



Ghanshyamdas Saraf
girls' college of arts & commerce

S.V.Road, Malad (W),
Mumbai - 400 064
Tel No.: +91 22 2872 5465 / 2874 6508
Fax No.: +91 22 2878 3836
www.sarafcollege.org
admin@sarafcollege.org

07/08/2011

Mr. Prasanna Choudhari
A-11 A60 Cosmos CHS
SVP Rd, Borivali (W)
Mumbai - 400103

Sub: Your Appointment as Core Faculty

I am pleased to inform you that you are hereby appointed as full time faculty for Bachelor of Commerce (Banking & Insurance) from the academic year 2011-12 up to 30th April 2012.

Kindly note the following:

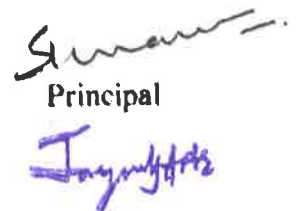
1. The Management reserves the right to consider this decision on the basis of your performance.
2. You will be paid a consolidated salary as per management decision.
3. You are expected to help in departmental administrative work.
4. You are also expected to participate in University Central Assessment Programme (CAP).
5. You are required to complete NET / SET before 31/12/2012 as the same is required to get your approval from University of Mumbai.


Co-ordinator


09/05/11



A Rajasthani Sammelan
Educational Endeavour


Principal

PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

B.S. Campus S.V. Road
Malad (W), Mumbai - 400064
Tel No. +91 22 6681 2345 / 6681 2356
www.sarafcollege.org
gscg@rajasthaniedu.org.in

SF/BS/APT/02/MAY-12

3rd May, 2012

To,
Ms. Angira N. Narvekar
404, Jai Gajanan,
Opp Don Bosco School,
Off New Link Road,
Borivali (W),
Mumbai-400 091.

**Sub: Offer letter for the position of Core Faculty in Course BMS
(Bachelors of Management Studies) Self Finance Department for Academic Year 2012-13.**

Dear Sir/Madam,

We are happy to offer you a position as core faculty in BMS (Bachelors of Management Studies) in the Self Finance Department of our college. Your starting consolidated salary would be Rs.18,000/- per month.

Your date of commencement of work with us will be 11-06-2012 and you will report to Mrs. Deepti Soni in the Self Finance Department.

The appointment is for contract period of AY 2012-2013 which terminates on 30-04-2013. Please confirm your acceptance of this offer.

We look forward to welcoming you to Ghanshyamdas Saraf College of Arts & Commerce.

Your Sincerely,

Chief Coordinator

Principal.

A Rajasthan Sammelan
Educational Endeavour



PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

11th July 2014.

Ms. Sneha Datta Khajane
G-2, Sai Ganesh Building,
Shirdi Nagar,
Bhayander (East),
Thane 401105.

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Khajane,

We have pleasure in appointing you as 'Full time Lecturer' of 'Ghanshyamdas Saraf College – Self Finance Section' with effect from 09th June 2014 on temporary basis for period ending on 30th April 2015, or co- terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as detailed below.

1) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

1) Reporting:

You will report daily to the Principal, Vice Principal or any person that the Management may ask you to do from time to time.

2) Remuneration Package

You will be paid a monthly salary of Rs 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

3) Leave:

You will be entitled for leaves as per the rules and regulations of Ghanshyamdas Saraf College – Self Finance Section being framed from time to time. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

4) Working Hours

You will report 6 days per week for minimum of 06 hrs. per day. You will be expected to actively participate and involve in the Formal Celebration/Events hosted by Ghanshyamdas Saraf College even if held on the weekends.

5) Service termination Clause:

Your services can be terminated by giving notice of 01 months from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 01 months, without any pay in lieu of the notice period.



Incase if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

6) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

8) Outside interest:

You will devote your entire time to the work of the institution and will not undertake any direct / indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the Institution.



Sanjay Jaiswal
PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

13) **Acceptance of our offer:**

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

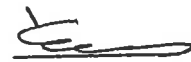
Thanking you,

Sincerely,

For Ghanshyamdas Saraf College



Dr. Sujata Karmarkar
Principal



Kailash Parsurampur
Hon. Secretary – Governing Council

Acknowledgement and Acceptance

I, Mrs. Sneha Ujjane, have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: 

Date: 19/8/2014





PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf Girls College

Affiliated to University of Mumbai
(ACCREDITED BY NAAC WITH 'A' GRADE)

&

Durgadevi Saraf Junior College

(ARTS & COMMERCE)

Swami Vivekanand Road, Malad (West), Mumbai - 400 064.

☎ : 2872 5465 / 2872 9774 • Fax : 2878 3836 • e-mail : gsgc1@vsnl.net

13/06/2009/288

21.07.09

To,
Ms. Mital Shah
311, Indraprastha-II/C,
Jitendra Road,
Malad (East)
Mumbai-400 097

Madam,

I am pleased to inform you that you are appointed as Full Time Lecturer on Contract Basis in the department of Accountancy w.e.f. 10th June, 2009 to 30th April, 2010 for the academic year 2009-2010. You will be paid consolidated salary of Rs. 10000/- (Rupees Ten Thousand Only) p.m. which please note.

Yours faithfully,

Dr. N. N. Pandey
I/C. Principal.

Recd
21/7/09



PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



03rd July 2015

Ms. Anju Bohra nee Vyas
A/4/19, Mahesh Nagar,
S.V. Road,
Goregaon (West),

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Bohra,

We have pleasure in appointing you as 'Full time Lecturer' of 'Ghanshyamdas Saraf College – B.Com Section' with effect from 08th June 2015 on temporary basis for period ending on 30th April 2016, or co- terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as detailed below.

1) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

1) Reporting:

You will report daily to the Principal, Vice Principal or any person that the Management may ask you to do from time to time.

2) Remuneration Package

You will paid a monthly salary of Rs 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

3) Leave:

You will be entitled for leaves as per the rules and regulations of Ghanshyamdas Saraf College – B.Com Section being framed from time to time. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

4) Working Hours

You will report 6 days per week for minimum of 05 hrs. per day. You will be expected to actively participate and involve in the Formal Celebration/Events hosted by Ghanshyamdas Saraf College even if held on the weekends.

5) Service termination Clause:

Your services can be terminated by giving notice of 01 months from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept





Ghanshyamdas Saraf
college of arts & commerce

EDUCATION EMPOWERS

R.S. Campus, S.V.Road,
Malad (West), Mumbai - 400 064
Tel No. : +91 22 6681 2345 / 6681 2350

www.sarafcollege.org

gsgc@rajasthan.org.in

the same and relieve you prior to completion of the stipulated notice period of 01 months, without any pay in lieu of the notice period.

Incase if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

6) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

8) Outside interest:

You will devote your entire time to the work of the institution and will not undertake any direct / indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.





11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the institution.

13) Acceptance of our offer:

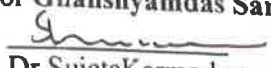
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Sujata Karmarkar
Principal


Kailash Parsurampuria
Hon. Secretary – Governing Council

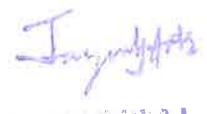
Acknowledgement and Acceptance

I ANU Bohra, have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: 

Date : 21/8/15




PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

Ms. Rekha Mishra
DI 102 Devtara App.
Ramdev Park,
Mira Bhayander Road,
Mira Road (East) 401107

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Mishra,

We have pleasure in appointing you as 'Full time Lecturer' of 'Ghanshyamdas Saraf College – B.Com Section' with effect from 08th June 2015 on temporary basis for period ending on 30th April 2016, or co- terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as detailed below.

1) **Medical Fitness:**

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

1) **Reporting:**

You will report daily to the Principal, Vice Principal or any person that the Management may ask you to do from time to time.

2) **Remuneration Package**

You will paid a monthly salary of **Rs 20,000/- (Twenty Thousand Only)**. This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

3) **Leave:**

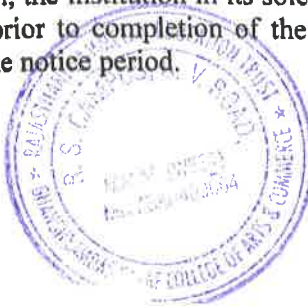
You will be entitled for leaves as per the rules and regulations of **Ghanshyamdas Saraf College – B.Com Section** being framed from time to time. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

4) **Working Hours**

You will report 6 days per week for minimum of **05 hrs.** per day. You will be expected to actively participate and involve in the Formal Celebration/Events hosted by Ghanshyamdas Saraf College even if held on the weekends.

5) **Service termination Clause:**

Your services can be terminated by giving notice of 01 months from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 01 months, without any pay in lieu of the notice period.





Ghanshyamdas Saraf
college of arts & commerce

EDUCATION EMPOWERS

R.S. Campus, S.V.Road,
Malad (West), Mumbai - 400 064
Tel No. : +91 22 6681 2345 / 6681 2350

www.sarafcollege.org

gsgc@rajasthan.org.in

Incase if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

6) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

8) Outside interest:

You will devote your entire time to the work of the institution and will not undertake any direct / indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

11) Legal Right:



Jayant

PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
RAJASTHANI SAMMELAN

R.S. Campus, S.V. Road,
Malad (West), Mumbai - 400 064
Tel No. : +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthan.org.in

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the institution.

13) Acceptance of our offer:

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Sujata Karmarkar
Principal


Kailash Parsurampur
Hon. Secretary - Governing Council

Acknowledgement and Acceptance

I, Mrs. Rekha P. Mishra, have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: 

Date : 21/08/15




PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S.Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 022-4520 7766
www.sarafcollege.org.in
gsgc@rajasthani.org.in

28.06.2019

Ms. Jyoti Sonpal
A/401, Blue Oasis II
Blue Empire Complex, Link Road,
Kandivali (West)
Mumbai-400 067

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Jyoti,

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College – Unaided Section (Self Finance)' with effect from 10th June, 2019 on temporary basis for period ending on 30th April 2020, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as details below.

01) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

02) Reporting:

You will report daily to the Principal and Sr. Vice-Principal and or any person that the Management may ask you to do from time to time.

03) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 25,000/- (Twenty Five Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

04) Leave :

You will be entitled for leaves as per the rules and regulations of Mumbai University frames for contractual staff teachers for Unaided Section being framed from time to time. As per current rule you will be entitled for 2.5 leaves per month, which is subject to change as per government rule as and when declared.

Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirement of the institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

05) Working Hours :

You will report 6 days a week Monday to Saturday for minimum of 06 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthani Sammelan Education Trust or sister Institutions that the management deems fit.



Jyoti Sonpal

PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

RSET Campus, S. V. Road,
Malad (W), Mumbai - 400064.
Tel No.: 022 4520 7766
www.sarafcollege.org
gsc@rajasthani.org.in

6) Service termination Clause:

Your services can be terminated by giving notice of one month from either side. However, in the event of your resignation, the Institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of one month, without any pay in lieu of the notice period. You cannot leave the organization during the academic session and vacations shall not be counted for notice period to be served as per appointment letter.

However, in the event of your resignation you will be required to serve a notice of one month or pay salary in lieu of notice. In case if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

7) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

8) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.



Imprakash
PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

RSET Campus, S. V. Road,
Malad (W), Mumbai - 400064.
Tel No.: 022 4520 7766
www.sarafcollege.org
gsc@rajasthani.org.in

11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the institution.

13) Acceptance of our offer:

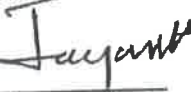
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your calibre and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.


Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE


Principal
Dr. Jayant Apte


Hon. Secretary-Governing Council
Kailash Parasmurthy


Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance

I, Jyoti Senapati have read and understood the above terms and conditions and hereby signify my acceptance of the same.


Signature

Date: 15/07/2020




PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERERS

MK

R.S. Campus, S.V. Road,
Malad (W), Mumbai - 400064.
Tel No.: +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthanieducationtrust.org.in

JW/2016/

Date : 01.06.2016

To,
Ms. Meghaa Khadekar
C/201, Romal Kirti Complex,
Nilemore, Apna Nagar,
Nallasopara (West),
Thane-401 203

Subject : Appointment letter

Dear Ms. Khedekar

We have pleasure in appointing you as 'Assistant Professor-BMS - Unaided Section (Self Finance)' of Ghanshyamdas Saraf College with effect from 01.06.2016. Your appointment will be governed by the terms and conditions as detailed below. Please refer to the conditions herein and please note that you shall be governed by them as also by the rules and regulations framed by Rajasthan Sammelan Education Trust from time to time.

1) Remuneration Package

You shall be paid consolidated monthly remuneration of Rs. 56,500/- This amount will be subject to deduction of Income Tax, Professional Tax and other deductions as applicable.

2) Working Hours

You will report 6 days a week Monday to Saturday for minimum 6 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthan Sammelan Education Trust or sister Institutions that the management deems fit.

You will be expected to actively participate and involve even the students in any Formal Celebration/Events hosted by any of the Institutions run by the Rajasthan Sammelan Education Trust even if held on the weekends.

3) Duties and responsibilities :

- To conduct 20 lectures per week during the period of contract.
- Actively participate in events of the college.
- Maintain strict discipline among the students

The above list of duties and responsibilities are only indicative and/or illustrative and are not exhaustive. You shall be informed about them from time to time and you shall perform them.



Janak

PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S. Campus, S.V. Road,
Malad (W), Mumbai - 400064.
Tel No.: +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthan.org.in

4) **Medical Fitness :**

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire)

5) **Reporting :**

You will report daily to the Principal and and or Sr. Vice-Principal and or Vice-Principal- Ghanshyamdas Saraf College or any person that the Management may ask you to do from time to time.

6) **Rules & Regulations :**

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time.
You shall be always will groomed and will turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) **Leave :**

You will be entitled for casual leave of 15 days in an academic year. Leave cannot be claimed as a matter of right and can only be availed with prior approval.
Approval of leave will be depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in Advance, stating reasons. Leave application must reach reporting authority/Educational Director/Head of Institution prior to the day of absence. Merely applying for leave will not mean a sanction, unless sanctioned by the Chairman or authorized authority.

8) **Service termination Clause :**

Your services can be terminated by giving notice of 03 months fro either side. However, in the event if your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 03 months, without any pay in lie of the notice period. However, in any case you will not leave the job during the academic year but will have to complete the academic year.

Your services are liable to terminated without any notice or salary in lieu thereof for misconduct Without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

9) **Changes in address/Other information :**

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.





10) Outside Interest :

You will devote your entire time to the work of the institution and will not undertake any other direct/indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

11) Confidentiality :

You shall neither divulge nor give our information to any unauthorized person during the period of your service or even afterwards by word or mouth or otherwise, particulars or details of our policies, strategies, system, software's technical security arrangements, administrative and/ or organizational matters of a confidential/secret nature, which may be privilege to know by virtue of you being our employee. You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as it already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

12) Return of Documents/records :

You shall be responsible for the safe custody of all the documents, stores and cans assigned to you for your duties and will bear the consequences thereof for their losses and damages. In case of loss of cash/valuable the amount will be deducted from your salary.

13) Transfer Clause :

You will be expected during your working hours to render your services for any of the Institution run by the Rajasthan Sammelan Education Trust or sister Institutions the Management deems fit or can you be transferred to any other Institution run by Rajasthan Sammelan Education Trust or sister Institutions that Management deems fit.

14) Secrecy :

You will not indulge in any business or profession for gain or not, while in the service of the Institution, or after duty hours, or off days or holiday without the written permission from the Management.

15) Legal Right :

No indulgence or waiving or right or forbearance of taking action shown by the establishment will be treated as giving up of any their right under this contract and shall not preclude the Institution from enforcing its rights and remedies.



Principal

PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

16) **Probation Period :**

You will be on probation for a period of 02 years i.e. academic year 2016-17 and 2017-18. During this period your performance will be annually reviewed. The period of probation, could be extended or deduced at the sole discretion of the management.

17) **Retirement Age :**

You will automatically retire from the service of the Institution on attaining the superannuation age of 58 years. You are liable for retirement even prior to your reaching the retirement age, if you are found to be physically or mentally unfit to carry out your duties.

18) **Changes in Service Condition :**

Any additions or variations in above terms and conditions will not be valid unless expresses in unless expressed in writing to the appointing authority or any person authorized by the Institution.

19) **Acceptance of our offer :**

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent carrer for yourself.


We welcome you, and look forward to a fruitful collaboration.

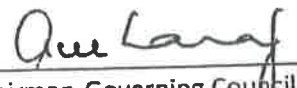
Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE


Principal
Dr. Sujata Karmarkar


Hon.Secretary-Governing Council
Kailash Parasrampur


Chairman-Governing Council
Ashok Saraf


Acknowledgement and Acceptance

I _____ have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature

A Rajasthan Sammelan
Educational Endeavour
Re-accredited with 'A' grade by NAAC



 Date: _____
PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

JW/2016/

Date : 01.06.2016

2016-17

To,
Ms. Mmahek Chhabria
503, Mohini Tower,
Behind H P Petrol Pump,
5th Road, Khar (West),
Mumbai-400 052.

Subject : Appointment letter

Dear Ms. Chhabria

We have pleasure in appointing you as 'Assistant Professor - BMS - Unaided Section (Self Finance)' of Ghanshyamdas Saraf College with effect from 01.06.2016. Your appointment will be governed by the terms and conditions as detailed below. Please refer to the conditions herein and please note that you shall be governed by them as also by the rules and regulations framed by Rajasthan Sammelan Education Trust from time to time.

1) Remuneration Package

You shall be paid consolidated monthly remuneration of Rs. 56,500/- This amount will be subject to deduction of Income Tax, Professional Tax and other deductions as applicable.

2) Working Hours

You will report 6 days a week Monday to Saturday for minimum 6 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthan Sammelan Education Trust or sister Institutions that the management deems fit.

You will be expected to actively participate and involve even the students in any Formal Celebration/Events hosted by any of the Institutions run by the Rajasthan Sammelan Education Trust even if held on the weekends.

3) Duties and responsibilities :

- To conduct 20 lectures per week during the period of contract.
- Actively participate in events of the college.
- Maintain strict discipline among the students

The above list of duties and responsibilities are only indicative and/or illustrative and are not exhaustive. You shall be informed about them from time to time and you shall perform them.





4) **Medical Fitness :**

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire)

5) **Reporting :**

You will report daily to the Principal and and or Sr. Vice-Principal and or Vice-Principal- Ghanshyamdas Saraf College or any person that the Management may ask you to do from time to time.

6) **Rules & Regulations :**

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time.

You shall be always will groomed and will turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) **Leave :**

You will be entitled for casual leave of 15 days in an academic year. Leave cannot be claimed as a matter of right and can only be availed with prior approval.

