

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

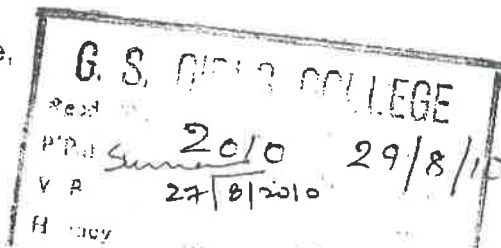
University of Mumbai



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 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)



Jayramdas
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,
Rajasthan 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
Rajasthan 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

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

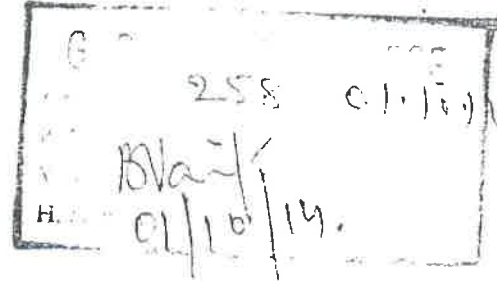
University of Mumbai



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,

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



Jayashree
PRINCIPAL
Rajasthani 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

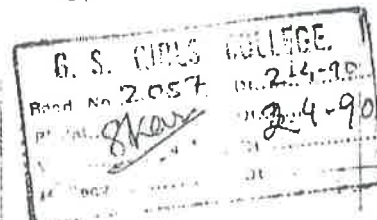


No. CONCOL./2805 of 1990

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
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

University of Bombay



No. CONCOL./ 316 OF 1988

BOMBAY : 400 032.

18th January, 1988.

The Principal,
Ghanthyandas Saraf College
of Arts and Commerce,
Bhamburda Village, 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 :

Consd/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. Sivarankrishnan.
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.



J. J. J.

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. Dhimdhime 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. Dhimdhime 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

Raj
8/4/08



Jayprakash

PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce

Phone : 672 54 65

RAJASTHANI SAMMELAN'S
Ghanshyamdas Saraf Girls' College
(ARTS & COMMERCE)

S. V. Road,
Malad (West),
BOMBAY-400 064.

Ref. No. 1288/7

Date : 20-6 -1988

Prof. (Mrs) Nilima Majumdar,
Satyendra Bhuvan,
New Nagardas Road,
Andheri (East),
Bombay - 400 069.

Dear Madam,

Your services in the college as lecturer
in Financial Management and Accounting and Auditing
are hereby confirmed with effect from 20th June 1988
in the Grade of 700-40-1100-50-1300-Asst.50-1600.

I hope you will always try your level best
in discharging your duties.

Wishing you all the best.

Yours sincerely,


Dr. (Mrs) S. Kar
Principal.

N. Majumdar
21/6/88

सहसंचालक,
उच्च शिक्षण, मुंबई विभाग, मुंबई एलफिरस्टन तंत्र विद्यालय आवार,
३ महापालिका मार्ग, मुंबई - ४०० ००१

वेब साईट - www.jdhemumbai.gov.in ई मेल - jdhemumbai.gov.in

दूरध्वनी व फॅक्स क ०२२-२२६५६६००

क्रसहसंउशि/मुवि/कार्यभार/2018-19/ ६२

प्रति,
प्राचार्य,

चनरियायपाल सराक महाविद्यालय
भा.बा.१५
मुंबई

JW

दिनांक :-	१०-०९-२०१९
G. S. GIRLS COLLEGE	
Recd. No. 69	Dt. 7/12/19
P'Pal.	Dt.
V. P.	Dt.
H. Sacy.	Dt.

- विषय- दि. १-१०-२०१७ च्या विद्यार्थीसंख्येच्या आधारावर शिक्षक व शिक्षकेतर पदांची अनुज्ञेयता.
- संदर्भ -
- १ शासन निर्णय यु.एस.सी / ११७८ / २५२५१/ रोमन-३२ सेल, दिनांक १९/०६/१९७८
 - २ शासन निर्णय एनजीसी/२०८०/१६०२८४/५९८७/ युजीएफ -२, दिनांक ०१/०६/१९८१.
 - ३ शासन निर्णय एनजीसी/१२८६/१२२४ / युजीएफ -४, दिनांक २७/०२/१९८९.
 - ४ शासन निर्णय बीजीटी/१०९७/प्र.क्र.२४/ अ/अर्थसंकल्प-१९, दिनांक १५/१२/१९९८.
 - ५ शासन निर्णय असक-१००१, प्र.क्र.२९/२००१/वित्तीय सुधारणा, दिनांक १०/०९/२००१
 - ६ शासन निर्णय क्र. युएसजी-१४१३/ (२६) मशि-२ दि.१७-५-१९९४
 - ७ शासन निर्णय क्र. एनजीसी/२२९९/(४७९५)/ विशि-४ दि. २६-८-१९९९
 - ८ शासन निर्णय असक-१००१, प्र.क्र.२९/(भाग-३)/२००२/वित्तीय सुधारणा, दिनांक ०९/०१/२००३.
 - ९ शासन निर्णय असक-१००१, प्र.क्र.२९/(भाग-६)/२००४/वित्तीय सुधारणा-१, दिनांक ०१/०७/२००४.
 - १० शासन निर्णय एसआरव्ही-२००७/प्र.क्र.१२९/०७/१२, दिनांक २७/०८/२००७.
 - ११ शासन परिपत्रक. एनजीसी-२०१०/(४१५/१०)/विशि.१, दिनांक ०७/०९/२०११.
 - १२ शासन निर्णय संकिर्ण-२०११/(४०४/११)/विशि.१, दिनांक १९/१०/२०११.
 - १३ शासन निर्णय क्र. अढावा- १५१३/ प्र क्र १२५/ मशि-५ दि. ३-११-२०१८
 - १४ प्राचार्य, यांचे पत्र क्र दि.

०

उपरोक्त विषयान्वये कळविण्यात येते की संदर्भ क्र. १४ नुसार प्राप्त झालेल्या प्रस्तावामधील आपल्या महाविद्यालयातील दिनांक १-१०-२०१७ च्या विद्यार्थीसंख्येच्या आधारावर विषय निहाय विद्याशाखा निहाय कार्यभार तपासण्यात आला .

शासनाने विहित केलेल्या मानकानुसार कार्यभाराची परिगणना करून खालील अटिच्या अधिन राहून आपल्या महाविद्यालयातील शिक्षकीय पदे अनुज्ञेय करण्यात आलेली आहेत.

PTO

शिक्षकीय पदे

प्रपत्र अ

अ. नं.	विषय / पदे	२०१७-१८ का एकूण कार्यभार	२०१७-१८ ची अनुज्ञेय पदे	२०१७-१८ ची भरलेली पदे	२०१७-१८ ची रिक्त पदे	शेरा
१	२	३	४	५	६	७
१	प्राचार्य		१	१	०	
२	ग्रंथपाल		१	१	०	
३	शा.शि.संचालक					
१	इंग्रजी	४०	२	२	०	
२	मराठी				०	
३	हिंदी				०	
४	संस्कृत/सिंधी/ पाली				०	
५	पर्शियन /जर्मन/फ्रेच				०	
६	उर्दू/इस्लामिक स्टडीज				०	
७	इतिहास				०	
८	अर्थशास्त्र				०	
९	राज्यशास्त्र				०	
१०	तत्त्वज्ञान				०	
११	भूगोल				०	
१२	मानसशास्त्र				०	
१३	समाजशास्त्र				०	
१४	रसायनशास्त्र				०	
१५	पदार्थविज्ञान				०	
१६	वनस्पतीशास्त्र				०	
१७	प्राणीशास्त्र				०	
१८	सूक्ष्म जीवशास्त्र				०	
१९	जीवरसायन शास्त्र				०	
२०	जीवशास्त्र				०	
२१	संख्या शास्त्र				०	
२२	वाणिज्य	६३	४	४	०	
२३	लेखाशास्त्र	८०	४	४	०	
२४	संख्याशास्त्र				०	
२५	गणित	४५	२	२	०	
२६	बीझनेस इकॉनॉमिक्स	३९	२	२	०	
२७	बीझनेस लॉ	१६	१	१	०	
२८	पर्यावरण शास्त्र /एफ.सौ	२०	१	१	०	
२९	ग्रामीण विकास				०	
३०	पायाभुत अभ्यास	२७	१	०	१	
३१	इतर				०	
३२					०	
	एकूण		१९	१८	१	

प्रपत्र ब -शिक्षकेतर पदे

वर्गवार कनिष्ठ व वरिष्ठ महाविद्यालयातील (अनुदानित) विद्यार्थी संख्या खालील प्रमाणे आहे.

