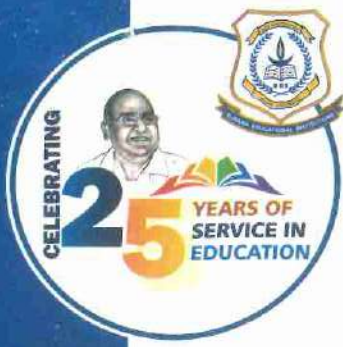
NAME: Ms. Ashwini K

Signature *Ashwini K*

Date *09/09/2020.*
12:03 PM.

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



ESTD. 1995
SURANA COLLEGE

Moulding Character & Careers

Permanently Affiliated to Bangalore University
Re-accredited by NAAC with A+ Grade
Recognized under 2(f) & 12(B) of UGC
Accredited by IAO & Certified by ISO

REF.NO/SC/EST/APT.ORD/2020-21/025
10/09/2020

To,

Ms. DHANU B C
D/o Channappa B S
1/13-1
Thimrayappa Garden Cox Town,
Fraser Town, Bangalore North,
Bangalore - 560005
Ph No: 9738364019

Dear Ms. Dhanu B C

Sub: Appointment to the post of '**ASSISTANT PROFESSOR**' in the
Department of **COMMERCE**.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as '**ASSISTANT PROFESSOR**' in the Department of **COMMERCE** in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600/-	(Rupees Fifteen Thousand Six Hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three Hundred only)
HRA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
AGP	Rs. 4,000/-	(Rupees Four Thousand only)
Books & Periodicals	Rs. 480/-	(Rupees Four Hundred Eighty only)
Total Gross Salary per month	Rs. 23,500/-	(Rupees Twenty Three Thousand Five Hundred only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

1 | Page

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

Bhanu B C
10/9/20
PRINCIPAL

10/9/20

ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Ms. Dhanu B C

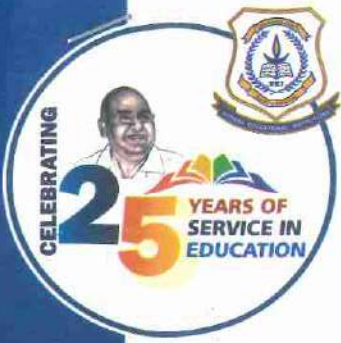
Reviewed

Signature *Dhanu B C*

Date *10-Sep-2020*

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



REF.NO/SC/EST/APT.ORD/2020-21/026
12/09/2020

To,

Mr. DHIRAJ D SHARMA
S/o M G Diwakar,
81, 7th Cross,
Near Shaneshwara Temple,
L.R.K. Layout, Malagala Main Road,
Viswaneedam, Bangalore - 560091
Ph No: 8904890519

Dear Mr. Dhiraj D Sharma

Sub: Appointment to the post of '**ASSISTANT PROFESSOR**' in the
Department of **MANAGEMENT**.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as '**ASSISTANT PROFESSOR**' in the Department of **MANAGEMENT** in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600/-	(Rupees Fifteen Thousand Six Hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three Hundred only)
HRA	Rs. 3,120/-	(Rupees Three Thousand One Twenty only)
AGP	Rs. 4,000/-	(Rupees Four Thousand only)
Books & Periodicals	Rs. 1,420/-	(Rupees One Thousand Four Hundred Twenty only)
Total Gross Salary per month	Rs. 26,000/-	(Rupees Twenty Six Thousand only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

1 | Page

SM
12/9/20

12/09/2020

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

KM
12/9/20

REF.NO/SC/EST/APT.ORD/2020-21/026

12/09/2020

10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

PRINCIPAL

12/09/2020

Blaua 24/12/19/20

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: **Mr. Dhiraj D Sharma**

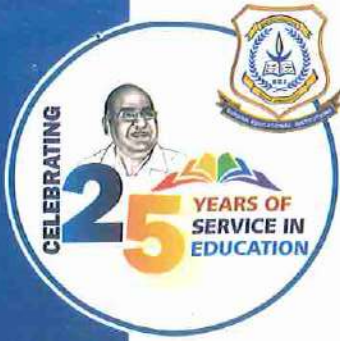
Signature *D. D. S.*

Date *14 Sept 2020*

Received

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.

REF.NO/SC/EST/APT.ORD/2020-21/030
14/09/2020

To,

Ms. NISHA ANo. 1074 LIG 15th B Cross

Near Government School Yelahanka New Town

Yelahanka, Bangalore North,

Bengaluru - 560064

Ph No: 7892058657 / 6360688206

Dear Ms. Nisha A

Sub: Appointment to the post of '**ASSISTANT PROFESSOR**' in the
Department of **MANAGEMENT**.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as '**ASSISTANT PROFESSOR**' in the Department of **MANAGEMENT** in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600/-	(Rupees Fifteen Thousand Six Hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three Hundred only)
HRA	Rs. 3,120/-	(Rupees Three Thousand One Twenty only)
AGP	Rs. 4,000/-	(Rupees Four Thousand only)
Books & Periodicals	Rs. 1,420/-	(Rupees One Thousand Four Hundred & Twenty only)
Total Gross Salary per month	Rs. 26,000/-	(Rupees Twenty Six Thousand only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.

b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.

c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

Bhauz 4/16/9/20
PRINCIPAL

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Ms. Nisha A

Signature *Nisha A. (Received)*

Date *18/Sep/2020*

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.

→ M.D



G. D. A. FOUNDATION

6642292
646141

SURANA COLLEGE

(Arts, Science, Commerce & Management)

No. 16, Sri Nittoor Srinivasa Rao Road (South End Road), Bangalore-560 004

Ref. SC/

Date :

APPOINTMENT ORDER

ORDER NO.SC/APT/ B28 / LIBRARIAN / DATED 30.10.2000

Sri/Smt. SATYANARAYANA B.R. is appointed as

LIBRARIAN for both the _____

_____ He/She is put on the Consolidated

Pay of Rs.4,000/- per month

The appointment is purely temporary and liable to be terminated without any notice. It is likely to be made permanent in due course if his/her work is found satisfactory.

Sri/Smt. SATYANARAYANA B.R.s directed to report to duty on or before 8.11.2000 with all Certificates and testimonials.

*Received
Satyanarayana B.R.
6/11/2000*

BY ORDER

[Signature]
PRINCIPAL

To

Sri.Satyanarayana B.R.
12,2nd Floor, 6th Main
Muniswamappa Garden
Chamarajapet, Bangalore-18

"APPROVED"

TRUSTEE



SC:EST/APT/2007-08/0017

30th May, 2007

Sri.Kumar.R
C/o.Nagesh
Nagaprabha, #17, Y.V.Annaya Road
Yelachenahalli, Kanakapura Main Rd.,
J.P.Ngar (Post), Bangalore
Cell:9980797376

Sir.,

LETTER OF APPOINTMENT

1. I am glad to inform you that the management of Surana College has agreed to appoint you as **Library Assistant** situated at 16, South End Road, Bangalore-560 004.
2. You are requested to report for duty on or before 7th June, 2007 Please furnish your original testimonials along with a set of Xerox copies.
3. You will be offered a monthly salary as per the following:

Basic:Rs. 4,575-00 (Rupees Four Thousand Five Hundred & Seventy Five Only)

D.A: Rs. 425-00 (Rupees Four Hundred & Twenty Five Only)

Total: Rs. 5,000-00 (Rupees Five Thousand Only)

Contd.2



- 2 -

Regulation Governing the appointment:

1. The appointment will be on tenure basis and subject to the satisfactory completion of probationary period.
2. Your appointment is subject to approval of your qualifications and eligibility as per the rule
3. Your services are terminable by one month notice on either side without assigning any reason whatsoever.
4. You shall strictly follow the Institution timings.
5. You are eligible to avail leave as per the leave rules of the Institution. Please note that you shall submit the application for leave well in advance and make arrangements for the work to be done on the day of your leave by adjusting the work load with your colleagues. You may also note that the Management has right to refuse/cancel your leave and leave is not the matter of right.
6. You shall not do part-time or accept special assignments anywhere else or even apply for any post without getting specific permission from the college management committee.
7. Absenting yourself from duty or availing of leave without proper sanction in advance may result in loss of pay while taking frequent or long leave would be viewed seriously by the Management.
8. You will be governed as per the existing Provident Scheme.

Contd.3



- 3 -

9. We look forward to have your association with us.

Two copies of this appointment order are enclosed herewith, of which one must be submitted duly signed by you as a token of your acceptance of the above said appointment and all the conditions stipulated in the appointment order.

I wish you good luck.

Regards,


(PROF. K.E. RADHAKRISHNA)
PRINCIPAL

I accept the appointment and agree to abide by the terms and conditions mentioned therein

Sri. Kumar. R

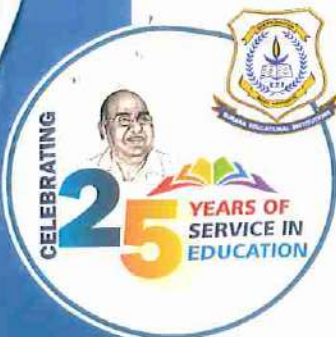
Signature.....

Date: 11/6/07

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file





REF.NO/SC/EST/APT.ORD/2019-20/069
22/07/2019

To,
Mr. MANJANNA B P
S/O, Palaiiah B
Near Anjaneeya Temple Sihineeru Honda,
H L K Road, Chitradurga - 577501, Karnataka.
Ph No: 8951275553

Dear Mr. Manjanna B P

Sub: Appointment to the post of '**Physical Education Director**' in the
Department of **Physical Education**.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as '**Physical Education Director**' in the Department of **Physical Education** in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.

02. You will be paid monthly emoluments as under:

Basic	Rs.15,600/-	(Rupees Fifteen Thousand Six hundred only)
DA	Rs.1,560/-	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs.300/-	(Rupees Three Hundred only)
HRA	Rs.4,680/-	(Rupees Four thousand Six Hundred Eighty only)
Books & Periodicals	Rs. 2,860/-	(Rupees Two Thousand Eight hundred Sixty only)
AGP	Rs.4,000/-	(Rupees Four Thousand only)
Conveyance Allowance	Rs. 1,000/-	(Rupees One Thousand only)
Total Gross Salary (Monthly)	Rs. 30,000/-	(Rupees Thirty Five Thousand only)

In addition to above, you are entitled for EPF as per the rules.

You are not entitled for any emoluments other than the above said amount.

Contd.2

88
22/7/19

RAJAT YATRA

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

Contd.3

AB
22/7/19

10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson
PRINCIPAL 22/7/19

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Mr. MANJANNA B P

Signature *(Signature)*

Date 22/07/2019

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



REF.NO/SC/EST/APT.ORD/2015-16/050

16/June/2015

To,
Mr. Narendra.K
#795, 5-Main,
West of Chord Road,
2nd Stage Nagapura,
Banglore-560086
Ph.9972899775

Dear Mr.Narendra.K ,

Sub: Appointment to the post of Lecturer in the Department of M.Com

Ref: **1. Advertisement in Times of India dated 03/06/2015.**
2. Interview held with us on 10/June/2015.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as a Lecturer in the Department of M.Com in our College situated at No.16, South End Road, Bangalore, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.

02. You will be paid monthly emoluments as under:

Basic	15,600/-
DA	1,560/-
HRA	3,900/-
CCA	300/-
SA	3640/-
TOTAL	25,000/- (Twenty Five Thousand Rupees Only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

BB

BN8316/7432:1013
An ISO 9001:2008 Certified Institution





03. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Group of Institutions.
06. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

BS

BN8316/7432:1013
An ISO 9001:2008 Certified Institution





10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson

PRINCIPAL

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME **Mr.Narendra.K**

Signature *Narendra.K*

Date 16/06/2015

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file

Reporting from 22/06/2015



SURANA COLLEGE

Moulding Character & Careers

Permanently Affiliated to Bangalore University
Accredited by NAAC with 'A' Grade
Recognised under 2(f) & 12(B) of UGC

REF.NO/SC/EST/APT.ORD/2016-17/152
22/12/2016

To,
Mr.Narendra K
795, 5th Main,
West of Chord Road,
2nd Stage, Nagapura,
Bangalore-560 086
Ph: 9972899775

Dear Mr.Narendra K

Sub: Appointment to the post of **Assistant Professor** in the Department of **Commerce & Management**.
Ref: 1. Advertisement in Deccan Herald dated 16/11/2016.
2. Interview held on 08/12/2016.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as a **Assistant Professor** in the Department of **Commerce & Management** in our College situated at No.16, South End Road, Bangalore, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600.00	(Rupees Fifteen Thousand Six Hundred only)
DA	Rs. 1,560.00	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300.00	(Rupees Three Hundred only)
HRA	Rs. 4,680.00	(Rupees Four Thousand Six Hundred Eighty only)
SA	Rs. 4,860.00	(Rupees Four Thousand Eight Hundred Sixty only)
TOTAL	Rs. 27,000.00	(Rupees Twenty Seven Thousand only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

SB

BN8316/7432:1013
AN ISO 9001:2008 Certified Institution





03. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Group of Institutions.
06. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

ASB



10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

S. Samuelson

PRINCIPAL

[Signature]

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Mr.Narendra K

Signature *Narendra K*

Date *30/12/2016*

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file.
3. HR Dept for Msg.



REF.NO/SC/EST/APT.ORD/2019-20/154

Date: 14/02/2020

To,

Ms. SUCHETA SINHA.
D/O, Satyabrata Sinha
Flat No. B/3, Odyssey Enclave,
MathaSahi, Tulasipur,
Cuttack, KhatbinSahi,
Orissa – 753008
Ph No. 9742690495

Dear Ms. Sucheta Sinha

Sub: Appointment to the post of '**ASSISTANT PROFESSOR**' in the
Department of **M.Com.**

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as '**ASSISTANT PROFESSOR**' in the Department of **M.Com** in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs.15,600/-	(Rupees Fifteen Thousand Six hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three Hundred only)
HRA	Rs. 3,120/-	(Rupees Three ThousandOne Hundred and Twenty only)
Books & Periodicals	Rs. 420/-	(Rupees Four Twenty only)
AGP	Rs. 4,000/-	(Rupees Four Thousand only)
Total Gross Salary (Monthly)	Rs. 25,000/-	(Rupees Twenty-FiveThousand Only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

RS
14/2/2020

1/3

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07. a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.

b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.

c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

SB
14/2/2020

Date: 14/02/2020

10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For **SURANA COLLEGE**

S. Sameerban

PRINCIPAL

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: **Ms. SUCHETA SINHA.**

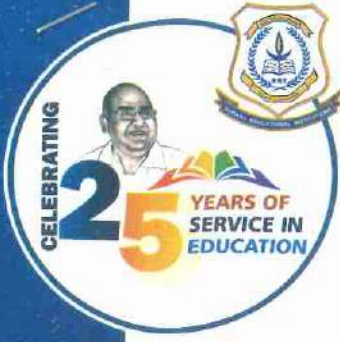
Signature *Sucheta Sinha*

Date *2/03/2020*

Received

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



REF.NO/SC/EST/APT.ORD/2020-21/021
09/09/2020

To,

Ms. JAYASHREE K N
D/o Nagaraj K
20, Kanakapura Main Road
Pipe Line Road,
Near Namaste Garments, Sarakki Village,
Bangalore South - 560078
Ph No: 8073237559 / 9845757679

Dear Ms. Jayashree K N

Sub: Appointment to the post of 'ASSISTANT PROFESSOR' in the
Department of **COMMERCE - POST GRADUATION**.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as 'ASSISTANT PROFESSOR' in the Department of **COMMERCE - (POST GRADUATION DEPARTMENTS)** in our College situated at No.16, South End Road, Bangalore-04, on the following terms and conditions. You are requested to report for duty within 15 days from the date of this appointment order.

01. Your appointment is on probation for a period of 12 months and is subject to approval of your qualification, eligibility and satisfactory performance.
02. You will be paid monthly emoluments as under:

Basic	Rs. 15,600/-	(Rupees Fifteen Thousand Six Hundred only)
DA	Rs. 1,560/-	(Rupees One Thousand Five Hundred Sixty only)
CCA	Rs. 300/-	(Rupees Three Hundred only)
HRA	Rs. 3,120/-	(Rupees Three Thousand One Twenty only)
AGP	Rs. 6,000/-	(Rupees Six Thousand only)
NET/ Ph.D allowance	Rs. 300/-	(Rupees Three Hundred only)
Conveyance allowance	Rs. 1,000/-	(Rupees One Thousand only)
Books & Periodicals	Rs. 1,120/-	(Rupees One Thousand One Hundred Twenty only)
Total Gross Salary per month	Rs. 29,000/-	(Rupees Twenty Nine Thousand only)

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

I | Page

03. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
04. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
05. Your Employment is transferable among the Surana Educational Institutions.
06. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
07.
 - a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
08. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
09. Your annual increment or increase in emoluments would be done subject to overall Performance.

10. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
14. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

With Best Wishes,
For SURANA COLLEGE

Bhuvanajiff
PRINCIPAL *9/9/20*

09/09/2020

ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Ms. Jayashree K N

Signature *Jayashree K N*

Date *9/9/2020*

Received appointment letter
Jayashree K N
9/9/2020

CC to:

1. The Accounts Section, Surana College, Bangalore-560 004
2. HR Dept.
3. Guard file.



ಸುರಾನ ಕಾಲೇಜು, ನ್ಯಾಷನಲೀಟಿಟರ ಕೇಂಟ್ರಿ

SURANA COLLEGE

Centre for Post Graduate Studies

17, Kengeri Satellite Town, Bangalore-60
(Affiliated to Bangalore University, Recognized by Government of Karnataka and All India Council for Technical Education, New Delhi)

May 10, 2017

Mr N Venkatesh Kumar.
B1-301, Janapriya Greenwood Apartment
Pipeline road, Somashettyhalli
Chikkabanavara
Bangalore 560 090.

Dear Mr Venkatesh,

Sub: Appointment to the post of "Associate Dean – Academics & Admin."

This has reference to your application for employment in our institution and subsequent interviews you had with us, we are pleased to appoint you as "**Associate Dean – Academics & Admin.**" for our Post Graduate Centre namely Surana College situated at Kengeri Satellite Town, Bangalore with effect from 01.07.2017, on the following terms and conditions:

1. Your remuneration package will be as under:

Basic	Rs.45000/-pm
HRA	Rs.22500/-pm
Conveyance Allowance	Rs.13050/-pm
DA	Rs.9350/-pm
City Compensatory Allowance	Rs.300/-pm
Monthly Salary	Rs.90200/-pm
PF/FPF (Company's contribution)*	Rs.1800/-pm
Cost To Company (CTC) PM	Rs.92000/-pm

2. Your present place of work will be at Bangalore, but during the course of employment in this institute, you shall be liable to be posted / transferred anywhere to serve any of the location or any other establishment in India or outside, at the sole discretion of the Management Trustees.
3. During the period of employment with this institute, you shall not engage yourself or in association with any other person, in any other business or occupation, with or without remuneration, other than that of our institute. You are required to maintain the highest order of discipline and secrecy as regards the work of the institute. In case of any breach of discipline/trust, the institute may withdraw your employment with immediate effect.
4. During the course of employment with the institute, you may leave your services by giving two months notice or salary in lieu thereof. However, on submission of your resignation, it would be the discretion of the Management to relieve you from your duties before completion of the notice period. Similarly, your services can be withdrawn for any breach of terms and conditions of the appointment or any rules or for any other reasons at the discretion of the Management by giving two months notice or salary in lieu of the notice period.

Maulding Character and Careers

Phone : (91) 080-26486382
Telefax : (91) 080-26486372

-2-

H.O : SURANA COLLEGE, 16, SOUTH END ROAD, BANGALORE - 4
Phone : (91) 080-26642292, 22446141
Telefax : (91) 080-26541055

E-mail : suranacollege_pgcentre@rediffmail.com
Website : www.suranacollege.edu.in

E-mail : suranacollege@yefoo.co.in
Web : www.suranacollege.edu.in

5. a) If you remain absent without prior permission or overstay the sanctioned leave for more than eight consecutive days, you will be deemed to have deserted your service, thereby bringing about withdrawal of your employment with the institute automatically on your own.
- b) If you remain on sick leave for more than 90 days consecutively, you are liable to be discharged from the employment of the institute due to unfitness medically for work.
6. This appointment and your continuance in employment is subject to your having been found medically (physically and mentally) fit by the authorized Medical Officer.
7. You will be required to comply with all such rules and regulations as the GDA foundation/institute may frame from time to time.
8. Any of our technical, confidential and other important information which might come into your possession during the continuance of your appointment with us shall not be disclosed, divulged or made public by you even thereafter.
9. You will be responsible for safe keeping and return in good condition and order of all institute property, which may be in your use, custody or charge.
10. You are governed by all standard rules and regulations of the institute as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh service rules.
11. Disputes or litigation if any arising out of this employment contract is subject to Bangalore City court jurisdiction only.

Please affix your signature on the duplicate copy of this letter in token of acceptance of your appointment on the above terms and conditions and return the same to us for our records.

Yours faithfully,

for Surana College (P.G Centre),


Dilip Surana,

Chairman & managing Trustee

Read and Accepted

Please note that your remuneration package is Strictly Confidential between you and the Institute and any breach of this confidentiality on your part would be viewed seriously.



SURANA COLLEGE
Post Graduate Departments
Moulding Character and Careers

Affiliated to Bangalore University
Accredited by NAAC with "A" Grade &
Approved by AICTE

No.SCPGC/AO/18-19/MBA/237

1st October 2018

Appointment Order

To,
Dr.Satheesh Kumar R
S/o. P.Rangasamy,
Santham Nagar,
Modakkurichi (Post),
Erode - 638104
Tamilnadu.

Dear Madam,

Sub: Appointment to the Post of Professor.
Ref: 1. Interview dtd 27.08 .2018.
2. Offer Ltr No: SCPGC/OFR.LTR/2018-19/143 dtd: 27th August
2018.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as Professor in the department of Management in our College situated at Kengeri Satellite Town, Bangalore, with effect from **1st October 2018** on the following terms and conditions.

1. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
2. You will be paid monthly emoluments as under:

Basic	37400	Rupees Thirty Seven Thousand Four Hundred Only
D.A.	3740	Rupees Three Thousand Seven Hundred Forty Only
HRA	7480	Rupees Seven Thousand Four Hundred Eighty Only
AGP	6000	Rupees Six Thousand Only
CCA	300	Rupees Three Hundred Only
Books and Periodicals	2580	Rupees Two Thousand Five Hundred Eighty Only
Total	57500	Rupees Fifty Seven Thousand Five Hundred Only

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.



CA-17, Kengeri Satellite Town
Bangalore-560 060

{+91-80-28486382
{+91-80-28486372

□ : pgcentre@suranacollege.edu.in
🌐 : www.suranacollege.edu.in

H.O. : SURANA COLLEGE, 16, South End Road, BANGALORE-560 004 • Phone : +91-80-26642292



SURANA COLLEGE

Post Graduate Departments

Moulding Character and Careers

Affiliated to Bangalore University
Accredited by NAAC with "A" Grade &
Approved by AICTE

No.SCPGC/AO/18-19/MBA/237

1st October 2018

3. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
4. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
5. Your Employment is transferable among the Surana Group Institutions.
6. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
7.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to resign, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge your service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
8. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
9. Your annual increment or increase in emoluments would be done subject to overall performance.
10. You must devote yourself to the job taken in about teaching/coaching the students in the subject/field assigned to you. You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.





SURANA COLLEGE

Post Graduate Departments

Moulding Character and Careers

No.SCPGC/AO/18-19/MBA/237

Affiliated to Bangalore University
Accredited by NAAC with "A" Grade &
Approved by AICTE

1st October 2018

11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to take effective part in co-curricular and extra-curricular activities of the College, as and when required, in the best interest of the students.
14. You shall be eligible for leave facilities or any other benefits from the institution only after the completion of 12 months from the date of joining.
15. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

Please affix your signature on the duplicate copy of this letter in token of acceptance of your appointment on the above terms and conditions and return the same to us for our records.

With Best Wishes,

For SURANA COLLEGE

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME Dr.Satheesh Kumar R

Signature

Date

16/10/2018

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



Anna University



Reg.No.11161331037/RG

The Syndicate of the Anna University hereby makes known that **SATHEESH KUMAR R.** has been admitted to the **DEGREE OF DOCTOR OF PHILOSOPHY** under the Faculty of Management Sciences, having been certified by the duly appointed examiners to be qualified to receive the same in the year 2018. The degree has been awarded in compliance with the "University Grants Commission, Regulations 2009".

Title of the Thesis:

AN EMPIRICAL STUDY OF RETAIL SERVICE QUALITY IN ORGANIZED RETAIL STORE WITH SPECIAL REFERENCE TO COIMBATORE DISTRICT

Given under the seal of the University



Chennai 600025

India

June 2018

Controller of Examinations
SATHEESH KUMAR R.