Approval of leave will be depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in Advance, stating reasons. Leave application must reach reporting authority/Educational Director/Head of Institution prior to the day of absence. Merely applying for leave will not mean a sanction, unless sanctioned by the Chairman or authorized authority.

8) **Service termination Clause :**

Your services can be terminated by giving notice of 03 months fro either side. However, in the event if your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 03 months, without any pay in lie of the notice period. However, in any case you will not leave the job during the academic year but will have to complete the academic year.

Your services are liable to terminated without any notice or salary in lieu thereof for misconduct Without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

9) **Changes In address/Other Information :**

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.





Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S. Campus, S.V. Road
Malad (W), Mumbai - 400064
Tel No : +91 22 6681 2345 / 6681 23
www.sarafcollege.org
gsar@rajasthanieducation.org.in

10) Outside Interest :

You will devote your entire time to the work of the institution and will not undertake any other direct/indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

11) Confidentiality :

You shall neither divulge nor give our information to any unauthorized person during the period of your service or even afterwards by word or mouth or otherwise, particulars or details of our policies, strategies, system, software's technical security arrangements, administrative and/ or organizational matters of a confidential/secret nature, which may be privilege to know by virtue of you being our employee. You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as it already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

12) Return of Documents/records :

You shall be responsible for the safe custody of all the documents, stores and cans assigned to you for your duties and will bear the consequences thereof for their losses and damages. In case of loss of cash/valuable the amount will be deducted from your salary.

13) Transfer Clause :

You will be expected during your working hours to render your services for any of the Institution run by the Rajasthan Sammelan Education Trust or sister Institutions the Management deems fit or can you be transferred to any other Institution run by Rajasthan Sammelan Education Trust or sister Institutions that Management deems fit.

14) Secrecy :

You will not indulge in any business or profession for gain or not, while in the service of the Institution, or after duty hours, or off days or holiday without the written permission from the Management.

15) Legal Right :

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any their right under this contract and shall not preclude the Institution from enforcing its rights and remedies





Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S. Campus, S.V. Road,
Molad (W), Mumbai - 400064.
Tel No.: +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthanil.org.in

16) **Probation Period :**

You will be on probation for a period of 02 years i.e. academic year 2016-17 and 2017-18. During this period your performance will be annually reviewed. The period of probation, could be extended or deduced at the sole discretion of the management.

17) **Retirement Age :**

You will automatically retire from the service of the Institution on attaining the superannuation age of 58 years. You are liable for retirement even prior to your reaching the retirement age, if you are found to be physically or mentally unfit to carry out your duties.

18) **Changes in Service Condition :**

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the appointing authority or any person authorized by the Institution.

19) **Acceptance of our offer :**

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.


We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE


Principal
Dr. Sujata Karmarkar


Hon. Secretary-Governing Council
Kailash Parasrampur


Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance

I _____ have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature

Date: 



JW/2016/

Date : 01.06.2016

To,
Mr. Prasad Anareddy
D-6, Vishramyog CHS,
Behind Don-Bosco High School,
L.T. Road, Off. Link Road,
Borivali (West), Mumbai-400 091

Subject : Appointment letter

Dear Mr. Anareddy

We have pleasure in appointing you as 'Assistant Professor - BMS - Unaided Section (Self Finance)' of Ghanshyamdas Saraf College with effect from 01.06.2016. Your appointment will be governed by the terms and conditions as detailed below. Please refer to the conditions herein and please note that you shall be governed by them as also by the rules and regulations framed by Rajasthan Sammelan Education Trust from time to time.

1) Remuneration Package

You shall be paid consolidated monthly remuneration of Rs. 56,500/- This amount will be subject to deduction of Income Tax, Professional Tax and other deductions as applicable.

2) Working Hours

You will report 6 days a week Monday to Saturday for minimum 6 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthan Sammelan Education Trust or sister Institutions that the management deems fit.

You will be expected to actively participate and involve even the students in any Formal Celebration/Events hosted by any of the Institutions run by the Rajasthan Sammelan Education Trust even if held on the weekends

3) Duties and responsibilities :

- To conduct 20 lectures per week during the period of contract
- Actively participate in events of the college
- Maintain strict discipline among the students

The above list of duties and responsibilities are only indicative and/or illustrative and are not exhaustive. You shall be informed about them from time to time and you shall perform them.





Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S. Campus, S.V. Road,
Malad (W), Mumbai - 400064.
Tel No.: +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthani.org.in

10) Outside Interest :

You will devote your entire time to the work of the institution and will not undertake any other direct/indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

11) Confidentiality :

You shall neither divulge nor give our information to any unauthorized person during the period of your service or even afterwards by word or mouth or otherwise, particulars or details of our policies, strategies, system, software's technical security arrangements, administrative and/ or organizational matters of a confidential/secret nature, which may be privilege to know by virtue of you being our employee. You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as it already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

12) Return of Documents/records :

You shall be responsible for the safe custody of all the documents, stores and cans assigned to you for your duties and will bear the consequences thereof for their losses and damages. In case of loss of cash/valuable the amount will be deducted from your salary.

13) Transfer Clause :

You will be expected during your working hours to render your services for any of the Institution run by the Rajasthani Sammelan Education Trust or sister Institutions the Management deems fit or can you be transferred to any other Institution run by Rajasthani Sammelan Education Trust or sister Institutions that Management deems fit.

14) Secrecy :

You will not indulge in any business or profession for gain or not, while in the service of the Institution, or after duty hours, or off days or holiday without the written permission from the Management.

15) Legal Right :

No indulgence or waiving or right or forbearance of taking action shown by the establishment will be treated as giving up of any their right under this contract and shall not preclude the Institution from enforcing its rights and remedies.



16) **Probation Period :**

You will be on probation for a period of 02 years i.e. academic year 2016-17 and 2017-18. During this period your performance will be annually reviewed. The period of probation, could be extended or deduced at the sole discretion of the management.

17) **Retirement Age :**

You will automatically retire from the service of the Institution on attaining the superannuation age of 58 years. You are liable for retirement even prior to your reaching the retirement age, if you are found to be physically or mentally unfit to carry out your duties.

18) **Changes in Service Condition :**

Any additions or variations in above terms and conditions will not be valid unless expresses in unless expressed in writing to the appointing authority or any person authorized by the Institution.

19) **Acceptance of our offer :**

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent carrer for yourself.


We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE


Principal
Dr. Sujata Karmarkar

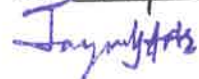

Hon. Secretary-Governing Council
Kailash Parasrampur


Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance

PRASAD VITAY ANAREDY. have read and understood the above terms and conditions and hereby signify my acceptance of the same.


Signature

Date: 01/06/2016


11th July 2014.

Ms. Mansi Kalpesh Dangarwala
C-903,
Interface Heights,
Link Road,
Malad (West),
Mumbai - 400064

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Dangarwala,

We have pleasure in appointing you as 'Full time Lecturer' of 'Ghanshyamdas Saraf College – Self Finance Section' with effect from 09th June 2014 on temporary basis for period ending on 30th April 2015, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as detailed below.

1) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

1) Reporting:

You will report daily to the Principal, Vice Principal or any person that the Management may ask you to do from time to time.

2) Remuneration Package

You will be paid a monthly salary of Rs 25,000/- (Twenty Five Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

3) Leave:

You will be entitled for leaves as per the rules and regulations of Ghanshyamdas Saraf College – Self Finance Section being framed from time to time. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirements of the Institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

4) Working Hours

You will report 6 days per week for minimum of 06 hrs. per day. You will be expected to actively participate and involve in the Formal Celebration/Events hosted by Ghanshyamdas Saraf College even if held on the weekends.

5) Service termination Clause:

Your services can be terminated by giving notice of 01 months from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 01 months, without any pay in lieu of the notice period.



Jayashree
PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

13) Acceptance of our offer:

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.


We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Sujata Karmarkar
Principal


Kailash Parsurampuria
Hon. Secretary – Governing Council

Acknowledgement and Acceptance

Mam Dangarewala, have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: Mam

Date: 19/7/14




PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

Incase if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

6) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

8) Outside interest:

You will devote your entire time to the work of the institution and will not undertake any direct / indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the Institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

12) Changes In Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the Institution.



Signature

PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamsagar College
Of Arts & Commerce

11th July 2014.

Ms. Mamta Chajjer
No. 402,
Shubhaashirwad CHS,
Road No. 05,
Jayprakash Nagar,
Goregaon (East),
Mumbai

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Chhajjer,

We have pleasure in appointing you as 'Full time Lecturer' of 'Ghanshyamdas Saraf College – Self Finance Section' with effect from 20th June 2014 on temporary basis for period ending on 30th April 2015, or co- terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as detailed below.

1) **Medical Fitness:**

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

1) **Reporting:**

You will report daily to the Principal, Vice Principal or any person that the Management may ask you to do from time to time.

2) **Remuneration Package**

You will be paid a monthly salary of Rs 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

3) **Leave:**

You will be entitled for leaves as per the rules and regulations of Ghanshyamdas Saraf College – Self Finance Section being framed from time to time. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

4) **Working Hours**

You will report 6 days per week for minimum of 06 hrs. per day. You will be expected to actively participate and involve in the Formal Celebration/Events hosted by Ghanshyamdas Saraf College even if held on the weekends.

5) **Service termination Clause:**

Your services can be terminated by giving notice of 01 months from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 01 months, without any pay in lieu of the notice period.



Jayramdas

PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

Incase if you do not serve the notice you shall be liable to indemnify the losses incurred by the Institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

6) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

8) Outside interest:

You will devote your entire time to the work of the Institution and will not undertake any direct / indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the Institution.



Jayashree

PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdass Saraf College
Of Arts & Commerce

13) Acceptance of our offer:

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College



Dr. Sujata Karmarkar
Principal



Kailash Parsurampur
Hon. Secretary – Governing Council

Acknowledgement and Acceptance

I, Mamta Chhajee, have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: Mamta

Date: July 19, 2014



PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

Ms. Sneha Datta Khajane
G-2, Sai Ganesh Building,
Shirdi Nagar,
Bhayander (East),
Thane 401105.

11th July 2014.

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Khajane,

We have pleasure in appointing you as 'Full time Lecturer' of 'Ghanshyamdas Saraf College – Self Finance Section' with effect from 09th June 2014 on temporary basis for period ending on 30th April 2015, or co- terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as detailed below.

1) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

1) Reporting:

You will report daily to the Principal, Vice Principal or any person that the Management may ask you to do from time to time.

2) Remuneration Package

You will be paid a monthly salary of Rs 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

3) Leave:

You will be entitled for leaves as per the rules and regulations of Ghanshyamdas Saraf College – Self Finance Section being framed from time to time. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

4) Working Hours

You will report 6 days per week for minimum of 06 hrs. per day. You will be expected to actively participate and involve in the Formal Celebration/Events hosted by Ghanshyamdas Saraf College even if held on the weekends.

5) Service termination Clause:

Your services can be terminated by giving notice of 01 months from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 01 months, without any pay in lieu of the notice period.




PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

Incase if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

6) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

8) Outside interest:

You will devote your entire time to the work of the institution and will not undertake any direct / indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the Institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the Institution.



Jayashree
PRINCIPAL
Rajasthani Sanshodhan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

Incase if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

6) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

8) Outside interest:

You will devote your entire time to the work of the institution and will not undertake any direct / indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the Institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the Institution.



Jaymal Mittal
PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanashyamdas Saraf College
Of Arts & Commerce

04.07.2017

Ms. Avanti Sathe
3/46, Parleshwar Society,
Shahaji Raje Road,
Vile Parle (East)
Mumbai – 400 057.

Subject: Appointment Lettter as Full time Lecturer – Temporary Basis

Dear Ms. Sathe,

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College – Unaided Section (Self Finance)' with effect from 09th June, 2017 on temporary basis for period ending on 30th April 2018, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as details below.

1) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

2) Reporting:

You will report daily to the Principal and Sr. Vice-Principal and or any person that the Management may ask you to do from time to time.

3) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 20000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

4) Leave :

You will be entitled for leaves as per the rules and regulations of Mumbai University frames for contractual staff teachers for Unaided Section being framed from time to time. As per current rule you will be entitled for 2.5 leaves per month, which is subject to change as per government rule as and when declared. Leave cannot be claimed as a matter of right and can only be aviled with prior approval. Approval of leave will depend on requirement of the Institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

5) Working Hours :

You will report 6 days a week Monday to Saturday for minimum of 06 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthan Sammelan Education Trust or sister Institutions that the management deems fit.




PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

13) Acceptance of our offer:

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College



Dr. Sujata Karmarkar
Principal



Kailash Parsurampur
Hon. Secretary – Governing Council

Acknowledgement and Acceptance

I, Mrs. Sneha Uhejane, have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: 

Date: 19/8/2014



PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

6) Service termination Clause :

Your services can be terminated by giving notice of 03 months for either side. However, In the event if your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 03 months, without any pay in lieu of the notice period. However, in any case you will not leave the job during the academic year but will have to complete the academic year.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

7) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time.

You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

8) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

9) Outside Interest :

You will devote your entire time to the work of the institution and will not undertake any other direct/indirect or work, honorary or remuneratory except with the written permission of the Management in each case.

10) Secrecy and Confidentiality:

you shall neither divulge nor our information to any unauthorized person during the period or your service of even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, system, software's technical security arrangements, administrative and/or organizational matters of a confidential/secret nature, which may be privilege to know be virtue of you being our employee. You shall keep confidential all information and material provided to you by the institution. This also includes such information as it already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

11) Return of Documents/Records :

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.



Jayant

PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

12) Legal Right :
No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

13) Changes In Service Condition :
Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the appointing authority or any person authorized by the Institution.

14) Acceptance of our offer:
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful Institution, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

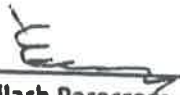
Thanking you,

Sincerely,

For Ghanshyamdas Saraf College



Dr. Sujata Karmarkar
Principal



Kallash Parasrampur
Hon. Secretary - Governing Council



Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

I, Avanti Sathe, have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: Avanti

Date : 11/10/2017





PRINCIPAL
Rajasthani Sammilan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

03rd July 2015

Ms. Ankita Kale
Deshmukh Ali,
Dongarpada,
Hiravidyalay Road,
Virar (west).

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Kale,

We have pleasure in appointing you as '**Full time Lecturer**' of '**Ghanshyamdas Saraf College – Self Finance Section**' with effect from **08th June 2015** on **temporary basis** for period ending on **30th April 2016**, or co- terminus with the academic year. This period as '**Full time Lecturer**' will be governed by the terms and conditions as detailed below.

1) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

1) Reporting:

You will report daily to the Principal, Vice Principal or any person that the Management may ask you to do from time to time.

2) Remuneration Package

You will be paid a monthly salary of **Rs 20,000/- (Twenty Thousand Only)**. This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

3) Leave:

You will be entitled for leaves as per the rules and regulations of **Ghanshyamdas Saraf College – Self Finance Section** being framed from time to time. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

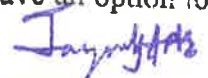
4) Working Hours

You will report **6 days per week** for minimum of **06 hrs. per day**. You will be expected to **actively participate and involve** in the Formal Celebration/Events hosted by Ghanshyamdas Saraf College even if held on the weekends.

5) Service termination Clause:

Your services can be terminated by giving notice of **01 months** from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept




PRINCIPAL
Rajasthan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S. Campus, S.V.Road,
Malad (West), Mumbai - 400 064
Tel No. : +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthaniorg.in

the same and relieve you prior to completion of the stipulated notice period of 01 months, without any pay in lieu of the notice period.

Incase if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

6) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

8) Outside interest:

You will devote your entire time to the work of the institution and will not undertake any direct / indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.



Jayant

PRINCIPAL

Rajasthan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S. Campus, S.V. Road,
Malad (West), Mumbai - 400 064
Tel No. : +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthan.org.in

11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the institution.

13) Acceptance of our offer:

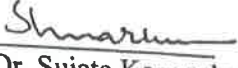
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Sujata Karmarkar
Principal



Kailash Parsurampuria
Hon. Secretary - Governing Council

Acknowledgement and Acceptance

I Ms. Ankita Anil Kale, have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: 

Date : 21/08/15

Received.

21/08/15




PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S.Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 022-4520 7766
www.sarafcollege.org.in
gsgc@rajasthani.org.in

15.11.2019

Ms. Shraddha Kokate
502, Prathmesh C H S Ltd,
Matoshri Ramabai Marg,
Liberty GArden
Kandivali (West)
Mumbai-400 064

Subject: Appointment Lettter as Full time Lecturer – Temporary Basis

Dear Ms. Shraddha,

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College – Unaided Section (Self Finance)' with effect from 2nd December, 2019 on temporary basis for period ending on 30th April 2020, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as details below.

01) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

02) Reporting:

You will report daily to the Principal and Sr. Vice-Principal and or any person that the Management may ask you to do from time to time.

03) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

04) Leave :

You will be entitled for leaves as per the rules and regulations of Mumbai University frames for contractual staff teachers for Unaided Section being framed from time to time. As per current rule you will be entitled for 2.5 leaves per month, which is subject to change as per government rule as and when declared.

Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirement of the institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

05) Working Hours :

You will report 6 days a week Monday to Saturday for minlimum of 06 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthani Sammelan Education Trust or sister Institutions that the management deems fit.



Jayant

PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S.Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 022-4520 7766
www.sarafcollege.org.in
gsgc@rajasthani.org.in

06) Service termination Clause :

Your services can be terminated by giving notice of 03 months for either side. However, in the event if your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 03 months, without any pay in lieu of the notice period. However, in any case you will not leave the job during the academic year but will have to complete the academic year.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

07) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time.

You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

08) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

09) Outside interest :

You will devote your entire time to the work of the institution and will not undertake any other direct/indirect or work, honorary or remuneratory except with the written permission of the Management in each case.

10) Secrecy and Confidentiality:

you shall neither divulge nor our information to any unauthorized person during the period or your service of even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, system, software's technical security arrangements, administrative and/or organizational matters of a confidential/secret nature, which may be privilege to know be virtue of you being our employee. You shall keep confidential all information and material provided to you by the institution. This also includes such information as it already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

11) Return of Documents/Records :

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.



Jayraj
PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S.Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 022-4520 7766
www.sarafcollege.org.in
gsgc@rajasthani.org.in

12) Legal Right :

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

13) Changes in Service Condition :

Any additions or variations in above terms and conditions will not be valid unless expresses in unless expressed in writing to the appointing authority or any person authorized by the Institution.

14) Acceptance of our offer:


We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Jayant Apte
Principal


Kailash Parasrampur
Hon. Secretary – Governing Council


Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

I _____ have read and understood the above terms and conditions and
hereby signify my acceptance of the same.