अक्र	कनिष्ठ व वरिष्ठ महाविद्यालय	विद्यार्थी संख्या
१	कनिष्ठ (वरिष्ठ महाविद्यालयास संलग्नित असल्यास) व वरिष्ठ महाविद्यालय	
	कनिष्ठ महाविद्यालय	
	वरिष्ठ महाविद्यालय	१५६८
	एकूण	१५६८
२	विज्ञान विद्याशाखा असल्यास त्यातील विद्यार्थी संख्या	

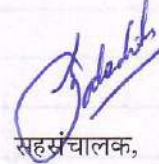
संवर्गनिहाय शिक्षकेतर कर्मचारी

अक्र	पदनाम	अनुज्ञेय पदे	भरलेली पदे	रिक्त पदे	शेरा
१	प्रबंधक			० ०	
२	अधिक्षक	१	०	१ ०	
३	मुख्य लिपीक	१	०	१ ०	
४	कनिष्ठ लघुलेखक			० ०	
५	सहा. ग्रंथपाल			० ०	
६	वरिष्ठ लिपीक	२	१	१ ०	
७	कनिष्ठ लिपीक	३	३	० ०	
८	प्रयोगशाळा सहाय्यक	१	१	० ०	
९	ग्रंथालय लिपीक	१		० ०	
१०	ग्रंथालय परिचर	४	३	१ ०	
११	प्रयोगशाळा परिचर			० ०	
१२	शिपाई	५	४	१ ०	
	एकूण	१७ ०	१२ ०	५ ०	

टिप-शासन निर्णय दिनांक ३.११.२०१८ नुसार पदांची अनुज्ञेयता ठरविताना, पदांचा आढावा अंतिम झाला नसल्याने सदर अनुज्ञेय पदे अंतिम नाहीत हे आपणास निदर्शनास आणून देण्यात येत आहे

- प्रस्तुतचा कार्यभार महाविद्यालयात कार्यरत असलेल्या अनुदानित विद्याशाखा / तुकड्या / विषय व प्रवेशित विद्यार्थीसंख्या विचारात घेऊन परिगणीत होणारा कार्यभार अनुज्ञेय करण्यात आलेला आहे.
- महाविद्यालयाने पदनिश्चितीसाठी सादर केलेल्या प्रस्तावात नमुद केलेल्या विद्याशाखा/ तुकड्या/ विषय व विद्यापीठाने प्रमाणित केलेल्या विद्यार्थीसंख्येची प्रत्यक्ष महाविद्यालयात पटनोंदणी अनिवार्य आहे.

- ३ अनुदानासाठी अनिवार्य असलेली विद्यार्थीसंख्या व कार्यभार परीगणनेसाठी कमाल विद्यार्थी संख्या विचारात घेण्यात यावी.
- ४ प्रात्यक्षिकांसाठी शासन नियमानुसार विहित केलेल्या विद्यार्थी संख्येची बॅच (गट) अनिवार्य राहिल.
- ५ व्याख्याने / प्रात्यक्षिके/ ट्यूटोरियल (पाठनिर्देशन), प्रोजेक्ट वर्क (प्रकल्प कार्य) या करिता नमुद असणाऱ्या तासिका शासनाने विहित केलेल्या नियमानुसार असणे आवश्यक आहे.
- ६ महाविद्यालयास अनुज्ञेय करण्यात आलेल्या पदांनुसार शासनाच्या प्रचलित आरक्षण धोरणानुसार विहित प्राधिकरणामार्फत आरक्षण बिंदू नामावली प्रमाणित करणे आवश्यक आहे.
- ७ पुढील शैक्षणिक वर्षामध्ये विद्यार्थीसंख्येत घट झाल्यास किंवा अन्य कारणास्तव अनुदानित विभागातील कार्यभार कमी झाल्यास अनुज्ञेय पदसंख्या कमी करण्यात येईल.
- ८ अनुज्ञेय पदानुसार शासनाच्या प्रचलित धोरणानुसार शासनाच्या पूर्वपरवानगी शिवाय पदभरती करण्यात येऊ नये . अशा अनुज्ञेय पदावरील नियुक्त्यांमध्ये अनियमितता आढळून आल्यास अनुदान निर्धारणात सदर बाब अमान्य करण्यात येईल. अनियमित नियुक्तीची जबाबदारी संबंधित व्यवस्थापन व महाविद्यालय यांची राहिल.
- ९ महाविद्यालयाच्या अनुदान पात्र कार्यभारावर आधारित पदे अनुज्ञेय करण्यात आलेली आहे. अनुज्ञेय पदांवरील पदभरतीसाठी स्वतंत्र पणे शासनाच्या प्रचलित धोरण व कार्यपद्धतीनुसार प्रस्ताव सादर करून नाहरकत प्रमाणपत्र घेणे आवश्यक आहे.



सहसंचालक,
उच्च शिक्षण मुंबई विभाग मुंबई

RSET's



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

RSET Campus,
S. V. Road,
Malad (W),
Mumbai – 400064
Tel No.+91 22 45207766
www.sarafcollege.org
gsgc@rajasthan.org.in

TRUE COPY

SANCTIONED POST BY MANAGEMENT IN BAF & BMS

Excerpts of Minutes of the meeting of the Governing Council held on October 20, 2015 at 11 a.m. in the Kirandevi Saraf Learning Centre.

Agenda Point No. 10 – To note progress on issue of appointments of Asst. Professors in BMS and BAF with the approval of University

Minutes: Vice-Principal Vaidya informed that we are seeking permanent affiliation for BAF and BMS courses. With this in view, we have obtained NOC from the University to advertise for **6 BAF and 6 BMS Asst. Professors' Post**. The advertisement was published in Times of India and Maharashtra Times on 23rd September and 24th September, 2015 respectively. We have begun receiving applications. We have asked the University to give us a selection panel of members who can conduct the interviews, vide our letter dated 10th October, 2015. We await their reply.

Dr. Jayant Apte
Principal

PRINCIPAL

Rajasthan Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



University of Mumbai

Phone No.-022-22708741
email:concolsection@gmail.com



TAAS (CT)
Room No. 204
Fort Campus, M.G. Road,
Mumbai - 400 032.

Ref. No. : TAAS (CT)/ICD/2016 -17/16775

Date : 03/05/2017

To,

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

G. S. GIRLS COLLEGE	
Recd. No. 2004	Dt. 5/5/2017
P'Pal. 5/5/17	Dt.
V. P.	Dt.
H. Sacy	Dt.

Sir,

Please refer to your letter Nos. Sr./Sfc/2016, dated 1st August, 2016 and AKS/2017/09, dated 12th January, 2017, forwarding therewith the reports of appointments of the following teachers in their respective subjects in your College for consideration of the University.

Sr. No.	Name of the Teachers	Nature of Appointment & remarks
1.	Smt. Prajna Sunder Shetty	Full-time Assistant Professor in B.M.S. w.e.f. 01.06.2016.
2.	Smt. Kamala Shriram	Full-time Assistant Professor in B.M.S. w.e.f. 01.06.2016.
3.	Smt. Mmahek Kumar Chhabria	Full-time Assistant Professor in B.M.S. w.e.f. 01.06.2016.
4.	Smt. Megha Krishna Khedekar	Full-time Assistant Professor in B.M.S. w.e.f. 01.06.2016.
5.	Shri Anareddy Prasad Vijay	Full-time Assistant Professor in B.M.S. w.e.f. 01.06.2016.
6.	Smt. Sinha Ekta	Full-time Assistant Professor in B.M.S. w.e.f. 01.06.2016.
7.	Smt. Chhajer Mamta	Full-time Assistant Professor in B. Com. (Accounting & Finance). w.e.f. 01.06.2016.
8.	Smt. Matharu Preeti	Full-time Assistant Professor in B. Com. (Accounting & Finance). w.e.f. 01.06.2016.
9.	Shri Choudhari Prasanna Shripad	Full-time Assistant Professor in B. Com. (Accounting & Finance). w.e.f. 01.06.2016.
10.	Smt. Mainkar Archana Mahesh	Full-time Assistant Professor in B. Com. (Accounting & Finance) w.e.f. 01.06.2016. Not eligible - SET result declared after the last date of receive the application.

P.T.




11.	Smt. Anita Subhashchandra Agarwal	Full-time Assistant Professor in B. Com. (Accounting & Finance). w.e.f. 01.06.2016.
12.	Smt. Bhumika Niraj Shah	Full-time Assistant Professor in B. Com. (Accounting & Finance). w.e.f. 01.06.2016.

In this connection, I am directed to inform you that the appointments mentioned at Sr. Nos. 1 to 9, 11 & 12 have been approved by the University as remarks mentioned against each of them as per University circular No. CONCOL/TAU/40 of 2012-13, dated 19th March, 2013, and Sr. 10 has not been approved by the University as remarks mentioned against her name 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 teachers concerned in writing as per S.109-C along with 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,


03/5/17
(YOGINI GHARE)
DEPUTY REGISTRAR
TAAS (CT)



University of Mumbai

Phone No. 022-68320050
email-concolsection@gmail.com



TAAS(CT)
Room No. 204
Fort Campus, M.G. Road,
Mumbai - 400 032.

Ref. No. : TAAS (CT)/ICD/2018-19/16788

To,
✓ The Principal,
Ghanshyamdas Saraf College of
Arts & Commerce,
RSET Campus, S. V. Road, Malad (W),
Mumbai - 400 064.

RSET's, Ghanshyamdas Saraf College of Arts & Commerce, Malad (W), Mumbai - 400 064. Date: 03/10/2019

Inward: 93/1 12/2/2019
Recd:
Princ: h
Copy to: LM/ym/Personal/fk

Sir,

Please refer to your letter Nos. JW/2019/523 & JW/2019/524, dated 31st August, 2019, forwarding therewith the reports of appointments of the following teachers in their respective subjects in your College for consideration of the University.