Registrar

Vice-Chancellor

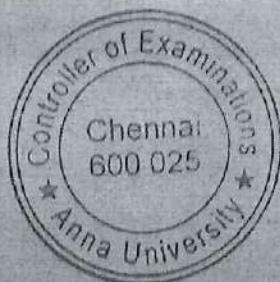
**ANNA UNIVERSITY
CHENNAI - 600 025**


PROVISIONAL CERTIFICATE

Folio No.: PAR018090

This is to certify that the candidate has qualified for the award of *Degree of Doctor of Philosophy* in compliance of the UGC Regulations 2009 as detailed below:

Name : SATHEESH KUMAR R
Registration Number : 11161331037
Degree : Ph.D.
Department/Centre/Subject : MANAGEMENT STUDIES
Faculty : MANAGEMENT SCIENCES
Date, Month & Year of Viva-Voce Examination held : 07.03.2018
Title of the Thesis : AN EMPIRICAL STUDY OF RETAIL SERVICE QUALITY IN ORGANIZED RETAIL STORE WITH SPECIAL REFERENCE TO COIMBATORE DISTRICT




Controller of Examinations

Chennai - 600 025
Date: 18-APR-18



அழகப்பா பல்கலைக்கழகம்

ALAGAPPA UNIVERSITY

(Accredited with "A" Grade by NAAC)

Reg No. 066040248

FACULTY OF MANAGEMENT

The Syndicate of the Alagappa University

hereby confers the degree of

MASTER OF PHILOSOPHY IN MANAGEMENT

on

SATHEESH KUMAR R

with SECOND class in SEP 2009 for having

fulfilled the requirements for the degree.

Given under the seal of the University



Karaikudi

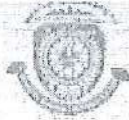
Date : 16 FEB 2010

பதிவாளர்
Registrar

துணைவேந்தர்
Vice - Chancellor

A. Shanmugaswami
Ramaswamy

R. Shanmugaswami



ALAGAPPA UNIVERSITY

(Accredited with 'A' Grade by NAAC)

M. PHIL. MANAGEMENT

CUMULATIVE

STATEMENT OF MARKS

NAME		SATHEESH KOMAR R				REG. No.		056040248	
CODE	SUBJECT	MARKS				RESULT	MMYY		
		E	T	In words					
11	RESEARCH METHODOLOGY - I THEORY	58	50	FIVE EIGHTY	PASS	MAY 2007			
12	RESEARCH METHODOLOGY - II TECHNIQUES	58	50	FIVE EIGHTY	PASS	DEC 2007			
13	RESEARCH FOR BUSINESS DECISIONS	52	52	FIVE TWO	PASS	MAY 2007			
14	DISSERTATION AND VIVA VOCE EXAMINATION	124	124	TWO TWO FOUR	PASS	SEP 2009			
Total: TWO EIGHT FOUR		164		CLASS	SECOND				

ALAGAPPA HALL
KARAIKUDI - 630 007

Dated: 15/11/09

	MAX
Written Paper	100
Practical	50
Dissertation	100

PASSING

MIN.

50

50

50

Deputy Controller



S. V. MURUGAN
Controller of Examinations

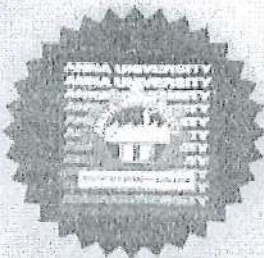
[Handwritten Signature]

Anna University



The Syndicate of the Anna University hereby makes known that **SATHEESH KUMAR R** has been admitted to the **DEGREE OF MASTER OF BUSINESS ADMINISTRATION** having satisfactorily completed the prescribed programme of study and having been certified by duly appointed examiners to be qualified to receive the same and having been placed by them in the **First Class** at the Examination held in **June 2004**.

Given under the Seal of the University

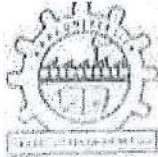


Chennai 600 025
India
December 2004

K. Jayalalitha
Registrar

[Signature]
Vice-Chancellor

RSAP/16



**ANNA UNIVERSITY
CHENNAI
M.B.A. DEGREE EXAMINATIONS
CONSOLIDATED STATEMENT OF MARKS**

Roll No. A715328

NAME OF THE CANDIDATE		RATHESH KUMAR E			REGISTER NO.	T492611041
COLLEGE OF STUDY		714 Mahara Engineering College			MONTH & YEAR OF LAST APPEARANCE	Jan 2004
PROGRAMME & SPECIALIZATION		M.B.A.			REGULATIONS	2002
SEM	SUBJECT CODE	SUBJECT TITLE	MAX.	MARKS OBTAINED	MARKS SECURED	MONTH & YEAR OF PASSING
01	BA100	Statistics for Management	100	58	58.0	Dec 2002
01	BA101	Economic Foundations of Business Environment	100	55	55.0	Dec 2002
01	BA102	Applied Operations Research for Management	100	50	50.0	Dec 2002
01	BA103	Organizational Behaviour	100	50	50.0	Dec 2002
01	BA104	Business Application Software	100	50	50.0	Dec 2002
01	BA105	Accounting for Management	100	50	50.0	Dec 2002
01	BA106	Legal Aspects of Business	100	50	50.0	Dec 2002
02	BA107	Production Management	100	50	50.0	Apr 2003
02	BA108	Financial Management	100	50	50.0	Apr 2003
02	BA109	Marketing Management	100	50	50.0	Dec 2002
02	BA110	Human Resource Management	100	50	50.0	Apr 2003
02	BA111	Management Information System	100	50	50.0	Apr 2003
02	BA112	Systems Management	100	50	50.0	Dec 2002
02	BA113	Research Methods in Business	100	50	50.0	Apr 2003
02	BA114	Communication Skills	100	50	50.0	Apr 2003
03	BA114	Practical Training	100	50	50.0	Dec 2002
03	BA114	International Business Management	100	50	50.0	Dec 2002
03	BA111	Business Policy and Strategic Management	100	50	50.0	Dec 2002
03	BA032	Service Marketing	100	50	50.0	Dec 2002
03	BA114	Advertising and Sales Promotional Management	100	50	50.0	Dec 2002
03	BA035	Security Analysis and Portfolio Management	100	50	50.0	Dec 2002
03	BA037	Industrial Finance	100	50	50.0	Dec 2002
03	BA038	International Finance	100	50	50.0	Dec 2002
03	BA001	Marketing Research	100	50	50.0	Dec 2002
04	BA204	Project Work	400	100	100.0	Jan 2004
End of Statement						
Classification : FIRST CLASS						
Total Marks : 1897 / 2500						
Percentage (rounded to nearest integer) : 68						



Version of Examination : B5/01/04

Change - 08/2013

[Handwritten Signature]

[Handwritten Signature]



பாரதியார் பல்கலைக் கழகம்
Bharathiar University

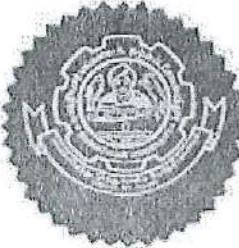
சமூக அறிவியல் புலம்

FACULTY OF SOCIAL SCIENCES

பாரதியார் பல்கலைக் கழகம் ஏப்ரல் 2002 ஆம் ஆண்டு நடைபெற்ற தேர்வுகளில் சிவசுப்பிரமணியன் கிருஷ்ணன் பி.பி.பி. பட்டம் பெற்றார். பகுதி I இல் முதல் இடம், பகுதி II இல் இரண்டாம் இடம், பகுதி III இல் இரண்டாம் இடம் பெற்றுள்ள சிவசுப்பிரமணியன் கிருஷ்ணன் பி.பி.பி. பட்டம் பெற்றார். பகுதி I இல் முதல் இடம், பகுதி II இல் இரண்டாம் இடம், பகுதி III இல் இரண்டாம் இடம் பெற்றுள்ள சிவசுப்பிரமணியன் கிருஷ்ணன் பி.பி.பி. பட்டம் பெற்றார். பகுதி I இல் முதல் இடம், பகுதி II இல் இரண்டாம் இடம், பகுதி III இல் இரண்டாம் இடம் பெற்றுள்ள சிவசுப்பிரமணியன் கிருஷ்ணன் பி.பி.பி. பட்டம் பெற்றார்.

The Syndicate of the Bharathiar University hereby makes known that **SATHEESHKUMAR R** has been admitted to the Degree of **BACHELOR OF BUSINESS MANAGEMENT**, having been certified by duly appointed Examiners to be qualified to receive the same and was placed in **FIRST Class in Part I, SECOND Class in Part II and SECOND Class in Part III** at the Examination conducted in **APRIL 2002** by Bharathiar University.

Given under the Seal of the University.

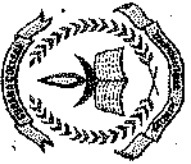


Tamilnadu
Coimbatore
Dated: 25th JUNE 2002
ISSUED ON: 19 SEP 2002

Registrar

Vice-Chancellor

(Handwritten signature)



No.SCPGC/AO/10-11/MBA/355

02-08-2010

Appointment Order

Mrs. Shreelatha H.R.,
W/o Mr. Suresha H.S.,
No.243, 175 Block, Shirke Apts.,
KHB Colony, Kengeri Satellite Town,
Bangalore-560 060.

Madam,

1. I am glad to inform you that the management of Surana College has agreed to appoint you as Lecturer in the Department of Management at our Post Graduation Centre situated at No.17, 1st Main, Kengeri Satellite Town, Bangalore – 560 060.
2. You are requested to report for duty on or before 5th August 2010 and furnish all your original testimonials along with a set of Xerox copies.
3. You will be offered a monthly salary as follows:

Basic	Rs.8000-00	(Rs. Eight thousand only)
D.A.	Rs.4800-00	(Rs. Four thousand eight hundred only)
S.A.	Rs.3700-00	(Rs. Three thousand Seven hundred only)
CCA	300-00	(Rs. Three hundred only)
HRA	1200-00	(Rs. One thousand two hundred only)
Total	Rs.18000-00	(Rupees Eighteen Thousand)

Regulations governing the appointment:

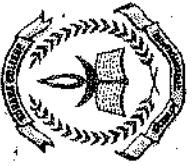
4. The appointment will be on tenure basis.
5. Your appointment is subject to approval of your qualifications and eligibility as per the rule.
6. Your services are terminable by one month notice on either side without assigning any reason whatsoever. You shall not leave the service of the institution in the middle of the academic year. In case the employee wants to leave the institution, the notice period of one month should not fall during the vacation time.
7. You shall strictly follow the institution timings and you shall be present in the college during all the working hours whether you have teaching work or not and you are expected to take effective part in such extra-curricular and co-curricular activities of the college as and when required.

Phone : (91) 080-28486382
Telefax : (91) 080-28486372

E-mail : pgcentre@suranacollege.edu.in
Website : www.pg.suranacollege.edu.in

Moulding Character and Careers

H. O. : SURANA COLLEGE, 16, SOUTH END ROAD, BANGALORE - 4
Phone : (91) 080-26642292, 26346141 E-mail : suranacollege@yahoo.co.in
Telefax : (91) 080-26541095 Web : www.suranacollege.com



ಸುರಾನ ಕಾಲೇಜು, ಸ್ವಾತಂತ್ರ್ಯೋತ್ಸವ ಕೇಂದ್ರ
SURANA COLLEGE
Centre for Post Graduate Studies

17, Kengeri Satellite Town, Bangalore-60
(Affiliated to Bangalore University, Recognized by Government of
Karnataka and All India Council for Technical Education, New Delhi)

8. You are eligible to avail leave as per the leave rules of the institution. Please note that you shall submit the application for leave well in advance and make arrangements for the work to be done on the day of your leave by adjusting the work load with your colleagues. You may also note that the management has right to refuse/cancel your leave and leave is not a matter of right.
9. You must devote yourself in teaching and training the students in the subjects assigned to you. You are also expected to keep yourself updated in the subjects taught by you and take up research and publications.
10. You must consider yourself accountable for the performance of your students in the tests and the examinations.
11. You shall not do part-time or accept special assignments anywhere else or even apply for any post without getting specific permission from the college management committee.
12. Absenting yourself from duty or availing of leave without proper sanction in advance may result in loss of pay while taking frequent or long leave would be viewed seriously by the management.
13. We expect that our students will be benefited by your teaching, by your academic activities and other academic involvements.
14. We look forward to have your association with us.

Two copies of this appointment order are enclosed herewith, of which one must be submitted duly signed by you as a token of your acceptance of the above said appointment and all the conditions stipulated in the Appointment Order.

I wish you good luck,

Regards,

(Dr. V. Prabhu Dev)
Director

I accept the appointment and agree to abide by the terms and conditions mentioned therein.

Mrs. Shreelatha H.R.

Signature: Shreelatha

Date : 2nd Aug 2010

CC to:

1. The Accounts Department, Surana College, Bangalore --4
2. Guard File

Phone : (91) 080-28486382
Telephone : (91) 080-28496372

E-mail : pgcentre@suranacollege.edu.in
Website : www.pg.suranacollege.edu.in

Moulding Character and Careers

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Web : www.suranacollege.com



No.SCPGC/AO/13-14/MBA/825

20/02/2014

Appointment Order

Mr. Tabreez Pasha
4324 Shettyhalli Street,
Ramanagaram,
Bangalore-562109

Dear Tabreez Pasha,

Sub: Appointment to the Post of Assistant Professor

Ref. 1. Interview dtd.: 27th January 2014.
2. Offer Ltr No: No.SCPGC/OL/13-14/MBA/793 dtd:30-01-2014

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as Assistant Professor in the department of Management in our College situated at Kengeri Satellite Town, Bangalore, with effect from 1st March 2014 on the following terms and conditions.

1. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
2. You will be paid monthly emoluments as under:

Basic	Rs. 15,600	(Rs. Fifteen Thousand Six Hundred Only)
D.A.	Rs. 9,360	(Rs. Nine Thousand Three Hundred Sixty Only)
HRA	Rs. 3,120	(Rs. Three Thousand One Hundred & Twenty Only)
CCA	Rs. 300	(Rs Three Hundred Only)
SA	Rs. 3,620	(Rs. Three Thousand Six Hundred & Twenty Only)
Total	Rs. 32,000	(Rs. Thirty Two Thousand Only)

In addition to above, you are entitled for PF/EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

3. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
4. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
5. Your Employment is transferable among the Surana Group Institutions.

Phone : (91) 080-28486382
Telefax : (91) 080-28486372

E-mail : pgcentre@suranacollege.edu.in
Website : www.pg.suranacollege.edu.in

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Web : www.suranacollege.com



ಸುರಾನ ಕಾಲೇಜು, ಸ್ವಾತಂತ್ರ್ಯೋತ್ಸವ ಕೇಂದ್ರ

SURANA COLLEGE

Centre for Post Graduate Studies

17, Kengeri Satellite Town, Bangalore-60

(Affiliated to Bangalore University, Recognized by Government of Karnataka and All India Council for Technical Education, New Delhi)

6. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
7. a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to resign, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
b) In case of non-performance or continued inefficiency, the management may discharge your service after serving one month's notice.
c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
8. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
9. Your annual increment or increase in emoluments would be done subject to overall performance.
10. You must devote yourself to the job taken in about teaching/coaching the students in the subject/field assigned to you. You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to take effective part in co-curricular and extra-curricular activities of the College, as and when required, in the best interest of the students.
14. You shall be eligible for leave facilities or any other benefits from the institution only after the completion of 12 months from the date of joining.

Moulding Character and Careers

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Website : www.pg.suranacollege.edu.in

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Web : www.suranacollege.com



ಸುರಾನ ಕಾಲೇಜು, ಸ್ವಾತಂತ್ರ್ಯೋತ್ಸವ ಕೇಂದ್ರ

SURANA COLLEGE

Centre for Post Graduate Studies

17, Kengeri Satellite Town, Bangalore-60

(Affiliated to Bangalore University, Recognized by Government of Karnataka and All India Council for Technical Education, New Delhi)

15. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

Please affix your signature on the duplicate copy of this letter in token of acceptance of your appointment on the above terms and conditions and return the same to us for our records.

With Best Wishes,

For SURANA COLLEGE

Malathi Suresh
DIRECTOR

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME **Mr. Tabreez Pasha**

Signature *Mr. Tabreez Pasha*

Date *11/03/2014*

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file

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SURANA COLLEGE

Centre for Post Graduate Studies

No. SC/PG/CA/AM/17/18/450 Careers

Affiliated to Bangalore University
Accredited by NAAC with "A" Grade &
Approved by AICTE

7th August 2017

SAVITA SHASTRI

193/28, II Stage, Bande Mutt Layout,
Kengeri Satellite Town, Bangalore - 560060
Phone: 9900213214
Madam,

Subject: Appointment of Adjunct Faculty in Management Department

With reference to the above subject, I am glad to inform you that the Management of Surana College has agreed to appoint you as an Adjunct Faculty in the Management Department at our Post Graduation Centre situated at No.17, 1st Main, Kengeri Satellite Town, Bangalore-560060 w.e.f.7th August 2017 to teach 2 subjects in a week with 8 hrs duration and 3 days in a week and you are also assigned to handle other academic work activities like, valuation, paper setting, Project Work, placement, Industrial visit and other co-curricular activities.

You will be paid monthly consolidated salary of Rs.20000/- (Rupees Twenty Thousand Only)

Your Employment is transferable among the Surana Group Institutions.

In case of non-performance or continued inefficiency, the management may discharge your service after serving one month's notice.

In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.

You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules

You must devote yourself to the Official job assigned to you. You are also expected to keep yourself updated in that area of job assigned to you and get engaged yourself.

You are responsible for the overall performance of assigned responsibility.

Please affix your signature on the duplicate copy of this letter in token of acceptance of your appointment on the above terms and conditions and return the same to us for our records.

With Best Wishes,

For SURANA COLLEGE,

*Received
Savitri
7/8/17*

HEAD OF THE INSTITUTION

SURANA COLLEGE

POST GRADUATE DEPARTMENTS

CA-17, Tumkur-Mysore Ring Road,

Kengeri Satellite Town,

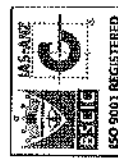
Bangalore-560 060

☎ : +91-80-28486382

✉ : pgcentre@suranacollege.edu.in

🌐 : www.suranacollege.edu.in

Bangalore-560 060



BN8316/7432:1013

An ISO 9001:2008 Certified Institution

☎ : +91-80-28486372 | ✉ : suranacollege@yahoo.co.in
🌐 : www.suranacollege.edu.in | 🌐 : www.suranacollege.com

H.O. : SURANA COLLEGE, 16, South End Road, Bangalore-560 004 ♦ Phone : +91-80-26642292



SURANA COLLEGE

Post Graduate Departments

(GDA FOUNDATION ESTD.1995)

Moulding Character & Careers

Affiliated to Bangalore University
Re-accredited by NAAC with A+ grade
Approved by AICTE
Accredited by IAO & ISO Certified

No.SCPGC/AO/20-21/MBA/

09th January 2020

Appointment Order

Prof.Raghunandan N.K
E304, Sterling Terraces,
Banashankari III Stage,
Outer Ring Road,
Bangalore – 560 085
(M): 9845148494
Email: nk.raghunandan@gmail.com

Dear Sir,

Sub: Appointment to the Post of Associate Professor
Ref: Interview dtd: 19.11.2019

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as Associate Professor in the department of Management in our College situated at Kengeri Satellite Town, Bangalore, with effect from 09th January 2020 on the following terms and conditions.

1. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
2. You will be paid monthly emoluments as under:

Basic	Rs.15600	Rupees Fifteen Thousand Six Hundred Only
D.A.	Rs. 7800	Rupees Seven Thousand Eight Hundred Only
HRA	Rs.11700	Rupees Eleven Thousand Seven Hundred Only
AGP	Rs. 6000	Rupees Six Thousand Only
CCA	Rs. 300	Rupees Three Hundred Only
Conveyance Allowance	Rs.10000	Rupees Ten Thousand Only
Books and Periodicals	Rs.18600	Rupees Eighteen Thousand Six Hundred Only
Total	Rs.70000	Rupees Seventy Thousand Only

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

CA-17, Kengeri Satellite Town
Bangalore - 560 060
Ph: +91-80-28486382, 28486372

Mail: pgcentre@suranacollege.edu.in
Web: www.suranacollege.edu.in

H.O. : SURANA COLLEGE, 16, South End Road Bangalore - 560 004 Ph:+91-80-26642292

RAJAT YATRA



SURANA COLLEGE

Post Graduate Departments

(GDA FOUNDATION ESTD. 1995)

Moulding Character & Careers

Affiliated to Bangalore University
Re-accredited by NAAC with A+ grade
Approved by AICTE
Accredited by IAO & ISO Certified

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME Prof. Raghunandan.N.K

Signature *[Handwritten Signature]*

Date 09/01/2020

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file

CA-17, Kengeri Satellite Town
Bangalore - 560 060
Ph: +91-80-28486382, 28486372

Mail: pgcentre@suranacollege.edu.in
Web: www.suranacollege.edu.in

H.O. : SURANA COLLEGE, 16, South End Road Bangalore - 560 004 Ph:+91-80-26642292

SINGAPORE MANAGEMENT UNIVERSITY

It is hereby certified that

RAGHUNANDAN NUGGEHALLI KRISHNAMACHARYA

having satisfied in full the requirements for the degree of

MASTER OF BUSINESS ADMINISTRATION

has been awarded that degree with all the rights, privileges and honours pertaining thereto and in witness whereof the seal of the University was hereunto affixed in the presence of the persons authorised by the Board of Trustees on

22 June 2012



Chairman
Board of Trustees

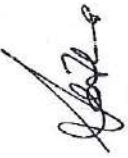


President





Provos.



Dean

Lee Kong Chian School of Business

SINGAPORE MANAGEMENT UNIVERSITY

OFFICIAL TRANSCRIPT

Name: RAGHUNANDAN NUGGEHALI KRISHNAMACHARYA
 Date of Enrolment: 25 Apr 2011
 Date of Birth: 14 Aug 1975

Student ID No: Z2992315Z
 Date of Issue: 09 Jul 2012
 Serial Number: 201250275

Course Description	Units Taken/Earned	Grade	Grade Points Per Unit
2011-12 Session 1			
Corporate Social Responsibility	1.0 / 0.0	IP	-
Financial Reporting and Analysis	1.0 / 1.0	B	3.0
Managerial Economics	1.0 / 1.0	B	3.0
Strategic Initiative Project	2.0 / 0.0	IP	-
Strategic Marketing Management	1.0 / 1.0	B+	3.3
Session Total: Course Units Attempted = 3.0; Earned = 3.0; Session Grade Point Average = 3.10			
2011-12 Session 2			
Corporate Social Responsibility	1.0 / 0.0	IP	-
Corporate Strategy in a Global Environment	1.0 / 1.0	A-	3.7
Operations and Supply Chain Management	1.0 / 1.0	B+	3.3
Strategic Initiative Project	2.0 / 0.0	IP	-
Session Total: Course Units Attempted = 2.0; Earned = 2.0; Session Grade Point Average = 3.50			
2011-12 Session 3			
Corporate Finance	1.0 / 1.0	A-	3.7
Corporate Governance and Ethics	1.0 / 1.0	B	3.0
Corporate Social Responsibility	1.0 / 0.0	IP	-
Strategic Initiative Project	2.0 / 0.0	IP	-
Session Total: Course Units Attempted = 2.0; Earned = 2.0; Session Grade Point Average = 3.35			
2011-12 Session 4			
Corporate Social Responsibility	1.0 / 0.0	IP	-
Crisis Management and Advocacy	1.0 / 1.0	P	-
Network and Alliance Building	1.0 / 1.0	P	-
Strategic Initiative Project	2.0 / 0.0	IP	-
Session Total: Course Units Attempted = 2.0; Earned = 2.0; Session Grade Point Average = 0.00			
2011-12 Session 5			
Corporate Social Responsibility	1.0 / 0.0	IP	-
Executing Strategy	1.0 / 1.0	A-	3.7
Negotiation and Conflict Resolution	1.0 / 1.0	B+	3.3
Strategic Initiative Project	2.0 / 0.0	IP	-
Session Total: Course Units Attempted = 2.0; Earned = 2.0; Session Grade Point Average = 3.50			
2011-12 Session 6			
Agile and Disruptive Strategy	1.0 / 1.0	A+	4.3
Contemporary Issues in Asian Business	1.0 / 1.0	A-	3.7
Corporate Social Responsibility	1.0 / 0.0	IP	-
Strategic Initiative Project	2.0 / 0.0	IP	-
Session Total: Course Units Attempted = 2.0; Earned = 2.0; Session Grade Point Average = 4.00			
2012-13 Session 1			
Corporate Social Responsibility	1.0 / 1.0	A-	3.7
Innovation and Growth Management	1.0 / 1.0	B+	3.3
Leading in a Global Environment	1.0 / 1.0	B	3.0
Political Economy: Global & Regional	1.0 / 1.0	A	4.0
Raising Capital and Resource Management	1.0 / 1.0	A-	3.7
Strategic Initiative Project	2.0 / 2.0	A	4.0
Session Total: Course Units Attempted = 7.0; Earned = 7.0; Session Grade Point Average = 3.67			

Page 1 of 2

Continued




Tan Lee Chuan
Registrar



SINGAPORE MANAGEMENT UNIVERSITY

OFFICIAL TRANSCRIPT

Name: RAGHUNANDAN NUGGEHALLI KRISHNAMACHARYA
Date of Enrolment: 25 Apr 2011
Date of Birth: 14 Aug 1975

Student ID No: Z2992315Z
Date of Issue: 09 Jul 2012
Serial Number: 201250275

Course Description	Units Taken/Earned	Grade	Grade Points Per Unit
--------------------	--------------------	-------	-----------------------

Cumulative Total

Course Units Earned at SMU = 20.0
Cumulative Grade Point Average = 3.54

Degree Awarded: Master of Business Administration
Degree Award Date: 22 Jun 2012

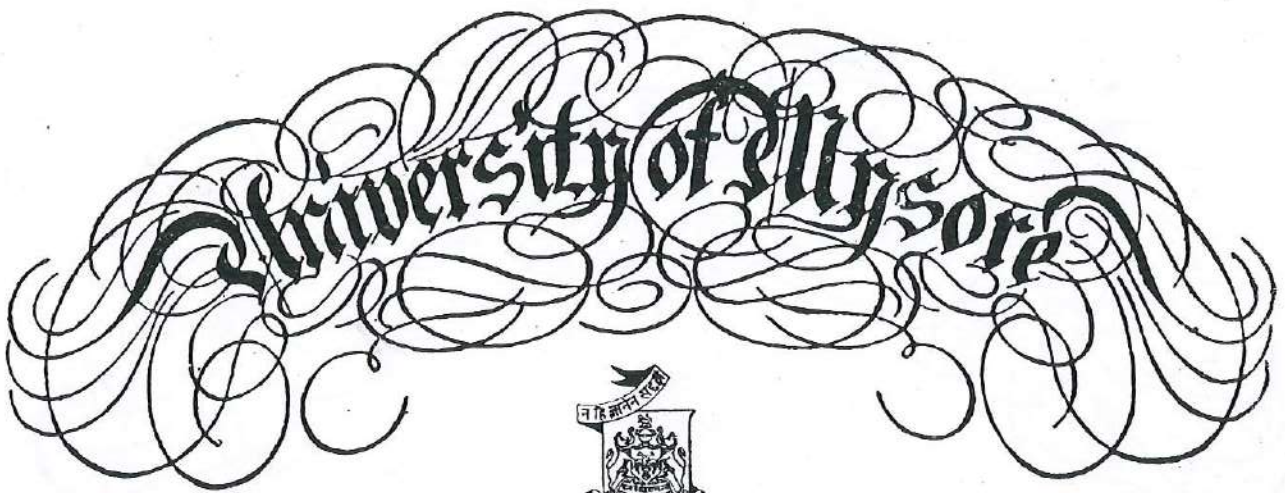
Page 2 of 2

End of Transcript



Tan Lee Chuan
Registrar





We, the Chancellor, the Vice-Chancellor and the Senate of the University of Mysore do hereby certify that

Raghunandan, N. K.

has been admitted to the Degree of

BACHELOR OF ENGINEERING

in Computer Science & Engineering having been duly certified to have passed the prescribed examination held in the year 1997, and placed in the First class.