Signature: _____

Date : _____




PRINCIPAL
Rajasthani Sannmelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

05th July 2018

Ms. Aswathi Nair
102, B Wing, Galaxy Classique,
Meetha Nagar,
Goregaon (West)
Mumbai - 400052.

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Nair,

We have pleasure in appointing you as 'Full time Lecturer' of 'Ghanshyamdas Saraf College – Self Finance Section' and with effect from 25th June 2018 on temporary basis for a period ending on 30th April 2019, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as detailed below.

1) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

2) Reporting:

You will report daily to the Principal, Vice Principal, or any person that the Management may ask you to do from time to time.

3) Remuneration Package

You will be paid consolidated monthly gross of Rs. 20000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

4) Leave:

You will be entitled for leaves as per the rules and regulations of Ghanshyamdas Saraf College – Self Finance Section being framed from time to time. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

5) Working Hours

You will report 6 days a week Monday to Saturday for minimum of 05 hrs. per day. You will be expected to actively participate and involve even the students in any Formal Celebration/Events hosted by any of the Institutions run by the Rajasthan Sammelan Education Trust even if held on the weekends.



Jayraj
PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

R. S. Campus, S.V. Road,
Malad (W), Mumbai - 400064
Tel No.: +91 22 6681 2345 / 6681 2350
www.saralcollege.org
gsge@rajasthanicollege.in

6) Service termination Clause:

Your services can be terminated by giving notice of one month from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of one month, without any pay in lieu of the notice period. You cannot leave the organization during the academic session and vacations shall not be counted for notice period to be served as per appointment letter.

However, in the event of your resignation you will be required to serve a notice of one month or pay salary in lieu of notice. In case if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

7) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

8) Changes In address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

A Rajasthan Sammelan
Educational Endeavour



Jayraj
PRINCIPAL
Rajasthan Sammelan Educational Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

R.S. Campus, S.V. Road,
Malad (W), Mumbai - 400 064
Tel No.: +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthanicollege.org.in

11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the institution.

13) Acceptance of our offer:


We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your calibre and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.


We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE


In-Charge Principal
Bhavana Vaidya
06/7/18


Hon. Secretary-Governing Council
Kailash Parasrampur


Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance

I _____ have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature _____

Date: _____

A Rajasthan Sammelan
Educational Endeavour




PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S.Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 022-4520 7766
www.sarafcollege.org.in
gsgc@rajasthan.org.in

28.06.2019

Ms. Niyati Kalyanpur
D/112, K.T. Vihar Complex,
Om Nagar,
Vasai (West)
Palghar-401202

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Niyati,

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College – Unaided Section (Self Finance)' with effect from 06th June, 2019 on temporary basis for period ending on 30th April 2020, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as details below.

01) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

02) Reporting:

You will report daily to the Principal and Sr. Vice-Principal and or any person that the Management may ask you to do from time to time.

03) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

04) Leave :

You will be entitled for leaves as per the rules and regulations of Mumbai University frames for contractual staff teachers for Unaided Section being framed from time to time. As per current rule you will be entitled for 2.5 leaves per month, which is subject to change as per government rule as and when declared. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirement of the Institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

05) Working Hours :

You will report 6 days a week Monday to Saturday for minimum of 06 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthan Sammelan Education Trust or sister institutions that the management deems fit.



Jayant
Principal
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

RSET Campus, S. V. Road,
Malad (W), Mumbai - 400064.
Tel No.: 022 4520 7766
www.sarafcollege.org
gscc@rajasthanian.org.in

6) Service termination Clause:

Your services can be terminated by giving notice of one month from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of one month, without any pay in lieu of the notice period. You cannot leave the organization during the academic session and vacations shall not be counted for notice period to be served as per appointment letter.

However, in the event of your resignation you will be required to serve a notice of one month or pay salary in lieu of notice. In case if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

7) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

8) Changes in address/Other Information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the Institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.





Ghanshyamdas Saraf
college of arts & commerce

RSET Campus, S. V. Road,
Malad (W), Mumbai - 400064.
Tel No.: 022 4520 7766
www.sarafcollege.org
gsc@rajasthanieducation.org

11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the institution.

13) Acceptance of our offer:

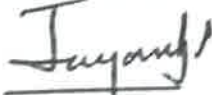
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your calibre and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.


Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE


Principal
Dr. Jayant Apte


Hon. Secretary-Governing Council
Kailash Parasrampuria


Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance

I _____ have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature _____

Date: _____



A Rajasthan Sammelan
Educational Endeavour


PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

16.11.2019

Ms. Gayatri Magi
Giridhari C H S
517/C-2, Sector No.5,
Charkop, Kandivall (West)
Mumbai-400 067

Subject: Appointment Lettter as Full time Lecturer – Temporary Basis

Dear Ms. Gayatri,

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College – Unaided Section (Self Finance)' with effect from 2nd, December 2019 on temporary basis for period ending on 30th April 2020, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as details below.

01) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

02) Reporting:

You will report daily to the Principal and Sr. Vice-Principal and or any person that the Management may ask you to do from time to time.

03) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

04) Leave :

You will be entitled for leaves as per the rules and regulations of Mumbai University frames for contractual staff teachers for Unaided Section being framed from time to time. As per current rule you will be entitled for 2.5 leaves per month, which is subject to change as per government rule as and when declared. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirement of the institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

05) Working Hours :

You will report 6 days a week Monday to Saturday for minimum of 06 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthan Sammelan Education Trust or sister institutions that the management deems fit.





PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

EDUCATION EMPOWERS

R.S.Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 022-4520 7766
www.sarafcollege.org.in
gsgc@rajasthani.org.in

06) Service termination Clause :

Your services can be terminated by giving notice of 03 months for either side. However, in the event if your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 03 months, without any pay in lieu of the notice period. However, in any case you will not leave the job during the academic year but will have to complete the academic year.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

07) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time.

You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

08) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

09) Outside interest :

You will devote your entire time to the work of the institution and will not undertake any other direct/indirect or work, honorary or remuneratory except with the written permission of the Management in each case.

10) Secrecy and Confidentiality:

you shall neither divulge nor our information to any unauthorized person during the period or your service of even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, system, software's technical security arrangements, administrative and/or organizational matters of a confidential/secret nature, which may be privilege to know be virtue of you being our employee. You shall keep confidential all information and material provided to you by the institution. This also includes such information as it already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

11) Return of Documents/Records :

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.



Jayant

PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S.Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 022-4520 7766
www.sarafcollege.org.in
gsgc@rajasthani.org.in

12) Legal Right :

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

13) Changes in Service Condition :

Any additions or variations in above terms and conditions will not be valid unless expresses in unless expressed in writing to the appointing authority or any person authorized by the Institution.

14) Acceptance of our offer:

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.


We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Jayant Apte
Principal


Kailash Parasrampur
Hon. Secretary – Governing Council


Ashok Saraf
Chairman
Governing Council


Acknowledgement and Acceptance

I _____, have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: _____

Date : _____




PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

03rd July 2015

Ms. Bhumika Shah
302, Suri Rajendra Tower,
R.K. Singh Marg,
P.P. Road,
Andheri (East),
Mumbai - 400069.

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Shah,

We have pleasure in appointing you as 'Full time Lecturer' of 'Ghanshyamdas Saraf College – Self Finance Section' with effect from 08th June 2015 on temporary basis for period ending on 30th April 2016, or co- terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as detailed below.

1) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

1) Reporting:

You will report daily to the Principal, Vice Principal or any person that the Management may ask you to do from time to time.

2) Remuneration Package

You will be paid a monthly salary of Rs 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

3) Leave:

You will be entitled for leaves as per the rules and regulations of Ghanshyamdas Saraf College – Self Finance Section being framed from time to time. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

4) Working Hours

You will report 6 days per week for minimum of 06 hrs. per day. You will be expected to actively participate and involve in the Formal Celebration/Events hosted by Ghanshyamdas Saraf College even if held on the weekends.





5) Service termination Clause:

Your services can be terminated by giving notice of 01 months from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 01 months, without any pay in lieu of the notice period.

Incase if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

6) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

8) Outside interest:

You will devote your entire time to the work of the institution and will not undertake any direct / indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.



Jayraj

PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S. Campus, S.V.Road,
Malad (West), Mumbai - 400 064
Tel No. : +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthaniorg.in

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the institution.


13) Acceptance of our offer:

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.
Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Sujata Karmarkar
Principal


Kailash Parsurampur
Hon. Secretary - Governing Council


Acknowledgement and Acceptance

I BHUMIKA SHAH, have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: 

Date : 21/8/15

Received


21/8/15





PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

25th August 2016

Mrs. Simmi Chaurasia
F-10, Q Block
Santa Colony,
Anand Chawl
Jugeshwari, East,
Mumbai - 400046

Subject: Appointment Letter

Dear Ms. Chaurasia,

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College - Unaided Section' and with effect from 10th August 2016. Your appointment will be governed by the terms and conditions as detailed below. Please refer to the conditions herein and please note that you shall be governed by them as also by the rules and regulations framed by Rajasthani Sammelan Education Trust from time to time.

1) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 20000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

2) Working Hours

You will report 6 days a week Monday to Saturday for minimum of 06 hrs. per day. You will be expected during your working hours to render your services for any of the institutions run by Rajasthani Sammelan Education Trust or sister institutions that the management deems fit.

You will be expected to actively participate and involve even the student in any Formal Celebration/Events hosted by any of the institutions run by the Rajasthani Sammelan Education Trust.

3) Duties and responsibilities:

- To conduct 20 lectures per week during the period of contract
- Actively participate in events of the college
- Maintain strict discipline among the students

The above list of duties and responsibilities are only indicative and/or illustrative and are not exhaustive. You shall be informed about them from time to time and you shall perform them.



4) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire)

5) Reporting:

You will report daily to the Principal and/or Vice Principal and/or Vice Principals, Ghanshyamdas Saraf College or any person that the Management may ask you to do from time to time

6) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time

You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place

7) Leave :

You will be entitled for casual leave of 15 days in an academic year. Leave cannot be claimed as a matter of right and can be availed with prior approval

Approval of leave will be depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in Advance, stating reasons. Leave application must reach reporting authority/Educational Director/Head of Institution prior to the day of absence. Merely applying for leave will not mean a sanction, unless sanctioned by the Chairman or authorized authority

8) Service termination Clause :

Your services can be terminated by giving notice of 03 months for either side. However, in the event if your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 03 months, without any pay in lieu of the notice period. However, in any case you will not leave the job during the academic year but will have to complete the academic year

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct without being exhaustive and without prejudice to the general meaning of the term misconduct in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency

9) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you



Jayprakash

PRINCIPAL
Rajasthani Samiksha Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

12) Outside Interest

You will devote your entire time to the work of the institution and will not undertake any other direct/indirect or work, honorary or remuneratory except with the written permission of the Management in each case.

13) Confidentiality:

You shall neither divulge nor our information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise particulars or details of our policies, strategies, system, software's, technical security arrangements, administrative and/or organizational matters of a confidential/secret nature which may be privilege to know to virtue of you being our employee. You shall keep confidential all information and material provided to you by the institution. This also includes such information as it already known to the public which also you will not release, use or divulge except with the prior written permission of the institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

14) Return of Documents/Records

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

15) Transfer Clause

You will be expected during your working hours to render your services for any of the institution run by the Rajasthani Sammelan Education Trust or sister institutions Management deems fit or can you be transferred to any other institute run by Rajasthani Sammelan Education Trust or sister institutions Management deems fit.

16) Secrecy :

You will not indulge in any business or profession for gain or not, while in the service of the institute, or after duty hours, or off days or holidays without the permission from the Management.

17) Legal Right :

No indulgence or waiving of right or forbearance or taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.



Injyul

PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanashyamdas Saras College
Of Arts & Commerce

16) Probation Period :

You will be on probation for a period of 02 years i.e. academic year 2016-17 and 2017-18. During this period your performance will be annually reviewed. The period of probation could be extended or deducted at the sole discretion of the management.

17) Retirement Age :

You will automatically retire from the service of the institution on attaining the superannuation age of 58 years. You are liable for retirement even prior to your reaching the retirement age, if you are found to be physically or mentally unfit to carry out your duties.

18) Changes in Service Condition :

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the appointing authority or any person authorized by the institution.

19) Acceptance of our offer:

We hope you find this offer to be satisfactory for joining the institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful institution while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.


Thanking you

Sincerely,

 Ghanshyamdas Saraf College


Dr. Sushil Kumar
Principal


Rajesh Purohit
Hon. Secretary - Governing Council


Ashutosh Saraf
Chairman - Governing Council


Acknowledgement and Acceptance

Simmi Chaurasia have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: 

Date: 25/08/2016




PRINCIPAL
Rajasthani Sainimelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

- Chairman G.C.
 - Hon. Secretary G.C.
 - Univ. Approval file (original)
 - Personal file. (Shripad Joshi)
- 27/8/2010 *h*

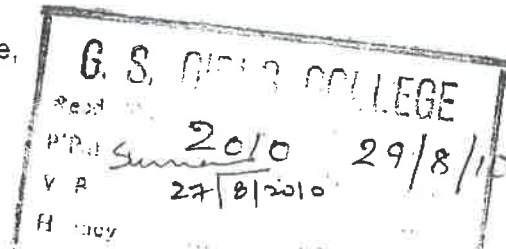
University of Mumbai



Urgent/By Hand
No. CONCOL/SA/4532 of 2010
Mumbai - 400 032
25 August, 2010.

✓ The Principal,
Ghanshyamdas Saraf Girl's College,
S.V. Road,
Malad (West),
MUMBAI - 400 064.

Madam,



Please refer to your letter No. AKS/2010/311, dated 29th May, 2010, forwarding therewith the report of appointment of Dr. Shripad H. Joshi as a full-time lecturer in Commerce on probation basis from 8.6.2010 in your College for consideration of the University.

In this connection, I am directed to inform you that the appointment of Dr. Shripad H. Joshi as a full-time lecturer in Commerce has been approved by the University on probation basis from 8.6.2010.

Further, you are requested to communicate the above decision to the teacher concerned in writing as per S.109-C.

Yours faithfully,

(Signature)
(A.P. DANGE)
(ASSTT. REGISTRAR)
(CONCOL UNIT)



(Signature)

PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

University of Bombay

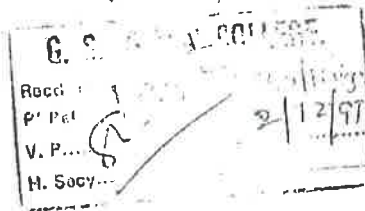


No. CONCOL/ 6342 of 91.

BOMBAY - 400 032.

27th November, 1991.

The Principal,
Ghanshyamdas Saraf Girls' College,
Of Arts & Commerce,
S.V. Road, Malad (West),
BOMBAY - 400 032.



Madam,

Please refer to your letter No. 892, dated 28-8-1991, forwarding therewith reports of appointments of the following lecturers in their respective subjects in your college for consideration of the University and subsequent correspondence resting with your letter dated 26-10-1991.

In reply, I am directed to inform you that the appointments of the following lecturers in their respective subjects in your college have been approved by the University as under :-

- 1) Shri N.K. Shah - Approved as full-time temporary lecturer in Accountancy from 19-6-1991 to 20-4-1992.
- 2) Shri M.C. Nagpurkar - Approved as full-time temporary lecturer in Accountancy from 19-6-1991 to 20-4-1992.
- 3) Shri J. Punjabi - Approved as part-time temporary lecturer in Accountancy from 19-6-1991 to 20-4-1992.
- ✓ 4) Smt. S. Sharma - Approved as full-time lecturer in Philosophy to teach Foundation Course on probation from 19-6-1991.
- ✓ 5) Smt. Shagun Srivastava - Approved as full-time lecturer in Business Economics on probation from 19-6-1991.
- 6) Smt. M. Subramanian (Business) - Approved as full-time temporary lecturer in Economics from 25-6-1991 to 20-7-1991. (leave vacancy).
- 7) Kum. M.M. Nighoskar (Business) - Approved as full-time temporary lecturer in Economics from 26-7-1991 to 16-9-1991. (leave vacancy).
- 8) Dr. V. Mishra - Approved as temporary lecturer in Hindi on lecture basis from 19-6-1991 to 20-4-1992.

P.T.O.



PRINCIPAL
Rajasthan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

Univ. 6392
27/11/91

University of Bombay



G. S. CHANDRA PRASAD
Recd
P. P. 2
V. P. 2
H. S. 2

- 2 -

- 9) Smt. Chitra Mohan - Approved as part-time temporary lecturer in Psychology from 19-8-1991 to 20-4-1992.
- 10) Kum. I. Suvarna - Approved as temporary lecturer in Economics on lecture basis from 11-7-1991 to 20-4-1992.

Further, I am to invite your attention to the S. 109-C sent to you vide this office circular No. CONCOL/352, dated 1-9-1990, and to request you to communicate the above decision to the teachers concerned in writing.

Yours faithfully,

[Signature]
REGISTRAR.



[Signature]
PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

University of Mumbai



Urgent/By Hand
No. CONCOL/SA/2259 of 2011
Mumbai - 400 032
29th June, 2011.

The Principal,
Ghanshyamdas Saraf Girl's College,
S.V. Road,
Malad (West),
MUMBAI - 400 064.


Madam,

Please refer to your letter No.Bkg/2011/651(a), dated 8th April, 2011, forwarding therewith the report of appointment of Dr.(Smt.) Seema A. Agarwal as a full-time Assistant Professor in Mathematics & Statistics on probation basis from 3.1.2011 in your College for consideration of the University.

In this connection, I am directed to inform you that the appointment of Dr.(Smt.) Seema A. Agarwal as a full-time Assistant Professor in Mathematics & Statistics has been approved by the University on probation basis from 3.1.2011.

Further, you are requested to communicate the above decision to the teacher concerned in writing as per S.109-C.

Yours faithfully,


(D.H. KATE)
(DEPUTY REGISTRAR)
(CONCOL UNIT)




PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Dr. (Mrs.) Sunanda Kar
PRINCIPAL
MEMBER-SENATE, UNIVERSITY OF MUMBAI

☎ : 2872 5465 / 2872 9774
Fax : 2878 3836
Email : gsgc1.vsnl.net

Rajasthani Sammelan's
Ghanshyamdas Saraf Girls' College

(Arts & Commerce)

Swami Vivekanand Road, Malad (West), Mumbai - 400 064.

NAAC ACCREDITED WITH 'A' GRADE

2020/11/9 06:55

Ref. No.

Bgk/2004/232

Date : _____

11-05-2004

Mr. Saurabh Deshpande
B-404, Milap CHS,
Juhu Versova Link Road,
4, Bangala,
Mumbai - 400 053.