Sr. No.	Name of the Teachers	Nature of Appointment & remarks
1.	Dr. Lipi Mukherjee	Full-time Assistant Professor in B. Com. (Accounting & Finance), w.e.f. 01/06/2019
2.	Ms. Yogita Prashant Mahimkar	Full-time Assistant Professor in B. Com. (Accounting & Finance), w.e.f. 01/06/2019

In this connection, I am directed to inform you that the appointments mentioned at Sr. No. 1 and 2 have been approved on regular basis by the University as mentioned against each of them 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 teachers concerned in writing as per S.109-C along with 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,

Datta Ghuge
(DATTA GHUGE)
DEPUTY REGISTRAR
TAAS (CT)

Jayant
PRINCIPAL

Rajasthani Samiti 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 6481 2345 / 6481 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.



Dr. Jyoti K. Patel
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.

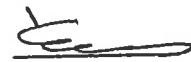
Thanking you,

Sincerely,

For Ghanshyamdas Saraf College



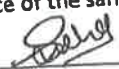
Dr. Sujata Karmarkar
Principal



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

१७/०६/२००९/२८९

२१.०६.०९

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
22/6/09



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
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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.





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:

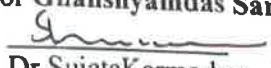
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.

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:**

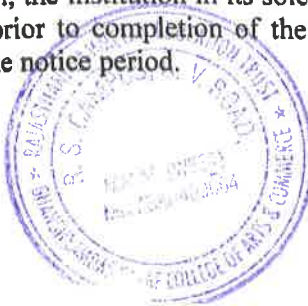
You will be entitled for leaves as per the rules and regulations of **Ghanshyamdas Saraf College – B.Com Section** being framed from time to time. Leave cannot be claimed as a matter of right and can only be availed with prior approval. Approval of leave will depend on requirements of the institution 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.





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college of arts & commerce

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gsgc@rajasthanio.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:



Jayashree

PRINCIPAL

Rajasthani Sammelan Education Trust
Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
RAJASTHANI SAMMELAN

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Malad (West), Mumbai - 400 064
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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




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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
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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:

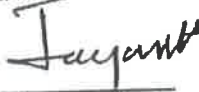
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your calibre and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

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 Sengupta 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

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

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

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

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.




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Rajasthan 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

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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.

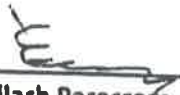
Thanking you,

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.

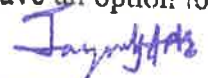
4) Working Hours

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




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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

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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:

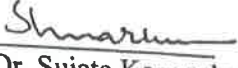
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful enterprise, while developing an excellent career for yourself.

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




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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.



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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.



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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 : _____



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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.




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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.

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Jayraj
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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: _____

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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
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Of Arts & Commerce



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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.





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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:

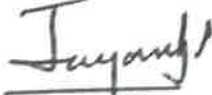
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your calibre and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

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

Signature _____

Date: _____



A Rajasthan Sammelan
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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.





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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
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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 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

_____, 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

25th August 2016

Mrs. Simmi Chaurasia
F-10, Q Block
Mata Colony,
Anand Chawl
Rajeshwari, East,
Mumbai - 400042

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 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 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.



Jayant

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

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

Signature: Sirni

Date: 25/08/2016




PRINCIPAL
Rajasthani Sainimelan 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

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

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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.

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PRINCIPAL
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Ghanshyamdas Saraf College
Of Arts & Commerce



Ghanshyamdas Saraf
college of arts & commerce
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Tel No.: 491 22 6681 2345 / 6681 2350
www.sarafcollege.dtg
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 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.

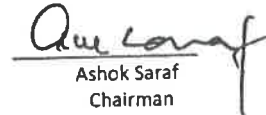
We welcome you, and look forward to a fruitful collaboration.
Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Sujata Karmarkar
Principal


Kailash Parsurampur
Hon. Secretary - Governing Council


Ashok Saraf
Chairman

Acknowledgement and Acceptance

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

Signature: 

Date : 10.7.2016.

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Malad (W), Mumbai - 400064
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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 evens 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.

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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
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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 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



Ghanshyamdas Saraf
college of arts & commerce
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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



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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
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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
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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.

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Tel No.: 022 4520 7766
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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:

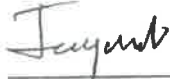
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your calibre and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

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

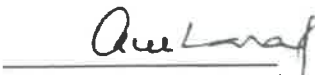
Thanking you,

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

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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
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Of Arts & Commerce

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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

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.





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College of Arts & Commerce

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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
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Principal's Signature

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Ghanshyamdas Saraf College
Of Arts & Commerce



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college of arts & commerce

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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

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gsgc@rajasthan.org.in

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 :

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Jayramdas

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Of Arts & Commerce



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6) Service termination Clause:

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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.

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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

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11) Legal Right:

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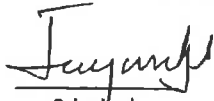
13) Acceptance of our offer:

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

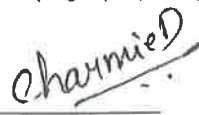

Principal
Dr. Jayant Apte


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 Rajasthani Sammelan
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Ghanshyamdas Saraf College
Of Arts & Commerce



Dr. (Mrs.) Sunanda Kar
PRINCIPAL

☎ : 2872 5465 / 2872 9774
Fax : 2378 3836
Email : csgc1@vsnl.net

Rajasthani 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
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

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



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

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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

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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





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. Gargi Gothe
E-2, 2306, Sarova,
Samata Nagar,
Kandivali (East)
Mumbai-400 101

Subject: Appointment Letter 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.



Jayashree

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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.

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Malad (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:

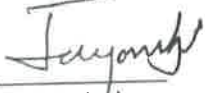
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your calibre and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

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



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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



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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.

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Jayashree
Principal
Rajasthan Sammelan Education Trust
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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 Parasrampuria

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

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Rajasthan 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

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.




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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 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 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 Chidya, 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

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Educational Endeavour

Re-accredited with 'A' grade by NAAC



BGK/2021/499

29-10-2021

To,
Ms. Nikita Rastogi
1/A/404, Sharda Darshan CHS,
Link Road, Anand Nagar, Opp Tanvi hospital,
Dahisar East, Mumbai

SUB: Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Self Finance Department) w.e.f. 15th November, 2021 on Temporary Basis** for the period end of academic year 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 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. 23,000/- (Rupees Twenty Three 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.

Contd... 2



Recd on
25-11-2021
Principal
80

(3)

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 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 officer-


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.

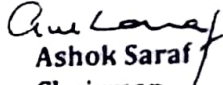
Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Jayant J. Apte
Principal


Kailash Parasrampur
Hon. Secretary,
Governing Council


Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature : 

Date : 17/11/21





BGK/2021/32

10-06-2021

To,
Ms. Prachi Chaturvedi
A-703, Omkar Plaza,
90 Feet Road, Bhayandar (West),
Dist- Thane.

SUB: Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Self Finance Department)**' w.e.f. **15th June, 2021** on **Temporary Basis** for the period end of the academic year 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 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. 23,000/- (Rupees Twenty Three 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.

Contd... 2



(2)

(05) **Working Hours –**

You will report 06 days a week i.e. Monday to Saturday for minimum of 06 hours 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) **Services Termination Clause –**

Your services can be terminated by giving notice of 03 months for 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 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 –**

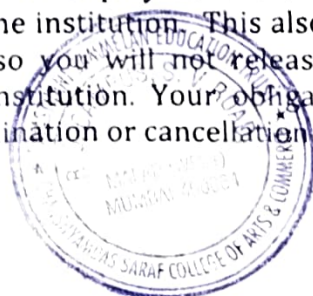
You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

(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 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.



Contd.. 3

(3)


- 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 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 officer-**
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.

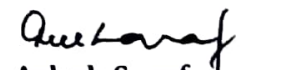
Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Jayant J. Apte
Principal


Kailash Parasrampur
Hon. Secretary,
Governing Council

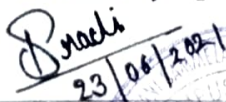

Ashok Saraf
Chairman
Governing Council



Acknowledgement and Acceptance

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

Signature : _____


23/06/2021

Date : 23/06/2021



BGK/2020-21/557

24-11-2021

To,
Ms. Pradnya Ulhas Damle
Flat No. 2, Padmasheela CHS.,
A Wing, R. R. Thakur Marg,
Jogeshwari East,
MUMBAI - 400 060

c/law

SUB : Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Commerce- Law)**' w.e.f. **13th December, 2021** on **Temporary Basis** for the period end of academic year 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 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. 23,000/- (Rupees Twenty Three 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.



Contd...

Recd
08-01-2022
SR

BGK/2021-22/571

25-11-2021

To,
Mr. Rajendra U. Patil
2/23, Kush Building,
Nikedwari Lane, Khandilkar Road,
Girgaon,
MUMBAI 400 0064

SUB : Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Accountancy)**' w.e.f. **1st December, 2021** on **Temporary Basis** for the period end of academic year 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 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. 30,000/- (Rupees Thirty 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.

Contd - 2



(2)

(05) **Working Hours -**

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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 of even afterwards by word of mouth or otherwise, particulars or details of our policies, strategies, system, software's technical security arrangements, administrative and organizational matters of a confidential / secret nature, which may be privilege to know 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.



Documents / Records -

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 loss or 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 expressed unless expressed in writing to the appointing authority or any person authorized by the institution.

(14) Acceptance of our officer-


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 build a successful institution, while developing an excellent career for yourself.