Given under the seal of the University.

Vice-Chancellor

Mysore 23rd February 1998
Place and Date of Convocation



No 1095

Date of Issue 4/5/98 Month/Year Sept. 97 Reg. No. E 302495 Written by [Signature] Verified by [Signature] Scrutinised by [Signature]



STATEMENT OF MARKS

Marks Card No 0030779...

Dated 16TH MAY 1994

FIRST Semester B.E. Degree Examination
(New Scheme)

MARCH / APRIL 94

Name **RAGHUNANDAN N K**

Reg. No. **E302495**

Sl. No.	Subject Code	Written/Practical Examination		Internal Assessment		TOTAL Marks	Remarks/Results		
		Max./Min. Marks	Marks Obtained	Max. Marks	Marks Obtained				
1	1001	100/35	028	25	16	125	050	044	FAIL
2	1205	100/35	050	25	14	125	050	064	PASS
3	1102	100/35	036	25	16	125	050	052	PASS
4	1553	100/35	045	25	20	125	050	065	PASS
5	1354	100/35	045	25	21	125	050	066	PASS
6	1107	100/35	023	25	17	125	050	040	FAIL
7	1558	100/35	055	25	20	125	050	075	PASS
8		100/35		25		125	050		

TOTAL MARKS IN FIGURE

Total Marks : (in words)	Hundreds	Tens	Units	406/675
	** FOUR **	** ZEROES *	** SIX **	

MINIMA FOR PASS 35 per cent in each Subject for Written/Practical taken separately and 40 per cent on the aggregate including Internal Assessment. ****

College Code & Name

SRI JAYACHAMARAJENDRA COL OF ENGG (DAY) MYSORE

Signature of the Head of the Institution
(with office seal)

Registrar (Evaluation)



STATEMENT OF MARKS

Marks Card No**0007676**.....

Dated **3rd Nov 94**

First Semester B.E. Degree Examination Sep / Oct 94
(New Scheme)

Name **RAGHUNANDAN N K**

Reg. No. **E302495**

Sl. No.	Subject Code	Written/Practical Examination		Internal Assessment		TOTAL		Remarks/ Results/ Year of Passing.	
		Max/Min Marks	Marks Obtained	Max Marks	Marks Obtained	Max Marks	(Min) Marks Obtained		
1	1001	100/35	048	25	16	125	050	064	Pass
2	1205	100/35	***	25	***	125	050	***	****
3	1102	100/35	***	25	***	125	050	***	****
4	1553	100/35	***	25	***	125	050	***	****
5	1354	100/35	***	25	***	125	050	***	****
6	1107	100/35	040	25	17	125	050	057	Pass
7	1558	100/35	***	25	***	125	050	***	****
8		100/35		25		125	050		

TOTAL MARKS IN FIGURE

Total Marks : (in words)	Hundreds	Tens	Units
	*****	*****	*****

MINIMA FOR PASS 35 per cent in each Subject for Written/Practical taken separately and 40 per cent on the aggregate including Internal Assessment. *****

College Code & Name **SRI JAYACHAMARAJENDRA COL OF ENGG (DAY) MYSORE**

N. I. Jayachandran
Signature of the Head of the Institution

[Signature]
Registrar (Evaluation)

Book No. 23



Sl No. 2294

Dated 15-01-2001

CONSOLIDATED

STATEMENT OF MARKS

Second Semester B.E Degree Examination March 1995
(New Scheme)

Name: Raghunandan N.K.

Reg. No. E 302495

Code No.	Subject	Written/Practical Examination			Internal Assessment		Total			Remarks/Result
		Max. Marks	Min. Marks	Marks Obtained	Max. Marks	Marks Obtained	Max. Marks	Min. Marks	Marks Obtained	
2001Z	Engineering Mathematics-II	100	35	41	25	22	125	50	63	Sept/94
2102Z 2052Z	Engineering Chemistry Engineering Physics	100	35	62	25	09	125	50	71	
2553Z 2253Z	Mechanical Engineering Sciences Computer Concepts and Fortran Programming	100	35	49	25	20	125	50	69	Sept/94
2354Z 2304Z	Basic Electronics Electrical Sciences	100	35	37	25	13	125	50	50	
2205Z	Strength of Materials	100	35	56	25	16	125	50	72	SECOND CLASS
2556Z	Engineering Graphics	100	35	38	25	17	125	50	55	
2107Z 2057Z	Engineering Chemistry Lab Engineering Physics Lab.	100	35	55	25	17	125	50	72	Sept/94
2558Z 2258Z	Workshop Practice Computer Programming Lab	100	35	64	25	24	125	50	88	
Total Marks		800	—		200		1000			

Total (In words) only.

Minima for a pass: 35 per cent of marks in each Subject for Written/Practical taken separately and 40 per cent on the aggregate including the Internal Assessment.

Signature: N.K.
Entered by: M. Nagaraja
Name: _____

Signature: M. T. Venugopal
Verified by: _____
Name: M. T. VENUGOPAL

Signature: M. Srikanth
Scrutinised by: _____
Name: _____

Signature of the Head of the Institution (with Office Seal)

Signature: K. V. Venugopal
Registrar (Evaluation)

Book No. 7

Sl. No. 669

MYSORE UNIVERSITY



CONSOLIDATED

STATEMENT OF MARKS

Dated. 15-01-2001

Third Semester B.E. Degree Examination... May/APR... 1996
(New Scheme)

COMPUTER SCIENCE AND ENGINEERING

Name: Raghunandan N.K.

Reg. No. E.302495

Code No.	Subject	Written/Practical Examination			Internal Assessment		Total			Remarks/Result
		Max. Marks	Min. Marks	Marks Obtained	Max. Marks	Marks Obtained	Max. Marks	Min. Marks	Marks Obtained	
3201 Z	Engineering Maths-III	100	35	54	25	15	125	50	69	March/95
3252 C	Network Analysis	100	35	42	25	15	125	50	57	
3253 C	Analog Electronics and Analog Computers	100	35	35	25	16	125	50	51	
3254 C	Logic Design	100	35	55	25	15	125	50	70	
3255 C	Computer Organization	100	35	42	25	08	125	50	50	March 1995
3256 C	Computational Methodology	100	35	52	25	15	125	50	67	
3257 C	Electronics Lab.	100	35	74	25	21	125	50	95	
3258 C	Computation Lab.	100	35	53	25	21	125	50	74	
Total Marks							X			

SECOND CLASS

Total Marks (In words) only.

Minima for a pass: 35 per cent in each Subject for Written/Practical taken separately and 40 per cent on the aggregate including Internal Assessment.

Signature: [Signature]
Entered by: H. Nagaraja
Name:

Signature: [Signature]
Verified by: M. T. VENUGOPAL
Name:

Signature: [Signature]
Scrutinised by: [Signature]
Name:

Signature of the Head of the Institution
(with Office Seal)

[Signature]

[Signature]
Registrar (Evaluation)

Book No. 6

Sl. No. 510



Dated 15-01-2001

CONSOLIDATED

STATEMENT OF MARKS

Fourth Semester B.E. Degree Examination May/APR 1996
(New Scheme)

C: COMPUTER SCIENCE AND ENGINEERING

Name Raghunandan N.K.

Reg. No. E302495

Code No.	Subject	Written/Practical Examination			Internal Assessment		Total			Remarks/Result
		Max. Marks	Min. Marks	Marks Obtained	Max. Marks	Marks Obtained	Max. Marks	Min. Marks	Marks Obtained	
4201 Z	Engineering Mathematics-IV	100	35	37	25	13	125	50	50	SECOND CLASS
4252 C	Control Systems-II	100	35	58	25	09	125	50	67	
4253 C	Digital Electronics	100	35	40	25	19	125	50	59	
4254 C	Data Structures and Pascal	100	35	54	25	17	125	50	71	
4255 C	Informal Systems and Cobol	100	35	38	25	12	125	50	50	
4256 C	Discrete Mathematical Structures	100	35	58	25	15	125	50	73	
4257 C	Digital Electronics Lab	100	35	35	25	21	125	50	56	
4258 C	Data Structures and Pascal Lab.	100	35	40	25	15	125	50	55	
Total Marks for Fourth Semester							1000			

September 1995

Total Marks (In words) only.

Minima for a pass : 35 per cent in each Subject for Written/Practical taken separately and 40 per cent on the aggregate including Internal Assessment.

Signature [Signature]
Entered by M. K. Narasimha
Name

Signature [Signature]
Verified by :
Name M. T. VENUGOPAL

Signature [Signature]
Scrutinised by [Signature]
Name

Signature of the Candidate

Signature of the Head of the Institution (with Office Seal)

Registrar (Evaluation)

Book No. 4

Sl. No. 0399

UNIVERSITY OF MYSORE



Dated 15.01.2001

CONSOLIDATED

STATEMENT OF MARKS

Fifth Semester B.E Degree Examination Sept/Oct 1996
(New Scheme)

COMPUTER SCIENCE AND ENGINEERING

Name: Raghunandan N.K.

Reg. No. E 302495

Code No.	Subject	Written/Practical Examination			Internal Assessment		Total			Remarks/Result
		Max. Marks	Min. Marks	Marks Obtained	Max. Marks	Marks Obtained	Max. Marks	Min. Marks	Marks Obtained	
5251 C	Probability Statistics and Queueing	100	35	47	25	25	125	50	72	March 1996 March 1996
5252 C	Automata Languages and Computations	100	35	35	25	19	125	50	54	
5253 C	Introduction to Micro Processors	100	35	49	25	15	125	50	64	
5254 C	Analysis and Design of Algorithms	100	35	46	25	20	125	50	66	
5255 C	Principles of Programming Languages	100	35	47	25	16	125	50	63	
5256 C	Graph Theory	100	35	63	25	15	125	50	78	
5257 C	File Management and Cobol Lab.	100	35	51	25	23	125	50	74	
5258 C	Algorithms Lab.	100	35	62	25	20	125	50	82	
Total Marks for Fifth Semester							1000			

SECOND CLASS

Total Marks (In words) only.

Minima for a pass : 35 per cent in each Subject for Written/Practical taken separately and 40 per cent on the aggregate including Internal Assessment.

Signature: [Signature]
Entered by: N. K. Nagaraja
Name:

Signature: [Signature]
Verified by: M. T. VENUGOPAL
Name:

Signature: [Signature]
Scrutinised by: M. Srikanta
Name: [Signature]

Signature of the Head of the Institution
(with Office Seal)

[Signature]
Registrar (Evaluation)

Book No 5

UNIVERSITY OF MYSORE



Sr No 483

Dated 15.01.2001

CONSOLIDATED

STATEMENT OF MARKS

Sixth Semester B.E. Degree Examination Sept/Oct 1997
(New Scheme)

COMPUTER SCIENCE AND ENGINEERING

Name: Raghunandan N.K.

Reg. No. E.302495

Code No.	Subject	Written/Practical Examination			Internal Assessment		Total			Remarks/Result	
		Max. Marks	Min. Marks	Marks Obtained	Max. Marks	Marks Obtained	Max. Marks	Min. Marks	Marks Obtained		
6251 C	Professional Communication & Report Writing	100	35	50	25	23	125	50	73	Sept/Oct 96	
6252 C	Database Management Systems	100	35	47	25	17	125	50	64	SECOND CLASS	
6253 C	Operating Systems	100	35	55	25	20	125	50	75		
6254 C	Data Communications	100	35	43	25	23	125	50	66	Sept/Oct 1996	
6255 C	System Software	100	35	48	25	15	125	50	63	APR/May 97	
6256 C	Computer Graphics	100	35	57	25	15	125	50	72	Sept/Oct. 96	
6257 C	Microprocessor Lab.	100	35	48	25	21	125	50	69	APR/May	
6258 C	C. Programming & Graphics Lab.	100	35	63	25	21	125	50	84	1997	
Total Marks for Sixth Semester							1000				

Total (In words) only.

Minima for a pass : 35 per cent in each Subject for Written/Practical taken separately and 40 per cent on the aggregate including Internal Assessment.

Signature: [Signature]
Entered by: M. K. Nagaraja
Name: M. K. Nagaraja

Signature: [Signature]
Verified by: M. T. VENUGOPAL
Name: M. T. VENUGOPAL

Signature: [Signature]
Scrutinised by: M. Srikanta
Name: M. S. Dip-1a-S

Signature of the Head of the Institution
(with Office Seal)

[Signature]
Registrar (Evaluation)



STATEMENT OF MARKS

Seventh Semester B.E. Degree Examination of Apr / May 1997
(New Scheme)

Name : RAGHUNANDAN N K	Reg. No.: E302495
College: 02 : Sri Jayachamarajendra Col Of Engg (D) Mysore	Date : 23.05.97
Branch : C : Computer Science & Engineering	Code No.: 0011108

Serial No.	Subject Code and Name	Marks Obtained			Remarks/ Results/ Year of Passing.
		Theory / Practical Maximum : 100 Minimum : 035	Internal Assessment Maximum : 025	Subject Total Maximum : 125 Minimum : 050	
1	7251 C Industrial Management	074	22	096	****
2	7252 C Computer Architecture	064	21	085	****
3	7253 C Advanced Microprocessors	056	20	076	****
4	7254 C Computer Networks	047	22	069	****
5	7255 C Artificial Intelligence	069	18	087	****
6	7256 C System Software Lab	063	21	084	****
7	7257 C Microprocessor Application Lab	065	20	085	****
8	7263 X Operation Research	062	25	087	****
9	* * * * *	**	**	**	**
Class Improvement Marks				00	

*** SEMESTER STATUS ***

Secured Marks in words	* Six *	* Six *	* Nine *	1000 MAXIMUM	0567 SECURED
	HUNDRED	TENS	UNITS		
Result :	** First Class **			# 360 #	

Signature of the Head of the Institution
In-charge office staff

Santhosh

Registrar (Education)



STATEMENT OF MARKS

Eighth Semester B.E. Degree Examination OfS.e.p...../.....Oct 1997
(New Scheme)

Name : RAGHUNANDAN N K	Reg. No.: E302495
College: 02 : Sri Jayachamarajendra Col Of Engg (D) Mysore	Date : 12/11/97
Branch : C : Computer Science & Engineering	Code No.: 0022376

Sl. No.	Subject Code and Name	MARKS OBTAINED			Remarks/ Results/ Year of Passing.
		THEORY	PRACTICAL	VIVA VOCE	
		MAX : MIN :	MAX : MIN :	MAX : MIN :	
1	8251 C Software Engineering	055	020	075	****
2	8252 C Advanced Computer Architecture	039	021	060	****
3	8253 C System Simulation & Modelling	051	021	072	****
4	8254 C A.I. & Simulation Lab.	063	020	083	****
5	8255 C Project Work	042	091	133	****
6	8263 C Distributed Computing Systems (Elect)	069	020	089	****

	MAXIMUM	SECURED
TOTAL MARKS FOR VIII SEMESTER	0775	0512
TOTAL MARKS FOR VII SEMESTER	1000	0669
CLASS IMPROVEMENT GRACE MARKS		*

*** RESULT STATUS ***

GRAND TOTAL OF VII & VIII SEMESTER			MARKS		
Secured Marks in words	*Eleven*	* Eight *	* One *	1775	1181
	HUNDRED	TENS	UNITS	MAXIMUM	SECURED

Result : ** First Class ** * MARKS CARD NO. : 75-80361

N. I. Jayaraman
Principal of the Institution

[Signature]
Reg. of Evaluation

ಕರ್ನಾಟಕ ಸರ್ಕಾರ
Government of Karnataka
EDUCATION DEPARTMENT
CERTIFICATE

ಇದು ಈ ಕೆಳಕಂಡಂತಿರುವ ಅಭ್ಯರ್ಥಿಯು ಕರ್ನಾಟಕ ಸರ್ಕಾರದ ಶಿಕ್ಷಣ ಇಲಾಖೆಯಿಂದ ಆಯ್ಕೆ ಆಧಾರದ ಮೇಲೆ
ಪ್ರವೇಶಿಸಿದ ಸೆಕೆಂಡ್ ಇಯರ್ ಪ್ರಿ-ಯೂನಿವರ್ಸಿ
Examination with the following details :

ಅಭ್ಯರ್ಥಿಯ ಹೆಸರು
Name of the Candidate : RAGHUNANDAN NK
ಅಭ್ಯರ್ಥಿಯ ತಂದೆ
Name of the Father : KRISHNAMACHARYA NS
ರಜಿಸ್ಟ್ರೇಷನ್ ನಂ.
Register No. 113547

ಷರ್ಟ್ ನೆಮ್ Subjects	ರಜಿಸ್ಟ್ರೇಷನ್ ನಂ. Register No.	ಸರ್ಕಾರಿ ತಿಂಗಳು Month Year	ಮಾಕ್ಸ್ ಮಾರ್ಕ್ಸ್ Max Marks	ಪಡೆದ ಮಾರ್ಕ್ಸ್ Marks Obtained	
				ಅಂಕಗಳು In figures	ಪದಗಳಲ್ಲಿ In words
ಪಾರ್ಟ್ I Part I					
ENGLISH	113547	APR 93	100	64	SIX FOUR
SANSKRITA	113547	APR 93	100	74	SEVEN FOUR
ಪಾರ್ಟ್ II Part II					
PHYSICS	113547	APR 93	100	58	FIVE EIGHT
CHEMISTRY	113547	APR 93	100	75	SEVEN FIVE
MATHEMATICS	113547	APR 93	100	79	SEVEN NINE
ELECTRONICS	113547	APR 93	100	55	FIVE FIVE
ಇನ್ ಸ್ಪೆಷಿಯಲ್ ಕೋಡ್ Inspection Code	NC25	ಒಟ್ಟು ಮಾರ್ಕ್ಸ್ Total Marks	600	405	
ಪಡೆದ ಮಾರ್ಕ್ಸ್ Marks in Words				ಫಲಿತಾಂಶ Result	
FOUR HUNDRED AND FIVE ONLY				FIRST CLASS	

ಹೆಚ್ಚಿನ ಮಾಹಿತಿಗಾಗಿ
Bangalore
ತಾರೀಖು
27.05.93

ಶಿಕ್ಷಣ ಇಲಾಖೆ, ಕರ್ನಾಟಕ ಸರ್ಕಾರ
18/17

ಅಭ್ಯರ್ಥಿಯ ಸಹಿ
Signature of the Candidate

ಪ್ರಿ-ಯೂನಿವರ್ಸಿ
Pre-University
[Signature]



SURANA COLLEGE

Centre for Post Graduate Studies

Moulding Character and Careers

Affiliated to Bangalore University
Accredited by NAAC with "A" Grade &
Approved by AICTE

No.SCPGD/17-18/APT>ORD/701B

09th November 2017

Appointment Order

Mrs.SushmaRawath S
909, 1st B Main 6th D Cross
Kengeri Satellite Town
Bangalore – 560 060
Ph: 9886504393

Dear Madam,

Sub: Appointment to the Post of Assistant Professor in the Department of Management.

- Ref. 1. Interview held on 07.11.2017.
2. Offer Letter No.REF.SCPGC/OFR.LTR/2017-18/698A, dt.07-11-2017

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as Assistant Professor in the department of Management Studies in our College situated at Kengeri Satellite Town, Bangalore, with effect from 09th November 2017 on the following terms and conditions.

1. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
2. You will be paid monthly emoluments as under:

Basic	Rs.15600	Rupees Fifteen Thousand Six Hundred Only
D.A.	Rs.1560	Rupees One Thousand Five Hundred Sixty Only
CCA	Rs.300	Rupees Three Hundred Only
Total	Rs.17460	Rs. Seventeen Thousand Four Hundred & Sixty Only

In addition to above, you are entitled for ESI, PF/EPF as per the rules.

You are not entitled for any emoluments other than the above said amount.

3. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
4. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
5. Your Employment is transferable among the Surana Group Institutions.



BN8316/7432:1013
An ISO 9001:2008 Certified Institution



SURANA COLLEGE

Centre for Post Graduate Studies

Moulding Character and Careers

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Accredited by NAAC with "A" Grade &
Approved by AICTE

6. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
7.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to resign, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge your service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
8. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
9. Your annual increment or increase in emoluments would be done subject to overall performance.
10. You must devote yourself to the job taken in about teaching/coaching the students in the subject/field assigned to you. You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to take effective part in co-curricular and extra-curricular activities of the College, as and when required, in the best interest of the students.
14. You shall be eligible for leave facilities or any other benefits from the institution only after the completion of 12 months from the date of joining.
15. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.



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SURANA COLLEGE **Centre for Post Graduate Studies**

Moulding Character and Careers

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Approved by AICTE

Please affix your signature on the duplicate copy of this letter in token of acceptance of your appointment on the above terms and conditions and return the same to us for our records.

With Best Wishes,

For SURANA COLLEGE

DEAN – ACADEMIC & ADMINISTRATION

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME Mrs. SushmaRawath S

Signature ..*Sushma Rawath S*.....

Date ..18/12/17.....

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



BN8316/7432:1013
An ISO 9001:2008 Certified Institution

CA-17, Kengeri Satellite Town | T: +91-80-28486382 | E: pgcentre@suranacollege.edu.in | I: suranacollege@yahoo.co.in
Bangalore-560 060 | F: +91-80-28486372 | G: www.suranacollege.edu.in | W: www.suranacollege.com

H.O. : SURANA COLLEGE, 16, South End Road, Bangalore-560 004 • Phone : +91-80-26642292



GDA FOUNDATION

Moulding Character & Careers

INTER OFFICE ORDER

Ref No. SC/EST/100/2019-20/076-A

Date: 05/08/2019

Sub: Transfer of Mr. Jayaram A. from Peenya Campus to Kengeri Campus

Ref: Letter dated 05/07/2019 of Mr. Jayaram A, Assistant Professor & Co Ordinator of Commerce & Management

This is with reference to the subject & reference cited above, Mr. Jayaram A. Assistant Professor & Coordinator, Department of Commerce & Management, at Surana College, #167, 5th Main Road, Industrial Suburbs, Peenya II Stage, Peenya, Bangalore - 22, is transferred to Surana College, CA-17, Kengeri Satellite Town, PG Department, Bangalore - 60, with immediate effect. The Service particulars are enclosed herewith for the reference of candidate.

Archana Surana

Managing Trustee

- C.C. to
1. Mr. Jayaram A. Assistant Professor & Coordinator.
 2. The Principal, Surana College, Peenya, Bangalore.
 3. The Dean, Surana College, PG Center, Kengeri, Bangalore.
 4. The Accounts Department.
 5. HR Department for Message.
 6. Guard File.