Dear Sir,


I am pleased to inform you that you have been selected for the post of lecturer in English (Full-time) for self-financing course in our college. You are requested to meet the undersigned on Friday, 14th May, 2004 at 10.30 a.m.

Thanking you,

Yours sincerely,


Dr. (Mrs.) Sunanda Kar
Principal




PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

1. Sample of Mr. Rupa Shah.

G. S. GIRLS COLLEGE	
Recd No. 739	Dr. 12/9/15
P.Pal.	Dr.
V. P.	Dr.
H. Secy.	Dr.

University of Mumbai



Urgent/By Speed Post

CONCOL/IS/ECD/2015-16/42200

Mumbai - 400 032.

9th September, 2015.

10/09/15

✓ To,

The Principal,
Rajasthani Sammelan's
Ghanshyamdas Saraf College of
Arts and Commerce,
S.V. Road, Malad (West),
Mumbai - 400 064.

Sir,


Please refer to your letter No. JW/2015 dated 13th January, 2015, forwarding therewith the report of appointment of **Smt. Rupa Vishal Shah** as full time **Assistant Professor in Commerce** from 2nd December, 2014 in the College for consideration of the University.

In this connection, I am directed to inform you that the appointment of **Smt. Rupa Vishal Shah** as full time **Assistant Professor in Commerce** has been approved by the University w.e.f. 2nd December, 2014 as per University circular No. CONCOL/TAU/40 of 2012-13, dated 19th March, 2013.


Further, you are requested to communicate the above decision to the teacher concerned in writing as per S.109-C alongwith the copy of this letter.

Please note that if any discrepancy is found in this approval, the University reserves the right to withdraw the approval at any time.

Yours faithfully,


(YOGINI GHARE)
DEPUTY REGISTRAR
CONCOL UNIT




PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

JW/2016/

Dated : 01.07.2016

Ms. Rajvinderkaur Bains
A/501, Om Sundaram,
Uttan Road, Keshav Park,
Bhayander (West)
Mumbai – 401 101.

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Bains

We have pleasure in appointing you as 'Full time Lecturer' of 'Ghanshyamdas Saraf College – Self Finance Section (BSc IT)' with effect from 01.07.2016 on temporary basis for period ending on 30th April 2017, or co- terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as detailed below.

1) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

2) Reporting:

You will report daily to the Principal, Vice Principal or any person that the Management may ask you to do from time to time.

3) Remuneration Package

You will be paid a monthly salary of Rs. 20,000/- (Twenty thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

4) Leave:

You will be entitled for leaves as per the rules and regulations of Mumbai University framed for contractual staff teachers for Unaided Section being framed from time to time. As per the current rule you will be entitled for 2.5 leaves per month, which is subject to change as per government rule as and when declared.

Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.





Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPLOYERS

R.S. Campus, S.V. Road,
Malad (W), Mumbai - 400064.
Tel No.: +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthani.org.in

5) Working Hours

You will report 6 days per week for minimum of 06 hrs. per day. You will be expected to actively participate and involve in the Formal Celebration/Events hosted by Ghanshyamdas Saraf College even if held on the weekends/holidays.

6) Service termination Clause:

Your services can be terminated by giving notice of 01 months from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 01 months, without any pay in lieu of the notice period.

In case if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

7) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

8) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

9) Outside interest:

You will devote your entire time to the work of the institution and will not undertake any direct / indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

10) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

11) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

A Rajasthani Sammelan
Educational Endeavour
Re-accredited with 'A' grade by NAAC



Jay...
PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERERS

R.S. Campus, S.V. Road,
Malad (W), Mumbai - 400064.
Tel No.: 491 22 6681 2345 / 6681 2350
www.sarafcollege.dtg
gsgc@rajasthan.org.in

12) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

13) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the institution.

14) Acceptance of our offer:


We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.
Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Sujata Karmarkar
Principal


Kailash Parsurampur
Hon. Secretary - Governing Council


Ashok Saraf
Chairman

Acknowledgement and Acceptance

I Rajvinder Kaur Bains have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: 

Date : 10.7.2016.

A Rajasthan Sammelan
Educational Endeavour
Re-accredited with 'A' grade by NAAC




PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

Personal file of Mr. Jaiswal
their approval file.
Pink file.

University of Mumbai



Urgent/By Hand
No. CONCOL/SA/3365 of 2011
Mumbai - 400 032
September, 2011.

27th

✓ The Principal
Ghanshyamdas Saraf Girls College of
Arts & Commerce,
S.V. Road,
Malad (West),
MUMBAI - 400 064.

G. S. GIRLS COLLEGE	
Recd. No. 2289	Dt. 28/9/11
P'Pal. Shri	Dt.
V. P.	Dt.
H. Sacy.	Dt.


Madam,

Please refer to your letter No.Bgk/2011/682, dated 24th May, 2011, forwarding therewith the report of appointment of Shri Rajkumar R. Jaiswal as a full-time Assistant Professor in Mathematics & Statistics on probation basis from 3.1.2011 in your College for consideration of the University.

In this connection, I am directed to inform you that the appointment of Shri Rajkumar R. Jaiswal as a full-time Assistant Professor in Mathematics & Statistics has been approved by the University on probation basis from 3.1.2011.

Further, you are requested to communicate the above decision to the teacher concerned in writing as per S.109-C.

Yours faithfully,


(S.A. JOSHI)
(ASSISTANT REGISTRAR)
(CONCOL UNIT)




PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
College of Arts & Commerce
EDUCATION EMPLOYERS

R.S. Campus, S.V. Road,
Malad (W), Mumbai - 400064
Tel No.: +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthani.org.in

25th August 2016

Ms. Preeti Jha
Rajiv Nagar,
Nr. Indira Chawk,
Poisur Kajupada,
Kandivali (East),
Mumbai - 400101.

Subject: Appointment Letter

Dear Ms. Jha,

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College - Unaided Section' and with effect from 01st July 2016. Your appointment will be governed by the terms and conditions as detailed below. Please refer to the conditions herein and please note that you shall be governed by them as also by the rules and regulations framed by Rajasthani Sammelan Education Trust from time to time.

1) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 20000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

2) Working Hours

You will report 6 days a week Monday to Saturday for minimum of 06 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthani Sammelan Education Trust or sister Institutions that the management deems fit.

You will be expected to actively participate and involve even the student in any Formal Celebration/Events hosted by any of the Institutions run by the Rajasthani Sammelan Education Trust.

3) Duties and responsibilities:

- To conduct 20 lectures per week during the period of contract.
- Actively participate in events of the college.
- Maintain strict discipline among the students

The above list of duties and responsibilities are only indicative and/or illustrative and are not exhaustive. You shall be informed about them from time to time and you shall perform them.

A Rajasthani Sammelan
Educational Endeavour

Re-accredited with 'A' grade by NAAC



Jayashree
PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

4) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

5) Reporting:

You will report daily to the Principal and Sr. Vice-Principal and or Vice-Principal- Ghanshyamdas Saraf College or any person that the Management may ask you to do from time to time.

6) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time.

You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) Leave :

You will be entitled for casual leave of 15 days in an academic year. Leave cannot be claimed as a matter of right and can be availed with prior approval.

Approval of leave will be depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in Advance, stating reasons. Leave application must reach reporting authority/Educational Director/Head of Institution prior to the day of absence. Merely applying for leave will not mean a sanction, unless sanctioned by the Chairman or authorized authority.

8) Service termination Clause :

Your services can be terminated by giving notice of 03 months for either side. However, in the event if your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 03 months, without any pay in lieu of the notice period. However, in any case you will not leave the job during the academic year but will have to complete the academic year.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

9) Changes in address/Other Information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.



10) Outside Interest :

You will devote your entire time to the work of the institution and will not undertake any other direct/indirect or work, honorary or remuneratory except with the written permission of the Management in each case.

11) Confidentiality:

you shall neither divulge nor our information to any unauthorized person during the period or your service of even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, system, software's technical security arrangements, administrative and/or organizational matters of a confidential/secret nature, which may be privilege to know be virtue of you being our employee. You shall keep confidential all information and material provided to you by the institution. This also includes such information as it already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

12) Return of Documents/Records :

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

13) Transfer Clause :

You will be expected during your working hours to render your services for any of the Institution run by the Rajasthani Sammelan Education Trust or sister Institutions Management deems fit or can you be transferred to any other Institute run by Rajasthani Sammelan Education Trust or sister Institutions Management deems fit.

14) Secrecy :

You will not indulge in any business or profession for gain or not, while in the service of the Institute, or after duty hours, or off days or holiday without the permission from the Management.

15) Legal Right :

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.



Jayashree
PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

16) Probation Period :

You will be on probation for a period of 02 years i.e. academic year 2016-17 and 2017-18. During this period your performance will be annually reviewed. The period of probation, could be extended or deduced at the sole discretion of the management.

17) Retirement Age :

You will automatically retire from the service of the Institution on attaining the superannuation age of 58 years. You are liable for retirement even prior to your reaching the retirement age, if you are found to be physically or mentally unfit to carry out your duties.

18) Changes in Service Condition :

Any additions or variations in above terms and conditions will not be valid unless expresses in unless expressed in writing to the appointing authority or any person authorized by the Institution.

19) Acceptance of our offer:

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College

Dr. Sujata Karmarkar
Principal

Kailash Parasrampuria
Hon. Secretary – Governing Council

Ashok Saraf
Chairman – Governing Council

Acknowledgement and Acceptance

I _____, have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: _____

Date : _____



[Signature]
PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
girls' college of arts & commerce

S V Road, Malad (W).
Mumbai - 400 064
Tel No. +91 22 2872 5485 / 2874 6508
Fax No. +91 22 2878 3836
www.sarafcollege.org
admin@sarafcollege.org

Bgk/2010/545

06-12-2010

Mr. Rajkumar Jaiswal
A 103, New Rishikesh Building
Lucky Star Lane, Navghar Road,
Bhayandar (East).
Thane - 401 105.
9821289320

Dear Sir,

I am pleased to inform you that in the interview held by the college on Saturday, 4th December, 2010 for the post of Assistant Professor in Mathematical & Statistical Techniques, the Selection Committee has recommended your name to the Governing Council of the College for the said post.

Kindly acknowledge the letter and convey your acceptance to us on or before 08th December, 2010.

Thanking you.

Yours faithfully,

Dr. Sujata Karmarkar
Principal



File of Mr. Jaiswal
approval file

University of Mumbai



Urgent/By Hand
No. CONCOL/SA/3365 of 2011
Mumbai - 400 032
27th September, 2011.

✓ The Principal
Ghanshyamdas Saraf Girls College of
Arts & Commerce,
S.V. Road,
Malad (West),
MUMBAI - 400 064.

G. S. GIRLS COLLEGE	
Recd. No. 2289	Dt. 28/9/11
P'Pal. <i>[Signature]</i>	Dt.
V. P.	Dt.
H. Sacy.	Dt.

Madam,

Please refer to your letter No.Bgk/2011/682, dated 24th May, 2011, forwarding therewith the report of appointment of Shri Rajkumar R. Jaiswal as a full-time Assistant Professor in Mathematics & Statistics on probation basis from 3.1.2011 in your College for consideration of the University.

In this connection, I am directed to inform you that the appointment of Shri Rajkumar R. Jaiswal as a full-time Assistant Professor in Mathematics & Statistics has been approved by the University on probation basis from 3.1.2011.

Further, you are requested to communicate the above decision to the teacher concerned in writing as per S.109-C.

Yours faithfully,

[Signature]
(S.A. JOSHI)
(ASSISTANT REGISTRAR)
(CONCOL. UNIT)

[Signature]
PRINCIPAL
Rajasthan Education Trust
Ghanshyamdas Saraf College,
(Arts & Commerce)



[Signature]
PRINCIPAL
Rajasthan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

RAJASTHANI SAMMELAN'S

Ghanshyamdas Saraf Girls College

ARTS & COMMERCE

Sarvodaya Balika Vidyalaya Bhavan,
Swami Vivekanand Road, Malad (W),
B O M B A Y - 400 064.

DATE 11.6.1984 198

Mrs. Daksha Kapadia,
Bombay.

Dear Madam,

With reference to your application dated 22.5.84 for the post of Lecturer in Economics and subsequent interview held on 11th June 1984, at Ghanshyamdas Saraf Girl's College of Arts and Commerce, I am pleased to inform you that you have been appointed as a Full-Time Lecturer in Economics in the grade of Rs.700-1600 plus admissible allowances as prescribed by the University of Bombay and the Government of Maharashtra. Your Basic salary p.m. is Rs.700/- in the above mentioned grade with effect from 20th June 1984.

Your appointment is purely on temporary basis for the current academic year 1984-85 and is subject to the approval of the University of Bombay. Your appointment is governed by the Rules and Regulations of the University of Bombay and that of Rajasthani Sammelan. You shall be bound by decision which may be taken from time to time by the Governing Council of the Ghanshyamdas Saraf Girl's College of Arts and Commerce and observe all rules and regulations and conventions followed in the Colleges working in Greater Bombay.

It is hereby clarified that during the usual hours, the principal may entrust other curricular and extra-curricular responsibilities to you including teaching of the other subjects with which you are familiar depending upon the work-load and exigency of the situation.

You are requested to sign on the duplicate of this letter of appointment as token of your acceptance of the terms and conditions of the appointment.

Yours faithfully,

Principal



PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



RAJASTHANI SAMMELAN'S
Ghanshyamdas Saraf Girls' College

Affiliated to University of Mumbai
(ACCREDITED BY NAAC WITH 'A' GRADE)

&
Durgadevi Saraf Junior College
(ARTS & COMMERCE)

Swami Vivekanand Road, Malad (West), Mumbai - 400 064.
☎ : 2872 5465 / 2872 9774 • Fax : 2878 3836 • e-mail : gsgc1@vsnl.net

March 7, 2008

Bgk/2008/120

Dr. Anil D. Dhimdhome
C/o. Pradeep Pawar
1/17, Radheshyam Chawl,
Omjaynath Nagar, Kajupada,
Borivli (East), Mumbai - 400 066.

Dear Dr. Dhimdhome,

With reference to your application dated 18-11-2007 for the post of Lecturer in the subject of Environmental Studies and the subsequent interview held on Friday, March 7, 2008, the Governing Council is pleased to inform you that you are hereby appointed to the full time post of Lecturer in the subject of Environmental Studies in Rajasthani Sammelan's, Ghanshyamdas Saraf Girls' College of Arts & Commerce & Durgadevi Saraf Junior College, S.V. Road, Malad (West), Mumbai - 400 064, on the starting pay of Rs. 8550/- p.m. (benefit of two additional increments on account of Ph.D.) in the time scale of pay of Rs. 8000-275-13500 with effect from 8th March, 2008.

Your appointment is on probation for a period of two years.

Your appointment is subject to the approval of the University of Mumbai.

Your services will be governed by the provisions of the Mumbai University Act, and the Statutes, Ordinances, Regulations and Rules of the University for the time being in force and the Rules of the Governing Council not inconsistent with the Act, Statutes, Ordinances, Regulations and Rules of the University.

You will be entitled to receive the allowances as per rules.

Please acknowledge.

Sincerely,

Ruki Mirchandani

Dr. Ruki Mirchandani
Principal



Jayramdas

PRINCIPAL

Rajasthani Sammelan Education
Ghanshyamdas Saraf College
Of Arts & Commerce

Personal file of Ms. Rupa Shah.
10/9/15

G. S. GIRLS COLLEGE	
Recd. No. 739	Dt. 12/9/15
PPal.	Di.
V. P. Day	Di.
H. Secy.	Di.

University of Mumbai



Urgent/By Speed Post

CONCOL/IS/ECD/2015-16/42200

Mumbai – 400 032.

9th September, 2015.

10/9/15

✓ To,
The Principal,
Rajasthani Sammelan's
Ghanshyamdas Saraf College of
Arts and Commerce,
S.V. Road, Malad (West),
Mumbai – 400 064.

Sir,

Please refer to your letter No. JW/2015 dated 13th January, 2015, forwarding therewith the report of appointment of Smt. Rupa Vishal Shah as full time Assistant Professor in Commerce from 2nd December, 2014 in the College for consideration of the University.

In this connection, I am directed to inform you that the appointment of Smt. Rupa Vishal Shah as full time Assistant Professor in Commerce has been approved by the University w.e.f. 2nd December, 2014 as per University circular No. CONCOL/TAU/40 of 2012-13, dated 19th March, 2013.


Further, you are requested to communicate the above decision to the teacher concerned in writing as per S.109-C alongwith the copy of this letter.

Please note that if any discrepancy is found in this approval, the University reserves the right to withdraw the approval at any time.

Yours faithfully,


(YOGINI GHARE)
DEPUTY REGISTRAR
CONCOL UNIT




PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S.Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 022-4520 7766
www.sarafcollege.org.in
gsgc@rajasthanieducationtrust.org.in

28.06.2019

Ms. Swati Chandak,
L-1-17, Lamiramana,
Bangur Nagar,
Goregaon (West)
Mumbai-400 104

Subject: Appointment Lettter as Full time Lecturer – Temporary Basis

Dear Ms. Swati,

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College – Unaided Section (Self Finance) with effect from 06th June, 2019 on temporary basis for period ending on 30th April 2020, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as details below.

01) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

02) Reporting:

You will report daily to the Principal and Sr. Vice-Principal and or any person that the Management may ask you to do from time to time.

03) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

04) Leave :

You will be entitled for leaves as per the rules and regulations of Mumbai University frames for contractual staff teachers for Unaided Section being framed from time to time. As per current rule you will be entitled for 2.5 leaves per month, which is subject to change as per government rule as and when declared.

Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirement of the institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

05) Working Hours :

You will report 6 days a week Monday to Saturday for minimum of 06 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthan Sammelan Education Trust or sister Institutions that the management deems fit.



Jayashree

PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

RSET Campus, S. V. Road,
Malad (W), Mumbai - 400064
Tel No.: 022 4520 7766
www.sarafcollege.org
gsc@prajasthani.org.in

6) Service termination Clause:

Your services can be terminated by giving notice of one month from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of one month, without any pay in lieu of the notice period. You cannot leave the organization during the academic session and vacations shall not be counted for notice period to be served as per appointment letter.

However, in the event of your resignation you will be required to serve a notice of one month or pay salary in lieu of notice. In case if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

7) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

8) Changes in address/Other Information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

A Rajasthani Sammelan
Educational Endeavour



Signature

PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

RSET Campus, S. V. Road,
Malad (W), Mumbai - 400064.
Tel No: 022 4520 7766
www.sarafcollege.org
gscc@rajasthani.org in

11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the Institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the Institution.