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

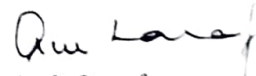
Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Jayant J. 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 : _____





Bgk/2010/490(a)

Mr. Ameya Tanawade
202, Gangotri Soc., Prarthana Samaj Rd.,
Vile Parle East,
Mumbai - 400 057

Dear Sir,

With reference to your application dated 23-10-2010 and the subsequent discussion with the undersigned, the college is pleased to appoint you as a lecturer in Accountancy department unaided section for the academic year 2010-11. The tenure of your contract shall be co-terminus with the end of the academic year 2010-11. However, the contract is terminable from either side by giving a one month notice in writing.

You will be eligible to a consolidated monthly pay of Rs. **18,000/-** p.m.

Your terms of appointment will be regulated /governed by the policies of management and may not be at par with the teachers in aided section. You shall be entitled to 08 casual leaves as per the aided teaching staff but no other type of leave. You shall inform the undersigned in advance as much as possible about your leave so as ensure that the college working is not hampered. You shall also refrain from remaining absent on days of important events.

You are required to report on **22nd November, 2010** and start engaging the lectures from the same day as per the timetable which can be obtained from the undersigned.

Following are some key aspects of your term of engagement :-

1. Workload of 20 lectures per week. If situation demands, you may be required to take more lectures
2. Regularity in reporting at 07.00 a.m. without fail. The reporting time may be altered as per the institutional requirements and shall be binding on you.
3. Involving actively in the college work and following the rules and regulations as may be communicated from time to time.


Contd. 2



(2)

4. Apart from teaching, your work profile also includes exam related work like supervision, assessment of projects and assignments etc.

Please note your performance shall be reviewed regularly by the management and would be a key factor to your reward and recognition in this institution.

If you are agreeable to the above, please sign on the duplicate of this letter and return the same to the undersigned immediately.

We look forward to your fulfilling association with this college.

Yours faithfully

Bhavana Vaidya 26/10/10
Mrs. Bhavana Vaidya
Vice-Principal

Place : Mumbai
Dated : 26-10-2010

Received & Accepted
A. Tanawade
[Ameya R. Tanawade]



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

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

BGK/2023/654

05-06-2023

To,
Ms. Apoorva Dnyaneshwar Thorve
94/B-25, Jaldhara CHS,
Gorai -I, Mumbai – 400 091

SUB : Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Commerce Department)**' w.e.f. **15th June, 2023** on **Temporary Basis** for the period end of the academic year 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 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. 23,000/- (Rupees Twenty Three 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.



②

Contd... 2



(2)

(05) **Working Hours -**

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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.





Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

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

(3)

(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 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 officer-**


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,

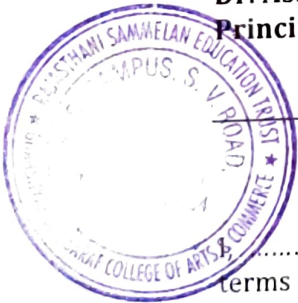
Sincerely,

For Ghanshyamdas Saraf College


Dr. Ashwat R. Desai
Principal


Kailash Parasrampur
Hon.Secretary,
Governing Council


Ashok Saraf
Chairman
Governing Council



Acknowledgement and Acceptance

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

Signature : _____

Date : _____



Ghanshyamdas Saraf
College of Arts & Commerce
EDUCATION EXPERTISE

RSET Campus, S.V. Road
Malad (W), Mumbai - 400 064
Tel.No. 4520 7760
www.sarafcollege.org.in
esgc@rajasthan.org.in

BGK/2022/ 1449 (9)

30-07-2022

To,
Mr. Amit Sandeep Bansode
B-308, Dheeraj Apartment,
Road No. 1, Natwar Nagar,
Jogeshwari East, Mumbai - 400 060

SUB: Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as 'Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Commerce Department) w.e.f. 1st August, 2022 on Temporary Basis for the period end of the academic year 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 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. 23,000/- (Rupees Twenty Three 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.



Contd... 2



(2)

(05) Working Hours -

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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.

(06) Services Termination Clause -

Your services can be terminated by giving notice of 03 months for 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 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.

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(07) Rules & Regulations -

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(09) Outside interest -

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(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.





Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPLOYEES

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

(3)

(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 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 officer-

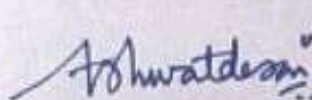
We hope you find this offer to be satisfactory for joining the institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

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

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College

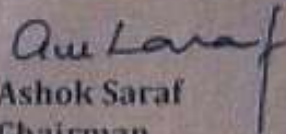


Dr. Ashwat Desai
In-Charge Principal






Kailash Parasrampur
Hon.Secretary,
Governing Council



Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature: 

Date: 8/8/2022



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

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

BGK/2023/655

05-06-2023

To,
Miss. Kreena Dinesh Modi
A/62, Gaurang Society,
Sarojini Naidu Road,
Kandivali West, Mumbai – 400 067

SUB : Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Commerce Department)**' w.e.f. **01th July, 2023** on **Temporary Basis** for the period end of the academic year 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 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/- (Rupees 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.



✓

Contd... 2



(2)

(05) **Working Hours –**

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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) **Services Termination Clause –**

Your services can be terminated by giving notice of 03 months for 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 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.





Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

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

(3)


- (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 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 officer-**
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.

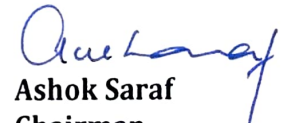
Thanking you,

Sincerely,


For Ghanshyamdas Saraf College


Dr. Ashwat R. Desai
Principal


Kailash Parasrampuria
Hon.Secretary,
Governing Council


Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance


Kireena .D. Modi....., have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature : K.D.Modi

Date : 3/7/23



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

Bgk/Aplet/2007/ 1000 (C)

22/06/2007

To,

Ms. Sonali Ganpat Khade

16, Vijay Niwas, 2nd Floor,

Dr. Rath Marg, Shivaji Park,

Dadar (West), Mumbai – 400 028.

Madam,

I am pleased to inform you that you are appointed as Full Time Lecturer on Contract Basis in the department of Foundation Course w.e.f. 14th June, 2007 to 30th April, 2008 for the academic year 2007-2008. 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.



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gsgc@rajasthan.org.in

BGK/2023/ 733 (c)

01-07-2023

To,
MS. MEBIN ANN VERGHESE
B1/902, SILICON PARK,
JANAKALYAN NAGAR, MALAD WEST,
MUMBAI – 400 095

SUB: Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Self Finance Department)**' w.e.f. 5TH JULY, 2023 on **Temporary Basis** for the period end of the academic year 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 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. 23,000/- (Rupees Twenty Three 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.



Contd... 2



(05) **Working Hours -**

(2)

You will report 06 days a week i.e. Monday to Saturday for minimum of 06 hours 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) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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.



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(3)


- (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 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 writing to the appointing authority or any person authorized by the institution.
- (14) **Acceptance of our officer-**
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. Ajay Agarwal
HR



Dr. Ashwat R. Desai
Principal



Kailash Parasrampur
Hon.Secretary,
Governing Council


Ashok Saraf
Chairman
Governing Council



Acknowledgement and Acceptance


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

Signature : 

Date : 5/7/23



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BGK/2023/ 732(9)

01-07-2023

To,
Ms. SWETA RAJESH SINGH
02, ALIYAR SINGH CHAWL,
KURAR VILLAGE, MALAD EAST,
MUMBAI - 400097

SUB : Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Self Finance Department)**' w.e.f. 5th JULY, 2023 on **Temporary Basis** for the period end of the academic year 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 Vice Principal and or any person that the Management may ask you to do from time to time.

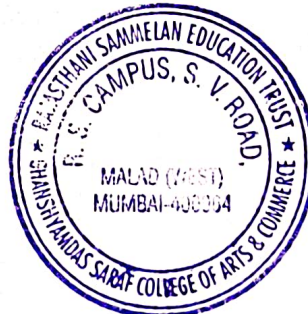
(03) **Remuneration Package-**

You will be paid consolidated monthly remuneration of Rs. 23,000/- (Rupees Twenty Three 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.



Contd... 2

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(2)

(05) **Working Hours –**

You will report 06 days a week i.e. Monday to Saturday for minimum of 06 hours 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) **Services Termination Clause –**

Your services can be terminated by giving notice of 03 months for 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 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 –**

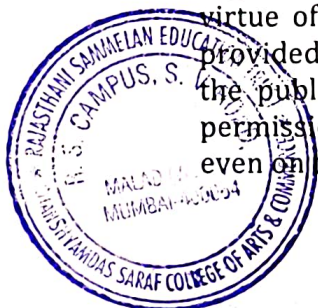
You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

(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.





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(3)

(11) **Return of Documents / Records –**

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(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 officer-**


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. Ajay Agarwal
HR
RSET


Dr. Ashwat R. Desai
Principal


Kailash Parasrampur
Hon.Secretary,
Governing Council

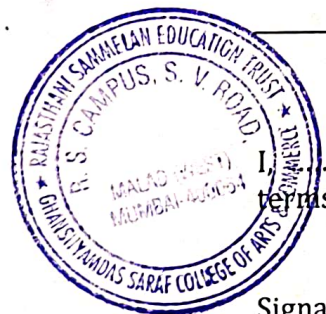

Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature : _____

Date : _____





Ghanshyamdas Saraf
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gsgc@rajasthan.org.in

BGK/2022/1242(a)

03-06-2022

To,
MS. SWATI SUNIL SHARMA
F-401, Sheetal Tapovan,
Pathanwadi, Malad East,
MUMBAI - 400 097

SUB: Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Accountancy Department)**' w.e.f. **15th June, 2022** on **Temporary Basis** for the period end of the academic year 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 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/- (Rupees 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.