01. You shall strictly follow the timings stipulated by the institution. You should not leave the campus without prior written permission of the Head of the Institution during the working hours of the College.
02. As a Teaching Staff member you are required to maintain punctuality, discipline and decorum of the Institution.
03. Your Employment is transferable among the Surana Educational Institutions.
04. You shall avail leaves/holidays as per college rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
05.
 - a) As a teaching staff/faculty member, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to do so, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge you from service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy and ethics, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
06. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
07. Your annual increment or increase in emoluments would be done subject to overall Performance.

08. You must devote yourself to the job taken up about teaching /coaching the students in the subject/field assigned to you .You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
09. You are responsible for the overall performance of your students, in particular with the tests and examinations.
10. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
11. You are expected to participate effectively in co-curricular activities of the College, as and when required, in the best interest of the students.
12. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

ACCEPTANCE OF THE EMPLOYMENT

AND

UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME: Mr. Jayaram A

Signature

Date



SURANA COLLEGE

Post Graduate Departments

(GDA FOUNDATION ESTD. 1995)

Moulding Character & Careers

Affiliated to Bangalore University
Re-accredited by NAAC with A+ grade
Approved by AICTE
Accredited by IAO & ISO Certified

No.SCPGD/AO/20-21/MBA/ 821

05th February 2020

Appointment Order

To
Ms.Lasya K R
#2106, 8th Main 'D' Block
2nd Stage, Rajajinagar
Bangalore - 560010

Dear Madam,

Sub: Appointment to the Post of Assistant Professor
Ref: Interview dtd: 26.08.2019

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as Assistant Professor in the department of Management in our College situated at Kengeri Satellite Town, Bangalore, with effect from 05th February 2020 on the following terms and conditions.

1. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
2. You will be paid monthly emoluments as under:

Basic	Rs.15,600	Rupees Fifteen Thousand Six Hundred Only
D.A.	Rs. 7,800	Rupees Seven Thousand Eight Hundred Only
HRA	Rs. 7,800	Rupees Seven Thousand Eight Hundred Only
AGP	Rs. 6000	Rupees Six Thousand Only
CCA	Rs. 300	Rupees Three Hundred Only
Conveyance Allowance	Rs. 2,000	Rupees Two Thousand Only
Books and Periodicals	Rs. 3,500	Rupees Three Thousand Five Hundred Only
Total	Rs.43,000	Rupees Forty Three Thousand Only

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

CA-17, Kengeri Satellite Town
Bangalore - 560 060
Ph: +91-80-28486382, 28486372

Mail: pgcentre@suranacollege.edu.in
Web: www.suranacollege.edu.in

H.O. : SURANA COLLEGE, 16, South End Road Bangalore - 560 004 Ph:+91-80-26642292



SURANA COLLEGE

Post Graduate Departments

(GDA FOUNDATION ESTD.1995)

Moulding Character & Careers

Affiliated to Bangalore University
Re-accredited by NAAC with A+ grade
Approved by AICTE
Accredited by IAO & ISO Certified

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME Ms.Lasya K R

Signature*Lasya K R*.....

Date*5/2/2020*.....

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file

CA-17, Kengeri Satellite Town
Bangalore - 560 060
Ph: +91-80-28486382, 28486372

Mail: pgcentre@suranacollege.edu.in
Web: www.suranacollege.edu.in

H.O. : SURANA COLLEGE, 16, South End Road Bangalore - 560 004 Ph:+91-80-26642292

ವಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಬೆಳಗಾವಿ
VISVESVARAYA TECHNOLOGICAL UNIVERSITY, BELGAUM
KARNATAKA, INDIA



Certifies that

LASYA K R

ಮಾಸ್ಟರ್ ಆಫ್ ಬಿಸಿನೆಸ್ ಅಡ್‌ಮಿನಿಸ್ಟ್ರೇಷನ್

ಪದವಿಗೆ ಅಗತ್ಯವಾದ ಅರ್ಹತೆಗಳನ್ನು ಳ್ಳವರೆಂದು ಪರಿಗಣಿತವಾಗಿರುವ ಕಾರಣ
ಮೇಲೆ ಕಾಣಿಸಿದ ಪದವಿಗೆ ಅವರನ್ನು ಅಂಗೀಕರಿಸಲಾಗಿದೆ.

has been duly admitted to the Degree of

Master of Business Administration

in recognition of the fulfilment of requirements

for the said degree through



ವಿದ್ಯಾಲಯದ ಹೆಸರು

Name of the College

: *M. S. Ramaiah Institute of Technology, Bangalore
(Autonomous College)*

ಪರಿಶಿಷ್ಟ ಕ್ರಮ ಸಂಖ್ಯೆ

University Seat Number

: **1MS07MBA25**

ಶ್ರೇಣಿ

Class

: **First Class With Distinction**

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ವಿಶ್ವವಿದ್ಯಾಲಯದ ಮುದ್ರೆಯೊಂದಿಗೆ ಕೊಡಲ್ಪಟ್ಟಿದೆ
Given under the seal of the University

ಬೆಳಗಾವಿ

Belgaum

ದಿನಾಂಕ

Date : Jan 07, 2010

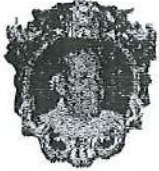
H.P. Khincha

ಕುಲಪತಿ

VICE CHANCELLOR

Attended
10/10/10
Dr. G. NAGARAJAN
MBA, M.Sc (IT), PGDCA, LL.M., MISTE
Professor & Director, Department of MBA & Research
Sambiram Institute of Technology
Taluk, Jalahalli Via, Bangalore- 530 097
Sambiram@gmail.com, Mob : 97427 80187

Sl. No. : 00483



Dr. M.S. Ramaiah
(1922-1997)
Founder Chairman

M.S. RAMAIAH INSTITUTE OF TECHNOLOGY BANGALORE-560054

(Autonomous Institution under Visvesvaraya Technological University, Belgaum - 590018)
Karnataka State, India



GRADE CARD

Name of the Student : **LASYA K R**Semester : **First**University Seat No. : **1MS07MBA25**Course & Branch : **Master of Business Administration**Month and Year of Exam : **January, 2008**

Sl. No.	Subject Code	Subject Title	Credits	Grade Awarded	Grade Points
1	MBA 11	Management & Behavioural Process	4:0:0	B	32
2	MBA 12	Managerial Economics	4:0:0	B	32
3	MBA 13	Statistics for Management	4:0:0	B	32
4	MBA 14	Accounting for Managers	4:0:0	B	32
5	MBA 15	Management Information System	4:0:0	A	36
6	MBA 16	Marketing Management	4:0:0	B	32
7	MBA 17	Business Communication	4:0:0	B	32

Medium of Instruction – English

Semester Total Credits : **28**SGPA : **8.14**Cumulative Total Credits : **28**CGPA : **8.14**

Attested

10/10/08

Dr. G. NAGARAJAN
MBA, M.Sc (IT), PGDCA, LL.B., Ph.D., MISTE
Professor & Director, Department of MBA & Research
Sambhram Institute of Technology
M.S. Patya, Jagahalli Via, Bangalore-560 097
dmegarajanm@gmail.com Mob : 97427 80195

Lasya K R

Date of issue : 22-09-2008

[Signature]
Controller of Examinations

[Signature]
Principal

Sl. No. : 00396



Dr. M.S. Ramaiah
(1922-1997)
Founder Chairman

M.S. RAMAIAH INSTITUTE OF TECHNOLOGY BANGALORE-560054

(Autonomous Institution under Visvesvaraya Technological University, Belgaum - 590018)
Karnataka State, India



GRADE CARD

Name of the Student : **LASYA K R**Semester : **Second**University Seat No. : **1MS07MBA25**Course & Branch : **Master of Business Administration**Month and Year of Exam : **June, 2008**

Sl. No.	Subject Code	Subject Title	Credits	Grade Awarded	Grade Points
1	MBA 21	Quantitative Techniques	4:0:0	A	36
2	MBA 22	Economic Environment	3:0:0	B	24
3	MBA 23	Business Law	3:0:0	B	24
4	MBA 24	Financial Management	4:0:0	B	32
5	MBA 25	Human Resource Management	3:0:0	B	24
6	MBA 26	Business Research Methods	4:0:0	A	36
7	MBA 27	Production & Operations Management	4:0:0	B	32
8	MBA 28	International Business Management	3:0:0	B	24

Medium of Instruction – English

Semester Total Credits : **28**SGPA : **8.29**Cumulative Total Credits : **56**CGPA : **8.21**

Attested

10/10/08
Dr. S. NAGARAJAN
MBA, M.Sc(IT), PGDCA, LL.B., Ph.D., MISTE
Professor & Director, Department of MBA & Research
Sankaraj Institute of Technology
M.S. Ramaiah, Bangalore-560 097
dnagarajan@msri.ac.in Mob : 97427 80195

Lasya K R

K. Ramaiah
Principal

Date of issue : 22-09-2008

Ramaiah
Controller of Examinations

Sl. No. : 005874

M.S. RAMAIAH INSTITUTE OF TECHNOLOGY BANGALORE-560054

(Autonomous Institution under Visvesvaraya Technological University, Belgaum - 590018)
Karnataka State, India



Dr. M.S. Ramaiah
(1922-1997)
Founder Chairman

GRADE CARD

Name of the Student : **LASYA K R**Semester : **Third**University Seat No. : **1MS07MBA25**Course & Branch : **Master of Business Administration**Month and Year of Exam : **January, 2009**

Sl. No.	Subject Code	Subject Title	Credits	Grade Awarded	Grade Points
1	MBA-31	Supply Chain Management	4:0:0	B	32
2	MBA-32	Change and Knowledge Management	4:0:0	B	32
	MBA-33	Total Quality Management	4:0:0	B	32
	MBA-34	Management Accounting and Control Systems	4:0:0	B	32
	MBA-FM321	Advanced Financial Management	3:0:0	B	24
	MBA-FM322	Security Analysis and Portfolio Management	3:0:0	C	21
	MBA-FM323	Mergers, Acquisitions and Corporate Restructuring	3:0:0	A	27
	MBA-FM324	Merchant Banking and Financial Services	3:0:0	B	24

Instruction - English

Alleged
10/1/12
Semester Total Credits: 28
Cumulative Total Credits: 84
Dr. S. NAGARAJAN, Ph.D., MISTE
MBA, M.S.T., PGD, LL.B., MBA & Research
Professor & Director, Department of Technology
Sambhram Institute of Technology
M S Palya, Jalahalli Via, Bangalore-560097
dnagarajanmj@gmail.com, MOb: 97421 80195

SGPA : **8.00**CGPA : **8.14**

15-04-2009

Shaan
Controller of Examinations

Lasya K R
Principal



M.S. RAMALAH INSTITUTE OF TECHNOLOGY
BANGALORE - 560 054

(Autonomous Institute, Affiliated to Visvesvaraya Technological University, Belgaum - 590018)
 Karnataka State, India



Dr. M.S. Ramalah
 (1922-1997)
 Founder Chairman

GRADE CARD

Name of the Student : **LASYA K R**

Father's /Mother's Name : **KAMBADARANGAPPA R**

University Seat No. : **1MS07MBA25**

Semester : **Fourth**

Course & Branch : **Master of Business Administration**

Month and Year of Exam : **July, 2009**

Sl. No.	Subject Code	Subject Title	Credits	Grade Awarded	Grade Points
1	MBA - 41	Strategic Management	3:0:0	C	21
2	MBA - 42	Project Report	3:0:0	B	24
3	MBA - FM425	Project Appraisal, Planning and Control	3:0:0	C	21
4	MBA - FM426	International Financial Management	2:0:0	C	14
5	MBA - FM427	Risk Management	2:0:0	C	14
6	MBA - FM428	Tax Management	3:0:0	B	24

Attended
10/10/12

Medium of Instruction – English

Semester Total Credits : **16**
 Cumulative Total Credits : **100**

SGPA : **7.38**
 CGPA : **8.02**



D. S. NAGARAJAN
 M.B.A., M.A., LL.B., Ph.D., MISTE
 Professor & Director, Department of MBA & Research
 Sambhram Institute of Technology
 N. S. Palya, Jalahalli Via, Bangalore - 560 097
 dnagarajanmj@gmail.com, Mns : 97 68 80195

Lasya K R

Date of issue : 02-11-2009

[Signature]
 Controller of Examinations

[Signature]
 Principal



143135

STATEMENT OF MARKS

Degree :

DATE :

Course : BACHELOR OF BUSINESS MGMT.
B.B.M

2004/08/09

Year/XXX : 1

Month & Year of Examination : APR/2004

NAME : LASYA K R

Register Number : 03BTC03012

SL. NO.	SUBJECT	MAXIMUM MARKS	MINIMUM MARKS	TOTAL MARKS OBTAINED		REMARKS
				IN FIGURES	IN WORDS	
1	PART- I					
	HINDI THEORY	100	35	59	FIFTY-NINE	
	INTERNAL ASSESSMENT	90	0	50	FIFTY	
2	ENGLISH THEORY	100	35	45	FORTY-FIVE	
	INTERNAL ASSESSMENT	90	0	37	THIRTY-SEVEN	
		10	0	8	EIGHT	
1	PART-II					
	BUSINESS ENVIRONMENT THEORY	100	35	40	FORTY	
	INTERNAL ASSESSMENT	90	0	32	THIRTY-TWO	
2	BUSINESS ECONOMICS THEORY	100	35	43	FORTY-THREE	
	INTERNAL ASSESSMENT	90	0	37	THIRTY-SEVEN	
		10	0	6	SIX	
3	FINANCIAL ACCOUNTING THEORY	100	35	38	THIRTY-EIGHT	
	INTERNAL ASSESSMENT	90	0	30	THIRTY	
		10	0	8	EIGHT	
4	BUSINESS MATHEMATICS AND STATISTICS THEORY	100	35	70	SEVENTY	
	INTERNAL ASSESSMENT	90	0	61	SIXTY-ONE	
		10	0	9	NINE	
5	MANAGEMENT AND BEHAVIOURAL PROCESS THEORY	100	35	27	TWENTY-SEVEN	
	INTERNAL ASSESSMENT	90	0	20	TWENTY	
		10	0	7	SEVEN	
GRAND TOTAL		700	280	322		

Attested

10/10/12

D. G. NAGARAJAN
M.Sc. (IT), PGDCA, LL.B., Ph.D., MSTE
Director, Department of MPA & Research
Department of Technology
Bangalore University
Bangalore - 560 007
97427 80955

Lasya K R

356

Grand Total (In words) THREE HUNDRED TWENTY TWO

RESULT FAIL

NOTE:

1. Minimum for a pass in each paper including Internal Assessment shall be 35%
2. Minimum for a pass in aggregate shall be 40%

N. Venkatesh

Verified by 1. B.S. Rajesh Babu, M.A.

Signature of Verifiers

2. H.P. Nagarajank, M.A.

Registrar (Evaluation)

C/4/86 PW48:

317169

BANGALORE



UNIVERSITY

Office of the Registrar (Evaluation) Bangalore - 560 001

STATEMENT OF MARKS

Degree : BACHELOR OF BUSINESS MGMT.

DATE : 2005/03/28

Course : B B M

Year/Sem: 1

Month & Year of Examination : NOV/2004

NAME : LARYA K R

Register Number : 03BTC03012

SL. NO.	SUBJECT	MAXIMUM MARKS	MINIMUM MARKS	TOTAL MARKS OBTAINED		REMARKS
				IN FIGURES	IN WORDS	
1	PART-II MANAGEMENT AND BEHAVIOURAL PROCESS THEORY INTERNAL ASSESSMENT	100	35	54	FIFTY-FOUR	EX
		90	0	47	FORTY-SEVEN	
		10	0	7	SEVEN	

Attested

[Signature]

[Signature]

Dr. G. NAGARAJAN
MBA, M.Sc (IT), PSDCA, LL.B., Ph.D., MISTE
Professor & Director, Department of MBA & Research
Sambiram Institute of Technology
M. Larya, Jakkur Halli via, Bangalore- 560 097
dnagarajnm@gmail.com, Mob : 9742 80195

Larya K R

Grand Total (in words)

RESULT PASS CLASS

NOTE:

1. Minimum for a pass in each paper including Internal Assessment shall be 35%
2. Minimum for a pass in aggregate shall be 40%

Verified by 1. *Thammaiah*

Signature of Verifiers 1. *[Signature]*

2. *N. Dasappa*

2. *[Signature]*

[Signature]
Registrar (Evaluation)

C/4/86 PW48:

BANGALORE



UNIVERSITY

Office of the
Registrar (Evaluation)
Bangalore - 560 001

361048

STATEMENT OF MARKS

Degree : BACHELOR OF BUSINESS MGMT.

DATE : 2005/09/02

Course : B. B. M.

Year/Sem : 2

Month & Year of Examination : MAY/2005

NAME : LABYA K R

Register Number : 03BTC03012

SL. NO.	SUBJECT	MAXIMUM MARKS	MINIMUM MARKS	TOTAL MARKS OBTAINED		REMARKS
				IN FIGURES	IN WORDS	
1	OFFICE ORGANISATION AND MANAGEMENT	100	35			
	THEORY	90		33	THIRTY-THREE	
	INTERNAL ASSESSMENT	10		9	NINE	
2	BUSINESS COMMUNICATION	100	35			
	THEORY	90		28	TWENTY-EIGHT	
	INTERNAL ASSESSMENT	10		7	SEVEN	
3	PRINCIPLES OF MARKETING	100	35			
	THEORY	90		34	THIRTY-FOUR	
	INTERNAL ASSESSMENT	10		8	EIGHT	
4	BUSINESS FINANCE	100	35			
	THEORY	90		56	FIFTY-SIX	
	INTERNAL ASSESSMENT	10		6	SIX	
5	PERSONNEL MANAGEMENT	100	35			
	THEORY	90		36	THIRTY-SIX	
	INTERNAL ASSESSMENT	10		7	SEVEN	
6	COST AND MANAGEMENT ACCOUNTING	100	35			
	THEORY	90		33	THIRTY-THREE	
	INTERNAL ASSESSMENT	10		8	EIGHT	
7	ENTERPRENUERSHIP AND SMALL INDUSTRY	100	35			
	THEORY	90		48	FORTY-EIGHT	
	INTERNAL ASSESSMENT	10		8	EIGHT	
8	COMPUTER TECHNOLOGY AND PROGRAMMING	100	35			
	THEORY	60		30	THIRTY	
	PRACTICAL	30		22	TWENTY-TWO	
	INTERNAL ASSESSMENT	10		8	EIGHT	
	GRAND TOTAL	800	320	381		

Grand Total (in words) THREE HUNDRED EIGHTY-ONE

RESULT PASS CLASS

NOTE) THE MINIMUM PERCENTAGE FOR PASS IS 35% INCLUSIVE OF INTERNAL ASSESSMENT MARKS.

(2) THIS MARKS CARD BY ITSELF DOES NOT ENTITILE THE CANDIDATE TO THE DEGREE, IT ONLY INDICATES THE RESULT OF THIS EXAM.

Verified by 1. G. Suresh, M.Com, P.G. DBA, (ICWAI) Signature of Verifiers 1

2.

R. K. Ramesh, M.Com.

2.

Registrar (Evaluation)

Dr. S. NAGARAJAN
MBA, M.Sc (IT), PGDCA, I.B., Ph.D. MITE
Professor & Director, Department of MBA & Research
Samichrom Institute of Technology
S. Palya, Jalahalli-Via, Bangalore-560 097
mob: 97427 80195
drnagarajnm@gmail.com



765413

STATEMENT OF MARKS

Degree : BACHELOR OF BUSINESS MGMT.

DATE : 2006/08/05

Course : B. B. M.
Year/Sem : *** 3

Month & Year of Examination : MAY/2006

NAME : LABYA K E

Register Number : 03BTC03012

SL. NO.	SUBJECT	MAXIMUM MARKS	MINIMUM MARKS	TOTAL MARKS OBTAINED		REMARKS
				IN FIGURES	IN WORDS	
1	PRODUCTION MANAGEMENT THEORY	100	35	62	SEVENTY-ONE	545
	INTERNAL ASSESSMENT	90		9	SIXTY-TWO	
2	BANKING (THEORY & PRACTICAL) THEORY	100	35	47	FIFTY-SEVEN	
	INTERNAL ASSESSMENT	90		10	FORTY-SEVEN	
3	BUSINESS LAW THEORY	100	35	43	FIFTY-ONE	
	INTERNAL ASSESSMENT	90		8	FORTY-THREE	
4	INCOME TAX THEORY	100	35	35	EIGHT	
	INTERNAL ASSESSMENT	90		10	FORTY-FIVE	
5	MANAGEMENT INFORMATION SYSTEMS THEORY	100	35	42	THIRTY-FIVE	
	INTERNAL ASSESSMENT	90		9	TEN	
6	PROJECT REPORT				FIFTY-ONE	
7	PROJECT WORK	100	35	62	FORTY-TWO	
8	VIVA-VOCE				NINE	
9	VIVA VOCE	100	35	65	SIXTY-TWO	
10	ADVANCED FINANCIAL ACCOUNTING THEORY	100	35	32	SIXTY-FIVE	
	INTERNAL ASSESSMENT	90		9	FORTY-ONE	
11	ADVANCED COST & MANAGEMENT ACCOUNTING THEORY	100	35	8	THIRTY-TWO	
	INTERNAL ASSESSMENT	90		9	NINE	
12	INVESTMENT MANAGEMENT THEORY	100	35	47	SEVENTEEN	
	INTERNAL ASSESSMENT	90		10	EIGHT	
		10		9	NINE	
		10		10	FIFTY-SEVEN	
		90		47	FORTY-SEVEN	
		10		10	TEN	
	GRAND TOTAL	1000	400	517		

Attested

Labya K E

Grand Total (in words) FIVE HUNDRED SEVENTEEN

RESULT FAIL

NOTE:
 (1) THE MINIMUM PERCENTAGE FOR PASS IS 35% INCLUSIVE OF INTERNAL ASSESSMENT MARKS AND 40% IN AGGREGATE
 (2) THIS MARKS CARD BY ITSELF DOES NOT ENTITLE THE CANDIDATE TO THE DEGREE, IT ONLY INDICATES THE RESULT OF THIS EXAM.

S. SHARMILA

Verified by 1. M.Com, M.B.A., M.Phil, LLB, Inter [CWA] Signature of Verifiers 1.

2. B.J. MEENA, M.A.,

Signature of Registrar

Registrar (Evaluation)

Dr. G. NAGARAJAN, M.B.A., M.Sc (IT), PGDCA, U.S. P.O., NISTE
 Professor & Director, Department of MBA & Research
 Sambhram Institute of Technology
 M.S. Patil, Jalahalli Vta, Bangalore - 560 097
 nagarajanm@gmail.com, Mob: 97427 80195

C/4/86 PW48:

BANGALORE



UNIVERSITY

Office of the Registrar (Evaluation) Bangalore - 560 001

0017136

STATEMENT OF MARKS

Degree : BACHELOR OF BUSINESS MGMT.

DATE : 2007/05/14

Course : B.B.M

Year/Sem : 3

Month & Year of Examination : NOV/2006

NAME : LABYA K R

Register Number : 03BTC03012

SL. NO.	SUBJECT	MAXIMUM MARKS	MINIMUM MARKS	TOTAL MARKS OBTAINED		REMARKS
				IN FIGURES	IN WORDS	
1	ADVANCED COST & MANAGEMENT ACCOUNTING THEORY	90		36	THIRTY-SIX	EXEM

Attended
10/05/06

Labya K R

Grand Total (in words)

RESULT PASS CLASS

NOTE:

- (1) THE MINIMUM PERCENTAGE FOR PASS IS 35% INCLUSIVE OF INTERNAL ASSESSMENT MARKS AND 40% IN AGGREGATE
- (2) THIS MARKS CARD BY ITSELF DOES NOT ENTITILE THE CANDIDATE TO THE DEGREE, IT ONLY INDICATES THE RESULT OF THIS EXAM.