13) Acceptance of our offer:

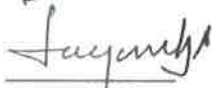
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your calibre and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE


Principal
Dr. Jayant Apte


Hon. Secretary-Governing Council
Kailash Parasrampur


Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance

Swati N. Chandak have read and understood the above terms and conditions
and hereby signify my acceptance of the same.


Signature

Date: 20th July 2019.

A Rajasthani Sammelan
Educational Endeavour




PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S.Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 022-4520 7766
www.sarafcollege.org.in
rgsc@rajasthanieducationtrust.org.in

Mr. Pratik Purohit
A 1, Padmanabh Darshan CHS.,
Mira Bhayander Road,
Mira Road (East)
Thane -

28.06.2019

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Mr. Pratik,

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College – Unaided Section (Commerce)' with effect from 06th June, 2019 on temporary basis for period ending on 30th April 2020, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as details below.

01) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

02) Reporting:

You will report daily to the Principal and Sr. Vice-Principal and or any person that the Management may ask you to do from time to time.

03) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 25,000/- (Twenty Five Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

04) Leave :

You will be entitled for leaves as per the rules and regulations of Mumbai University frames for contractual staff teachers for Unaided Section being framed from time to time. As per current rule you will be entitled for 2.5 leaves per month, which is subject to change as per government rule as and when declared. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirement of the institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

05) Working Hours :

You will report 6 days a week Monday to Saturday for minimum of 05 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthan Education Trust or sister Institutions that the management deems fit



Jayashree
PRINCIPAL
Rajasthan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

RSET Campus, S. V. Road,
Malad (W), Mumbai - 400064
Tel No: 022 4520 7766
www.sarafcollege.org
gscc@rajasthanieducation.org.in

6) Service termination Clause:

Your services can be terminated by giving notice of one month from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of one month, without any pay in lieu of the notice period. You cannot leave the organization during the academic session and vacations shall not be counted for notice period to be served as per appointment letter.

However, in the event of your resignation you will be required to serve a notice of one month or pay salary in lieu of notice. In case if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

7) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

8) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the Institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

A Rajasthan Sammelan
Educational Endeavour



Jagdeep Singh
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

RSET Campus, S. V. Road
Maled (W), Mumbai - 400064
Tel No.: 022 4520 7766
www.sarafcollege.org
gscc@rajasthanil.org.in

11) Legal Right:

No Indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the Institution from enforcing its rights and remedies.

12) Changes In Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the institution.

13) Acceptance of our offer:

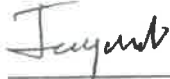
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your calibre and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE


Principal
Dr. Jayant Apte


Hon.Secretary-Governing Council
Kailash Parasrampur


Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance


PRATIK S. PUROHIT have read and understood the above terms and conditions
and hereby signify my acceptance of the same.


Signature

Date: 18/07/2019

A Rajasthan Sammelan
Educational Endeavour




PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S. Campus, S. V. Road,
Malad (W), Mumbai - 400 064.
Tel No.: + 91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthanicollege.org.in

02.09.2017

Mr. Nilesh Gadoya
501/11, Ganesh Siddhi CHS,
Sector-5, Charkop Market,
Kandivali (West),
Mumbai-400 067.

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Mr. Gadoya,

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College – Unaided Section (Self Finance)' with effect from 29th July, 2017 on temporary basis for period ending on 30th April 2018, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as details below.

01) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

02) Reporting:

You will report daily to the Principal and Sr. Vice-Principal and or any person that the Management may ask you to do from time to time.

03) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 25,000/- (Twenty Five Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

04) Leave :

You will be entitled for leaves as per the rules and regulations of Mumbai University frames for contractual staff teachers for Unaided Section being framed from time to time. As per current rule you will be entitled for 2.5 leaves per month, which is subject to change as per government rule as and when declared.

Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirement of the Institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.



Jayashree
PRINCIPAL

Rajasthan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

A Rajasthan Sammelan
Educational Endeavour

Accredited with 'A' grade by NAAC

05) Working Hours :

You will report 6 days a week Monday to Saturday for minimum of 06 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthani Sammelan Education Trust or sister Institutions that the management deems fit.

06) Service termination Clause :

Your services can be terminated by giving notice of 03 months for either side. However, in the event if your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 03 months, without any pay in lieu of the notice period. However, in any case you will not leave the job during the academic year but will have to complete the academic year.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

07) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time.

You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

08) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

09) Outside interest :

You will devote your entire time to the work of the institution and will not undertake any other direct/indirect or work, honorary or remuneratory except with the written permission of the Management in each case.

10) Secrecy and Confidentiality:

You shall neither divulge nor our information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, system software's technical security arrangements, administrative and/or organizational matters of a confidential/secret nature, which may be privileged to know by virtue of you being our employee. You shall keep confidential all information and material provided to you by the institution. This also includes such information as it already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.



11) Return of Documents/Records :

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

12) Legal Right :

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the Institution from enforcing its rights and remedies.

13) Changes in Service Condition :

Any additions or variations in above terms and conditions will not be valid unless expresses in unless expressed in writing to the appointing authority or any person authorized by the Institution.

14) Acceptance of our offer:

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College

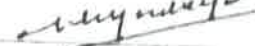

Dr. Sujata Karmarkar
Principal


Kallash Parasrampur
Hon. Secretary – Governing Council


Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance


Nilesh B. Gadaya have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: 

Date: 09/10/17






PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPLOYERS

B. Com

RS Campus, S V Road,
Malad (W), Mumbai - 400064
Tel No +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthanisammitan.org.in

28th September 2017

Ms. Menka Shah
C - 604, Aditya CHS.,
Chickooowadi,
New Link Road,
Borivali (West),
Mumbai - 400092.

Subject: Appointment Letter as Full time Lecturer - Temporary Basis

Dear Ms. Shah,

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College - Unaided Section (Commerce)' with effect from 18th September 2017 on temporary basis for period ending on 30th April 2018, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as details below.

- 1) **Medical Fitness:**
Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).
- 2) **Reporting:**
You will report daily to the Principal and Sr. Vice-Principal and or any person that the Management may ask you to do from time to time.
- 3) **Remuneration Package**
You will be paid consolidated monthly remuneration of Rs. 20000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.
- 4) **Leave :**
You will be entitled for leaves as per the rules and regulations of Mumbai University frames for contractual staff teachers for Unaided Section being framed from time to time. As per current rule you will be entitled for 25 leaves per month, which is subject to change as per government rule as and when declared. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirement of the institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.
- 5) **Working Hours :**
You will report 6 days a week Monday to Saturday for minimum of 05 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthan Sammitan Education Trust or sister Institutions that the management deems fit.

Jayashree



Rajasthan Sammitan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

A Rajasthan Sammitan
Educational Institution

Accredited with A Grade by NAAC

6) Service termination Clause :

Your services can be terminated by giving notice of 03 months for either side. However, in the event if your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 03 months, without any pay in lieu of the notice period. However, in any case you will not leave the job during the academic year but will have to complete the academic year.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

7) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time.

You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

8) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

9) Outside interest :

You will devote your entire time to the work of the institution and will not undertake any other direct/indirect work, honorary or remuneratory except with the written permission of the Management in each case.

10) Secrecy and Confidentiality:

You shall neither divulge nor our information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, system, software's, technical security arrangements, administrative and/or organizational matters of a confidential/secret nature, which may be privileged to you by virtue of you being our employee. You shall keep confidential all information and material provided to you by the institution. This also includes such information as it already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

11) Return of Documents/Records :

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.



Imayamdas

PRINCIPAL

**Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce**

12) Legal Right :

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the Institution from enforcing its rights and remedies.

13) Changes in Service Condition :

Any additions or variations in above terms and conditions will not be valid unless expresses in unless expressed in writing to the appointing authority or any person authorized by the Institution.

14) Acceptance of our offer:


We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Sujata Karmarkar
Principal
Governing Council


Kailash Parasrampur
Hon. Secretary – Governing Council


Ashok Saraf
Chairman


Acknowledgement and Acceptance

I MENKA SHAH, have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: 

Date: 12th Oct 2017




PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPLOYERS

RSET Campus, S V Road,
Malad (W), Mumbai - 400064
Tel No.: +91 22 4520 7766
www.sarafcollege.org
gsgc@rajasthani.org.in

JW/2020/185

Dated 28th February, 2020

To
Prof Yogita Mahimkar
Self-Finance Department

Dear Madam

We are pleased to inform you that University of Mumbai has approved your appointment as Full Time Assistant Professor in B Com Accounting & Finance with effect from 01.06.2019. This was received in the college on 12.02.2020.

A copy of the approval letter TASS CTO /ICD/2019-20/16788 dated 03.01.2020 is enclosed for your records.

Kindly acknowledge

Dr Jayant Apte
Principal

PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

Y. Mahimkar



PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

R.S. Campus, S. V. Road,
Malad (W), Mumbai - 400 064.
Tel No + 91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthanieducation.org

11th July 2014.

Ms. Yogita Prashant Mahimkar
D-216, Dheera J Pooja CHS,
Chincholi Bunder Road,
Malad (West)
Mumbai - 40064.

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Mahimkar,

We have pleasure in appointing you as 'Full time Lecturer' of 'Ghanshyamdas Saraf College – B.Com Section' with effect from 09th June 2014 on temporary basis for period ending on 30th April 2015, or co- terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as detailed below.

1) **Medical Fitness:**

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

1) **Reporting:**

You will report daily to the Principal, Vice Principal or any person that the Management may ask you to do from time to time.

2) **Remuneration Package**

You will be paid a monthly salary of Rs 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of income tax, Professional Tax and other deductions as applicable.

3) **Leave:**

You will be entitled for leaves as per the rules and regulations of Ghanshyamdas Saraf College – B.Com Section being framed from time to time. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

4) **Working Hours**

You will report 6 days per week for minimum of 05 hrs. per day. You will be expected to actively participate and involve in the Formal Celebration/Events hosted by Ghanshyamdas Saraf College even if held on the weekends.

5) **Service termination Clause:**

Your services can be terminated by giving notice of 01 months from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 01 months, without any pay in lieu of the notice period.



A Rajasthan Sammelan
Educational Endeavour

Jayprakash

PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

In case if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution if you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

6) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

8) Outside interest:

You will devote your entire time to the work of the institution and will not undertake any direct / indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the Institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the institution.



Principal
PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

13) Acceptance of our offer:

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College



Dr. Sujata Karmarkar
Principal



Kailash Parsurampur
Hon. Secretary – Governing Council

Acknowledgement and Acceptance

Yagita P. Mahimkar have read and understood the above terms and conditions and hereby sign my acceptance of the same.

Signature: Yagita P. Mahimkar

Date: 01.09.2014




YAGITA P. PAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

11th July 2014.

Ms. Nisha Khanolkar Agarwal
H-4/22,
Jan-Kalyan CHS Ltd.
Bangur Nagar,
Goregaon (West),
Mumbai - 4000104.

Subject: Appointment Letter as Full time Lecturer - Temporary Basis

Dear Ms. Agrawal,

We have pleasure in appointing you as 'Full time Lecturer' of 'Ghanshyamdas Saraf College - B.Com Section' with effect from 09th June 2014 on temporary basis for period ending on 30th April 2015, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as detailed below.

1) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

1) Reporting:

You will report daily to the Principal, Vice Principal or any person that the Management may ask you to do from time to time.

2) Remuneration Package

You will be paid a monthly salary of Rs 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of income tax, Professional Tax and other deductions as applicable.

3) Leave:

You will be entitled for leaves as per the rules and regulations of Ghanshyamdas Saraf College - B.Com Section being framed from time to time. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

4) Working Hours

You will report 6 days per week for minimum of 05 hrs. per day. You will be expected to actively participate and involve in the formal Celebration/Events hosted by Ghanshyamdas Saraf College even if held on the weekends.

5) Service termination Clause:

Your services can be terminated by giving notice of 01 months from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 01 months, without any pay in lieu of the notice period.



Jaymalya

PRINCIPAL
Rajasthani Samiteen Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

Incase if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution if you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

6) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

8) Outside interest:

You will devote your entire time to the work of the institution and will not undertake any direct / indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the Institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the Institution.



[Signature]
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

13) Acceptance of our offer:

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Sujata Karmarkar
Principal


Kailash Parsurampuria
Hon. Secretary – Governing Council


Acknowledgement and Acceptance

Mrs. Nisha Khandekar-Agarwal have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature: Nisha Khandekar

Date 01/09/14




Rajasthani Samithi Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

Urgent/By Speed Post
CONCOL/IS/ECD/2014-15/50654
Mumbai - 400 032
September, 2014
30/09/14

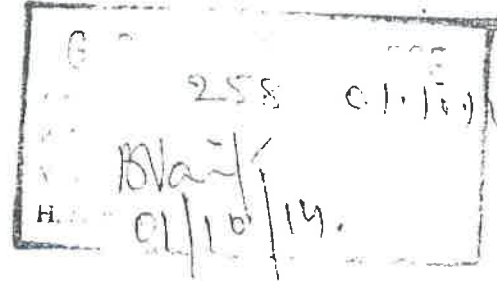
University of Mumbai



To,

The Principal

Ghanshyamdas Saraf College of
Arts and Commerce,
R.S. Campus, Malad (W),
Mumbai - 400 064.



Sir,

Please refer to your letter No. JW/2014/52, dated 3rd March, 2014, forwarding therewith the report of appointment of **Mrs. Neha Mandar Joshi** as full time Librarian from 11th February, 2014 in the College for consideration of the University.

In this connection, I am directed to inform you that the appointment of **Mrs. Neha Mandar Joshi** as full time Librarian has been approved by the University w.e.f. 11th February, 2014, as per University circular No. CONCOL/TAU/40 of 2012-13, dated 19th March, 2013.

Further, you are requested to communicate the above decision to the teacher concerned in writing as per S.109-C alongwith the copy of this letter.

Please note that if any discrepancy is found in this approval, the University reserves the right to withdraw the approval at any time.

Yours faithfully,

26/9/14
(YOGINI GHARE)
DEPUTY REGISTRAR
CONCOL UNIT



Jayashree
PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

28.06.2019

Ms. Namrata Pathak,
A-803, Galaxy Heights,
Ekta Nagar,
Kandivall (West)
Mumbai-400 067

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Namrata,

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College – Unaided Section (Self Finance) with effect from 06th June, 2019 on temporary basis for period ending on 30th April 2020, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as details below.

01) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

02) Reporting:

You will report daily to the Principal and Sr. Vice-Principal and or any person that the Management may ask you to do from time to time.

03) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

04) Leave :

You will be entitled for leaves as per the rules and regulations of Mumbai University frames for contractual staff teachers for Unaided Section being framed from time to time. As per current rule you will be entitled for 2.5 leaves per month, which is subject to change as per government rule as and when declared. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirement of the Institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

05) Working Hours :

You will report 6 days a week Monday to Saturday for minimum of 06 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthan Sammelan Education Trust or sister Institutions that the management deems fit.





PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
College of Arts & Commerce

RSET Campus, S. V. Road,
Malad (W), Mumbai - 400064.
Tel No. 022 4520 7766
www.sarafcollege.org
gscc@rajasthanil.org.in

6) Service termination Clause:

Your services can be terminated by giving notice of one month from either side. However, in the event of your resignation, the Institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of one month, without any pay in lieu of the notice period. You cannot leave the organization during the academic session and vacations shall not be counted for notice period to be served as per appointment letter.

However, in the event of your resignation you will be required to serve a notice of one month or pay salary in lieu of notice. In case if you do not serve the notice you shall be liable to indemnify the losses incurred by the Institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

7) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

8) Changes in address/Other Information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

A Rajasthan Sammelan
Educational Endeavour



Principal's Signature

PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

RSET Campus, S. V. Road,
Malad (W), Mumbai - 400064.
Tel No.: 022 4520 7766
www.sarafcollege.org
gsc@rajasthan.org.in

11) Legal Right:

No Indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the Institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the institution.

13) Acceptance of our offer:

We hope you find this offer to be satisfactory for joining the Institution. We are greatly Impressed by your calibre and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.
Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE

Principal
Dr. Jayant Apte

Hon. Secretary-Governing Council
Kailash Parasrampuria

Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance

I Namrata Pathak have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature

Date: 18/7/19

A Rajasthan Sammelan
Educational Endeavour



PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ms. Charmie Dalal
45/899, Giridarshan CHS.,
Samta Nagar,
Kandivali (East)
Mumbai-400 101

28.06.2019

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Charmie

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College – Unaided Section (Self Finance)' with effect from 06th June, 2019 on temporary basis for period ending on 30th April 2020, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as details below.

01) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

02) Reporting:

You will report daily to the Principal and Sr. Vice-Principal and or any person that the Management may ask you to do from time to time.

03) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 25,000/- (Twenty Five Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

04) Leave :

You will be entitled for leaves as per the rules and regulations of Mumbai University frames for contractual staff teachers for Unaided Section being framed from time to time. As per current rule you will be entitled for 2.5 leaves per month, which is subject to change as per government rule as and when declared. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirement of the institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

05) Working Hours :

You will report 6 days a week Monday to Saturday for minimum of 06 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthan Sammelan Education Trust or sister Institutions that the management deems fit.



Jayramdas

PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

RSET Campus, S. V Road,
Malad (W), Mumbai - 400064
Tel No : 022 4520 7766
www.sarafcollege.org
gsc@rajasthan.org.in

6) Service termination Clause:

Your services can be terminated by giving notice of one month from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of one month, without any pay in lieu of the notice period. You cannot leave the organization during the academic session and vacations shall not be counted for notice period to be served as per appointment letter.

However, in the event of your resignation you will be required to serve a notice of one month or pay salary in lieu of notice. In case if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

7) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

8) Changes in address/Other Information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.



Jayashree

PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

RSET Campus, S. V. Road,
Malad (W), Mumbai - 400064
Tel No: 022 4520 7766
www.sarafcollege.org
gsc@rajasthan.org in

11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

12) Changes in Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the institution.

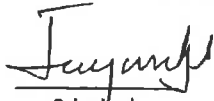
13) Acceptance of our offer:

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your calibre and special skills. We have great hopes on your ability to help us build a successful Institution, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.
Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE

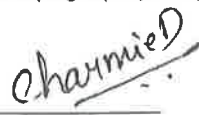

Principal
Dr. Jayant Apte


Hon. Secretary-Governing Council
Kailash Parasrampur


Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance

I CHARMIE DALAL have read and understood the above terms and conditions and hereby signify my acceptance of the same.


Signature

Date: 23/07/2019.



A Rajasthan Sammelan
Educational Endeavour


PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Dr. (Mrs.) Sunanda Kar
PRINCIPAL

☎ : 2872 5465 / 2872 9774
Fax : 2378 3836
Email : csgc1@vsnl.net

Rajasthan Sammelan's
Ghanshyamdas Saraf Girls' College

(Arts & Commerce)
Affiliated to University of Mumbai
Swami Vivekanand Road, Malad (West), Mumbai - 400 064.