Contd... 2



(2)

(05) **Working Hours –**

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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) **Services Termination Clause –**

Your services can be terminated by giving notice of 03 months for 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 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 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.



Contd.. 3



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(3)

(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 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 officer-**

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.

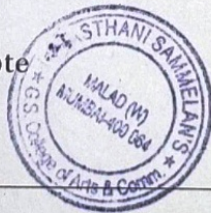
We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College

Dr. Jayant J. Apte
Principal



Kailash Parasrampur
Hon.Secretary,
Governing Council

Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature :

Date : 15/06/22



Ghanshyamdas Saraf
college of arts & commerce
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Malad (W), Mumbai – 400 064
Tel.No. 4520 7766
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gsgc@rajasthan.org.in

26-11-2022

BGK/2022/397

To,

Ms. Kunjan Jaykishan Nansi
C-601, Jyoti Park, S.V.Road,
Kandivli West, Mumbai – 400 067

SUB : Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Commerce Department)**' w.e.f. **1st December, 2022** on **Temporary Basis** for the period end of the academic year 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 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. 28,000/- (Rupees Twenty Eight 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.



Contd... 2



(2)

(05) **Working Hours –**

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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) **Services Termination Clause –**

Your services can be terminated by giving notice of 03 months for 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 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.

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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.



Contd.. 3



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(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 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 officer-**

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. Ashwat Desai
In-Charge 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 : _____



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www.sarafcollege.org.in
gsgc@rajasthani.org.in

BGK/2020/62

18-01-2021

To,
Mr. Lokesh Gopal Gupta
B 202, Anand Dham CHS.,
Sanyukta Nagar, Achole Cross Road,
Nallasopara East, Thane 401 209

SUB : Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Self Finance Department)**' w.e.f. **1st February, 2021** on **Temporary Basis** for the period ending on 30th June, 2021 or co-terminus with the academic year. This period as '**Full Time Lecturer**' will be governed by the terms and conditions as details below.

(13) **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)

(14) **Reporting –**

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

(15) **Remuneration Package-**

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

(16) **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.



Contd... 2



(2)

(05) **Working Hours –**

You will report 06 days a week i.e. Monday to Saturday for minimum of 06 hours 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) **Services Termination Clause –**

Your services can be terminated by giving notice of 03 months for 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 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 –**

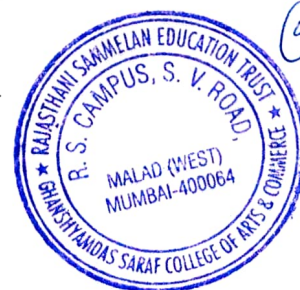
You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

(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.



Contd.. 3



(3)

(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 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 officer-**

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.

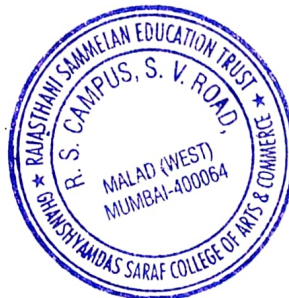
We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College

Dr. Jayant J. 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 : _____

MR/2022/1243(e)

To
Ms. Prachi Sanjay Pandey
B/311, Jay Ambe Apt.,
B. P. Cross Road, Road No. 5,
Bhayandar East,
Thane - 401 105.

SUB: Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as 'Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Economics Department) w.e.f. 15th June, 2022 on Temporary Basis for the period end of the academic year 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 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. 23,000/- (Rupees Twenty Three 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 framed 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 management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.



Contd.

(05) Working Hours -

(2)

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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) Services Termination Clause -

Your services can be terminated by giving notice of 03 months for 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 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.

(3)

- (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 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 expressed in writing to the appointing authority or any person authorized by the institution.
- (14) **Acceptance of our officer-**
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 Ghaushyamdas Saraf College

Jayant J. Apte

Dr. Jayant J. Apte
Principal



Kailash Parasrampharia
Kailash Parasrampharia
Hon. Secretary,
Governing Council

Ashok Saraf
Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

I, Prachi Sanjay Pandey have read and understood the above terms and conditions and hereby signify my acceptance of the same

Signature: *Prachi*

Date: 15-06-2023



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

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

BGK/2020/63

18-01-2021

To,
Mr. Laxman Chaudhary
Room No.302, C-Wing, Bhoomi Plaza,
Achale Road, Nalasopara(East),
Mumbai-401209

SUB : Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Self Finance Department)**' w.e.f. **1st February, 2021** on **Temporary Basis** for the period ending on 30th June, 2021 or co-terminus with the academic year. This period as '**Full Time Lecturer**' will be governed by the terms and conditions as details below.

(17) **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)

(18) **Reporting –**

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

(19) **Remuneration Package-**

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

(20) **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.

Contd... 2





(2)

(05) **Working Hours –**

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

(06) **Services Termination Clause –**

Your services can be terminated by giving notice of 03 months for 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 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.



Contd.. 3



(3)

(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 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 officer-**


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 J. 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 : _____



Ghanshyamdas Saraf
college of arts & commerce
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RSET Campus, S.V. Road
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Tel.No. 4520 7766
www.sarafcollege.org.in
gsgc@rajasthan.org.in

BGK/2022/ 1243(b)

03-06-2022

To,
Mr. Ramson Albert Menezes
3, Ramnath Mishra Society,
P. M. Road, Near Hi-Life Mall,
Santacruz (West),
MUMBAI - 400 054

SUB: Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as 'Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Commerce Department) w.e.f. 15th June, 2022 on Temporary Basis for the period end of the academic year 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 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. 23,000/- (Rupees Twenty Three 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.



Contd... 2



(2)

(05) Working Hours –

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours per day. You will be expected during your working hours to render your services for any of the institutions run by Rajasthanni Sammelan Education Trust or sister institutions that the management deems fit.

(06) Services Termination Clause –

Your services can be terminated by giving notice of 03 months for 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 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 –

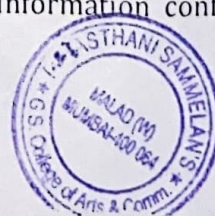
You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

(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.





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(3)

(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, 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 officer-**

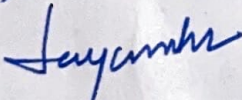
We hope you find this offer to be satisfactory for joining the institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

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

Thanking you,

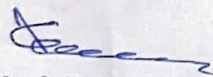
Sincerely,

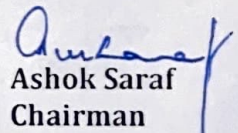
For Ghanshyamdas Saraf College



Dr. Jayant J. Apte
Principal

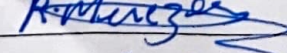



Kailash Parasrampur
Hon.Secretary,
Governing Council


Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature: 

Date: 15/06/2022



Ghanshyamdas Saraf
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www.sarafcollege.org.in
gsgc@rajasthan.org.in

BGK/2022/1243(ae)

03-06-2022

To,
Ms. Ruddhi R. Wadadekar
402, Royalikon, L T Nagar,
M G Road No. 2, Goregoan West,
MUMBAI – 400 104

SUB : Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Self Finance Department)**' w.e.f. **15th June, 2022** on **Temporary Basis** for the period end of the academic year 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 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. 23,000/- (Rupees Twenty Three 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.



Contd... 2



(2)

(05) Working Hours -

You will report 06 days a week i.e. Monday to Saturday for minimum of 06 hours 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.

(06) Services Termination Clause -

Your services can be terminated by giving notice of 03 months for 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 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.





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www.sarafcollege.org.in
gssc@rajasthan.org.in

(3)

(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 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 officer-**

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 J. Apte
Principal



Kailash Parasrampur
Hon.Secretary,
Governing Council

Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature :

Date : 27/6/2022



Ghanshyamdas Saraf
college of arts & commerce
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RSET Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 4520 7766
www.sarafcollege.org.in
gsgc@rajasthani.org.in

BGK/2024/ 753

10-06-2024

To,
Ms. Seema Hanchate
A-904, Mayfair Legends,
Evershine Nagar, Malad West,
Mumbai-400 064

SUB: Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Self Finance Department)**' w.e.f. **12th June, 2024** on **Temporary Basis** for the period end of the academic year 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 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/- (Rupees 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.



Contd... 2



(05) **Working Hours - 7**

(2)

You will report 06 days a week i.e. Monday to Saturday for minimum of 06 hours 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) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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.



Contd.. 3



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

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

(3)


- (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 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 officer-**
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. Ajay Agrawal
HR
RSET


Dr. Ashwat R. Desai
Principal


Ashok Saraf
Chairman
Governing Council



Acknowledgement and Acceptance

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

Signature : Seema Hanchate

Date : 12-6-2024



Ghanshyamdas Saraf
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RSET Campus, S.V. Road
Malad (W), Mumbai - 400 064
Tel.No. 4520 7766
www.sarafcollege.org.in
gsgc@rajasthanil.org.in

BGK/2023/912

29-08-2023

To,
MS. SHILPA GYANESHWAR SHARMA
C-98, Navjeevan Society, Singh Estate,
Road No. 3, Samata Nagar, Thakur Village,
Kandivli East, MUMBAI - 400 101
9987207268 * sili.sharma@gmail.com

SUB: Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Madam,

We have pleasure in appointing you as 'Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Self Finance Department) w.e.f. 1st September,, 2023 on Temporary Basis for the period end of the academc year 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 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. 23,000/- (Rupees Twenty Three 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.