Verified by 1. *Mangesh, M.A.*

Signature of Verifiers

[Signature]

2. *M. Mallesh, M.Sc.*

[Signature]

Registrar (Evaluation)

Dr. G. NAGARAJAN
MBA, M.Sc (IT), PGDCA, IIE, Ph.D. MISTE
Professor & Director, Department of MBA & Research
Sri Ram Institute of Technology
Jalahalli Via, Bangalore- 560 097
M.S. Patil
rajaramm@gmail.com, Mob: 97427 80195



ಕರ್ನಾಟಕ ಸರ್ಕಾರ
GOVERNMENT OF KARNATAKA

390487

ಪದವಿ ಪೂರ್ವ ಶಿಕ್ಷಣ ಇಲಾಖೆ
DEPARTMENT OF PRE-UNIVERSITY EDUCATION

ಪ್ರಮಾಣ ಪತ್ರ CERTIFICATE

ಈ ಕೆಳಗೆ ನಮೂದಿಸಿದ ಅಭ್ಯರ್ಥಿಯು ಪದವಿ ಪೂರ್ವ ಶಿಕ್ಷಣದ ದ್ವಿತೀಯ ವರ್ಷದ ಪರೀಕ್ಷೆಯಲ್ಲಿ ಕೆಳಗಿನ ವಿವರಗಳೊಂದಿಗೆ ತೇರ್ಗಡೆಯಾಗಿ ಕೋರ್ಸ್‌ನ್ನು ಸಂಪೂರ್ಣಗೊಳಿಸಿರುತ್ತಾರೆ ಎಂದು ಪ್ರಮಾಣೀಕರಿಸಲಾಗಿದೆ :

This is to certify that the candidate mentioned below has passed the second year pre-university examination and completed the course with the following details :

ಅಭ್ಯರ್ಥಿ ಹೆಸರು } LASYA KR
Candidate's Name }

ಫಲಿತಾಂಶ ದಿನಾಂಕ } 03.06.2003
Date of result }

ತಾಯಿಯ ಹೆಸರು } SHARADAMMA
Mother's Name }

ನೋಂದಣಿ ಸಂಖ್ಯೆ } 180170
Register No. }

ತಂದೆಯ ಹೆಸರು } KAMBADARANGAPPA
Father's Name }

ವಿಷಯಗಳು Subjects ಭಾಗ - I ಭಾಷೆಗಳು Part - I Languages	ನೋಂದಣಿ ಸಂಖ್ಯೆ Register No.	ತಿಂಗಳು/ವರ್ಷ Month/Year	ಗರಿಷ್ಠಾಂಕ Max. Marks	ಪಡೆದ ಅಂಕಗಳು Marks Obtained	
				ಅಂಕಗಳು In figures	ಅಕ್ಷರದಲ್ಲಿ In words
ENGLISH	150719	APR2002	100	63	SIX THREE
HINDI	150719	APR2002	100	36	THREE SIX
ಭಾಗ - II ಐಚ್ಛಿಕ ವಿಷಯಗಳು Part - II Optionals					
PHYSICS	150719	APR2002	100	35	THREE FIVE
CHEMISTRY	180170	APR2003	100	42	FOUR TWO
MATHEMATICS	180170	APR2003	100	37	THREE SEVEN
BIOLOGY	150719	APR2002	100	36	THREE SIX

ಕಾಲೇಜು ಸಂಕೇತ ಸಂಖ್ಯೆ AN147
College Code No.

ಒಟ್ಟು ಅಂಕಗಳು
Total Marks 249

ಪಡೆದ ವರ್ಗ Class Obtained

ಅಂಕಗಳು ಅಕ್ಷರಗಳಲ್ಲಿ
Marks in words TWO HUNDRED AND FORTY NINE ONLY

PASS

ಕಾಲೇಜು SRI SAI PU COL FOR WOMEN
College RAJAJINAGAR II STG D BLK , BANGALORE 560010

Signature of the Principal
Principal 25/06/03

SRI SAI PRE-UNIVERSITY
COLLEGE FOR WOMEN
Rajajinagar, BANGALORE - 560010

ಕಾಲೇಜಿನ ಮೊಹರು - Seal of the College

ಅಭ್ಯರ್ಥಿಯ ಸಹಿ - Signature of the Candidate

5785
Prof. Dr. M. S. (11) ...
Santhiram Institute of Technology
M. S. Praya, Talangudi, Via. Bengaluru
drnagarajann@gmail.com, Mob. 97421 80195

Signature of the Director

ನಿರ್ದೇಶಕರು, ಪದವಿ ಪೂರ್ವ ಶಿಕ್ಷಣ ಇಲಾಖೆ
Director
Department of Pre-University Education
ಬೆಂಗಳೂರು Bangalore

012867603
224504010400

ಕರ್ನಾಟಕ ಸರ್ಕಾರ
GOVERNMENT OF KARNATAKA

0052193

ಕರ್ನಾಟಕ ಪ್ರೌಢ ಶಿಕ್ಷಣ ಪರೀಕ್ಷಾ ಮಂಡಳಿ
Karnataka Secondary Education Examination Board



ಪ್ರಮಾಣ ಪತ್ರ
Certificate

ಈ ಕೆಳಗೆ ನಮೂದಿಸಿದ ಅಭ್ಯರ್ಥಿಯು ಎಸ್.ಎಸ್. ಎಲ್. ಸಿ. ಪರೀಕ್ಷೆಯಲ್ಲಿ ಕೆಳಗಿನ ವಿವರಗಳೊಂದಿಗೆ ತೇರ್ಗಡೆಯಾಗಿದ್ದಾನೆ/ದ್ದಾಳೆ ಎಂದು ಪ್ರಮಾಣೀಕರಿಸಲಾಗಿದೆ.
This is to certify that the candidate mentioned below has PASSED S.S.L.C. Examination with the following details.

ನೋಂದಣಿ ಸಂಖ್ಯೆ Register No. : 499977	ತಿಂಗಳು/ವರ್ಷ Month/Year : MARCH-2000	ಶಿಕ್ಷಣ ಮಾಧ್ಯಮ Medium of Instruction ENGLISH
----------------------------------------	----------------------------------------	------------------------------------------------

ಹೆಸರು Name LASYA K R

ತಂದೆಯ ಹೆಸರು Father's Name KAMBADARANGAPPA R

ಜನ್ಮ ದಿನಾಂಕ
Date of Birth 24/03/85 TWENTYFOURTH MARCH EIGHTYFIVE

ವಿಷಯಗಳು SUBJECTS	ಅಂಕಗಳು MARKS		ಪಡೆದ ಅಂಕಗಳು MARKS OBTAINED	ಪಡೆದ ವರ್ಗ (ಶ್ರೇಣಿ) CLASS OBTAINED
	ಗರಿಷ್ಠ MAX.	ಕನಿಷ್ಠ MIN.		
ಪ್ರಥಮ ಭಾಷೆ/ FIRST LANGUAGE : KANNADA	125	44	100	<p><i>Direct</i></p> <p><i>12/03/12</i></p> <p>ಕರ್ನಾಟಕ ಪ್ರೌಢ ಶಿಕ್ಷಣ ಪರೀಕ್ಷಾ ಮಂಡಳಿ * ಪ್ರಥಮ ವರ್ಗ : ಶೇ. 75 ಮತ್ತು ಅದಕ್ಕಿಂತ ಹೆಚ್ಚಿನ ಮಾರ್ಕುಗಳಿಗೆ * ದ್ವಿತೀಯ ವರ್ಗ : ಶೇ. 60 ಮತ್ತು ಮೇಲ್ಪಟ್ಟು ಶೇ. 60 ಕ್ಕೆ ಕೆಳಗೆ * ಮೂರನೇ ವರ್ಗ : ಶೇ. 50 ಮತ್ತು ಮೇಲ್ಪಟ್ಟು ಶೇ. 50 ಕ್ಕೆ ಕೆಳಗೆ * ಪರೀಕ್ಷೆಯಲ್ಲಿ ಭಾಗವಹಿಸಿದವರಲ್ಲಿನ ಅತ್ಯಧಿಕ ಮಾರ್ಕುಗಳನ್ನು ಪಡೆದವರಿಗೆ * ಮೇಲ್ಪಟ್ಟು ಶೇ. 75 ಮತ್ತು ಅದಕ್ಕಿಂತ ಹೆಚ್ಚಿನ ಮಾರ್ಕುಗಳಿಗೆ * DISTINCTION: 75% AND ABOVE * FIRST CLASS: 65% AND ABOVE BUT BELOW 75% * SECOND CLASS: 50% AND ABOVE BUT BELOW 65% * CLASS IS DECLARED FOR THOSE WHO PASS IN * FIRST ATTEMPT ONLY. * PASS IN EXAMINATION : OF 30% MIN. IN EACH SUBJECT AND 35% IN THE AGGREGATE</p>
ದ್ವಿತೀಯ ಭಾಷೆ/ SECOND LANGUAGE : ENGLISH	100	35	076	
ತೃತೀಯ ಭಾಷೆ/ THIRD LANGUAGE : HINDI	100	35	073	
ಗಣಿತ/ MATHEMATICS	100	35	061	
ವಿಜ್ಞಾನ/ SCIENCE	100	35	068	
ಸಾಮಾಜಿಕ ವಿಜ್ಞಾನ/ SOCIAL SCIENCE	100	35	091	
ಒಟ್ಟು ಅಂಕಗಳು/ TOTAL	625	219	469	FIRST (75.04%) AA551

ಪಡೆದ ಅಂಕಗಳು (ಅಕ್ಷರಗಳಲ್ಲಿ) TOTAL (In words)
FOUR HUNDRED AND SIXTY NINE ONLY

ಶಾಲೆಯ ಹೆಸರು ಮತ್ತು ವಿಳಾಸ :
NAME OF THE SCHOOL & ADDRESS :

SOUTHERN CONVENT HIGH SCHOOL
PRAKASHNAGAR,
BANGALORE
560021

ದಿನಾಂಕ DATE : 30/05/2000

ಕಾರ್ಯದರ್ಶಿಗಳು
ಕರ್ನಾಟಕ ಪ್ರೌಢ ಶಿಕ್ಷಣ ಪರೀಕ್ಷಾ ಮಂಡಳಿ
SECRETARY
KARNATAKA SECONDARY EDUCATION EXAMINATION BOARD
ಬೆಂಗಳೂರು BANGALORE



பாரதியார் பல்கலைக்கழகம்
BHARATHIAR UNIVERSITY
COIMBATORE - 641 046, TAMILNADU, INDIA.

State University | Re-accredited with "A" Grade by NAAC | Ranked 14th among Indian Universities by MHRD-NIRF

RESEARCH & DEVELOPMENT CENTRE

Course Work Completion Certificate

Folio No. DEC12-0399

This is to certify that Mr./Ms. LASYA. K.R with
Registration no: PH.D-CB-DEC2012-0638 Part-time
Ph.D.(Category-B) Programme in MANAGEMENT has
undertaken course work for a minimum period of one
semester under the guidance of Dr. P. KOMARASAMY and
completed the Course Work Successfully.



Date: 28.02.2020


DIRECTOR i/c
DIRECTOR
Research and Development Centre
Bharathiar University
Coimbatore - 641 046.





SURANA COLLEGE

Post Graduate Departments

(GDA FOUNDATION ESTD. 1995)

Moulding Character & Careers

Affiliated to Bangalore University
Re-accredited by NAAC with A+ grade
Approved by AICTE
Accredited by IAO & ISO Certified

REF.SCPGC/OFR.LTR/2019-20/

02nd November 2019

To,
Prof. Lasya K R
#2106, 8th Main, 'D' Block
2nd Stage, Rajajinagar
Bangalore - 560010

Sir,

SUB: Offer Letter

REF: Interview held on: 26th August 2019 with Management

With reference to the above subject, we are glad to offer you the position of Assistant Professor in the Department of Management in Surana College, PG Centre.

The appointment will be subject to the fulfilment of eligible qualifications as per the University and College norms. The appointment order with service particulars will follow.

In case you accept the said post, you are requested to confirm the acceptance of this offer within three days from the receipt of this letter, failing which offer would be cancelled.

Your acceptance of the post amounts to your undertaking that you are committed to work for a minimum of two years from the date of acceptance in writing. Liabilities and quitting clauses of your services will be governed by the rules and regulations of the college.

You are required to submit the following documents at the time of joining:

- Joining report.
- Passport size photographs-3 Nos.
- Photo copy of your testimonials- From SSLC onwards.
- Proof of Date of Birth.
- Copy of relieving letter from immediate previous employer.
- Last salary slip/Salary Certificate, as applicable.
- Address Proof- Aadhar Card & Pan Card.
- Family Members Details for statutory requirements.
- Fitness/Medical Certificate

With regards,


Dean – Academic & Administration

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file
3. HR Dept for Msg.

CA-17, Kengeri Satellite Town
Bangalore - 560 060
Ph: +91-80-28486382, 28486372

Mail: pgcentre@suranacollege.edu.in
Web: www.suranacollege.edu.in

H.O. : SURANA COLLEGE, 16, South End Road Bangalore - 560 004 Ph:+91-80-26642292



SURANA COLLEGE Post Graduate Departments

(GDA FOUNDATION ESTD.1995)

Moulding Character & Careers

Affiliated to Bangalore University
Re-accredited by NAAC with A+ grade
Approved by AICTE
Accredited by IAO & ISO Certified

No.SC/AO/20-21/MBA/1134

01st February 2021

Appointment Order

To
Mr.Rinku Mathew Modoor
No.1619, 36th Cross, 15th Main
Banashankari 2nd Stage
Bangalore - 560070

Dear Madam,

Sub: Appointment to the Post of Assistant Professor
Ref: Interview dtd: 30.01.2021

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as Assistant Professor in the department of Management in our College situated at Kengeri Satellite Town, Bangalore, with effect from **01st February 2021** on the following terms and conditions.

1. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
2. You will be paid monthly emoluments as under:

Basic	Rs.37,400	Rupees Thirty-Seven Thousand and Four Hundred Only
D.A.	Rs. 3,740	Rupees Three Thousand Seven Hundred and Forty Only
HRA	Rs. 9,350	Rupees Nine Thousand Three Hundred and Fifty Only
AGP	Rs. 6,000	Rupees Six Thousand Only
CCA	Rs. 300	Rupees Three Hundred Only
Books and Periodicals	Rs. 3,210	Rupees Three Thousand Two Hundred and Ten Only
Total	Rs.60,000	Rupees Sixty Thousand Only

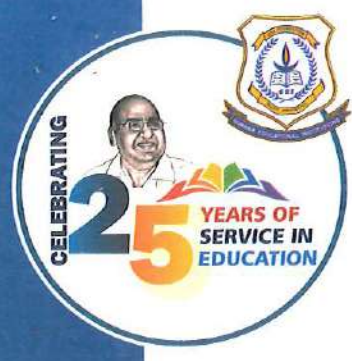
In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

CA-17, Kengeri Satellite Town
Bangalore - 560 060
Ph: +91-80-28486382, 28486372

Mail: pgcentre@suranacollege.edu.in
Web: www.suranacollege.edu.in

H.O. : SURANA COLLEGE, 16, South End Road Bangalore - 560 004 Ph:+91-80-26642292

15/02/21



SURANA COLLEGE

Post Graduate Departments

(GDA FOUNDATION ESTD. 1995)

Moulding Character & Careers

Affiliated to Bangalore University
Re-accredited by NAAC with A+ grade
Approved by AICTE
Accredited by IAO & ISO Certified

No.SC/AO/20-21/MBA/1134

01st February 2021

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME Mr. Rinku Mathew Modoor

Signature

Date

01/02/2021

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file

CA-17, Kengeri Satellite Town
Bangalore - 560 060
Ph: +91-80-28486382, 28486372

Mail: pgcentre@suranacollege.edu.in
Web: www.suranacollege.edu.in

H.O. : SURANA COLLEGE, 16, South End Road Bangalore - 560 004 Ph:+91-80-26642292

ಬೆಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾಲಯ
Bangalore University



ಬೆಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾಲಯದ ಕುಲಾಧಿಪತಿ, ಸಹಕುಲಾಧಿಪತಿ
We, the Chancellor, the Pro-Chancellor, the Vice-Chancellor
ಕುಲಪತಿ, ಸಿಂಡಿಕೇಟ್ ಮತ್ತು ವಿದ್ಯಾವಿಷಯಕ ಪರಿಷತ್ತಿನ ಸದಸ್ಯರಾದ ನಾವು
the members of the Syndicate & Academic Council
Certify that

Rinku Modoor M ಅಮ

ಯಥಾಯೋಗ್ಯವಾಗಿ ಈಗಾಗಲೇ ಪ್ರವೇಶ ಪಡೆದಿರುವರೆಂದು ದೃಢೀಕರಿಸುತ್ತಾ
has been duly admitted to the Degree of
ಮಾಸ್ಟರ್ ಆಫ್ ಬಿಸಿನೆಸ್ ಅಡ್ಮಿನಿಸ್ಟ್ರೇಷನ್



Master of Business Administration

ಪದವಿಗೆ ಅಗತ್ಯವಾದ ಅರ್ಹತೆಗಳನ್ನು ಪೂರೈಸಿರುವುದನ್ನು ಪರಿಗಣಿಸಿರುವುದರಿಂದ
in recognition of the fulfilment of requirements

ಮೇಲೆ ಕಾಣಿಸಿದ ಪದವಿಗೆ ಅವರನ್ನು ಅಂಗೀಕರಿಸಲಾಗಿದೆ. ಈ ಪದವಿಯ ವಿವರಗಳು ಹೀಗಿವೆ
for the said degree as indicated below

ಪರೀಕ್ಷೆಯ ವರ್ಷ *September 2001*

Year of Examination:

ಅಧ್ಯಯನದ ವಿಷಯ *Systems & Human Resources*

Subjects:

ಪಡೆದ ವರ್ಗ *Second*

Class:

ವಿಶ್ವವಿದ್ಯಾಲಯದ ಅಧಿಕಾರ ಮುದ್ರೆಯೊಡನೆ ನೀಡಲಾಗಿದೆ

Given under the seal of the University

ಬೆಂಗಳೂರು

Bangalore:

ದಿನಾಂಕ

Date: 10.07.2002

[Signature]

ಕುಲಪತಿ

Vice Chancellor

BU: EX:031

CS99-

BANGALORE



UNIVERSITY

Office of the
Register (Evaluation),
Bangalore - 560 001.

074905

STATEMENT OF MARKS

Degree: M.B.A - MASTER OF BUSINESS ADMINISTRATION

DATE:

-8 OCT 2001

Course: BUSINESS ADMINISTRATION

Feb/2000

Year/Sem: 1

Month & Year of Examination:

NAME: RINKU MODDOR M

Register Number: 99KXCM2018

SL. NO.	SUBJECT	MAXIMUM MARKS	MINIMUM MARKS	TOTAL MARKS OBTAINED		REMARKS
				IN FIGURES	IN WORDS	
1	1.1 ORGANISATIONAL BEHAVIOUR THEORY INTERNAL ASSESSMENT	100	40	50	FIFTY TWENTY THREE	
2	1.2 ECONOMICS FOR BUSINESS DECISIONS THEORY INTERNAL ASSESSMENT	100	40	40	FORTY TWENTY TWO	
3	1.3 ACCOUNTING FOR MANAGEMENT THEORY INTERNAL ASSESSMENT	100	40	47	FORTY SEVEN TWENTY THREE	
4	1.4A STATISTICS FOR MANAGEMENT THEORY	50	20	24	TWENTY FOUR	
5	1.4B INTRODUCTION TO OPERATIONS RESEARCH THEORY INT. ASSMT (TOTAL OF 1.4A & 1.4B)	50	20	24	TWENTY FOUR TWENTY FOUR	
6	1.5 WRITTEN, SPOKEN AND COMMUNICATION SKILLS - ** INTERNAL ASSESSMENT			P		PASS
7	1.6 COMPUTER USAGE SKILLS & IT FOR MANAGEMENT - ** INTERNAL ASSESSMENT			P		PASS
Grand Total :		500		277		

Grand Total (in words): TWO HUNDRED AND SEVENTY SEVEN

RESULT PASS

NOTE:

1) THE MINIMUM PERCENTAGE FOR PASS IN EACH PAPER IS 40% OF THE THEORY MARKS EXCLUDING INTERNAL ASSESSMENT & 50% IN AGGREGATE IN EACH SEMESTER INCLUDING INTERNAL ASSESSMENT.

** INDICATES IT IS A QUALIFYING COURSE AND NO UNIVERSITY EXAMINATIONS. PASS/FAIL ONLY IS INDICATED.

* INDICATES IMPROVEMENT MARKS.

Verified by **E.R. SIDDALINGA MURTHY**

Signature of Verifiers 1.

2.

Dr. M. MUNIRAJU

Faculty Member

2.

Registrar (Evaluation)

BU: EX :031

CS2K-

BANGALORE



UNIVERSITY

Office of the
Register (Evaluation)
Bangalore - 560 001.

29687

STATEMENT OF MARKS

Degree: M.B.A - MASTER OF BUSINESS ADMINISTRATION DATE: 2001/02/01

Course: BUSINESS ADMINISTRATION

Year/Sem: 2

Month & Year of Examination: Sep/2000

NAME: RINKU MODDOR M

Register Number: 99KXCM2018

SL. NO.	SUBJECT	MAXIMUM MARKS	MARKS	TOTAL MARKS OBTAINED		REMARKS
				IN FIGURES	IN WORDS	
1	2.1A INDIAN SOCIETY THEORY	50	20	31	THIRTY ONE	
2	2.1B BUSINESS LAW & BUSINESS AND GOVERNMENT THEORY	50	20	29	TWENTY NINE	
	INT. ASSMT (TOTAL OF 2.1A & 2.1B)	25	25	25	TWENTY FIVE	
3	2.2 CORPORATE FINANCE THEORY	100	40	48	FORTY EIGHT	
	INTERNAL ASSESSMENT	25	25	25	TWENTY FIVE	
	2.3 MARKETING MANAGEMENT (INCL. M-ARKETING RESEARCH) THEORY	100	40	51	FIFTY ONE	
	INTERNAL ASSESSMENT	25	25	24	TWENTY FOUR	
5	2.4A MANAGEMENT INFORMATION SYSTEMS THEORY	50	20	26	TWENTY SIX	
6	2.4B PRODUCTION AND OPERATIONS MANAGEMENT THEORY	50	20	24	TWENTY FOUR	
	INT. ASSMT (TOTAL OF 2.4A & 2.4B)	25	25	25	TWENTY FIVE	
7	2.5A HUMAN RESOURCE MANAGEMENT THEORY	50	20	30	THIRTY	
	INTERNAL ASSESSMENT	12	12	12	TWELVE	
8	2.5B BUSINESS AND ETHICAL VALUES INTERNAL ASSESSMENT			P		PASS
	GRAND TOTAL :	562	350			

Grand Total (In words) THREE HUNDRED AND FIFTY

RESULT PASS

NOTE:

1> THE MINIMUM PERCENTAGE FOR PASS IN EACH PAPER IS 40% OF THE THEORY MARKS EXCLUDING INTERNAL ASSESSMENT & 50% IN AGGREGATE IN EACH SEMESTER INCLUDING INTERNAL ASSESSMENT.

2> THIS MARKS CARD BY ITSELF DOES NOT ENTITLE THE CANDIDATE TO THE DEGREE. IT ONLY INDICATES THE RESULT OF THIS EXAMINATION.

* INDICATES IMPROVED MARKS.

Verified by 1. *S. R. SIDDALINGA MURTHY* Signature of Verifiers 1.*S. R. SIDDALINGA MURTHY*

2.

2. *Cynthia Meneses*

Signature of Registrar (Evaluation)

BU: EX:031

CS99-

BANGALORE



UNIVERSITY

Office of the
Register (Evaluation)
Bangalore - 560 001

074490

STATEMENT OF MARKS

Degree : M.B.A - MASTER OF BUSINESS ADMINISTRATION

DATE: 2001/09/20

Course : BUSINESS ADMINISTRATION

Year/Sem : 3

Month & Year of Examination : Mar/2001

NAME : RINKU MODDOR M

Register Number : 99KXCM2018

SL. NO.	SUBJECT	MAXIMUM MARKS	MINIMUM MARKS	TOTAL MARKS OBTAINED		REMARKS
				IN FIGURES	IN WORDS	
1	3.1 CORPORATE STRATEGY AND POLICY THEORY INTERNAL ASSESSMENT	100 25	40	59 24	FIFTY NINE TWENTY FOUR	
2	3.2 TOTAL QUALITY MANAGEMENT THEORY INTERNAL ASSESSMENT	50 13	20	35 12	THIRTY FIVE TWELVE	
3	H.1 SOURCING THEORY	50	20	26	TWENTY SIX	
4	H.2 COMPENSATION MANAGEMENT THEORY	50	20	31	THIRTY ONE	
5	H.3 EMPLOYEE RELATIONS MGT. THEORY	50	20	30	THIRTY	
6	B.1 SYSTEMS ANALYSIS & DESIGN THEORY	50	20	22	TWENTY TWO	
7	S.2 SOFTWARE ENGINEERING MGT. THEORY	50	20	25	TWENTY FIVE	
8	B.3 DATABASE CONCEPTS & ADMINISTRATION THEORY	50	20	24	TWENTY FOUR	
9	TOTAL (INT.ASSMT - ELECTIVES) INTERNAL ASSESMENT	75		71	SEVENTY ONE	
	GRAND TOTAL :	563		359		

Grand Total (In words) THREE HUNDRED AND FIFTY NINE

RESULT: PASS

NOTE:

1) THE MINIMUM PERCENTAGE FOR PASS IN EACH PAPER IS 40% OF THE THEORY MARKS EXCLUDING INTERNAL ASSESSMENT & 50% IN AGGREGATE IN EACH SEMESTER INCLUDING INTERNAL ASSESSMENT.

2) THIS MARKS CARD BY ITSELF DOES NOT ENTITLE THE CANDIDATE TO THE DEGREE. IT ONLY INDICATES THE RESULT OF THIS EXAMINATION.

* INDICATES IMPROVED MARKS.

Verified by 1. S. KRISHNA SWAMY

Signature of Verifiers 1.

2. S. Venkatesha, M Com.

2.

Registrar (Evaluation)

BU:EX:031

CS2K-

0111110

BANGALORE



UNIVERSITY

Office of the
Register (Evaluation)
Bangalore - 560.001.