Ref. No.

Bgk/2006 / 569 (i)

Date : _____

10-06-2006

Ms. Urvi Jain
6/11, Gajanan Colony,
Jawahar Nagar, Goregaon(W),
Mumbai - 400 062

Dear Madam,


I am pleased to inform you that you are appointed as full-time core faculty in Bachelor of Commerce (Banking & Insurance) for the academic year 2006-2007 w.e.f. 12-06-2006. You will be paid consolidated salary of Rs. 10000/- p.m. which please note.

Thanking you,

Yours faithfully,


Dr. (Mrs.) Sunanda Kar
Principal.




PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
girls' college of arts & commerce

S.V. Road, Malad (W),
Mumbai - 400 064
Tel No.: +91 22 2872 5465 / 2874 6508
Fax No.: +91 22 2878 3836
www.sarafcollege.org
admin@sarafcollege.org

Mr. Alok S. Hardikar
c/30 Prachi Soc.
Shahaji Raje Marg, Vile Parle (E)
Mumbai - 400057

07/06/2011

Sub: Your Appointment as Core Faculty

I am pleased to inform you that you are hereby appointed as full time faculty for Bachelor of Commerce (Accounting & Finance) from the academic year 2011-12 up to 30th April 2012.

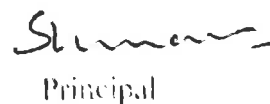
Kindly note the following:

1. The Management reserves the right to consider this decision on the basis of your performance.
2. You will be paid a consolidated salary as per management decision.
3. You are expected to help in departmental administrative work.
4. You are also expected to participate in University Central Assessment Programme (CAP).
5. You are required to complete NET / SET before 31.12.2012 as the same is required to get your approval from University of Mumbai.


Co-ordinator


Recd
10/5/11




Principal


PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
girls' college of arts & commerce

S.V.Road, Malad (W).
Mumbai - 400 064
Tel No.: +91 22 2872 5465 / 2874 6508
Fax No.: +91 22 2878 3836
www.sarafcollege.org
admin@sarafcollege.org

07/05/2011

Mr. Prasanna Choudhari
A-11 460 Cosmos CHS
SVP Rd, Borivali (W)
Mumbai - 400103

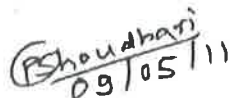
Sub: Your Appointment as Core Faculty

I am pleased to inform you that you are hereby appointed as full time faculty for Bachelor of Commerce (Banking & Insurance) from the academic year 2011-12 up to 30th April 2012.

Kindly note the following:

1. The Management reserves the right to consider this decision on the basis of your performance.
2. You will be paid a consolidated salary as per management decision.
3. You are expected to help in departmental administrative work.
4. You are also expected to participate in University Central Assessment Programme (CAP).
5. You are required to complete NET / SET before 31/12/2012 as the same is required to get your approval from University of Mumbai.


Co-ordinator


09/05/11


Principal

A Rajasthani Sammelan
Educational Endeavour




PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S.Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 6681 2345 / 6681 2350
www.sarafcollege.org.in
gscc@rajasthani.org.in

JW/2019/213

05.04.2019

To,
Shri Choudhary Prasanna Shripad
Assistant Professor,
Ghanshyamdas Saraf College,
Malad (West),
Mumbai – 400 064.

Sub : Approval letter

Sir
Madam,

Your appointment as Full-time Assistant Professor in B.Com (Accounting & Finance) Course has been approved by University of Mumbai we.f. 01.06.2016 vide letter No. TAAS(CT)/ICD/2016-17/16775 dated 03.05.2017. Copy of the same is enclosed for your reference.

Thanking you,

Yours faithfully

I/C PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION ENDEAVOURS

R.S. Campus, S.V. Road,
Malad (W), Mumbai - 400064.
Tel No: +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthanieducation.org.in

JW/2016/

Date : 01.06.2016

To,
Mr. Prasanna Choudhari
A-11, Cosmos CHS,
Cosmos Gardens, 460,
S.V.P. Road, Borivali (West),
Mumbai-400 103

Subject : **Appointment letter**

Dear Mr. Chaudhary

We have pleasure in appointing you as 'Assistant Professor-BCAF - Unaided Section(Self Finance)' of Ghanshyamdas Saraf College with effect from 01.06.2016. Your appointment will be governed by the terms and conditions as detailed below. Please refer to the conditions herein and please note that you shall be governed by them as also by the rules and regulations framed by Rajasthan Sammelan Education Trust from time to time.

1) Remuneration Package

You shall be paid consolidated monthly remuneration of Rs. 56,500/- This amount will be subject to deduction of Income Tax, Professional Tax and other deductions as applicable.

2) Working Hours

You will report 6 days a week Monday to Saturday for minimum 6 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthan Sammelan Education Trust or sister Institutions that the management deems fit.

You will be expected to actively participate and involve even the students in any Formal Celebration/Events hosted by any of the Institutions run by the Rajasthan Sammelan Education Trust even if held on the weekends.

3) Duties and responsibilities :

- To conduct 20 lectures per week during the period of contract.
- Actively participate in events of the college.
- Maintain strict discipline among the students

The above list of duties and responsibilities are only indicative and/or illustrative and are not exhaustive. You shall be informed about them from time to time and you shall perform them.

A Rajasthan Sammelan
Educational Endeavour
Re-accredited with 'A' grade by NAAC



Jayraj
PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



4) Medical Fitness :

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire)

5) Reporting :

You will report daily to the Principal and and or Sr. Vice-Principal and or Vice-Principal- Ghanshyamdas Saraf College or any person that the Management may ask you to do from time to time.

6) Rules & Regulations :

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time.
You shall be always will groomed and will turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) Leave :

You will be entitled for casual leave of 15 days in an academic year. Leave cannot be claimed as a matter of right and can only be availed with prior approval.
Approval of leave will be depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in Advance, stating reasons. Leave application must reach reporting authority/Educational Director/Head of Institution prior to the day of absence. Merely applying for leave will not mean a sanction, unless sanctioned by the Chairman or authorized authority.

8) Service termination Clause :

Your services can be terminated by giving notice of 03 months fro either side. However, in the event if your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 03 months, without any pay in lie of the notice period. However, in any case you will not leave the job during the academic year but will have to complete the academic year.
Your services are liable to terminated without any notice or salary in lieu thereof for misconduct Without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of Indiscipline or inefficiency.

9) Changes in address/Other Information :

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.



Jayprakash

PRINCIPAL
Rajasthan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPLOYERS

R S Campus, S.V. Road,
Malad (W), Mumbai - 400064
Tel No +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthan.org.in

10) Outside Interest :

You will devote your entire time to the work of the institution and will not undertake any other direct/indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

11) Confidentiality :

You shall neither divulge nor give our information to any unauthorized person during the period of your service or even afterwards by word or mouth or otherwise, particulars or details of our policies, strategies, system, software's technical security arrangements, administrative and/ or organizational matters of a confidential/secret nature, which may be privilege to know by virtue of you being our employee. You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as it already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

12) Return of Documents/records :

You shall be responsible for the safe custody of all the documents, stores and cans assigned to you for your duties and will bear the consequences thereof for their losses and damages. In case of loss of cash/valuable the amount will be deducted from your salary.

13) Transfer Clause :

You will be expected during your working hours to render your services for any of the Institution run by the Rajasthan Sammelan Education Trust or sister Institutions the Management deems fit or can you be transferred to any other Institution run by Rajasthan Sammelan Education Trust or sister institutions that Management deems fit.

14) Secrecy :

You will not indulge in any business or profession for gain or not, while in the service of the Institution, or after duty hours, or off days or holiday without the written permission from the Management.

15) Legal Right :

No indulgence or waiving or right or forbearance of taking action shown by the establishment will be treated as giving up of any their right under this contract and shall not preclude the Institution from enforcing its rights and remedies.



A Rajasthan Sammelan
Educational Endeavour
Re-accredited with 'A' grade by NAAC

Jayashree
PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPLOYERS

R.S. Campus, S.V. Road,
Malad (W), Mumbai - 400064
Tel No.: +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthan.org.in

16) Probation Period :

You will be on probation for a period of 02 years i.e. academic year 2016-17 and 2017-18. During this period your performance will be annually reviewed. The period of probation, could be extended or deduced at the sole discretion of the management.

17) Retirement Age :

You will automatically retire from the service of the Institution on attaining the superannuation age of 58 years. You are liable for retirement even prior to your reaching the retirement age, if you are found to be physically or mentally unfit to carry out your duties.

18) Changes in Service Condition :

Any additions or variations in above terms and conditions will not be valid unless expresses in unless expressed in writing to the appointing authority or any person authorized by the Institution.

19) Acceptance of our offer :


We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.


We welcome you, and look forward to a fruitful collaboration.

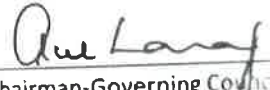
Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE


Principal
Dr. Sujata Karmarkar


Hon. Secretary-Governing Council
Kailash Parasrampur


Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance

I _____ have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature



A Rajasthan Sammelan
Educational Endeavour
Re-accredited with 'A' grade by NAAC

Date: _____



PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



JW/2016/

Date : 01.06.2016

To,
Ms. Anita Agarwal
A-203, Acme Amrut,
Vaishali Nagar, Dahisar (East),
Mumbai-400 068.

Subject : **Appointment letter**

Dear Ms. Agarwal

We have pleasure in appointing you as 'Assistant Professor-BCAF - Unaided Section(Self Finance) of Ghanshyamdas Saraf College with effect from 01.06.2016. Your appointment will be governed by the terms and conditions as detailed below. Please refer to the conditions herein and please note that you shall be governed by them as also by the rules and regulations framed by Rajasthani Sammelan Education Trust from time to time.

1) Remuneration Package

You shall be paid consolidated monthly remuneration of Rs. 56,500/- This amount will be subject to deduction of Income Tax, Professional Tax and other deductions as applicable.

2) Working Hours

You will report 6 days a week Monday to Saturday for minimum 6 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthani Sammelan Education Trust or sister Institutions that the management deems fit.

You will be expected to actively participate and involve even the students in any Formal Celebration/Events hosted by any of the Institutions run by the Rajasthani Sammelan Education Trust even if held on the weekends.

3) Duties and responsibilities :

- To conduct 20 lectures per week during the period of contract.
- Actively participate in events of the college.
- Maintain strict discipline among the students

The above list of duties and responsibilities are only indicative and/or illustrative and are not exhaustive. You shall be informed about them from time to time and you shall perform them.



Jayashree
PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
of Arts & Commerce



4) **Medical Fitness :**

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire)

5) **Reporting :**

You will report daily to the Principal and and or Sr. Vice-Principal and or Vice-Principal- Ghanshyamdas Saraf College or any person that the Management may ask you to do from time to time.

6) **Rules & Regulations :**

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time.
You shall be always will groomed and will turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) **Leave :**

You will be entitled for casual leave of 15 days in an academic year. Leave cannot be claimed as a matter of right and can only be availed with prior approval.
Approval of leave will be depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in Advance, stating reasons. Leave application must reach reporting authority/Educational Director/Head of Institution prior to the day of absence. Merely applying for leave will not mean a sanction, unless sanctioned by the Chairman or authorized authority.

8) **Service termination Clause :**

Your services can be terminated by giving notice of 03 months fro either side. However, in the event if your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 03 months, without any pay in lie of the notice period. However, in any case you will not leave the job during the academic year but will have to complete the academic year.
Your services are liable to terminated without any notice or salary in lieu thereof for misconduct Without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

9) **Changes in address/Other information :**

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.



Jayashree

PRINCIPAL

Supremacy Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



10) Outside Interest :

You will devote your entire time to the work of the institution and will not undertake any other direct/indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

11) Confidentiality :

You shall neither divulge nor give our information to any unauthorized person during the period of your service or even afterwards by word or mouth or otherwise, particulars or details of our policies, strategies, system, software's technical security arrangements, administrative and/ or organizational matters of a confidential/secret nature, which may be privilege to know by virtue of you being our employee. You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as it already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

12) Return of Documents/records :

You shall be responsible for the safe custody of all the documents, stores and cans assigned to you for your duties and will bear the consequences thereof for their losses and damages. In case of loss of cash/valuable the amount will be deducted from your salary.

13) Transfer Clause :

You will be expected during your working hours to render your services for any of the Institution run by the Rajasthanni Sammelan Education Trust or sister Institutions the Management deems fit or can you be transferred to any other Institution run by Rajasthanni Sammelan Education Trust or sister Institutions that Management deems fit.

14) Secrecy :

You will not indulge in any business or profession for gain or not, while in the service of the Institution, or after duty hours, or off days or holiday without the written permission from the Management.

15) Legal Right :

No indulgence or waiving or right or forbearance of taking action shown by the establishment will be treated as giving up of any their right under this contract and shall not preclude the Institution from enforcing its rights and remedies.





Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPLOYERS

R.S. Campus, S.V. Road,
Malad (W), Mumbai - 400064
Tel No : +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthan.org.in

16) Probation Period :

You will be on probation for a period of 02 years i.e. academic year 2016-17 and 2017-18. During this period your performance will be annually reviewed. The period of probation, could be extended or deduced at the sole discretion of the management.

17) Retirement Age :

You will automatically retire from the service of the Institution on attaining the superannuation age of 58 years. You are liable for retirement even prior to your reaching the retirement age, if you are found to be physically or mentally unfit to carry out your duties.

18) Changes in Service Condition :

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the appointing authority or any person authorized by the Institution.

19) Acceptance of our offer :

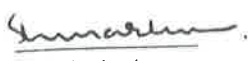
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.


We welcome you, and look forward to a fruitful collaboration.

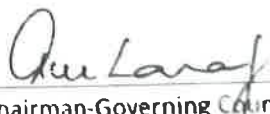
Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE


Principal
Dr. Sujata Karmarkar


Hon. Secretary-Governing Council
Kailash Parasrampur


Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance

ANITA S AGARWAL have read and understood the above terms and conditions and hereby signify my acceptance of the same


Signature

Date: 01/06/2016

A Rajasthan Sammelan
Educational Endeavour
Re-accredited with 'A' grade by NAAC




PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION. EMPOWER.

R.S.Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 6681 2345 / 6681 2350
www.sarafcollege.org.in
gscc@rajasthan.org.in

JW/2019/ 214

05.04.2019

To,
Smt. Anita Subhashchandra Agarwal
Assistant Professor,
Ghanshyamdas Saraf College,
Malad (West),
Mumbai – 400 064.

Sub : Approval letter

Madam,

Your appointment as Full-time Assistant Professor in B.Com (Accounting & Finance) Course has been approved by University of Mumbai we.f. 01.06.2016 vide letter No. TAAS(CT)/ICD/2016-17/16775 dated 03.05.2017. Copy of the same is enclosed for your reference.

Thanking you,

Yours faithfully,

I/C PRINCIPAL

**Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce**



PRINCIPAL

**Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce**



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPLOYERS

R.S Campus, S.V. Road,
Malad (W), Mumbai - 400064
Tel No. +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthani.org.in

Sr/2016/782 (f)

29.04.2016

To,
Mrs. Ekta Sinha

Borivali (East),
Mumbai.

Dear Sir/Madam,

With reference to your application and the subsequent interview held on 9th April, 2016, as well as our offer letter dated 29.04.2016, the Governing Council is pleased to inform you that you are hereby appointed to the full-time post of Assistant Professor in Bachelor of Management Studies (BMS) Department in Ghanshyamdas Saraf College of Arts & Commerce, Malad (West), Mumbai - 400 064 on the starting Basic Pay of Rs.15,600/- in the Pay Band of Rs.15600-39100 with A.G.P. of Rs.6000/- with effect from 01.06.2016.

Your appointment is on probation for a period of two years up to 01.06.2018.

Your services will be governed by the provisions of the University of Mumbai Act, 1994 and the Statutes, Ordinances, Regulations and Rules of the University for the time being in force and the Rules of the Governing Council not inconsistent with the Act, Statutes, Ordinances, Regulations and Rules of the University.

You will be entitled to receive the allowances as per rules.

In case you accept the appointment, you shall have to submit discharge certificate(s) from your present employers(s), if any and to execute a deed of contract to service in the enclosed form at the time of joining the duties.

Please acknowledge.

Yours Sincerely,

Dr Sujata Karmarkar
Principal

Shri Kailash Parasrampuria
Hon. Secretary, Governing Council



A Rajasthani Sammelan
Educational Endeavour

Re accredited with A grade by NAAC

PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



28.06.2019

Ms. Mehrab Khan
Room No.4, Islam Pura,
Abdul Saban Chawl,
Kurar Village, Malad (East),
Mumbai-400 097

Subject: Appointment Lettter as Full time Lecturer – Temporary Basis

Dear Mr. Mahesh,

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College – Unaided Section (Commerce)' with effect from **06th June, 2019** on **temporary basis** for period ending on 30th April 2020, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as details below.

01) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

02) Reporting:

You will report daily to the Principal and Sr. Vice-Principal and or any person that the Management may ask you to do from time to time.

03) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

04) Leave :

You will be entitled for leaves as per the rules and regulations of Mumbai University frames for contractual staff teachers for Unaided Section being framed from time to time. As per current rule you will be entitled for 2.5 leaves per month, which is subject to change as per government rule as and when declared. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirement of the institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

05) Working Hours :

You will report 6 days a week Monday to Saturday for minimum of 05 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthani Sammelan Education Trust or sister Institutions that the management deems fit.



Jayashree

PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



6) Service termination Clause:

Your services can be terminated by giving notice of one month from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of one month, without any pay in lieu of the notice period. You cannot leave the organization during the academic session and vacations shall not be counted for notice period to be served as per appointment letter.

However, in the event of your resignation you will be required to serve a notice of one month or pay salary in lieu of notice. In case if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

7) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

8) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.



Jayashree

PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

11) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the Institution from enforcing its rights and remedies.

12) Changes In Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the Institution.

13) Acceptance of our offer:


We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your calibre and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.


We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE


Principal
Dr. Jayant Apte


Hon.Secretary-Governing Council
Kailash Parasrampur


Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance

Mehrab Khan have read and understood the above terms and conditions and hereby signify my acceptance of the same.


Signature

Date: 22/07/17




PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

28.06.2019

Ms. Gargi Gothe
E-2, 2306, Sarova,
Samata Nagar,
Kandivali (East)
Mumbai-400 101

Subject: Appointment Lettter as Full time Lecturer – Temporary Basis

Dear Ms. Gargi

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College – Unaided Section (Self Finance) with effect from 06th June, 2019 on temporary basis for period ending on 30th April 2020, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as details below.

01) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

02) Reporting:

You will report daily to the Principal and Sr. Vice-Principal and or any person that the Management may ask you to do from time to time.

03) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

04) Leave :

You will be entitled for leaves as per the rules and regulations of Mumbai University frames for contractual staff teachers for Unaided Section being framed from time to time. As per current rule you will be entitled for 2.5 leaves per month, which is subject to change as per government rule as and when declared.

Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirement of the institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

05) Working Hours :

You will report 6 days a week Monday to Saturday for minimum of 06 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthani Sammelan Education Trust or sister Institutions that the management deems fit.





PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
College of arts & commerce

RSET Campus, S. V. Road,
Malad (W), Mumbai - 400064.
Tel No. 022 4520 7766
www.sarafcollege.org
gsc@rajasthanieducation.org

6) Service termination Clause:

Your services can be terminated by giving notice of one month from either side. However, in the event of your resignation, the Institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of one month, without any pay in lieu of the notice period. You cannot leave the organization during the academic session and vacations shall not be counted for notice period to be served as per appointment letter.

However, in the event of your resignation you will be required to serve a notice of one month or pay salary in lieu of notice. In case if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

7) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

8) Changes in address/Other Information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

A Rajasthan Sammelan
Educational Endeavour




PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



ghanshyamdas Saraf
College of arts & commerce

RSET Campus, S. V. Road,
Mald (W), Mumbai - 400064
Tel No.: 022 4520 7766
www.saratcollege.org
gscc@rajasthani.org.in

(1) Legal Right:

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the Institution from enforcing its rights and remedies.

(2) Changes In Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the institution.

(3) Acceptance of our offer:

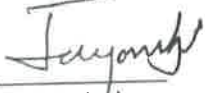
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your calibre and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE


Principal
Dr. Jayant Apte


Hon. Secretary-Governing Council
Kailash Parasrampur


Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance

Gargi J. Gathe have read and understood the above terms and conditions
and hereby signify my acceptance of the same.


nature

Date: 18/07/2019

Rajasthani Sammelan
Junctional Endorment




PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S.Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 022-4520 7766
www.sarafcollege.org.in
gsgc@rajasthan.org.in

28.06.2019

Ms. Krupa Shah
C-3102, Oberoi Exquisite
Goregaon (East)
Mumbai-400 063.

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Ms. Krupa,

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College – Unaided Section with effect from 06th June, 2019 on temporary basis for period ending on 30th April 2020, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as details below.

01) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

02) Reporting:

You will report daily to the Principal and Sr. Vice-Principal and or any person that the Management may ask you to do from time to time.

03) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

04) Leave :

You will be entitled for leaves as per the rules and regulations of Mumbai University frames for contractual staff teachers for Unaided Section being framed from time to time. As per current rule you will be entitled for 2.5 leaves per month, which is subject to change as per government rule as and when declared.

Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirement of the institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

05) Working Hours :

You will report 6 days a week Monday to Saturday for minimum of 05 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthan Sammelan Education Trust or sister Institutions that the management deems fit



Jayashree
PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Bhanshyamdas Saraf
College of Arts & Commerce

RSET Campus, S. V. Road,
Malad (W) Mumbai - 400064
Tel No.: 022 4520 7766
www.sarafcollege.org
gscc@rajasthanicollege.org

6) Service termination Clause:

Your services can be terminated by giving notice of one month from either side. However, in the event of your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of one month, without any pay in lieu of the notice period. You cannot leave the organization during the academic session and vacations shall not be counted for notice period to be served as per appointment letter.

However, in the event of your resignation you will be required to serve a notice of one month or pay salary in lieu of notice. In case if you do not serve the notice you shall be liable to indemnify the losses incurred by the institution of you abruptly leaving the services.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

7) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time. You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

8) Changes in address/Other information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

9) Secrecy and Confidentiality:

You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, systems, software's, technical knowhow, security arrangements, administrative and /or organizational matters of a confidential/secret nature, which may be your privilege to know by virtue of you being our employee.

You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as is already known to the public which also will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment. You will not indulge in any business or profession for gain or not, while in the service of the institution, or after duty hours, or off days or holidays without the written permission from the management.

10) Return of Documents/records:

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.

A Rajasthan Sammelan
Educational Endeavour



Jayashree
Principal
Rajasthan Sammelan Education Trust
Bhanshyamdas Saraf College of Arts & Commerce



ghanshyamdas Saraf
College of Arts & Commerce

RSET Campus, S. V. Road,
Malad (W), Mumbai - 400064
Tel No: 022 4520 7766
www.sarafcollege.org
gscc@rajasthanl.org.in

1) Legal Right:

No Indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

2) Changes In Service Condition:

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the Appointing Authority or any other person authorized by the institution.

3) Acceptance of our offer:

We hope you find this offer to be satisfactory for joining the Institution. We are greatly Impressed by your calibre and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE

Principal
Dr. Jayant Apte

Hon. Secretary-Governing Council
Kallash Parasrampur

Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance

_____ have read and understood the above terms and conditions
and hereby signify my acceptance of the same.

Signature

Date: 18/07/2019

A Rajasthan Sammelan
Educational Endeavour


PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

University of Bombay



No. B.NCOL./ 2377 of 1989

Bombay - 400 032,

19 April, 1989

The Principal,
Ghanshyamdas Saraf Girls' College of
Arts and Commerce,
Sarvodaya Balika Vidyalaya Bhavan,
Swami Vivekanand Road,
Malad (West), BOMBAY - 400 064.



Madam,

Please refer to your letter No.1462/5, dated 23.9.1988, forwarding therewith reports of appointments of lecturers in your college for consideration of the University.

In reply, I am directed to inform you that the appointments of the following lecturers in their respective subjects have been approved/as under:- /not approved as per the reason mentioned

1. Smt. Arunachalam Kamala.
Part-time temporary lecturer
in Mathematics from 20.6.1988
to 20.4.1989. Approved as part-time temporary lecturer in Mathematics from 20.6.1988 to 6.5.1989. Remission be given to the Head of Department
2. Smt. Snehalata Sharma.
Part-time temporary lecturer
in Philosophy to teach F.C.
from 20.6.1988 to 20.4.1989. Approved as part-time temporary lecturer in Philosophy ~~for~~ to teach Foundation Course from 20.6.1988 to 6.5.1989.
3. Shri N.K. Sivarankrishnan.
Full-time lecturer in Commerce
on probation from 20.6.1988. Approved as full-time lecturer in Commerce on probation from 20.6.1988.
4. Shri G. J. Sonar.
Part-time temporary lecturer
in Commerce from 6.7.1988 to 20.4.1989. Not approved. Work-load warrants full-time appointment on time scale of pay.
5. Smt. Manjula Singh.
Full-time temporary lecturer
in Geography from 20.6.1988
to 20.4.1989. Approved as full-time temporary lecturer in Geography from 20.6.1988 to 6.5.1989.

6. K. V. Dube.
Full-time temporary lecturer
in Business Law from 20.6.1988
to 20.4.1989. Approved as full-time temporary lecturer in Business Law from 20.6.1988 to 6.5.1989.

7. Smt. S. V. Road.
Full-time temporary lecturer
in English from 20.6.1988
to 20.4.1989. Approved as full-time temporary lecturer in English from 20.6.1988 to 6.5.1989.

8. Smt. S. V. Road.
Full-time temporary lecturer
in English from 20.6.1988
to 20.4.1989. Approved as full-time temporary lecturer in English from 20.6.1988 to 6.5.1989.



PRINCIPAL

Rajasthan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

University of Bombay



: 2 :

Conc'd / 25718/198
19-4-89

10. Shri Jindal Shailendra.
Part-time temporary lecturer
in Accountancy from 20.6.1988
to 11.8.1988. Approved as part-time temporary
lecturer in Accountancy from
20.6.1988 to 11.8.1988.
11. Shri R. P. Iyer.
Part-time temporary lecturer
in Accountancy from 12.8.1988
to 20.1.1989. Approved as part-time temporary
lecturer in Accountancy from
12.8.1988 to 6.5.1989.
12. Shri N. K. Shah.
Part-time temporary lecturer
in Accountancy from 1.7.1988
to 20.4.1989. Approved as part-time temporary
lecturer in Accountancy from
1.7.1988 to 6.5.1989. Not
eligible to teach P.Y. B.Com. dis

Further, I am to invite your attention to Statute 109C sent to you vide this office Circular No. CONCOL/352, dated 1st September, 1988 and to request you to communicate the above decision to the teachers concerned, in writing.

Yours faithfully,

[Signature]
Principal

ssj/12489



[Signature]
PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Dr. (Mrs.) Sunanda Kar
PRINCIPAL

☎ : 2872 5465 / 2872 9774
Fax : 2878 3836
Email : gsgc1@vsnl.net

Rajasthanl Sammelan's
Ghanshyamdas Saraf Girls' College

(Arts & Commerce)

Affiliated to University of Mumbai

Swami Vivekanand Road, Malad (West), Mumbai - 400 064.

ACCREDITED BY NAAC WITH 'A' GRADE

Ref. No.

Date : _____

Bgk/2006 / 569 (9)

10-06-2006

Mr. Gurunath Pillai
B-1/C-304, Valentine Complex,
Opp. J.V.C. Tarnat, A.K.V Road,
Malad (East),
Mumbai - 400 097.

Dear Sir,

I am pleased to inform you that you are appointed as full-time core faculty in Bachelor in Commerce (Accounting & Finance) for the academic year 2006-2007 w.e.f. 12-06-2006. You will be paid consolidated salary of Rs. 10000/- p.m. which please note.

Thanking you,

Yours faithfully,


Dr. (Mrs.) Sunanda Kar
Principal.




PRINCIPAL
Rajasthanl Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

VD 1 95

4/xx/xx Hon. Sec for information
affiliated file (original)
affiliated xx/xx

University of Bombay

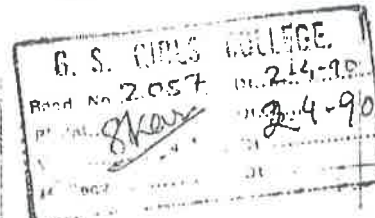


No. CONCOL./2805 of 1990

BOMBAY : 400 032,

29th March, 1990.

The Principal,
Ghanshyamdas Saraf Girls' College
of Arts and Commerce,
Sarvodaya Balika Vidyalaya Bhavan,
S. V. Road, Malad (West),
BOMBAY : 400 064.



Madam,

Please refer to your letter No. 2130, dated 11.12.1989, forwarding therewith reports of appointments of lecturers in different subjects in your college for consideration of the University.

In reply, I am directed to inform you that the appointments of the following lecturers in their respective subjects have been approved as under:-

1. Shri D. J. Apte. *Approved as full-time temporary lecturer in Accountancy from 19.6.1989 to 20.4.1990.
2. Shri M. K. Shah *Approved as part-time temporary lecturer in Accountancy from 19.6.1989 to 20.4.1990.
3. Shri M. C. Nagpurkar *Approved as part-time temporary lecturer in Accountancy from 19.6.1989 to 20.4.1990.
4. Shri M. P. Iyer *Approved as part-time temporary lecturer in Accountancy from 19.6.1989 to 30.9.1989.
5. Shri T. V. Gandhi *Approved as part-time temporary lecturer in Accountancy from 3.10.1989 to 20.4.1990.
6. Smt. Shehalata Sharma *Approved as full-time temporary lecturer in Philosophy to teach Foundation Course from 19.6.1989 to 20.4.1990.
7. Kum. Dipika Kar *Approved as full-time temporary lecturer in English from 19.6.1989 to 20.4.1990.
- ✓ 8. Shri G. J. Sonar *Approved as full-time lecturer in Commerce on probation from 19.6.1989 to 20.4.1990.
9. Dr. (Smt.) N. Talwar *Approved as part-time temporary lecturer in Mathematics from 19.6.1989 to 16.7.1989 and full-time lecturer from 17.7.1989 to 20.4.1990.



....2/-

Jayramdas

PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

University of Bombay



2

June 2057 / 2-4-90

Consd / 7805
29/3/90

10. Dr. V. Mishra

Approved as temporary lecturer in Hindi on lecture basis from 19.6.1989 to 20.4.1990.

✓ 11. Kum. V. R. Dube

*Approved as full-time lecturer in Business Law on probation from 19.6.1989.

12. Smt. M. Singh

*Approved as full-time lecturer in Geography on probation from 19.6.1989.

* Appointments have been approved subject to the condition that the lecturers at Sr. Nos. 1, 6 to 8 and 11, 12 be placed in the grade of Rs. 2200-75-2800-100-4000.

+ Appointment have been approved subject to the condition that the lecturers at Sr. Nos. 2 and 3 that their teaching be restricted to S.Y.B. Com. class as they do not possess three years' Professional experience.

Further, I am directed to inform you that the Foundation Course work-load should not be assigned to the department of English as the lecturers in English are not eligible to teach Foundation Course.

Further, I am to invite your attention to S.109-C sent to you vide this office Circular No. CONCOL/352, dated 1.9.1988 and to request you to communicate the above decision to the teachers concerned in writing.

Yours faithfully,

J. B. Dube
REGISTRAR

ssj/2039)



Jayashree

PRINCIPAL
P. S. Dhanoo S. V. Road
Thane (West)
Maharashtra 400606
Gyanashyamas Saraf College
Of Arts & Commerce



Ghanshyamdas
college of arts & commerce
EDUCATION TRUST

R.S.Campus, S.V. Road
Malad (W), Mumbai - 400 064
Tel.No. 6681 2345 / 6681 2350
www.sarafcollege.org.in
gsgc@rajasthanieducationtrust.org.in

JW/2019/ 211

05.04.2019

To,
Smt. Sinha Ekta
Assistant Professor,
Ghanshyamdas Saraf College,
Malad (West),
Mumbai - 400 064.

Sub : Approval letter

Madam,

Your appointment as Full-time Assistant Professor in B.M.S. Course has been approved by University of Mumbai we.f. 01.06.2016 vide letter No. TAAS(CT)/ICD/2016-17/16775 dated 03.05.2017. Copy of the same is enclosed for your reference.

Thanking you,

Yours faithfully

I/C PRINCIPAL

Rajasthanieducationtrust
Ghanshyamdas Saraf College
Of Arts & Commerce



PRINCIPAL

Rajasthanieducationtrust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce

R S Campus, S V Road,
Malad (W), Mumbai - 400064
Tel No +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthan.org.in

SF/BS/APT/04/MAY-12

3rd May, 2012

To,

Ms. Pradnya Shetty → Prajna

K/204, 2nd floor,
Setellite gardens, Phase 2,
Gen A.K Vaidya marg,
Film City Road,
Goregaon (E),
Mumbai - 400 063.

**Sub: Offer letter for the position of Core Faculty in Course BMS
(Bachelors of Management Studies) Self Finance Department for Academic Year 2012-13.**

Dear Sir/Madam,

We are happy to offer you a position as core faculty in BMS (Bachelors of Management Studies) in the Self Finance Department of our college. Your starting consolidated salary would be Rs.20,000/- per month.


Your date of commencement of work with us will be 11-06-2012 and you will report to Mrs. Deepti Soni in the Self Finance Department.

The appointment is for contract period of AY 2012-2013 which terminates on 30-04-2013. Please confirm your acceptance of this offer.

We look forward to welcoming you to Ghanshyamdas Saraf College of Arts & Commerce.

Your Sincerely,


Chief Coordinator


05/05/12.


Principal.

A Rajasthan Sammelan
Educational Endeavour




PRINCIPAL
Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S. Campus, S.V. Road,
Malad (W), Mumbai - 400064.
Tel No.: +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthani.org.in

Date : 01.06.2016

JW/2016/

To,
Ms. Prajna Shetty
K-204, Satellite Garden-2,
Film City Road,
Goregaon (East),
Mumbai-400 063.

Subject : **Appointment letter**

Dear Ms. Shetty

We have pleasure in appointing you as 'Assistant Professor-BMS - Unaided Section (Self Finance)' of Ghanshyamdas Saraf College with effect from 01.06.2016. Your appointment will be governed by the terms and conditions as detailed below. Please refer to the conditions herein and please note that you shall be governed by them as also by the rules and regulations framed by Rajasthani Sammelan Education Trust from time to time.

1) Remuneration Package

You shall be paid consolidated monthly remuneration of Rs. 56,500/- This amount will be subject to deduction of Income Tax, Professional Tax and other deductions as applicable.

2) Working Hours

You will report 6 days a week Monday to Saturday for minimum 6 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthani Sammelan Education Trust or sister Institutions that the management deems fit.

You will be expected to actively participate and involve even the students in any Formal Celebration/Events hosted by any of the Institutions run by the Rajasthani Sammelan Education Trust even if held on the weekends.

3) Duties and responsibilities :

- To conduct 20 lectures per week during the period of contract.
- Actively participate in events of the college.
- Maintain strict discipline among the students

The above list of duties and responsibilities are only indicative and/or illustrative and are not exhaustive. You shall be informed about them from time to time and you shall perform them.



A Rajasthani Sammelan
Educational Endeavour

Re-accredited with 'A' grade by NAAC


PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
College of Arts & Commerce
EDUCATION EMPLOYERS

R.S. Campus, S.V. Road,
Malad (W), Mumbai - 400064.
Tel No.: +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthani.org.in

4) Medical Fitness :

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire)

5) Reporting :

You will report daily to the Principal and and or Sr. Vice-Principal and or Vice-Principal- Ghanshyamdas Saraf College or any person that the Management may ask you to do from time to time.

6) Rules & Regulations :

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time.
You shall be always will groomed and will turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

7) Leave :

You will be entitled for casual leave of 15 days in an academic year. Leave cannot be claimed as a matter of right and can only be availed with prior approval.
Approval of leave will be depend on requirements of the institution and the discretion of the Management. Except in unavoidable circumstances, applications for leave must be submitted in Advance, stating reasons. Leave application must reach reporting authority/Educational Director/Head of Institution prior to the day of absence. Merely applying for leave will not mean a sanction, unless sanctioned by the Chairman or authorized authority.

8) Service termination Clause :

Your services can be terminated by giving notice of 03 months fro either side. However, in the event if your resignation, the institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 03 months, without any pay in lie of the notice period. However, in any case you will not leave the job during the academic year but will have to complete the academic year.
Your services are liable to terminated without any notice or salary in lieu thereof for misconduct Without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

9) Changes In address/Other Information :

You will In writing Intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.



Jayant
PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



10) Outside Interest :

You will devote your entire time to the work of the institution and will not undertake any other direct/indirect business or work, honorary or remuneratory except with the written permission of the Management in each case.