Contd... 2



Ghanshyamdas Saraf
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RSET Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 4520 7766
www.sarafcollege.org.in
gsgc@rajasthanisammelan.org.in

(2)

(05) Working Hours –

You will report 06 days a week i.e. Monday to Saturday for minimum of 06 hours 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.

(06) Services Termination Clause –

Your services can be terminated by giving notice of 03 months for 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 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.



Contd.. 3



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(3)

- (11) **Return of Documents / Records –**
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- (13) **Changes in Service Condition –**
Any additions or variations in above terms and conditions will not be valid unless expresses in writing to the appointing authority or any person authorized by the institution.
- (14) **Acceptance of our officer-**
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. Ajay Agrawal
HR
RSET

Dr. Ashwat R. Desai
Principal

Kailash Parasrampur
Hon.Secretary,
Governing Council

Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature : Shilpa

Date : 29/8/23

BGK/2021/104(e)

26-06-2021

To,
Ms. Srishti Shetty
19, Dev Darshan, Carter Road 5,
Borivli East, Mumbai - 400 066

SUB: Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Commerce Department)**' w.e.f. **1st July, 2021** on **Temporary Basis** for the period end of academic year 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 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. 23,000/- (Rupees Twenty Three 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.

Contd... 2





(2)

(05) **Working Hours –**

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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) **Services Termination Clause –**

Your services can be terminated by giving notice of 03 months for 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 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 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.



Contd.. 3



(3)

(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 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 writing to the appointing authority or any person authorized by the institution.

(14) **Acceptance of our officer-**

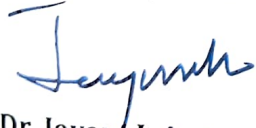
We hope you find this offer to be satisfactory for joining the institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

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

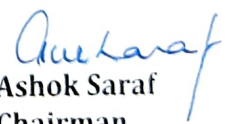
Thanking you,

Sincerely,

For **Ghanshyamdas Saraf College**


Dr. Jayant J. Apte
Principal


Kailash Parasrampur
Hon.Secretary,
Governing Council


Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature : 

Date : 28/06/21





Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

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

BGK/2021/ 34

11-06-2021

To,

Ms. Subira G. Deshpande
Flat No. 102, Sundaram – 2 CHS.,
Wing A, Raheja Complex, Malad East,
MUMBAI - 400097

SUB : Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Commerce Department)**' w.e.f. **1st July, 2021** on **Temporary Basis** for the period end of the academic year 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 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/- (Rupees 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.

Contd... 2





(2)

(05) **Working Hours –**

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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) **Services Termination Clause –**

Your services can be terminated by giving notice of 03 months for 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 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.



Contd.. 3



(3)

(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 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 officer-**

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 J. 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 : _____



Ghanshyamdas Saraf
College of Arts & Commerce
EDUCATION EMPOWERS

15
RSET Campus, S.V. Road
Malad (W), Mumbai - 400 064
Tel.No. 4520 7766
www.sarafcollege.org
gsge@rajasthanij.org

BGK/2022/1409(9)

13-07-2022

To,
Ms. Aradhana Subodhkumar Jha
P-303, Varun Residency, Sativali Naka,
Vasai East,
Dist - Palghar

SUB: Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as 'Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Commerce Department) w.e.f. 21st July, 2022 on Temporary Basis for the period end of the academic year 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 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/- (Rupees 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.



Contd... 2





GyanShiksha Education Society
College of Arts & Commerce
B-1, Ashok, Chhatrapati

RSET Campus, S.V. Road
Malad (W), Mumbai - 400 064
Tel. No. 4520 7766
www.rsetcollege.org
E-mail: rsetcollege@gmail.com

(05) **Working Hours -** (2)

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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.

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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 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 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.

(Contd.)

(3)

(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 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 officer-**

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. Ashwat Desai
In-Charge Principal






Kailash Parasrampur
Hon.Secretary,
Governing Council



Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature : 

Date : 21/07/22



Ghanshyamdas Saraf
college of arts & commerce
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RSET Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 4520 7766
www.sarafcollege.org.in
gsgc@rajasthan.org.in

BGK/2022/1247 (C)

03-06-2022

To,
Ms. Dimple Dilipkumar Tanwar
Building No. 4 A / 303, Flat No. 303,
Behind Vrindavan Society,
Magathane, Borivli East,
MUMBAI – 400 066

SUB : Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Foundation Course Department)**' w.e.f. 15th June, 2022 on **Temporary Basis** for the period end of the academic year 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 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. 23,000/- (Rupees Twenty Three 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.



Contd... 2



(05) **Working Hours -**

(2)

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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.





(3)

(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 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 officer-**

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 J. Apt
Principal



Kailash Parasrampur
Hon.Secretary,
Governing Council

Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature:

Date: 15th June 2022.



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

RSET Campus, S.V. Road
Malad (W), Mumbai - 400 064
Tel.No. 4520 7766
www.sarafcollege.org
gsc@rajasthan.org

BGK/2022/1289 (a)

20-06-2022

To,
Ms. Dipti Dineshkumkar Parmar
B/402, Shantidwar CHS Ltd.
Shantivan, Borivli East
MUMBAI - 400 066

SUB : Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Self Finance Department)**' w.e.f. **1st July, 2022** on **Temporary Basis** for the period end of the academic year 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 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. 23,000/- (Rupees Twenty Three 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.



Contd... 2



(2)

(05) **Working Hours -**

You will report 06 days a week i.e. Monday to Saturday for minimum of 06 hours 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) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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 -**

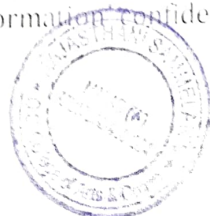
You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

(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 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.





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www.sarafcollege.org.in
gscc@nija-shanti.org.in

(3)

(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/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 officer-**


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 J. Apte
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 : _____



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college of arts & commerce
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gsgc@rajasthan.org.in

11-06-2021

BGK/2021/ 35

To,
Ms. Roshni Kapoor
C Wing, Flat No. 4 & 5,
Janki Kutir, Bhangur Nagar,
Goregaon West
MUMBAI - 400 104

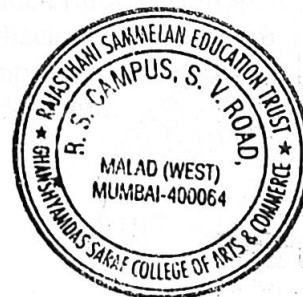
SUB: Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as 'Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Commerce Department) w.e.f. 1st July, 2021 on Temporary Basis for the period end of the academic year 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 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/- (Rupees 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.

Contd... 2





(05) **Working Hours -**

(2)

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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.

(06) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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 -**

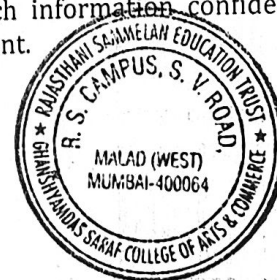
You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

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(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.



Contd.. 3



(3)

(11) **Return of Documents / Records -**

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(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 officer-**

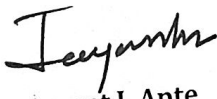
We hope you find this offer to be satisfactory for joining the institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.


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

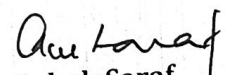
Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Jayant J. Apte
Principal


Kailash Parasrampur
Hon. Secretary,
Governing Council


Ashok Saraf
Chairman
Governing Council



Acknowledgement and Acceptance

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

Signature: Roshni

Date: 28/6/2021



Ghanshyamdas Saraf
college of arts & commerce
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RSET Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 4520 7766
www.sarafcollege.org.in
gsgc@rajasthani.org.in

BGK/2020/ 679

18-12-2020

To,
Mr. Saurabh M. Panchamia
D-104, Shree Darshan CHS.,
Gorai 1, Plot No. 21, RSC -4,
Borivali (West), Mumbai – 400 091

SUB : Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as 'Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Accounts Department in Commerce) w.e.f. 11th January, 2021 on Temporary Basis for the period ending on 30th June, 2021 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 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. 30,000/- (Rupees Thirty 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.

Contd... 2



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(2)

(05) **Working Hours -**

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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.

(06) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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 on termination or cancellation of this employment.



Contd.. 3

(3)

(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 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 expressed in writing to the appointing authority or any person authorized by the institution.

(14) **Acceptance of our officer-**

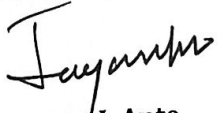
We hope you find this offer to be satisfactory for joining the institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.


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

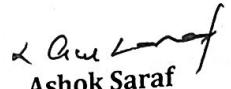
Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Jayant J. Apte
Principal

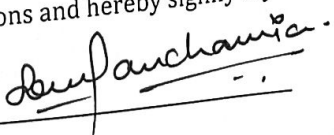

Kailash Parasrampur
Hon. Secretary,
Governing Council


Ashok Saraf
Chairman
Governing Council



Acknowledgement and Acceptance

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

Signature : 

Date : 12/01/2021



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

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

BGK/2020/310(n)

01-07-2020

To,
Ms. Bhavisha Shah
5/1, Ajay Apartment,
Nadiadwala Colony # 1, S.V.Road,
Malad West, Mumbai - 400064

SUB: Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as 'Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Self Finance Department) w.e.f. 1st October, 2020 on Temporary Basis for the period ending on 30th June, 2021 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 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/- (Rupees 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.

Contd... 2

B. G. Shah





Ghanshyamdas Saraf
college of arts & commerce

EDUCATION EMPOWERS

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

(2)

[05] **Working Hours –**

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B. G. Shah



Contd.. 3



(3)

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(14) **Acceptance of our officer-**


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

Thanking you,

Sincerely,

④ For Ghanshyamdas Saraf College

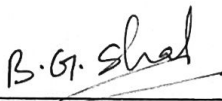

Dr. Jayant J. Apte
Principal


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 : _____



Ghanshyamdas Saraf
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Tel.No. 4520 7766
www.sarafcollege.org.in
gsgc@rajasthanieducationtrust.org.in

BGK/2021/ 33

11-06-2021

To,
Ms. Tejal N. Mogre
MUMBAI.

SUB: Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Commerce Department)**' w.e.f. **1st July, 2021** on **Temporary Basis** for the period end of the academic year 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 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/- (Rupees 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.

Contd... 2





(15) **Working Hours -**

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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.

(16) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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.

(17) **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.

(18) **Changes in address / other information -**

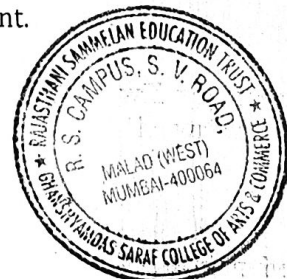
You will in writing intimate to the management any changes within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

(19) **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.





Ghanshyamdas Saraf
college of arts & commerce
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RSET Campus, S.V. Road
Malad (W), Mumbai - 400 064
Tel.No. 4520 7766
www.sarafcollege.org.in
gsgc@rajasthan.org.in

(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 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 officer-**


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.

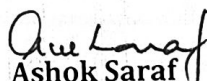
Thanking you,

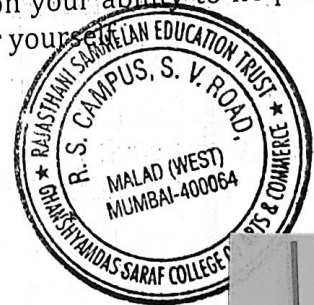
Sincerely,

For Ghanshyamdas Saraf College


Dr. Jayant J. Apte
Principal

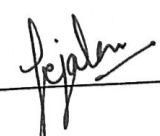

Kailash Parasrampur
Hon.Secretary,
Governing Council


Ashok Saraf
Chairman
Governing Council



Acknowledgement and Acceptance

I, Mrs. Tejal Nisargan Mogre, have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature : 

Date : 25/06/21



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Tel.No. 4520 7766
www.sarafcollege.org.in
gsgc@rajasthan.org.in

BGK/2021/496

29-10-2021

To,
Ms. Heta Pandya
604, Raj Swastik, Road No, 3,
Daulat Nagar, Borivli (East),
MUMBAI - 400 066

SUB : Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as 'Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Commerce) w.e.f. 15th November, 2021 on Temporary Basis for the period end of academic year 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 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/- (Rupees 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.



Contd... 2

Recevd
24-11-2021
S. J. J. J.



(05) **Working Hours -**

(2)

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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.

(06) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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.





(3)

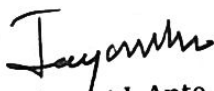
- 11) **Return of Documents / Records -**
You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses damages.
- 12) **Legal Right -**
No indulgence or waiving of right or forbearance 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 officer-**
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.

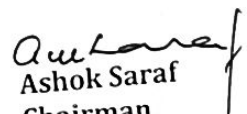
Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Jayant J. Apte
Principal


Kailash Parasrampur
Hon. Secretary,
Governing Council


Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature: H.S. Pandya



Date: 9/11/2021



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

BGK/2024/745

10-06-2024

To,
Ms. Yogita Naik Khatti
Khatti House, Madh Nava Nagar,
Madh Island, Via Versova,
Malad West, Mumbai – 400 061

SUB : Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as 'Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Self Finance Department) w.e.f. 12th June, 2024 on Temporary Basis for the period end of the academic year 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 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. 33,000/- (Rupees Thirty Three 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.



Contd... 2



(2)

(05) **Working Hours -**

You will report 06 days a week i.e. Monday to Saturday for minimum of 06 hours 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) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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.



Contd.. 3



(3)

(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 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 officer-**

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.

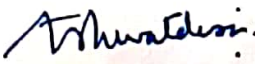
Thanking you,

Sincerely,

For Ghanshyamdas Saraf College




Dr. Ajay Agrawal
HR
RSET


Dr. Ashwat R. Desai
Principal


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 : _____



Ghanshyamdas Saraf
college of arts & commerce
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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

Mr. Mahesh Nikange,
B-203, New Shital,
Saptarshi Sankool, Ovaripada,
Dahisar (East),
Mumbai-400 068

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Mr. Mahesh,

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.



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RSET Campus, S. V. Road,
Malad (W), Mumbai - 400064.
Tel No.: 022 4520 7766
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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.



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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, maresh C. Nikange have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Signature

Date: 19/7/2019



Ghanshyamdas Saraf
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Malad (W), Mumbai – 400 064
Tel.No. 4520 7766
www.sarafcollege.org.in
gsgc@rajasthan.org.in

BGK/2020/60

18-01-2021

To,
Ms. Kinjal Singhvi
305, Building No. 5, Prem Nagar,
Borivli West, Mumbai – 400 092

SUB: Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Self Finance Department)**' w.e.f. **1st February, 2021** on **Temporary Basis** for the period ending on 30th June, 2021 or co-terminus with the academic year. This period as '**Full Time Lecturer**' will be governed by the terms and conditions as details below.

(05) **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)

(06) **Reporting –**

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

(07) **Remuneration Package-**

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

(08) **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.

Contd... 2



[Signature]

Rev. m
12-02-2021

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(2)

(05) **Working Hours -**

You will report 06 days a week i.e. Monday to Saturday for minimum of 06 hours 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) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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.



Contd.. 3

Signature



(3)

(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 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 officer-**

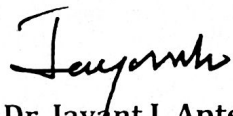
We hope you find this offer to be satisfactory for joining the institution. We are greatly impressed by your caliber and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

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


Thanking you,

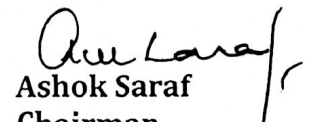
Sincerely,

@ For Ghanshyamdas Saraf College



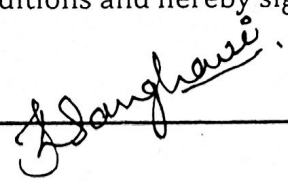
Dr. Jayant J. Apte
Principal


Kailash Parasrampur
Hon.Secretary,
Governing Council


Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature : 



Date : 01/02/21





Ghanshyamdas Saraf
college of arts & commerce

Tel No.: +91 22 6681 2222
www.sarafcollege.org
gsgc@rajasthan.org.in

05th July 2018

Mr. Mayur Rambhiya
263/15, Shiv Sahiyadri CHS.,
Sector - 2, Charkop,
Kandivali (West)
Mumbai - 400067.

Subject: Appointment Letter as Full time Lecturer – Temporary Basis

Dear Mr. Rambhiya,

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. 25000/- (Twenty Five 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.



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.

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:

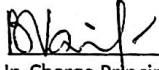
We hope you find this offer to be satisfactory for joining the Institution. We are greatly impressed by your calibre and special skills. We have great hopes on your ability to help us build a successful institution, while developing an excellent career for yourself.

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

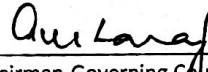
Thanking you,

Sincerely,

For GHANSHYAMDAS SARAF COLLEGE


In-Charge Principal
Bhavana Vaigya
06/7/18


Hon.Secretary-Governing Council
Kailash Parasrampur



Chairman-Governing Council
Ashok Saraf

Acknowledgement and Acceptance

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


Signature

Date: 28/7/18

 Mayur Hanilal Rambhaya



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

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

BGK/2020/61

18-01-2021

To,
Ms. Sangeeta Sahoo
O-602, Satellite Garden, Phase II,
Film City Road, Goregaon East,
Mumbai.

SUB : Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Self Finance Department) w.e.f. 1st February, 2021 on Temporary Basis** for the period ending on 30th June, 2021 or co-terminus with the academic year. This period as '**Full Time Lecturer**' will be governed by the terms and conditions as details below.

(09) **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)

(10) **Reporting –**

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

(11) **Remuneration Package-**

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

(12) **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.

Sangeeta Sahoo



Contd... 2



(2)

(05) **Working Hours –**

You will report 06 days a week i.e. Monday to Saturday for minimum of 06 hours 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) **Services Termination Clause –**

Your services can be terminated by giving notice of 03 months for 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 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.

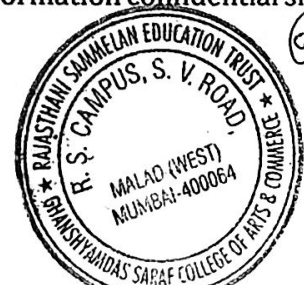
(09) **Outside interest –**

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.

Sangeeta Sahu



Contd.. 3



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

(3)

(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 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 officer-**

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,

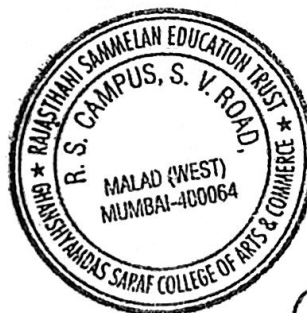
Sincerely,

For Ghanshyamdas Saraf College

Jayant J. Apte

Dr. Jayant J. Apte
Principal

Kailash Parasrampur
Kailash Parasrampur
Hon.Secretary,
Governing Council



Ashok Saraf
Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature : Sangeeta Sahoo

Sangeeta Sahoo

Date : 1/2/2021



Ghanshyamdas Saraf
College of Arts & Commerce
EDUCATION - KNOWLEDGE

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

BGK/2022/1247 (h)

03-06-2022

To,
Ms. Harshada Subhash Bandekar
B/24/001, Saraf Chaudhary Nagar,
Thakur Complex, Kandivli East,
MUMBAI - 400 101

SUB: Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as 'Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Self financed Department) w.e.f. 15th June, 2022 on Temporary Basis for the period end of the academic year 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 Vice Principal and or any person that the Management may ask you to do from time to time.

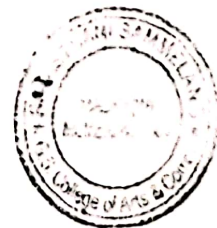
(03) **Remuneration Package-**

You will be paid consolidated monthly remuneration of Rs. 23,000/- (Rupees Twenty Three 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 framed 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.



Contd... 2



(05) **Working Hours –**

(2)

You will report 06 days a week i.e. Monday to Saturday for minimum of 06 hours 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.

(06) **Services Termination Clause –**

Your services can be terminated by giving notice of 03 months for 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 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.



Contd.. 3





(3)

- (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 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 officer-**
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

Jayant J. Apte

Dr. Jayant J. Apte
Principal



Kailash Parasrampuria
Kailash Parasrampuria
Hon.Secretary,
Governing Council

Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature : *H. Bandekara*

Date : 15/06/2022



Ghanshyamdas Saraf
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RSET Campus, S.V. Road
Malad (W), Mumbai - 400 064
Tel.No. 4520 7766
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gsgc@rajasthan.org.in

BGK/2022/ 434

30-11-2022

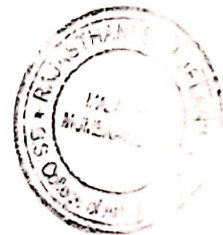
To,
Ms. Mehak Dinesh Gupta
M-5/2, Bhanumati CHS,
Bangur Nagar, Goregaon West,
MUMBAI

SUB : Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as 'Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Self financed Department) w.e.f. 1st December, 2022 on Temporary Basis for the period end of the academic year or co-terminus with the academic year. This period as 'Full Time Lecturer' will be governed by the terms and conditions as details below.

- (05) **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)
- (06) **Reporting -**
You will report daily to the Principal and Vice Principal and or any person that the Management may ask you to do from time to time.
- (07) **Remuneration Package-**
You will be paid consolidated monthly remuneration of Rs. 23,000/- (Rupees Twenty Three Thousand Only). This amount will be subject to deduction of Income Tax, Professional Tax and other deductions as applicable.
- (08) **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.



(Signature)

Contd. 2





(2)

(13) **Working Hours -**

You will report 06 days a week i.e. Monday to Saturday for minimum of 06 hours 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.

(14) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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.

(15) **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.

(16) **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.

(17) **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.

(18) **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.



Contd.. 3



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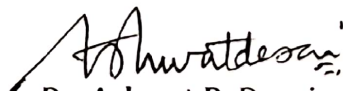
- (19) **Return of Documents / Records -**
You shall be responsible for the safe custody of all the documents, stores and valuables assigned to you for your duties and will bear the consequences thereof for their losses damages.
- (20) **Legal Right -**
No indulgence or waiving of right or forbearance 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.
- (21) **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.
- (22) **Acceptance of our officer-**
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.

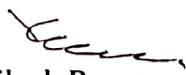
We welcome you, and look forward to a fruitful collaboration.

Thanking you,

Sincerely,

For Ghanshyamdas Saraf College


Dr. Ashwat R. Desai
I/C. Principal


Kailash Parasrampur
Hon.Secretary,
Governing Council


Ashok Saraf
Chairman
Governing Council



Acknowledgement and Acceptance

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

Signature : Mehak

Date : 13th Dec 2022





Ghanshyamdas Saraf
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RSET Campus, S.V. Road
Malad (W), Mumbai – 400 064
Tel.No. 4520 7766
www.sarafcollege.org.in
gsgc@rajasthanisammelan.org.in

BGK/2022/439

30-11-2022

To,
Ms. Hiral Pankaj Rawal
102, 1st Floor, Hari Darshan,
Cosmos Garden, Borivali West,
MUMBAI – 400 103

SUB : Appointment letter as Full Time Lecturer – Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as 'Assistant Professor of Ghanshyamdas Saraf College – Unaided Section (Self financed Department) w.e.f. 16th December, 2022 on Temporary Basis for the period end of the academic year or co-terminus with the academic year. This period as 'Full Time Lecturer' will be governed by the terms and conditions as details below.

(09) **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)

(10) **Reporting –**

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

(11) **Remuneration Package-**

You will be paid consolidated monthly remuneration of Rs. 23,000/- (Rupees Twenty Three Thousand Only). This amount will be subject to deduction of Income Tax, Professional Tax and other deductions as applicable.

(12) **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.



Contd... 2

(Signature)





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RSET Campus, S.V. Road
Malad (W), Mumbai - 400 084
Tel.No. 4520 77
www.sarafcollege.org
gsgc@rajasthan.org

BGK/2022/433

30-11-2022

To,
Ms. Hiral Pankaj Rawal
102, 1st Floor, Hari Darshan,
Cosmos Garden, Borivali West,
MUMBAI - 400 103

SUB: Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as 'Assistant Professor of Ghanshyamdas Saraf College Unaided Section (Self financed Department) w.e.f. 16th December, 2022 on Temporary Basis for the period end of the academic year or co-terminus with the academic year. This period as 'Full Time Lecturer' will be governed by the terms and conditions as details below.

(09) **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)

(10) **Reporting -**

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

(11) **Remuneration Package-**

You will be paid consolidated monthly remuneration of Rs. 23,000/- (Rupees Twenty Three Thousand Only). This amount will be subject to deduction of Income Tax, Professional Tax and other deductions as applicable.

(12) **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 requirement of the institution and the discretion of the management. Except in unavoidable circumstances, applications for leave must be submitted in advance, stating reasons.

Contd...





(2)

(13) **Working Hours -**

You will report 06 days a week i.e. Monday to Saturday for minimum of 06 hours 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.

(14) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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.

(15) **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.

(16) **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.

(17) **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.

(18) **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.



Contd.. 3





(3)

- (19) **Return of Documents / Records -**
You shall be responsible for the safe custody of all the documents, stores and valuable assigned to you for your duties and will bear the consequences thereof for their loss damages.
- (20) **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.
- (21) **Changes in Service Condition -**
Any additions or variations in above terms and conditions will not be valid unless expressly unless expressed in writing to the appointing authority or any person authorized by the institution.
- (22) **Acceptance of our officer-**
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 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. Ashwat R. Desai
I/C. Principal

Kailash Parasrampur
Hon. Secretary,
Governing Council



Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature : _____

Date : _____



BGK/2022/ 1409 (6)

14.07.2022

To,
Mr. Ramkrishna D. Shikare
425/D-44, Sec No. 4,
Charkop, Kandivli West,
Mumbai - 400 067

SUB : Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Commerce Department)**' w.e.f. 18th July, 2022 on **Temporary Basis** for the period end of the academic year 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 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. 23,000/- (Rupees Twenty Three 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.



Contd... 2



(2)

(05) **Working Hours -**

You will report 06 days a week i.e. Monday to Saturday for minimum of 05 hours 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) **Services Termination Clause -**

Your services can be terminated by giving notice of 03 months for 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 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 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.



Ghanshyamdas Saraf College of Arts & Commerce
EDUCATION, ENLIGHTENMENT

RSET Campus, S.V. Road
Malad (W), Mumbai - 400 064
Tel No. 4520 7766

Website: www.rset.edu.in
E-mail: info@rset.edu.in

(3)

(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/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 expressed in writing to the appointing authority or any person authorized by the institution.

(14) **Acceptance of our officer-**

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. Ashwat Desai
In-Charge Principal



Kailash Parasrampur
Hon. Secretary,
Governing Council

Ashok Saraf
Chairman
Governing Council

Acknowledgement and Acceptance

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

Signature: Shikre

Date: 21st July, 22.



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

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

01-07-2020

BGK/2020/310(T)

To,
Mrs. Reena Kole
Mars, C Wing-801,
Vasant Galaxy, Bangur Nagar,
Goregaon West, Mumbai - 400 104.

SUB: Appointment letter as Full Time Lecturer - Temporary Basis.

Dear Sir / Madam,

We have pleasure in appointing you as '**Assistant Professor of Ghanshyamdas Saraf College - Unaided Section (Economics)**' w.e.f. **1st July, 2020** on **Temporary Basis** for the period ending on 30th June, 2021 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 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/- (Rupees 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.



Contd... 2



(2)

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(06) **Services Termination Clause -**

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Contd.. 3



(3)

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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 officer-**


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 J. Apte
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 : _____