STATEMENT OF MARKS

Degree : M.B.A - MASTER OF BUSINESS ADMINISTRATION DATE : 2002/03/07

Course : BUSINESS ADMINISTRATION

Year/Sem : 4

Month & Year of Examination : Sep/2001

NAME : RINKU MODDOR M

Register Number : 99KXCM2018

SL. NO.	SUBJECT	MAXIMUM MARKS	MINIMUM MARKS	TOTAL MARKS OBTAINED		REMARKS	
				IN FIGURES	IN WORDS		
1	4.1 INTERNATIONAL BUSINESS THEORY	50	20	24	TWENTY FOUR	PASS	
2	4.2 BUSINESS NEGOTIATIONS WORKSHOP - ** INTERNAL ASSESSMENT			P			
3	H.5 LEARNING ORGANIZATIONS & LEADERSHIP THEORY	50	20	24	TWENTY FOUR		
4	H.6 INTERNATIONAL HRM. THEORY	50	20	28	TWENTY EIGHT		
5	S.5 DECISION SUPPORT SYSTEMS, AI & EXPERT SYSTEMS THEORY	50	20	28	TWENTY EIGHT		
6	S.6 ERP & BUSINESS PROCESS RE-ENGINEERING THEORY	50	20	28	TWENTY EIGHT		
7	S.7 ELECTRONIC COMMERCE THEORY	50	20	28	TWENTY EIGHT		
8	TOTAL - INTERNAL ASSESSMENT INTERNAL ASSESMENT	75		72	SEVENTY TWO		
9	REPORT ON INTERNSHIP TRAINING - ** INTERNAL ASSESSMENT			P			PASS
10	PROJECT DISSERTATION & VIVA VOCE VIVA-VOCE DISSERTATION	50 200	25 100	32 132	THIRTY TWO ONE HUNDRED AND THIRTY TWO		PASS
TOTAL		625	313	396		PASS	
TOTAL - III SEMESTER		563	282	359		PASS	
TOTAL - II SEMESTER		562	281	350		PASS	
TOTAL - I SEMESTER		500	250	277		PASS	
GRAND TOTAL		2250	1126	1382			

SPECIALISATION : SYSTEMS & HUMAN RESOURCES

Grand Total (in words) ONE THOUSAND AND THREE HUNDRED AND EIGHTY TWO

RESULT SECOND CLASS

NOTE:

1) THE MINIMUM PERCENTAGE FOR PASS IN EACH PAPER IS 40% OF THE THEORY MARKS EXCLUDING INTERNAL ASSESSMENT & 50% IN AGGREGATE INCLUDING INTERNAL ASSESSMENT.

* INDICATES IMPROVED MARKS.

** INDICATES IT IS A QUALIFYING COURSE AND NO UNIVERSITY EXAMINATIONS.

PASS/FAIL ONLY IS INDICATED.

Verified by: *C. Hanumanthe Gowda, M.A.* Signature of Verifiers 1: *[Signature]*2. T. ANJANAPPA, *[Signature]*

Registrar (Evaluation)

943BQ166

A32-C-B1-BQ-1212

ಬೆಂಗಳೂರು ವಿಶ್ವವಿದ್ಯಾಲಯ
Bangalore University

certifies that

Pinku Modoor M ಅವರು

has been duly admitted to the Degree of

ಬ್ಯಾಚುಲರ್ ಆಫ್ ಕಾಮರ್ಸ್
Bachelor of Commerce

ಪದವಿಗೆ ಅಗತ್ಯವಾದ ಅರ್ಹತೆಗಳನ್ನು ಪರಿಗಣಿಸಿರುವ ಕಾರಣ
in recognition of the fulfilment of requirements
ಮೇಲೆ ಕಾಣಿಸಿದ ಪದವಿಗೆ ಅವರನ್ನು ಅಂಗೀಕರಿಸಲಾಗಿದೆ. ಆ ಪದವಿಯ ವಿವರಗಳು ಹೀಗಿವೆ :
for the said degree as follows :

ಪರೀಕ್ಷೆಯ ವರ್ಷ..... *April 1996*
Year of Examination :

ಅಧ್ಯಯನದ ವಿಷಯ..... *Principles of Auditing, Income-Tax Law, Cost*
Subjects : *Accounting & Management Accounting*

ಪಠದ ವರ್ಗ..... *Second*
Class :

ವಿಶ್ವವಿದ್ಯಾಲಯದ ಅಧಿಕಾರ ಮುದ್ರೆಯೊಡನೆ ನೀಡಲಾಗಿದೆ
Given under the seal of the University



ಬೆಂಗಳೂರು
Bangalore

ದಿನಾಂಕ
Date 07.02.1997

V. K. Hegde

ಕುಲವತಿ
Vice-Chancellor

BANGALORE UNIVERSITY



No. 05417

STATEMENT OF MARKS

Office of the Registrar (Evaluation)

Bangalore dated 10 JUL 1996

THIRD YEAR B.Com. DEGREE EXAMINATION APRIL / OCTOBER 1996

(New Scheme)

(1989-90 Scheme & onwards)

Reg. No.

94330166

Name

Rinku modoor . m .

Sl. No.	Subjects	Maximum Marks	Minimum Marks	Marks obtained		Remarks	
				in figures	in words		
1	Group-A (Compulsory)						
	1. Theory & Practice of Banking	100	35	46	Forty six		
	2. Company Law & Secretarial Practice	100	35	50	Fifty only		
	3. Business Law	100	35	58	Fifty eight		
	4. Financial Management	100	35	63	Sixty three		
2	OPTIONAL: (Group-B or Group-C) Group-B (General)						
	5. Principles and Practice of Auditing	100	35	46	Forty six	Second class	
	6. Income Tax Law & Practice	100	35	51	Fifty one		
	7. Cost Accounting	100	35	60	Sixty only		
	8. Management Accounting	100	35	66	Sixty six		
3	Group-C (Special)						
	9. Computer Application	100	35	/	/		
	10. Business Promotion & Project Planning	100	35	/	/		
	11. Development Banking	100	35	/	/		
	12. Practical Training	100	35	/	/		
	GRAND TOTAL	800	280	440			

Grand Total (In words) four hundred and forty only

NOTE: Minimum for a pass is 35 per cent in each subject.

This marks card by itself does not entitle the candidate to the degree. It only indicates the result of this examination.

Entered by Vijaya M.A. B. Ed. Signature
 Verified by S. C. ANUSUYA, M. Com of Tabulators

Vijaya
Anusuya

Registrar (Evaluation)

BANGALORE



UNIVERSITY

No 18716

STATEMENT OF MARKS

Office of the Registrar (Evaluation)
Bangalore, dated 10 JUL 1995

SECOND YEAR B.Com. DEGREE EXAMINATION—APRIL/OCTOBER 1995..

(New Scheme 1989-90)

Name..... Rinku Modoor M.Reg. No. 943 BQ 166

Sl. No.	Subjects	Maximum Marks	Minimum Marks	Marks obtained		Remarks
				in figures	in words	
1	PART-I Kannada/Sanskrit / Hindi / Urdu	100	38	66	Sixty Six	II class
2	PART-II Business Communication	100	35	58	fifty Eight	
3	PART-III					
	1. Financial Accounting-II	100	35	44	forty four	
	2. Business Statistics	100	35	62	Sixty two	
	3. Principles of Management	100	35	41	forty one	
	4. Marketing Management	100	35	35	Thirty five	
	GRAND TOTAL	600	210	306		

Grand Total (in words)..... Three hundred and..... Six..... only

NOTE: Minimum for a pass is 35 per cent in each subject.

Entered by B. S. NAGARAJAPPA M. Sc. of TabulatorsCopied by N. Anala Reddy M. Sc. B. Ed.

Registrar (Evaluation)

BANGALORE



UNIVERSITY

No 12662

STATEMENT OF MARKS

Office of the Registrar (Evaluation)
Bangalore, dated 9.11.94

FIRST YEAR B.Com. DEGREE EXAMINATION—APRIL/NOVEMBER 19...94

(New Scheme 1989-90)

Name: Rinika Modook - M.

Reg. No. 943BR166

Sl. No.	Subjects	Maximum Marks	Minimum Marks	Marks obtained		Remarks
				In figures	In words	
1	PART I : Language I Paper I (Hindi)	100	35	56	Fifty six	Second class
2	PART : Paper II (English)	100	35	65	Sixty-five	
3	PART III :					
	1. Business Mathematics	100	35	73	Seventy-three	
	2. Financial Accounting I	100	35	61	Sixty-one	
	3. Office Organisation & Management	100	35	41	Forty-one	
	4. Business Economics	100	35	50	Fifty only	
	GRAND TOTAL	600	210	346		

Grand Total (in words)..... Three hundred and forty-six only

NOTE: Minimum for a pass is 35 per cent in each subject.

RESULT: I Class 360, II Class 300 & Pass 210.

D. N. Raghunathan

Entered by _____ Signature of _____

Verified by GOVINDAPPA Tabulators _____

[Signature]
Registrar (Evaluation)

ಕರ್ನಾಟಕ ಸರ್ಕಾರ
ಶಿಕ್ಷಣ ಇಲಾಖೆ

166981



ಪ್ರಮಾಣ ಪತ್ರ
Government of Karnataka
EDUCATION DEPARTMENT
CERTIFICATE

ಈ ಕೆಳಗೆ ನಮೂದಿಸಿದ ಅಭ್ಯರ್ಥಿಯು ಪದವಿ-ಪೂರ್ವ ಶಿಕ್ಷಣದ ದ್ವಿತೀಯ ವರ್ಷದ ಪರೀಕ್ಷೆಯಲ್ಲಿ ಕೆಳಗಿನ ವಿವರಗಳೊಂದಿಗೆ ತೇರ್ಗಡೆಯಾಗಿದ್ದಾನೆ/ಳೆಂದು ಪ್ರಮಾಣೀಕರಿಸಲಾಗಿದೆ :

This is to Certify that the Candidate mentioned below has passed the Second Year Pre-University Examination with the following details :

ಅಭ್ಯರ್ಥಿಯ ಹೆಸರು

Name of the Candidate : RINKU MODOOR M

ತಂದೆಯ ಹೆಸರು

Name of the Father : MATHEW ABRAHAM

ನೋಂದಣಿ ಸಂಖ್ಯೆ 626094
Register No.

ವಿಷಯಗಳು Subjects	ನೋಂದಣಿ ಸಂಖ್ಯೆ Register No.	ತಿಂಗಳು/ವರ್ಷ Month/Year	ಗರಿಷ್ಠಾಂಕ Max. Marks	ಪಡೆದ ಅಂಕಗಳು Marks Obtained	
				ಅಂಕಿಯಲ್ಲಿ In figures	ಅಕ್ಷರದಲ್ಲಿ In words
ಭಾಗ I Part I					
ENGLISH	626094	APR 93	100	66	SIX SIX
HINDI	626094	APR 93	100	70	SEVEN ZERO
ಭಾಗ II Part II					
ECONOMICS	626094	APR 93	100	43	FOUR EIGHT
COMMERCE	626094	APR 93	100	77	SEVEN SEVEN
ACCOUNTANCY	626094	APR 93	100	79	SEVEN NINE
MATHEMATICS	626094	APR 93	100	58	THREE EIGHT
ಸಂಸ್ಥೆಯ ಸಂಕೇತ ಸಂಖ್ಯೆ Institution Code A026		ಒಟ್ಟು ಅಂಕಗಳು Total Marks	600	378	
ಅಂಕಗಳು ಅಕ್ಷರದಲ್ಲಿ Marks in Words THREE HUNDRED AND SEVENTY EIGHT ONLY				ಫಲಿತಾಂಶ Result FIRST CLASS	

ಬೆಂಗಳೂರು Bangalore

ದಿನಾಂಕ Date 27.05.93

2847

ಅಭ್ಯರ್ಥಿಯ ಸಹಿ

Signature of the Candidate

ಪ್ರಾಚಾರ್ಯರ ಸಹಿ

Signature of the Principal

ಸಂಸ್ಥೆಯ ಮೊಹರು

Seal of the Institution

Principal
ST. JOSEPH'S COLLEGE OF COMMERCE
75, Bangalore Road,
BANGALORE 560 025.

Dr. M. F. 0703 ನಾ. ಶಿಕ್ಷಣ ಇಲಾಖೆ

ಸಹ ನಿರ್ದೇಶಕರು
ಪದವಿ ಪೂರ್ವ ಶಿಕ್ಷಣ
ಬೆಂಗಳೂರು
Joint Director
Pre-University Education
Bangalore

P.T.O.

ಕರ್ನಾಟಕ ಪ್ರೌಢ ಶಿಕ್ಷಣ ಪರೀಕ್ಷಾ ಮಂಡಳಿ
Karnataka Secondary Education Examination Board



ಪ್ರಮಾಣ ಪತ್ರ
CERTIFICATE

ಈ ಕೆಳಗೆ ನಮೂದಿಸಿದ ಅಭ್ಯರ್ಥಿಯು ಎಸ್.ಎಸ್.ಎಲ್.ಸಿ. ಪರೀಕ್ಷೆಯಲ್ಲಿ ಕೆಳಗಿನ ವಿವರಗಳೊಂದಿಗೆ ತೇರ್ಗಡೆಯಾಗಿದ್ದಾನೆ/ದ್ದಾಳೆ ಎಂದು ಪ್ರಮಾಣೀಕರಿಸಲಾಗಿದೆ.

This is to certify that the candidate mentioned below has PASSED S.S.L.C. Examination with following details.

WITH ENGLISH MEDIUM

ನೋಂದಣಿ ಸಂಖ್ಯೆ Register No.	424840	ತಿಂಗಳು/ವರ್ಷ Month/Year	APR-1991
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ಹೆಸರು
Name RINKU MODOOR M

ತಂದೆಯ ಹೆಸರು
Father's Name S/O MATHEW ABRAHAM

ಜನ್ಮ ದಿನಾಂಕ
Date of birth 27/05/76

ಅಕ್ಷರಗಳಲ್ಲಿ
In words TWENTYSEVENTH MAY SEVENTYSIX

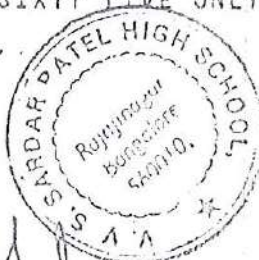
ವಿಷಯಗಳು SUBJECTS	ಅಂಕಗಳು MARKS		ಪಡೆದ ಅಂಕಗಳು MARKS OBTAINED	ಪಡೆದ ದರ್ಜೆ (ಕ್ರಮ)	ಟಿಪ್ಪಣಿ	
	ಗರಿಷ್ಠ MAX.	ಕನಿಷ್ಠ MIN.				
ಪ್ರಥಮ ಭಾಷೆ/FIRST LANGUAGE: I PAPER SANSKRIT II PAPER SANSKRIT	150	53	114	ಪಡೆದ ದರ್ಜೆ (ಕ್ರಮ) CLASS OBTAINED	ಟಿಪ್ಪಣಿ: 1) ಪ್ರಥಮ ದರ್ಜೆ 60 ಮತ್ತು ಅದಕ್ಕಿಂತ ಮೇಲ್ಪಟ್ಟು, ಅಥವಾ 2) ದ್ವಿತೀಯ ದರ್ಜೆ 50 ಮತ್ತು ಅದಕ್ಕಿಂತ ಮೇಲ್ಪಟ್ಟು, ಅಥವಾ 3) ತೃತೀಯ ದರ್ಜೆಯನ್ನು ದಾಟುವುದಿಲ್ಲ. 35 ಅಂಕಗಳಿಗಿಂತ ಕಡಿಮೆಯಾದರೆ 25 ಅಂಕಗಳು (13% ಕಡೆಯ ಕಡೆಗೆ) ಮತ್ತು ಅದರ ಮೇಲಿನ ಅಂಕಗಳನ್ನು ಈ 30 ಮಾರ್ಕು ನಿರಂತರ ಈ 35 ಅಂಕಗಳಿಗೆ ಸಮಾನಿಸಿ. NOTE: FIRST CLASS: 60% AND ABOVE AND ABOVE BUT BELOW 60% SECOND CLASS: 50% AND ABOVE BUT BELOW 60% 35% OF THE MARKS SEPARATELY IN EACH SUBJECT EXCEPT IN THE THIRD LANGUAGE OR 25% OF THE MARKS IN THE THIRD LANGUAGE (i.e. A MINIMUM OF 13 MARKS) AND NO LESS THAN 13% IN EACH OF THE REMAINING SUBJECTS AND 35% IN THE AGGREGATE.	
ದ್ವಿತೀಯ ಭಾಷೆ/SECOND LANGUAGE: ENGLISH	100	35	025			
ತೃತೀಯ ಭಾಷೆ/THIRD LANGUAGE: KANNADA	50	13	030			
ಪ್ರಮುಖ ವಿಷಯಗಳು CORE SUBJECTS:	ಗಣಿತ MATHEMATICS	100	35	082	ಪಡೆದ ದರ್ಜೆ (ಕ್ರಮ) CLASS OBTAINED	ಟಿಪ್ಪಣಿ: 1) ಪ್ರಥಮ ದರ್ಜೆ 60 ಮತ್ತು ಅದಕ್ಕಿಂತ ಮೇಲ್ಪಟ್ಟು, ಅಥವಾ 2) ದ್ವಿತೀಯ ದರ್ಜೆ 50 ಮತ್ತು ಅದಕ್ಕಿಂತ ಮೇಲ್ಪಟ್ಟು, ಅಥವಾ 3) ತೃತೀಯ ದರ್ಜೆಯನ್ನು ದಾಟುವುದಿಲ್ಲ. 35 ಅಂಕಗಳಿಗಿಂತ ಕಡಿಮೆಯಾದರೆ 25 ಅಂಕಗಳು (13% ಕಡೆಯ ಕಡೆಗೆ) ಮತ್ತು ಅದರ ಮೇಲಿನ ಅಂಕಗಳನ್ನು ಈ 30 ಮಾರ್ಕು ನಿರಂತರ ಈ 35 ಅಂಕಗಳಿಗೆ ಸಮಾನಿಸಿ. NOTE: FIRST CLASS: 60% AND ABOVE AND ABOVE BUT BELOW 60% SECOND CLASS: 50% AND ABOVE BUT BELOW 60% 35% OF THE MARKS SEPARATELY IN EACH SUBJECT EXCEPT IN THE THIRD LANGUAGE OR 25% OF THE MARKS IN THE THIRD LANGUAGE (i.e. A MINIMUM OF 13 MARKS) AND NO LESS THAN 13% IN EACH OF THE REMAINING SUBJECTS AND 35% IN THE AGGREGATE.
	ವಿಜ್ಞಾನ SCIENCE	100	35	078		
	ಸಮಾಜ, ಪರಿಚಯ SOCIAL STUDIES	100	35	076		
ಒಟ್ಟು ಅಂಕಗಳು / TOTAL	600		465	FIRST	A183	

ಪಡೆದ ಅಂಕಗಳು (ಅಕ್ಷರಗಳಲ್ಲಿ)
TOTAL (in words)

FOUR HUNDRED AND SIXTY FIVE ONLY

ಬೆಂಗಳೂರು
BANGALORE

ದಿನಾಂಕ
DATED 27/05/91



(Signature)

ಶಾಲೆಯ ಮುಖ್ಯಸ್ಥರಿಗೆ ಸಿಬ್ಬಂದಿ, ಶಾಲೆಯ ಪ್ರಾಂಶುಪತಿಗಳು
Principal, Sardar Patel High School, Bangalore, Karnataka

(Signature)

ಕಾರ್ಯದರ್ಶಿಗಳು
ಕರ್ನಾಟಕ ಪ್ರೌಢಶಿಕ್ಷಣ ಪರಿಷತ್ ಮಂಡಳಿ
Secretary
Karnataka Secondary Education Examination Board

ದಿನಾಂಕ ರಂದು ಪಡೆದುದಾಗಿರುತ್ತದೆ.
Received by me on

ಅಭ್ಯರ್ಥಿಯ ಸಹಿ
Signature of the Candidate

ALOIS PRINTRONIKS PVT. L. BANGALORE TEL No. 36234 (PP)



No.SCPGC/AO/12-13/AD/387

Appointment Order

ಸುರಾನ ಕಾಲೇಜು, ಸ್ನಾತಕೋತ್ತರ ಕೇಂದ್ರ
SURANA COLLEGE
Centre for Post Graduate Studies
17, Kengeri Satellite Town, Bangalore-60
(Affiliated to Bangalore University, Recognized by Government of
Karnataka and All India Council for Technical Education, New Delhi)
08/03/2013

Mr. Duragannavar Gururaj Fakkirappa
892, "Prashanth"
15th Cross, 1st Phase, 1st Stage,
Near Siddaganga Public School,
Chandra Layout, Bangalore - 560072

Dear Mr. Gururaj Fakkirappa,

I am glad to inform you that the management of Surana College has agreed to appoint you as Librarian at our Post Graduation Centre situated at No.17, 1st Main, Kengeri Satellite Town, Bangalore – 560 060, with effect from 8th March, 2013 on the following terms and conditions:

1. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
2. You will be paid monthly emoluments as under:

Basic	Rs. 15,600	(Rs. Fifteen Thousand Six Hundred Only)
D.A.	Rs. 3,900	(Rs. Three Thousand Nine Hundred Only)
HRA	Rs. 3,900	(Rs. Three Thousand Nine Hundred Only)
CCA	Rs. 300	(Rs. Three Hundred Only)
Con	Rs. 1,000	(Rs. One Thousand Only)
SA	Rs. 3,300	(Rs. Three Thousand Three Hundred Only)
Total	Rs. 28,000	(Rupees Twenty Eight Thousand only)

In addition to above, you are entitled for PF/EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

3. As a Librarian, you are required to allocate duties to your subordinates in the library. You are expected to maintain professionalism and good standards of maintenance in the library. Updating library materials, procuring new e-library systems, purchasing necessary database to support teaching and research activities of faculty falls in your job description.
4. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
5. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
6. Your Employment is transferable among the Surana Group Institutions.

H. O. : SURANA COLLEGE, 16, SOUTH END ROAD, BANGALORE - 4
Phone : (91) 080-28486382
Telefax : (91) 080-28486372
E-mail : pgcentre@suranacollege.edu.in
Website : www.pg.suranacollege.edu.in

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E-mail : suranacollege@yahoo.co.in
Web : www.suranacollege.com



ಸುರಾನ ಕಾಲೇಜು, ಸ್ವಾತಂತ್ರ್ಯ ಕೇಂದ್ರ

SURANA COLLEGE

Centre for Post Graduate Studies

17, Yengeri Satellite Town, Bangalore-60

(Affiliated to Bangalore University, Recognized by Government of Karnataka and All India Council for Technical Education, New Delhi)

**ACCEPTANCE OF THE EMPLOYMENT
AND
UNDERTAKING BY THE EMPLOYEE**

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME **Mr. Duraganavar Gururaj Fakkirappa**
Signature

Date 08/03/13

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file

Phone : (91) 080-28486382
Telefax : (91) 080-28486372

E-mail : pgcentre@suranacollege.edu.in
Website : www.pg.suranacollege.edu.in

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Telefax : (91) 080-26541095

E-mail : suranacollege@yahoo.co.in
Web : www.suranacollege.com

Moulding Character and Careers



G. D. A. FOUNDATION

60000170
60000170

SURANA COLLEGE

(Arts, Science, Commerce & Management)

No. 16, Sri Nittoor Srinivasa Rao Road (South End Road), Bangalore-560 004

Ref. SC

Date :

U.C.P.

APPOINTMENT ORDER

ORDER NO.SC/APT/M.C.A./612/ dated 23/7/2001

Sri / Smt. A. SRINIVAS is appointed as Lecturer in M.C.A. for Post Graduate Course. You will be offered a salary of Rs.10,000/- per month as per A.I.C.T.E. norms.

You are on probation for a period of ten months from the date of joining.

Basic Salary	Rs.5,000/- p.m.
Conveyance Allowance	Rs. 800/- p.m.
City Compensation Allowance	Rs. 1,200/- p.m.
House Rent Allowance	Rs. 3,000/- p.m.
Total Salary	Rs.10,000/- p.m.

You are advised to report to duty on 2nd August 2001 with all Certificates in original and testimonials.

To

Sri / Smt. A.Srinivas,
298/C, 7th Main,
Jayanagar, 4th Block,
Bangalore-1.

BY ORDER,

PRINCIPAL

Accepted and received the
appointment letter
willing to duty on before 2nd Aug 2001.
Referring to duty on before 2nd Aug 2001.
(A-SRINIVAS)



SC:EST/APT/2006-07/372

18th Sept, 2006

Mr. Balaji.K
II Floor, Above Saiguru Hotel
N.G.R. Layout
Virat Nagar Main Road
Bommanahalli (PO)
Bangalore-560 068
Cell:9886571989

Sir,

**LETTER OF APPOINTMENT
LECTURER-DEPARTMENT OF COMPUTER SCIENCE**

1. I am glad to inform you that the management of Surana College has agreed to appoint you as a Lecturer in the Department of Computer Science.
2. You are requested to report for duty immediately and furnish your original testimonials along with a set of Xerox copies.
3. The appointment will be on tenure basis and subject to the satisfactory completion of probationary period as per the regulations.
4. You will be offered a monthly salary as per the following:

Basic:Rs. 8,000-00 (Rupees Eight Thousand Only)

D.A: Rs. 3,000-00 (Rupees Three Thousand Only)

Total:Rs.11,000-00 (Rupees Eleven Thousand Only)

*Received the original Appointment letter
on 22.09.06*

Balaji
22/09/06

Contd.2..



SURANA COLLEGE

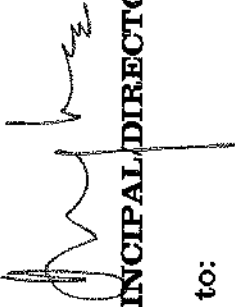
16, South End Road, Bangalore-560004

- 2 -

5. You will be governed as per the existing Provident Scheme.
6. We look forward to have your association with us.
7. We expect that our students will be benefited by your teaching, by your academic activities and other academic involvements.

I wish you good luck.

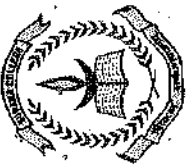
Regards,


PRINCIPAL/DIRECTOR

CC to:

1. The Accounts Department, Surana College, Bangalore-560004
2. Guard file

Moulding Character and Careers



ಸುರಾನ ಕಾಲೇಜು, ಸಾಫಲೋತ್ಥರ ಕೇಂದ್ರ
SURANA COLLEGE
Centre for Post Graduate Studies
17, Kengeri Satellite Town, Bangalore-60
(Affiliated to Bangalore University, Recognized by Government of
Karnataka and All India Council for Technical Education, New Delhi)

SCPGC/PO/MCA/2011-12/757

21/11/2011

Mr. Balaji K
43/1, 6th Cross, 2nd Floor
Opp. Salapuri,
Mangammapalya Main Road,
Bommanahalli, Bangalore – 560 068

Sir,

Sub: Promotion Order
Ref : Endorsement by Managing Trustee dated 11th November 2011

With reference to the above, I am glad to inform you that the
management of Surana College has promoted you from Senior Lecturer to
Assistant Professor in the Department of Computer Science.

Thank you

Yours Sincerely,

Dr. V. Prabhu Dev
Director

Received on 25/11/11

Balaji
25/11/11

Phone : (91) 080-28486382
Telefax : (91) 080-28486372

E-mail : pgcentre@suranacollege.edu.in
Website : www.pg.suranacollege.edu.in

Moulding Character and Careers

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Phone : (91) 080-26642292, 26346341 E-mail : suranacollege@yahoo.co.in
Telefax : (91) 080-26541095 Web : www.suranacollege.com



ಸುರಾನ ಕಾಲೇಜು, ಸಾತ್ಲೈಟ್ ನಗರ ಕೆಂಪು
SURANA COLLEGE
Centre for Post Graduate Studies

17, Kengeri Satellite Town, Bangalore-60
(Affiliated to Bangalore University, Recognized by Government of
Karnataka and All India Council for Technical Education, New Delhi)

SC:EST/APT/2007-08/263B

10th October, 2007

Smt.Prathima Bennurmath
C/o.P.Shanthraju
No.11, 1st Main, 4th Cross
Kallyannagar, Moddalpallya Circle
Nagarbhavi Main Road
Bangalore-560 072
Ph:9480006779/98886781485

Madam,

**LETTER OF APPOINTMENT
LECTURER - DEPARTMENT OF COMPUTER SCIENCE**

1. I am glad to inform you that the management of Surana College has agreed to appoint you as a Lecturer in the Department of Computer Science at our Post Graduation Centre situated at C.A-17, Kengeri Satellite Town, Bangalore-560 060.
2. You are requested to report for duty on or before 12th October, 2007 and furnish your original testimonials along with a set of Xerox copies.
3. You will be offered a monthly salary as per the following:

Basic:Rs. 8,000-00 (Rupees Eight Thousand Only)

D.A: Rs. 2,800 (Rupees Two Thousand & Eight Hundred Only)

Total: Rs.10,800-00 (Rupees Ten Thousand & Eight Hundred Only)

Contd.2

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Telefax : (91) 080-28486372

E-mail : suranacollege_pgcentre@rediffmail.com
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Phone : (91) 080-26642292, 26346141 E-mail : suranacollege@yahoo.co.in
Telefax : (91) 080-26541095 Web : www.suranacollege.com



Regulation Governing the appointment:

1. The appointment will be on tenure basis and subject to the satisfactory completion of probationary period.
2. You will be governed as per the existing Provident Fund Scheme.
3. Your appointment is subject to approval of your qualifications and eligibility as per the rule
4. Your services are terminable by one month notice on either side without assigning any reason whatsoever. You shall not leave the service of the Institution in the middle of the academic year
5. You shall strictly follow the Institution timings and you shall be present in the college during all the working hours whether you have teaching work or not and you are expected to take effective part in such extra-curricular and co-curricular activities of the college as and when required.
6. You are eligible to avail leave as per the leave rules of the Institution. Please note that you shall submit the application for leave well in advance and make arrangements for the work to be done on the day of your leave by adjusting the work load with your colleagues. You may also note that the Management has right to refuse/cancel your leave and leave is not the matter of right.

Contd.3

Phone : (91) 080-28486382
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Telefax : (91) 080-26541095 Web : www.suranacollege.com



7. You must devote yourself in teaching and training the students in the subjects assigned to you. You are also expected to keep yourself updated in the subjects taught by you and take up research and publications.
8. You must consider yourself accountable for the performance of your students in the tests and the examinations.
9. You shall not do part-time or accept special assignments anywhere else or even apply for any post without getting specific permission from the college management committee.
10. Absenting yourself from duty or availing of leave without proper sanction in advance may result in loss of pay while taking frequent or long leave would be viewed seriously by the Management.
11. We expect that our students will be benefited by your teaching, by your academic activities and other academic involvements.
12. We look forward to have your association with us.

Two copies of this appointment order are enclosed herewith, of which one must be submitted duly signed by you as a token of your acceptance of the above said appointment and all the conditions stipulated in the appointment order.

Contd.4

Phone : (91) 080-26486582
Telefax : (91) 080-26486572

E-mail : suranacollege_pjcture@rediffmail.com
Web : www.suranacollege.com

Moulding Character and Careers

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Telefax : (91) 080-26541095 Web : www.suranacollege.com



- 4 -

I wish you good luck.

Regards,

(DR. V. PRABHUDEV)
DIRECTOR

I accept the appointment and agree to abide by the terms and conditions mentioned therein

Smt. Prathima Bennurmath

Signature.....

Date: 24/10/07

CC to:

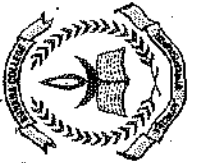
1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file

Phone : (91) 080-28486382
Telefax : (91) 080-28486372

E-mail : suranacollege_pgcentre@rediffmail.com
Web : www.suranacollege.com

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Phone : (91) 080-26642292, 26346141 E-mail : suranacollege@yeflon.co.in
Telefax : (91) 080-26541095 Web : www.suranacollege.com



No.SCPGC/AO/11-12/MCA/587

22-09-2011

Appointment Order

Ms. Bharathi Ramesh
C/O Shankar Raju,
235,60 feet Road,
New Avalahalli,BDA Layout,
Bangalore – 560 085.

Madam,

1. I am glad to inform you that the management of Surana College has agreed to appoint you as Lecturer in the Department of Computer Science at our Post Graduation Centre situated at No.17, 1st Main, Kengeri Satellite Town, Bangalore – 560 060.
2. You are requested to report for duty on or before 24th October 2011 and furnish all your original testimonials along with a set of Xerox copies.
3. You will be offered a monthly salary as follows:

Basic	Rs.8,000-00	(Rupees Eight thousand only)
D.A.	Rs.6,400-00	(Rupees Six thousand four hundred only)
SA	Rs.1,040-00	(Rupees One Thousand forty only)
HRA	Rs.2,760-00	(Rupees Two thousand Seven hundred Sixty only)
CCA	Rs.300-00	(Rupees Three hundred only)
Total	Rs.18,500-00	(Rupees Eighteen thousand five hundred only)

Regulations governing the appointment:

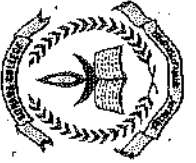
4. The appointment will be on tenure basis.
5. Your appointment is subject to approval of your qualifications and eligibility as per the rule.
6. Your services are terminable by one month notice on either side without assigning any reason whatsoever. You shall not leave the service of the institution in the middle of the academic year. In case the employee wants to leave the institution, the notice period of one month should not fall during the vacation time.
7. You shall strictly follow the institution timings and you shall be present in the college during all the working hours whether you have teaching work or not and you are expected to take effective part in such extra-curricular and co-curricular activities of the college as and when required.

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Telefax : (91) 080-28486372

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Website : www.pg.suranacollege.edu.in

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Telefax : (91) 080-26541095 Web : www.suranacollege.com



ಸುರಾನ ಕಾಲೇಜು, ಸುತ್ತಕೋಟೆ ಕೆಂಠೆ

SURANA COLLEGE

Centre for Post Graduate Studies

17, Kengeri Satellite Town, Bangalore-60

(Affiliated to Bangalore University, Recognized by Government of Karnataka and All India Council for Technical Education, New Delhi)

8. You are eligible to avail leave as per the leave rules of the institution. Please note that you shall submit the application for leave well in advance and make arrangements for the work to be done on the day of your leave by adjusting the work load with your colleagues. You may also note that the management has right to refuse/cancel your leave and leave is not a matter of right.
9. You must devote yourself in teaching and training the students in the subjects assigned to you. You are also expected to keep yourself updated in the subjects taught by you and take up research and publications.
10. You must consider yourself accountable for the performance of your students in the tests and the examinations.
11. You shall not do part-time or accept special assignments anywhere else or even apply for any post without getting specific permission from the college management committee.
12. Absenting yourself from duty or availing of leave without proper sanction in advance may result in loss of pay while taking frequent or long leave would be viewed seriously by the management.
13. We expect that our students will be benefited by your teaching, by your academic activities and other academic involvements.
14. We look forward to have your association with us.

Two copies of this appointment order are enclosed herewith, of which one must be submitted duly signed by you as a token of your acceptance of the above said appointment and all the conditions stipulated in the Appointment Order.

I wish you good luck,

Regards,

Dr. V. Prabhu Dev
Director

I accept the appointment and agree to abide by the terms and conditions mentioned therein.

Ms. Bharathi Ramesh.

Signature: B.R.

Date : 23/09/11

CC to:

5. The Accounts Department, Surana College, Bangalore - 4
6. Guard File

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Telephone : (91) 080-28486372

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SURANA COLLEGE

Centre for Post Graduate Studies

Moulding Character and Careers

Affiliated to Bangalore University
Accredited by NAAC with "A" Grade &
Approved by AICTE

No.SCPGC/AO/16-17/MCA/

Date:20-03-2017

Appointment Order

Mr.Chandan Hegde
#444, "Sri Krupa",
Narayanaguru Nagara
Sirsi - 581402
Uttara Kannada, Karnataka
Ph: 9972548518, 7588462979

Dear Mr. Chandan Hegde,

Sub: Appointment to the Post of Assistant Professor of MCA
Ref: 1. Interview dtd.:22nd February 2017
2. Offer Ltr No: SC/EST/OFR.LTR/2016-17/116

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as Assistant Professor of in the PG department of MCA at our Post Graduation Centre situated at No. 17, 1st Main, Kengeri Satellite Town, Bangalore.. with effect from 13th March 2017 on the following terms and conditions.

1. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
2. You will be paid monthly emoluments as under:

Basic	Rs. 15,600.00	(Rupees. Fifteen Thousand Six Hundred Only)
D.A.	Rs.1,560.00	(Rupees One Thousand Five Hundred Sixty Only)
HRA	Rs.4,540.00	(Rupees Four Thousand Five Hundred Forty Only)
CCA	Rs.300.00	(Rupees Three Hundred Only)
CON-Allow	Rs. 2,000.00	(Rupees Two Thousand Only)
AGP	Rs.6,000.00	(Rupees Six Thousand Only)
Total	Rs.30,000.00	(Rupees Thirty Thousand Only)

In addition to above, you are entitled for PF/EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.



BN8316/7432:1013
An ISO 9001:2008 Certified Institution

CA-17, Kengeri Satellite Town | t: +91-80-28486382 | e: pgcentre@suranacollege.edu.in | s: suranacollege@yahoo.co.in
Bangalore-560 060 | f: +91-80-28486372 | w: www.suranacollege.edu.in | g: www.suranacollege.com

H.O. : SURANA COLLEGE, 16, South End Road, Bangalore-560 004 ♦ Phone : +91-80-26642292



SURANA COLLEGE

Centre for Post Graduate Studies

Moulding Character and Careers

Affiliated to Bangalore University
Accredited by NAAC with "A" Grade &
Approved by AICTE

3. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
4. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
5. Your Employment is transferable among the Surana Group Institutions.
6. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
7.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to resign, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge your service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
8. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
9. Your annual increment or increase in emoluments would be done subject to overall performance.
10. You must devote yourself to the job taken in about teaching/coaching the students in the subject/field assigned to you. You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.



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13. You are expected to take effective part in co-curricular and extra-curricular activities of the College, as and when required, in the best interest of the students.
14. You shall be eligible for leave facilities or any other benefits from the institution only after the completion of 12 months from the date of joining.
15. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

Please affix your signature on the duplicate copy of this letter in token of acceptance of your appointment on the above terms and conditions and return the same to us for our records.

With Best Wishes,

For SURANA COLLEGE

DIRECTOR

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME Mr. Chandan Hegde

Signature

Date 20/03/2017

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



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No.SCPGC/AO/17-18/M.Sc-Psy/797

30th January 2018

Appointment Order

Dr.Archana Bhat K
B-4, 1503 South City,
Arakere, MICO Layout,
Bengaluru - 560 076.
(M):9632658450
E Mail Id: archana.kallahalla@gmail.com

Dear Madam,

Sub: Appointment to the Post of Associate Professor

Ref: 1. Interview dtd 21st December 2017..

2. Offer Ltr No: SCPGC/OFR.LTR/2017-18/742 dtd: 21st
December
2017.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as Associate Professor in the department of M.Sc - Psychology in our College situated at Kengeri Satellite Town, Bangalore, with effect from **12th January 2018** on the following terms and conditions.

1. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
2. You will be paid monthly emoluments as under:

Basic	15600	Rupees Fifteen Thousand Six Hundred Only
D.A.	3900	Rupees Three Thousand Nine Hundred Only
HRA	3900	Rupees One Thousand Five Hundred Sixty Only
AGP	6000	Rupees Six Thousand Only
CCA	300	Rupees Three Hundred Only
P.hd Allowance	500	Rs. Five Hundred Only
Conveyance	2000	Rs.Two Thousand Only
Books and Periodicals	12800	Rs.Twelve Thousand Eight Hundred Only
Total	45000	Rs.Forty Five Thousand Only

In addition to above, you are entitled for PF/EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.



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1



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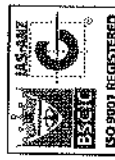
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No.SCPGC/AO/17-18/M.Sc-Psy/797

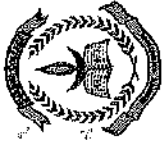
30th January 2018

3. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
4. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
5. Your Employment is transferable among the Surana Group Institutions.
6. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
7.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to resign, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge your service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
8. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
9. Your annual increment or increase in emoluments would be done subject to overall performance.
10. You must devote yourself to the job taken in about teaching/coaching the students in the subject/field assigned to you. You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.



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2



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30th January 2018

11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to take effective part in co-curricular and extra-curricular activities of the College, as and when required, in the best interest of the students.
14. You shall be eligible for leave facilities or any other benefits from the institution only after the completion of 12 months from the date of joining.
15. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.

Please affix your signature on the duplicate copy of this letter in token of acceptance of your appointment on the above terms and conditions and return the same to us for our records.

With Best Wishes,

For SURANA COLLEGE

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME Dr. Archana Bhat K

Signature *Dr. Archana Bhat K*

Date 30/01/2018

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



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3

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No.SCPGC/AO/17-18/M.Sc-Psy/422

3rd August 2017

Appointment Order

Mrs. Bhanu B.S
W/o.Rajath N Raj
#1, "Rajathadri", Near Byatappa Temple
Manchanayakanahalli, Near Wonderla Amusement Park
Bidadi Hobli, Ramanagaram Tq & Dist - 562109
Ph:9611885195, 9591855491
E-mail Id:bhanupriyarajath@gmail.com

Dear Madam,

Sub: Appointment to the Post of Assistant Professor
Ref: 1. Interview dtd 13th June 2017..
2. Offer Ltr No: SCPGC/OFR.LTR/2017-18/337 dtd: 27th June 2017.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as Assistant Professor in the department of M.Sc - Psychology in our College situated at Kengeri Satellite Town, Bangalore, with effect from 1st August 2017 on the following terms and conditions.

1. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
2. You will be paid monthly emoluments as under:

Basic	15600	Rupees Fifteen Thousand Six Hundred Only
D.A.	1560	Rupees One Thousand Five Hundred Sixty Only
HRA	3120	Rupees Three Thousand One Hundred Twenty Only
CCA	300	Rupees Three Hundred Only
Books and Periodicals	2420	Rupees Two Thousand Four Hundred Twenty Only
Total	23000.00	Rs. Twenty Three Thousand Only

In addition to above, you are entitled for PF/EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

3. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
4. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
5. Your Employment is transferable among the Surana College Institutions



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3rd August 2017

6. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
7.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to resign, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge your service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
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9. Your annual increment or increase in emoluments would be done subject to overall performance.
10. You must devote yourself to the job taken in about teaching/coaching the students in the subject/field assigned to you. You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
11. You are responsible for the overall performance of your students, in particular with the tests and examinations.
12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
13. You are expected to take effective part in co-curricular and extra-curricular activities of the College, as and when required, in the best interest of the students.
14. You shall be eligible for leave facilities or any other benefits from the institution only after the completion of 12 months from the date of joining.
15. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.



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3rd August 2017

Please affix your signature on the duplicate copy of this letter in token of acceptance of your appointment on the above terms and conditions and return the same to us for our records.

With Best Wishes,

For SURANA COLLEGE

HEAD OF THE INSTITUTION
SURANA COLLEGE
POST GRADUATE DEPARTMENTS
#CA-17, Tumkur-Mysore Ring Road,
Kengeri Satelite Town,
BENGALURU-560 060

17/8/17
3

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME Mrs. Bhanu B.S

Signature

Date 03/08/17

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



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No.SCPGC/AO/17-18/M.Sc-Psy/748

27th December 2017

Appointment Order

Mr.Ravi K Agrahara
G-101, Manasiddh Prakrithi Apartments
M.L.A Layout, Kalena Agrahara,
Bannerghatta Road
Bangalore – 560 076.
(M): 9886901943
E Mail Id: ravi22.agrahara@gmail.com

Dear Madam,

Sub: Appointment to the Post of Assistant Professor
Ref: 1. Interview dtd 21st December 2017..

2. Offer Ltr No: SCPGC/OFR.LTR/2017-18/746 dtd: 27th December 2017.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as Assistant Professor in the department of M.Sc - Psychology in our College situated at Kengeri Satellite Town, Bangalore, with effect from 27th December 2017 on the following terms and conditions.

1. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
2. You will be paid monthly emoluments as under:

Basic	15600	Rupees Fifteen Thousand Six Hundred Only
D.A.	1560	Rupees One Thousand Five Hundred Sixty Only
HRA	1560	Rupees One Thousand Five Hundred Sixty Only
CCA	300	Rupees Three Hundred Only
Books and Periodicals	980	Rupees Nine Hundred Eighty Only
Total	20000	Rs. Twenty Thousand Only

In addition to above, you are entitled for PF/EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

3. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
4. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
5. Your Employment is transferable among the Surana Group Institutions.



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27th December 2017

6. You shall avail leaves/holidays as per College rules on prior approval of the Head of the Institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
7.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to resign, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge your service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
8. You are governed by all standard rules and regulations of the institution as existing now and as may be amended from time to time. However Management reserves the right to modify, alter or delete the existing rules or introduce fresh employment rules.
9. Your annual increment or increase in emoluments would be done subject to overall performance.
10. You must devote yourself to the job taken in about teaching/coaching the students in the subject/field assigned to you. You are also expected to keep yourself updated in that area of job and get engaged yourself in research and publications.
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12. You shall not take up tuitions and any assignments whatsoever during the working hours, without prior permission of the management.
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14. You shall be eligible for leave facilities or any other benefits from the institution only after the completion of 12 months from the date of joining.
15. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.



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27th December 2017

Please affix your signature on the duplicate copy of this letter in token of acceptance of your appointment on the above terms and conditions and return the same to us for our records.

With Best Wishes,

For SURANA COLLEGE

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME **Mr. Ravi K Agrahara**

Signature

Date **27.12.2017**

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



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No.SCPGC/AO/17-18/M.Sc-Psy/747

27th December 2017

Appointment Order

Ms.Sridevi P
J-101, Anjaneya Block
Seshadripuram
Bangalore – 560 020.
(M): 7795668270
E Mail Id: sridevi.p.adiga@gmail.com

Dear Madam,

Sub: Appointment to the Post of Assistant Professor
Ref: 1. Interview dtd 21st December 2017..
2. Offer Ltr No: SCPGC/OFR.LTR/2017-18/743 dtd: 21st December 2017.

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as Assistant Professor in the department of M.Sc - Psychology in our College situated at Kengeri Satellite Town, Bangalore, with effect from 27th December 2017 on the following terms and conditions.

1. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
2. You will be paid monthly emoluments as under.

Basic	11400	Rupees Eleven Thousand Four Hundred Only
D.A.	1140	Rupees One Thousand One Hundred Forty Only
HRA	1140	Rupees One Thousand One Hundred Forty Only
CCA	300	Rupees Three Hundred Only
Books and Periodicals	1020	Rupees One Thousand Twenty Only
Total	15000	Rs. Fifteen Thousand Only

In addition to above, you are entitled for PF/EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

3. You shall strictly follow the timings stipulated by the institution. You should not leave the Campus without prior written permission of the Head of the Institution during the working hours of the College.
4. As a staff member you are required to maintain punctuality, discipline and decorum of the Institution.
5. Your Employment is transferable among the Surana Group Institutions.



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27th December 2017

6. You shall avail leaves/holidays as per College rules on prior approval of the Head of the institution. Unauthorized absence will be viewed very seriously and not reporting to the duty even after eight consecutive days after the expiry of the sanctioned leave period shall also be viewed very seriously. Such absences for a fortnight will be considered as termination of your service.
7.
 - a) As a teaching staff/faculty, under normal circumstances you will not be permitted to resign during the academic year. However if you decide to resign, you are required to give one month compulsory notice period. The Management reserves the right to waive the notice and accept the resignation with immediate effect.
 - b) In case of non-performance or continued inefficiency, the management may discharge your service after serving one month's notice.
 - c) In case of involvement in any anti-student, anti-college or anti-management activities, or do not keep up the professional secrecy, your services will be terminated immediately without giving any prior notice and suitable disciplinary action will be initiated against you.
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14. You shall be eligible for leave facilities or any other benefits from the institution only after the completion of 12 months from the date of joining.
15. Before reporting to the duty you should submit all your original certificates and testimonials with the Head of the Institution in order to produce them for verification to the authorities concerned.



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27th December 2017

Please affix your signature on the duplicate copy of this letter in token of acceptance of your appointment on the above terms and conditions and return the same to us for our records.

With Best Wishes,

For SURANA COLLEGE

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME **Ms. Sridevi P**

Signature

Date 27.12.2017

CC to:

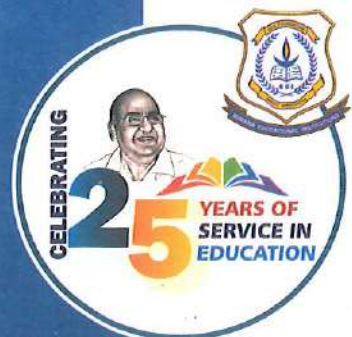
1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file



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An ISO 9001:2008 Certified Institution

CA-17, Kengeri Satellite Town | Bangalore-560 060 | pgcentre@suranacollege.edu.in | www.suranacollege.edu.in
+91-80-28486382 | +91-80-28486372 | pgcentre@suranacollege.edu.in | www.suranacollege.edu.in

H.O. : SURANA COLLEGE, 16, South End Road, Bangalore-560 004 ♦ Phone : +91-80-26642292



SURANA COLLEGE

Post Graduate Departments

(GDA FOUNDATION ESTD.1995)

Moulding Character & Careers

Affiliated to Bangalore University
Re-accredited by NAAC with A+ grade
Approved by AICTE
Accredited by IAO & ISO Certified

No.SC/AO/20-21/M.Sc Psychology/

1st March 2021

Appointment Order

To
Mr. SAPTARSHEE MAZUMDAR
207/18, 9th Cross, Harsha Layout,
Kengeri Satellite Town,
Bengaluru - 560060

Dear Sir,

Sub: Appointment to the Post of Assistant Professor
Ref: Interview dtd: 26th February 2021

This has reference to your application for employment in our institution and on subsequent interview you had with us, we are pleased to appoint you as Assistant Professor in the department of Management in our College situated at Kengeri Satellite Town, Bangalore, with effect from **01st March 2021** on the following terms and conditions.

1. Your appointment will be purely on temporary basis and is subject to approval of your qualifications and eligibility.
2. You will be paid monthly emoluments as under:

Basic	Rs.15,600	Rupees Fifteen Thousand Six Hundred Only
D.A.	Rs. 1,560	Rupees One Thousand Five Hundred and sixty Only
AGP	Rs. 4,000	Rupees Four Thousand Only
CCA	Rs. 300	Rupees Three Hundred Only
Books and Periodicals	Rs. 540	Rupees Five Hundred and Forty Only
Total	Rs.22,000	Rupees Twenty-two Thousand Only

In addition to above, you are entitled for EPF as per the rules.
You are not entitled for any emoluments other than the above said amount.

CA-17, Kengeri Satellite Town
Bangalore - 560 060
Ph: +91-80-28486382, 28486372

Mail: pgcentre@suranacollege.edu.in
Web: www.suranacollege.edu.in

H.O. : SURANA COLLEGE, 16, South End Road Bangalore - 560 004 Ph:+91-80-26642292

AMM
17/3/21



SURANA COLLEGE Post Graduate Departments

(GDA FOUNDATION ESTD. 1995)

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Approved by AICTE
Accredited by IAO & ISO Certified

No.SC/AO/20-21/M.Sc Psychology/

01st March 2021

ACCEPTANCE OF THE EMPLOYMENT AND UNDERTAKING BY THE EMPLOYEE

I accept the above appointment offer and agree to abide by the terms and conditions mentioned herein. I also confirm that I possess genuine degree and marks statement and agree to submit my original Marks Statement to the Head of Institution for verification.

NAME Mr. SAPTARSHEE MAZUMDAR

Signature *Saptarshee Mazumdar.*

Date *03/03/2021.*

CC to:

1. The Accounts Department, Surana College, Bangalore-560 004
2. Guard file

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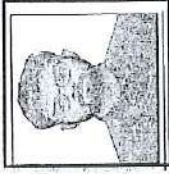
/ 5993700

BANGALORE

UNIVERSITY



Office of the
Registrar (Evaluation)
Jnana Bharathi
BENGALURU - 560056



Degree : MASTER OF SCIENCE - PSYCHOLOGY

Scheme :CBCS

Sem : 4

Month & Year of Examination : Oct / 2020

STATEMENT OF MARKS

Date : 27/11/2020

Register Number : 18KXSM8020

NAME : SAPTARSHEE MAZUMDAR

SL. No.	SUBJECT	MARKS										CREDITS ASSIGNED	CREDIT POINTS	REMARKS	
		TH/PR/PROJ		IA		SUBJECT TOTAL			GRADE POINTS*	CREDITS					
		MAX	MIN	SECURED	MAX	SECURED	MAX	MIN			SECURED				
1	PSY-401:ORGANIZATIONAL BEHAVIOUR II-A MACRO PERSPECTIVE	70	25	60	30	30	100	40	90	9	4	36			
2	PSY-402:SOCIAL AND COMMUNITY PSYCHOLOGY	70	25	52	30	30	100	40	82	8.5	4	34			
3	PSY-403:REHABILITATION PSYCHOLOGY	70	25	54	30	30	100	40	84	8.5	4	34			
4	PSY-404:POSITIVE PSYCHOLOGY	70	25	55	30	30	100	40	85	8.5	4	34			
5	PSY-405:PRACTICALS-ALTERNATIVE HEALING TECHNIQUES	70	25	60	30	30	100	40	90	9	4	36			
6	PSY-406:PROJECT/DISSERTATION	70	0	60	30	30	100	40	90	9	4	36			
GRAND TOTAL												52.5	24	210	
Semester Result :		FIVE HUNDRED AND TWENTY ONE										SGPA - 8.75	A+	Grade	

*See Overleaf

Course Result : Marks Secured / Total , 2129/2600 ,

Semester Grade Point Average (SGPA)*

FIRST CLASS EXEMPLARY ;

CGPA - 8.36

A+ Grade

*See Overleaf Minimum for pass in each subject is 35% in exam and 40% in aggregate (Including Internal Assessment).No minimum for internal Assessment.

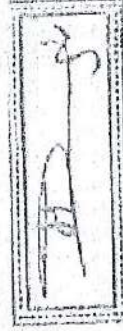
Note : 2) Please see overleaf for conversion table & final result/grade description.

Saptarshee Mazumdar

Signature of the Candidate

Jnana Bharathi

Signature of the Principal/Chairperson



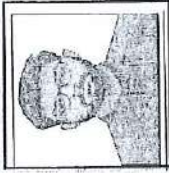
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BANGALORE

UNIVERSITY



Office of the
Registrar (Evaluation)
Jnana Bharathi
BENGALURU - 560056



Degree : MASTER OF SCIENCE - PSYCHOLOGY
Scheme : CBCS

Sem : 3

Month & Year of Examination : Jan / 2020

NAME : SAPTARSHEE MAZUMDAR

STATEMENT OF MARKS

Date : 24/11/2020

Register Number : 18KXSM8020

SL. No.	SUBJECT	MARKS										REMARKS					
		TH/PR/PROJ		IA		SUBJECT TOTAL				CREDITS ASSIGNED	GRADE POINTS*		CREDIT POINTS				
		MAX	MIN	SECURED	MAX	SECURED	MAX	MIN	SECURED								
1	PSY-301:ORGANIZATIONAL BEHAVIOUR I-A MICRO PERSPECTIVE	70	25	54	30	30	100	40	84	4	8.5	34					
2	PSY-302:PSYCHOPATHOLOGY	70	25	52	30	30	100	40	82	4	8.5	34					
3	PSY-303:PSYCHOLOGICAL THERAPIES	70	25	51	30	30	100	40	81	4	8.5	34					
4	OPEN ELECTIVE:MANAGEMENT PERSPECTIVES	70	25	54	30	30	100	40	84	4	8.5	34					
5	PSY-305:PRACTICALS:CLINICAL ASSESSMENT AND INTERVENTION	70	25	60	30	30	100	40	90	4	9	36					
6	PSY-306:PRACTICALS :ASSESSMENT AND INTERVENTION IN ORGANISATIONS	70	25	59	30	30	100	40	89	4	9	36					
GRAND TOTAL											600	240	510	24	52.0	208	

FIRST CLASS EXEMPLARY

A+

TOTAL MARKS **FIVE HUNDRED AND TEN**
Semester Grade Point Average (SGPA)* **8.67**

*See Overleaf Minimum for pass in each subject is 35% in exam and 40% in aggregate (Including Internal Assessment). No minimum for internal Assessment.
Note : 2) Please see overleaf for conversion table & final result/grade description.

Saptarshee Mazumdar

Signature of the Candidate

Sorhana Akab

Signature of the Principal/Chairperson



392190 / 5730818

BANGALORE

UNIVERSITY

Office of the
Registrar (Evaluation)
Jnana Bharathi
BENGALURU - 560056



Degree : MASTER OF SCIENCE - PSYCHOLOGY
Scheme CBCS

Sem : 2

Month & Year of Examination : Jun / 2019

NAME : SAPTARSHEE MAZUMDAR

STATEMENT OF MARKS

Date : 08/08/2020

Register Number : 18KXSM8020

SL. No.	SUBJECT	MARKS												CREDITS ASSIGNED	CREDIT POINTS	REMARKS
		TH/PR/PROJ			IA			SUBJECT TOTAL			GRADE POINTS*					
		MAX	MIN	SECURED	MAX	SECURED	MAX	MIN	SECURED							
1	PSY-201:PERSONALITY PSYCHOLOGY	70	25	50	30	25	100	40	75	7.5	4	30				
2	PSY-202:COUNSELLING AND GUIDANCE	70	25	51	30	28	100	40	79	8	4	32				
3	PSY-203:CHILD PSYCHOPATHOLOGY	70	25	41	30	27	100	40	68	7	4	28				
4	PSY-204:QUALITATIVE RESEARCH METHODS	70	25	49	30	27	100	40	76	8	4	32				
5	PSY-205:PRACTICALS 205:CHILD ASSESSMENT AND INTERVENTION	70	25	53	30	28	100	40	81	8.5	4	34				
6	PSY-206:PRACTICALS 206:PROJECT WORK	70	25	56	30	28	100	40	84	8.5	4	34				
7	PSY-207:THEORIES OF LEARNING	70	25	51	30	29	100	40	80	8	2	16				
GRAND TOTAL								700 280 543			55.5	26	206			

FIRST CLASS DISTINCTION

A

TOTAL MARKS **FIVE HUNDRED AND FORTY THREE**
Semester Grade Point Average (SGPA)* **7.92**

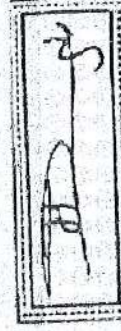
*See Overleaf Minimum for pass in each subject is 35% in exam and 40% in aggregate (Including Internal Assessment). No minimum for internal Assessment.
Note : 2) Please see overleaf for conversion table & final result/grade description.

Saptarshree Mazumdar

Signature of the Candidate

Jnana Bharathi

Signature of the Principal/Chairperson



392062 / 5729680

BANGALORE

UNIVERSITY



Office of the
Registrar (Evaluation)
Jnana Bharathi
BENGALURU - 560056



Degree : MASTER OF SCIENCE - PSYCHOLOGY
Scheme : CBCS

Sem : 1

Month & Year of Examination : Dec / 2018

Date : 08/08/2020

NAME : SAPTARSHEE MAZUMDAR

Register Number : 18KXSM8020

STATEMENT OF MARKS

SL No.	SUBJECT	MARKS										CREDITS ASSIGNED	CREDIT POINTS	REMARKS			
		TH/PR/PROJ		IA		SUBJECT TOTAL			GRADE POINTS*	CREDITS							
		MAX	MIN	SECURED	MAX	SECURED	MAX	MIN			SECURED						
1	PSY-101:THEORETICAL PERSPECTIVES OF PSYCHOLOGY	70	25	53	30	30	100	40	83	8.5	4	34					
2	PSY-102:COGNITIVE PSYCHOLOGY	70	25	55	30	27	100	40	82	8.5	4	34					
3	PSY-103:BIOPSYCHOLOGY	70	25	56	30	27	100	40	83	8.5	4	34					
4	PSY-104:RESEARCH METHODS	70	25	40	30	29	100	40	69	7	4	28					
5	PSY-105:PSYCHOMETRY	70	25	49	30	28	100	40	77	8	2	16					
6	PSY-106:PRACTICALS-I:EXPERIMENTAL PSYCHOLOGY	70	25	48	30	30	100	40	78	8	4	32					
7	PSY-107:PRACTICALS-II:COMPUTER APPLICATIONS	70	25	53	30	30	100	40	83	8.5	4	34					
GRAND TOTAL											700	280	555	57.0	26	212	

TOTAL MARKS **FIVE HUNDRED AND FIFTY FIVE**
Semester Grade Point Average (SGPA)* **8.15**

FIRST CLASS EXEMPLARY**A+**

*See Overleaf
Note : 1) Minimum for pass in each subject is 35% in exam and 40% in aggregate (Including Internal Assessment). No minimum for internal Assessment.
2) Please see overleaf for conversion table & final result/grade description.

Saptarshree Mazumdar
Signature of the Candidate

Signature of the Candidate

Signature of the Principal/Chairperson

Signature of the Registrar (Evaluation)

Serial No.

Roll ...3135-61..... No. 0174.....

⁵⁴⁶
UNIVERSITY OF CALCUTTA
PROVISIONAL CERTIFICATE



I certify that Sapitarshee Mazumdar.....
passed the B. Sc. (3yr. Hons.) Examination of this
University held in the month of year..... 2018.....
and that he/she was placed in the Second Class/Division
in Psychology.....

SENATE HOUSE :

The 22nd August....., 2018.. }

Chatterjee
St./Dy./Astt. Controller of Examinations.



UNIVERSITY OF CALCUTTA

STATEMENT OF MARKS

B. SC. PART-I (THREE YEAR HONOURS) EXAMINATION, 2016
(UNDER 2009 REGULATIONS, 1+1+1 SYSTEM)

NAME **SAPTARSHEE MAZUMDAR**

Roll Number: **3135-21-0233** & Registration number **135-1121-2559-15**

Compulsory Language Group at Part-I Examination (Consisting of Compulsory English (ENGC) of 50 marks and a Modern Indian Language (MIL) in Bengali (BNGM)/Hindi(HINDI)/ Urdu(URDM)/ Nepali (NPLM)/ Alternative English (ENGM) of 50 marks.)					Compulsory Paper on Environmental Studies (ENVS) at Part III level (Consisting Project Work of 25 marks Theoretical Examination of 75 marks under CSR/54/09). At Part-I Full marks 50 under CSR/61/06 & CSR/79/05				GRADE SCORE	RANGE OF MARKS
SUBJECT	YEAR OF EXAMINATION	MARKS OBTAINED	GRADE SCORED	SUBJECT STATUS	YEAR OF EXAMINATION	MARKS OBTAINED	GRADE SCORED	SUBJECT STATUS	A	60% & Above
ENGC		38	A	P					B	30 % to below 60 %
ENGM		27	B	P					C	Below 30 %

Subject Codes	Marks Credited Previously				PAPER/S	Marks obtained at the current examination				Subject total (Theory & Practical Marks taken together)		Subject Status
	Exam - Part I/II/III	Year of Examination	FM	MO		Theoretical Marks		Practical Marks		FM	MO	
						FM	MO	FM	MO			
PSVA HONS					I MODULE--1. 1 I MODULE--1. 2 II II	50 50 50	30 25 28			50 35		
Total						150	83	50	35	200	118	H
ZOOO GENE					I	100	42					
Total						100	42			100	42	P
PHYG GENE					I	100	36					
Total						100	36			100	36	P

Aggregate Marks & Result						Common Codes		Explanation of codes	
[Part - I, Part - II & Part - III marks taken together (excluding marks in ENVS & Compulsory Language Group) For Honours / Major Course, marks obtained in Honours / Major papers only are taken into account for the purpose of calculating final result on completion of Part I, Part II & Part III Examinations]									
FOR PART III EXAMINATION ONLY		EXAMINATION RESULT				Class		Range of Marks	
Aggregate Marks	Marks Obtained	PART I	PART II	PART III	#	I	60 % & above	II	40 % to below 60 %
		QH				Division 1 60% & above 2 45 % to below 60 % P 30 % to below 45 % X ---			
B.A./B.Sc./B.A. (Hons) Minimum Marks/Grade to be obtained in each Subject : Under CSB/2009 & CSB/2015 25% in each of theoretical & Practical Portions of Part I, II & III Examinations & 40% in the Aggregate of Part I, II & III taken together.		30% in each of theoretical & Practical Portions of Part I, II & III Examinations taken together.				30% in each of theoretical & Practical Portions, 35% in aggregate of each Part I, II & III & 40% in the Aggregate of Part I, II & III Examinations taken together.		25% in each of theoretical & Practical Portions and 30% in the Aggregate of Part I, II taken together, 30% in the Aggregate of Part I, II & III Examinations taken together.	
Major/Resend Subject : 30% in each of theoretical & Practical Portions at each Part I, II & III Examinations.		30% in each of theoretical & Practical Portions and 30% in the Aggregate of Part I, II taken together, 30% in the Aggregate of Part I, II & III Examinations taken together.				30% in each of ENGC & MIL and 30% in ERGC/MIL, 30% in ENVS		30% in each of ENGC & MIL and 30% in ERGC/MIL, 30% in ENVS	
Compulsory Language & ENVS : Grade 'C'									

Remarks: **QUALIFIED FOR PART-II HONOURS COURSE**

[Signature]
CONTROLLER OF EXAMINATIONS



UNIVERSITY OF CALCUTTA

STATEMENT OF MARKS

B. SC. PART-II (THREE YEAR HONOURS) EXAMINATION, 2017
(UNDER 2007 REGULATIONS, 1+1+1 SYSTEM)

NAME **SAPTARSHEE MAZUMDAR**

Roll Number. **135-41-0144**

& Registration number **135-1121-2557-15**

Compulsory Language Group at Part-I Examination (Consisting of Compulsory English (ENGC) of 50 marks and a Modern Indian Language (MIL) in Bengali (BNGM)/Hindi(HINDI)/ Urdu(URDN)/ Nepali (NPLM)/ Alternative English (ENGM) of 50 marks.)					Compulsory Paper on Environmental Studies (ENVS) at Part III level (Consisting Project Work of 25 marks Theoretical Examination of 75 marks under CSR/54/09, CSR/62/16). At Part-I Full marks 50 under CSR/G1/06 & CSR/79/05				GRADE SCORE	RANGE OF MARKS	
SUBJECT	YEAR OF EXAMINATION	MARKS OBTAINED	GRADE SCORED	SUBJECT STATUS	YEAR OF EXAMINATION	MARKS OBTAINED	GRADE SCORED	SUBJECT STATUS	A	B	C
ENGC	2016	38	A	P					60% & Above	30% to below 60%	Below 30%
ENGM	2016	27	B	P							

HONOURS / GENERAL / MAJOR SUBJECTS												
Subject Codes	Marks Credited Previously				PAPERS	Marks obtained at the current examination				Subject Total (Theory & Practical Marks taken together)		Subject Status
	Exam Part I/II/III	Year of Examination	FM	MO		Theoretical Marks		Practical Marks		FM	MO	
						FM	MO	FM	MO			
PSYA HONS					III MODULE-2. 1 III MODULE-2. 2 IV GROUP A IV GROUP B	50 50 50	34 30 38			50 36		
Total	I	'16	200	118		150	102	50	36	200	138	H
ZODG GENL					II III	100	56			100	53	
Total	I	'16	100	42		100	56	100	53	200	107	F
PHYG GENL					II III	100	30			100	63	
Total	I	'16	100	36		100	30	100	63	200	93	F

Aggregate Marks & Result						Common Codes	Explanation of codes
[Part - I, Part - II & Part - III marks taken together excluding marks in ENVS & Compulsory Language Group]. For Honours / Major Course, marks obtained in Honours / Major papers only are taken into account for the purpose of calculating final result on completion of Part I, Part II & Part III Examinations]							
FOR PART III EXAMINATION ONLY		EXAMINATION RESULT			#	Class	Range of Marks
Aggregate Marks	Marks Obtained	PART I	PART II	PART III		I	60% & above
		QH	QH			II	40% to below 60%
						Division	
						I	60% & above
						2	45% to below 60%
						P	30% to below 45%
						X	—

#	Remarks
1	QUALIFIED FOR PART-III HONOURS COURSE

#	Remarks
1	Qualified with Honours
2	Qualified in General Course
3	Passed
4	Failed
5	Theoretical Portion
6	Practical Portion
7	Previous marks retained
8	Current marks to credit
9	Absent
10	Full Marks
11	Marks Obtained
12	Examination Cancelled
13	Honours
14	General
15	Major
16	Module
17	Course

[Signature]
CONTROLLER OF EXAMINATIONS



UNIVERSITY OF CALCUTTA

STATEMENT OF MARKS

B. SC. PART-III (THREE YEAR HONOURS) EXAMINATION, 2018
(UNDER 2009 REGULATIONS, 1+1+1 SYSTEM)

NAME **SAPTARSHEE MAZUMDAR**

Roll Number. **3135-61-0174** & Registration number **135-1121-2559-15**

Compulsory Language Group at Part-I Examination : (Consisting of Compulsory English (ENG) of 50 marks and a Modern Indian Language (MIL) in Bengali (BNGM)/Hindi(HINA)/ Urdu(URDM)/ Nepali (NPLA)/ Alternative English (ENGM) of 50 marks.)					Compulsory Paper on Environmental Studies (ENVS) of Part III level; (Consisting Project Work of 25 marks Theoretical Examination of 75 marks under CSR/54/09, CSR/61/16). At Part-I Full marks 50 under CSR/61/06 & CSR/19/05				GRADE SCORE	RANGE OF MARKS
SUBJECT	YEAR OF EXAMINATION	MARKS OBTAINED	GRADE SCORED	SUBJECT STATUS	YEAR OF EXAMINATION	MARKS OBTAINED	GRADE SCORED	SUBJECT STATUS		
ENG	2016	38	A	P	2018	82	A	P	A	60% & Above
ENGM	2016	27	B	P					B	30% to below 60%
									C	Below 30%

HONOURS / GENERAL / MAJOR SUBJECTS												
Subject Codes	Marks Credited Previously				PAPERS	Marks obtained at the current examination				Subject (Theory & Practical Marks together)		Subject Status
	Exam Part I/II/III	Year of Examination	PM	MO		Theoretical Marks		Practical Marks		T+II+III	MOI	
						PM	MO	PM	MO			
PSYA HONS					V MOD-3.1	50	30					
					V MOD-3.2	50	28					
					VI MOD-3.3			50	24			
					VI MOD-3.4			50	23			
					VII MOD-3.5	50	24					
					VII MOD-3.6	50	32					
					VIII MOD-3.7			50	29			
					VIII MOD-3.8			50	32			
Total	I	'16	200	118								
	II	'17	200	138		200	114	200	108	800	478	H
ZOOG GENL	I	'16	100	42								
	Total	II	'17	200	109							F
PHYG GENL	I	'16	100	36								
	Total	II	'17	200	93							F

Aggregate Marks & Result						Common Codes		Explanation of codes		
[Part - I, Part - II & Part - III marks taken together excluding marks in ENVS & Compulsory Language Group] For Honours: Major Course, marks obtained in Honours/ Major papers only are taken into account for the purpose of calculating final result on completion of Part I, Part II & Part III Examinations]										
FOR PART III EXAMINATION ONLY		EXAMINATION RESULT			#	Class	Range of Mark			
Aggregate Marks	Marks Obtained	PART I	PART II	PART III		I	60% & above			
						II	40% to below 60%			
800	478	QH	QH	II		Division	I		60% & above	
							II		45% to below 60%	
							III		30% to below 45%	
							N			

<p>Remarks: PASSED WITH HONOURS AND PLACED IN SECOND CLASS</p>	<p style="text-align: center;"></p> <p style="text-align: center;">CONTROLLER OF EXAMINATIONS</p>
--------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------

COUNCIL FOR THE INDIAN SCHOOL CERTIFICATE EXAMINATIONS, NEW DELHI
INDIAN SCHOOL CERTIFICATE EXAMINATION (CLASS - XII) - YEAR 2015

No. BO 10024682



2158345/023

STATEMENT OF MARKS

Name SAPTARSHEE MAZUMDAR

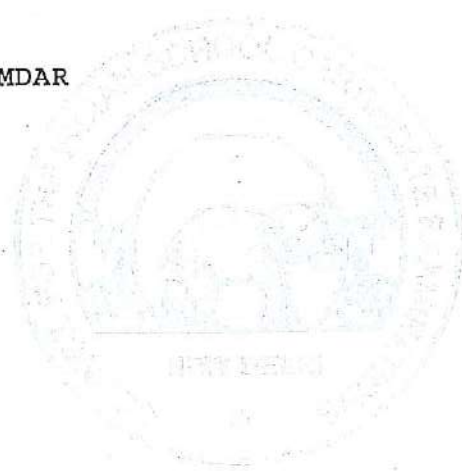
of DELHI PUBLIC SCHOOL NEWTOWN, KOLKATA

UNIQUE ID 5618769

Son of

Smt SHASWATI MAZUMDAR

Shri GAUTAM KUMAR MAZUMDAR



SUBJECTS

External Examination

ENGLISH

HINDI

PSYCHOLOGY

PHYSICS

CHEMISTRY

BIOLOGY

Percentage Marks

92 NINE TWO

86 EIGHT SIX

83 EIGHT THREE

53 FIVE THREE

62 SIX TWO

88 EIGHT EIGHT

Internal Assessment

SUPW & COMMUNITY SERVICE

Grade

A

RESULT - PASS CERTIFICATE AWARDED

Date of Issue - 18.05.2015

Note : 1. The pass mark for each subject is 40%
2. No divisions are awarded.

Chief Executive & Secretary

(See Overleaf)

COUNCIL FOR THE INDIAN SCHOOL CERTIFICATE EXAMINATIONS, NEW DELHI
INDIAN CERTIFICATE OF SECONDARY EDUCATION EXAMINATION 2013

No. TA 40059617



STATEMENT OF MARKS

Name SAPTARSHEE MAZUMDAR

of DELHI PUBLIC SCHOOL NEWTOWN, KOLKATA

Index Number T/4753/059

Son of

Smt SHASWATI MAZUMDAR

Shri GAUTAM KUMAR MAZUMDAR

SUBJECTS

External Examination

ENGLISH

HINDI

HISTORY, CIVICS & GEOGRAPHY (HCS-B, GEO-B)

MATHEMATICS

SCIENCE (PHY-B, CHE-C, BIO-B)

COMPUTER APPLICATIONS

Percentage Marks

80 EIGHT ZERO

86 EIGHT SIX

78 SEVEN EIGHT

60 SIX ZERO

72 SEVEN TWO

86 EIGHT SIX

Internal Assessment

SUPW & COMMUNITY SERVICE

Grade

A

Date of birth as

certified by the (in words) Twenty Ninth August Nineteen Hundred Ninety Seven
Head of the School

at the time of (in figures) 29.08.1997
registration

RESULT - PASS CERTIFICATE AWARDED

Note : 1. The pass mark for each subject is 35%
2. No divisions are awarded.

Chief Executive & Secretary

(See Overleaf)