11) Confidentiality :

You shall neither divulge nor give our information to any unauthorized person during the period of your service or even afterwards by word or mouth or otherwise, particulars or details of our policies, strategies, system, software's technical security arrangements, administrative and/ or organizational matters of a confidential/secret nature, which may be privilege to know by virtue of you being our employee. You shall keep confidential all the information and material provided to you by the Institution. This also includes such information as it already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

12) Return of Documents/records :

You shall be responsible for the safe custody of all the documents, stores and cans assigned to you for your duties and will bear the consequences thereof for their losses and damages. In case of loss of cash/valuable the amount will be deducted from your salary.

13) Transfer Clause :

You will be expected during your working hours to render your services for any of the Institution run by the Rajasthan Sammelan Education Trust or sister Institutions the Management deems fit or can you be transferred to any other Institution run by Rajasthan Sammelan Education Trust or sister Institutions that Management deems fit.

14) Secrecy :

You will not indulge in any business or profession for gain or not, while in the service of the Institution, or after duty hours, or off days or holiday without the written permission from the Management.

15) Legal Right :

No indulgence or waiving or right or forbearance of taking action shown by the establishment will be treated as giving up of any their right under this contract and shall not preclude the Institution from enforcing its rights and remedies.





Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S. Campus, S.V. Road,
Malad (W), Mumbai - 400064.
Tel No.: +91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthani.org.in

16) Probation Period :

You will be on probation for a period of 02 years i.e. academic year 2016-17 and 2017-18. During this period your performance will be annually reviewed. The period of probation, could be extended or deduced at the sole discretion of the management.

17) Retirement Age :

You will automatically retire from the service of the Institution on attaining the superannuation age of 58 years. You are liable for retirement even prior to your reaching the retirement age, if you are found to be physically or mentally unfit to carry out your duties.

18) Changes in Service Condition :

Any additions or variations in above terms and conditions will not be valid unless expressed in writing to the appointing authority or any person authorized by the Institution.

19) Acceptance of our offer :


We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.


We welcome you, and look forward to a fruitful collaboration.

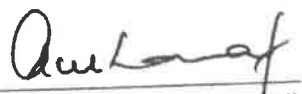
Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE


Principal
Dr. Sujata Karmarkar


Hon. Secretary-Governing Council
Kailash Parasrampur


Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance

I _____ have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature

Date: _____


PRINCIPAL

A Rajasthani Sammelan
Educational Endeavour
Re-accredited with 'A' grade by NAAC



Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

O Xerox

Mr. N. S. D. Inform

Prof Apte
Prof D. K. K.

Hon Sec. C. C. University of Bombay

approved file

personal files of concerned lect.



No. CONCOL./ 3344. of 1991.
BOMBAY-400 032.

4th July, 1991.

The Principal,
Ghanshyamdas Saraf Girls' College,
S.V. Road,
Malad (West),
Bombay - 400 064.

G. S. GIRLS' COLLEGE.	
No. 1121	DI. 9/7/91
DI. 9/7	
DI.	
DI.	

Dear Madam,

Please refer to your letter No. 755, dated 7-5-1991, forwarding therewith information in respect of teachers who were appointed in vacancies reserved for B.C. candidates for treating the said appointments on probationary basis as per Vice-Chancellor's directions issued under circular No. CONCOL/98, dated 11th March, 1987.

In reply, I am directed to inform you that the appointments of the following lecturers in their respective subjects in your college have been approved by the University as under :-

- | | |
|---------------------|---|
| 1. Kum. Deepika Kar | - Approved as a full-time lecturer in Business Communication on probationary basis from 20-6-1988. |
| 2. Shri Jayant Apte | - Approved as full-time lecturer in Accounting and Financial Management on probationary basis from 20-6-1988. |

Further, I am to invite your attention to S.109 C sent to you this office circular No. CONCOL/352, dated 1-9-1988 and to request you to communicate the above decision to the teachers concerned in writing.

Yours faithfully,

REGISTRAR.



nns/2791.

Jayant Apte

PRINCIPAL
Ghanshyamdas Saraf Girls' College
S.V. Road, Malad (West)
Bombay - 400 064



Dr. (Mrs.) Snehal S. Donde
M.Sc., Ph.D., PGDEM
PRINCIPAL

RAJASTHANI SAMMELAN'S
Ghanshyamdas Saraf Girls' College
(ARTS & COMMERCE)

Affiliated to University of Mumbai
(ACCREDITED BY NAAC WITH 'A' GRADE)

&
Durgadevi Saraf Junior College

Swami Vivekanand Road, Malad (West), Mumbai - 400 064

☎ : 2872 5465 / 2 9774 • Fax : 2878 3836 • e-mail : gsgc1@vsnl.net

Ref. No. SR/GS/061

To,
Mrs. Seema Amit Agarwal
B-401, Dheeraj Diamond,
Chincholi Bunder Road,
Malad (W), Mumbai - 4000064.

Dear Madam,

I am pleased to inform you that you are appointed as lecturer in Maths w.e.f. 15.11.2006 on temporary basis for the II nd term till the Lectures are conducted. You will be paid a consolidated salary of Rs. 6000/- per month.

Yours sincerely, ---

Snehal
Dr. Mrs. Snehal S. Donde
Principal



Jayashree
PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

2018/115

Date: 10th August 2018

This is to certify that Dr. Seema Amit Agarwal has been serving in our College since 03rd January 2011 as a Full-time Assistant Professor in the Department of Mathematics/Statistics and Computer systems. She teaches the 'Mathematical and Statistical Techniques' paper to F.Y.B.Com students.

She has an approval from the University of Mumbai with Sr. No. CONCOL/SA/2259 of 2011. She has a total teaching experience of 7 years and 7 months in our College, as on date 10th August 2018.

Prior to 03rd January 2011, she was working on Temporary basis in the same college as a lecturer (full time) in the Department of Mathematics/Statistics and Computer systems from 16th Nov.2006 to 2nd Jan. 2011.

She bears a good moral character & her performance is Satisfactory.




I/C PRINCIPAL

[Prof. BHAVANA VAIDYA]

I/C PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

01.06.2017

Ms. Deepika K Udyawar
D-303, Seawoods,
Behind Goral Bus Depot,
Goral - 3, Borivall (West),
Mumbai - 400 091.

Subject: Appointment Lettter as Full time Lecturer – Temporary Basis

Dear Ms. Deepika,

We have pleasure in appointing you as 'Assistant Professor' of 'Ghanshyamdas Saraf College – Unaided Section (Commerce)' with effect from 15th June, 2017 on temporary basis for period ending on 30th April 2018, or co-terminus with the academic year. This period as 'Full time Lecturer' will be governed by the terms and conditions as details below.

01) Medical Fitness:

Your appointment with us will be subject to you being medically fit in the opinion of the doctor appointed by us (if we so desire).

02) Reporting:

You will report daily to the Principal and Sr. Vice-Principal and or any person that the Management may ask you to do from time to time.

03) Remuneration Package

You will be paid consolidated monthly remuneration of Rs. 20,000/- (Twenty Thousand Only). This amount will be subject to deduction of Income tax, Professional Tax and other deductions as applicable.

04) Leave :

You will be entitled for leaves as per the rules and regulations of Mumbai University frames for contractual staff teachers for Unaided Section being framed from time to time. As per current rule you will be entitled for 2.5 leaves per month, which is subject to change as per government rule as and when declared.

Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirement of the institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

05) Working Hours :

You will report 6 days a week Monday to Saturday for minimum of 05 hrs. per day. You will be expected during your working hours to render your services for any of the Institutions run by Rajasthan Sammelan Education Trust or sister Institutions that the management deems fit.




PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



06) Service termination Clause :

Your services can be terminated by giving notice of 03 months for either side. However, in the event if your resignation, the Institution in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of 03 months, without any pay in lieu of the notice period. However, in any case you will not leave the job during the academic year but will have to complete the academic year.

Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty and commission of an act involving moral turpitude, any act of indiscipline or inefficiency.

07) Rules & Regulations:

During the period of your employment, you will be bound by the rules and regulations of our Educational Institution as amended from time to time.

You shall be always well groomed and well turned out and will be expected to set an example of exemplary conduct and discipline at the work place.

08) Changes in address/Other Information:

You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

09) Outside Interest :

You will devote your entire time to the work of the institution and will not undertake any other direct/indirect work, honorary or remuneratory except with the written permission of the Management in each case.

10) Secrecy and Confidentiality:

You shall neither divulge nor our information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, system, software's technical security arrangements, administrative and/or organizational matters of a confidential/secret nature, which may be privilege to know by virtue of you being our employee. You shall keep confidential all information and material provided to you by the Institution. This also includes such information as it already known to the public which also you will not release, use or disclose except with the prior written permission of the Institution. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

11) Return of Documents/Records :

You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses and damages.





Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

R.S. Campus, S. V. Road,
Malad (W), Mumbai - 400 064.
Tel No.: + 91 22 6681 2345 / 6681 2350
www.sarafcollege.org
gsgc@rajasthan.org.in

12) Legal Right :

No indulgence or waiving of right or forbearance of taking action shown by the establishment will be treated as giving up of any of their right under this contract and shall not preclude the institution from enforcing its rights and remedies.

13) Changes In Service Condition :

Any additions or variations in above terms and conditions will not be valid unless expresses in unless expressed in writing to the appointing authority or any person authorized by the Institution.

14) Acceptance of our offer:

We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful Institution, while developing an excellent career for yourself.

We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College

Dr. Sujata Karmarkar
Principal

Kailash Parasrampur
Hon. Secretary – Governing Council

Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

I, Prof. Deepika Chaudhary, have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature:

Date : _____



PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

A Rajasthan Sammelan
Educational Endeavour

Re-accredited with 'A' grade by NAAC

University of Bombay



No. CONCOL./ 316 OF 1988

BOMBAY : 400 032.

18th January, 1988.

The Principal,
Ghanthyandas Saraf College
of Arts and Commerce,
Bhamburda Bazaar, Vilepariya, Bhamburda,
Mumbai - 400 064.

G. S. GIRLS' COLLEGE.	
Recd No.	Di 18.1.88
P. Pal.	Di 18.1.88
V. P.	Di
H. Secy.	Di

Please refer to your letter No. 704/2, dated 2.7.1987, No. 714 dated 6.7.1987, No. 739 dated 27.7.1987 and No. 21749 dated 1.8.1987, forwarding therewith reports of appointments of lecturers in your college for consideration of the University.

In reply, I am directed to inform you that the appointments of the following lecturers in their respective subjects have been approved as under:-

1. Smt. Verghese Teresa.
Full-time temporary lecturer in Economics from 24.6.1985 to 20.4.1986.
Approved as full-time temporary lecturer in Business Economics from 24.6.1985 to 19.4.1986.
2. Smt. Verghese Teresa.
Full-time lecturer in Business Economics on probation from 20.6.1986 to 10.9.1988.
Approved as full-time temporary lecturer in Business Economics from 20.6.1986 to 20.4.1987.
Not approved on probation as she is not qualified.
3. Smt. D. D. Kapadia.
Full-time temporary lecturer in Business Economics from 24.6.1985 to 19.4.1986.
Approved as full-time temporary lecturer in Business Economics from 24.6.1985 to 19.4.1986.
4. Smt. D. D. Kapadia.
Full-time lecturer in Business Economics on probation from 20.6.1986 to 20.9.1988.
Approved as full-time lecturer in Business Economics, on probation from 20.6.1986.
5. Shri J. Malawalkar.
Full-time temporary lecturer in Accountancy from 21.6.1985 to 19.4.1986.
Approved as full-time temporary lecturer in Accountancy from 21.6.1985 to 19.4.1986.
6. Shri J. Malawalkar.
Full-time lecturer in Accountancy on probation from 20.6.1986 to 19.6.1988.
Approved as full-time lecturer in Accountancy on probation from 20.6.1986.
7. Kum. N. R. Shah.
Full-time temporary lecturer in Accountancy from 21.6.1985 to 19.4.1986.
Approved as full-time temporary lecturer in Accountancy from 21.6.1985 to 19.4.1986.
8. Kum. N. R. Shah.
Full-time lecturer in Accountancy on probation from 20.6.1986 to 19.6.1988.
Approved as full-time lecturer in Accountancy on probation from 20.6.1986. Not eligible to teach T.Y.B.Com. Class.
9. Shri M. Dave.
Part-time temporary lecturer in Accountancy from 21.6.1985 to 19.4.1986.
Approved as part-time temporary lecturer in Accountancy from 21.6.1985 to 19.4.1986.



Handwritten signature

PRINCIPAL

Ghanthyandas Saraf Education Trust
Ghanthyandas Saraf College
Of Arts & Commerce

University of Bombay



Comd-316 of 88
18.1.88

: 2 :

10. ✓ Shri M. R. Jain.
Part-time temporary lecturer
in Accountancy from 15.7.1985
to 19.4.1986.

Approved as part-time temporary
lecturer in Accountancy from
15.7.1985 to 19.4.1986.

11. ✓ Smt. S. Gokarna.
Part-time temporary lecturer
in Accountancy from 4.7.1986
to 9.11.1986.

Approved as part-time temporary
lecturer in Accountancy from
4.7.1986 to 9.11.1986. Not
eligible to teach T.Y.B.Com. class

12. ✓ Shri R. S. Sanghal.
Part-time temporary lecturer
in Accountancy from 4.7.1986
to 19.6.1987.

Approved as part-time temporary
lecturer in Accountancy from
4.7.1986 to 20.4.1987. Not
eligible to teach T.Y.B.com. class

13. ✓ Shri M. S. Sanghal.
Full-time temporary lecturer
in Accountancy from 20.6.1987
to 20.4.1988.

Approved as full-time temporary
lecturer in Accountancy from
20.6.1987 to 20.4.1988. Payment
for one extra lecture be made.
Not eligible to teach T.Y.B.Com.
class.

14. ✓ Shri M. K. Vartak.
Part-time temporary lecturer
in Accountancy from 4.7.1986
to 9.11.1986 and full-time
from 10.11.1986 to 20.4.1987.

Approved as part-time temporary
lecturer in Accountancy from
4.7.1986 to 11.10.1986 and
full-time from 10.11.1986 to
20.4.1987.

15. ✓ Shri J. J. Apte.
Full-time temporary lecturer
in Accountancy from 20.6.1986
to 20.4.1988.

Approved as full-time temporary
lecturer in Accountancy from
20.6.1987 to 20.4.1988. Payment
for one extra lecture be made.

16. ✓ Smt. S. A. Karmarkar.
Full-time temporary lecturer
in Commerce from 24.6.1985
to 19.4.1986.

Approved as full-time temporary
lecturer in Commerce from
24.6.1985 to 19.4.1986.

17. ✓ Smt. S. A. Karmarkar.
Full-time lecturer in Commerce
on probation from 20.6.1986
to 19.6.1988.

Approved as full-time lecturer
in Commerce on probation from
20.6.1986.

18. ✓ Smt. K. Bhanu.
Full-time temporary lecturer
in Commerce from 24.6.1985
to 19.4.1986.

Approved as full-time temporary
lecturer in Commerce from
24.6.1985 to 19.4.1986.

19. ✓ Smt. K. Bhanu.
Full-time lecturer in Commerce
on probation from 20.6.1986
to 20.6.1988.

Approved as full-time lecturer
in Commerce on probation from
20.6.1986.

20. ✓ Shri H. J. Paparkar.
Full-time temporary lecturer
in Commerce from 21.6.1985
to 19.4.1986.

Approved as full-time temporary
lecturer in Commerce from
21.6.1985 to 19.4.1986.



Principal

PRINCIPAL

Pravara Education Trust
Pravara College
Arts & Commerce

University of Bombay



: 3 :

Concl/316 of 88
18-1-88

21. Shri N. K. Sivaramakrishnan.
Full-time temporary lecturer
in Commerce from 4.7.1986
to 20.4.1987.
22. N. K. Sivaramkrishnan.
Full-time lecturer in Commerce
on probation from 20.6.1987
to 19.6.1988.

Approved as full-time temporary
lecturer in Commerce from
4.7.1986 to 20.4.1987.

Approved as full-time temporary
lecturer in Commerce from
20.6.1987 to 20.4.1988. (Lower
qualifications for probation.)

Yours faithfully,

REGISTRAR.



Principal

PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

University of Mumbai Urgent/By Speed Post

No. CONCOL/ICM/13-14/331

Mumbai - 400 032

25th June, 2013.



To,

The Principal,

Ghanshyamdas Saraf College of

Arts & Commerce,

R. S. Campus, S. V. Road,

Malad (W),

Mumbai - 400 064.

328.2 27.5.13

BV29/6/13

H. Desai

Sir,

Please refer to your letter No. JW/2012/207, dated 29th June, 2012 forwarding therewith the report of appointment of Shri. Ashwat R. Desai as a full-time Assistant Professor in Accountancy from 15th October, 2011 in the College for consideration of the University.

In this connection, I am directed to inform you that the appointment of Shri. Ashwat R. Desai as a full-time Assistant Professor in Accountancy has been approved by the University w.e.f. 15th October, 2011, subject to the final decision of the writ petition No. 1515 of 2013.

Further, you are requested to communicate the above decision to the teacher concerned in writing as per S.109-C alongwith the copy of this letter.

Please note that if any discrepancy is found in this approval, the University reserves the right to withdraw the approval at any time.

Yours faithfully,



(YOGINI GHARE)

DEPUTY REGISTRAR

CONCOL UNIT




PRINCIPAL

Ghanshyamdas Saraf College
Of Arts & Commerce

University of Mumbai



Urgent/By Hand
No. CONCOL/SA/ 167 of 2008
Mumbai - 400 032
4 April, 2008.

✓ The Principal,
Ghanshyamdas Saraf Girl's College,
Swami Vivekanand Road,
Malad (West).
MUMBAI - 400 064.

180 (a) 8/4/08

Madam,

Please refer to your letter No. VD/GS/2008/161, dated 18th March, 2008 forwarding therewith the report of appointment of Dr. Anil D. Dhimdime as a full-time lecturer in Environmental Studies on probation basis from 8.3.2008 in your College for consideration of the University.

In this connection, I am directed to inform you that the appointment of Dr. Anil D. Dhimdime as a full-time lecturer in Environmental Studies has been approved by the University on probation basis from 8.3.2008.

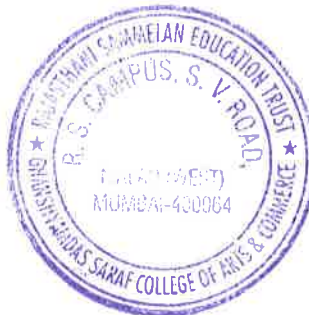
Further, you are requested to communicate the above decision to the teacher concerned in writing as per S.109-C.

Yours faithfully,

Mc. Mittal
for I/c REGISTRAR

C2/Zar /Applett./1408

R. S.
8/4/08



Jaypals
PRINCIPAL
Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce