

B. M. Sukumar Shetty
President

COONDAPUR EDUCATION SOCIETY (Regd.)

(No. 36/75-76)
KUNDAPURA - 576201, Udipi District

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| ◆ H.M.M. English Medium Nursery, Primary School
email:hmmsschool75@gmail.com
☎ : 231292 | ◆ R.N. Shetty P.U. College
email:su182.pue@gmail.com
☎ : 231501 |
| ◆ V.K.R.A.M. English Medium High School
email:vkracharyaenghighschool@gmail.com
☎ : 231406 | ◆ Dr. B. B. Hegde First Grade College
email:bbhegdecollegekundapur@rediffmail.com
☎ : 235588 |

Ref. No.....

PROCEEDINGS

Date :

Sri B. M. SUKUMAR SHETTY, PRESIDENT

No : CES/BBHC/HR:2022-23/04

Date : 30/09/2022


Sub : Dr. B. B. Hegde First Grade College, Kundapura -
Regularization of Services.

The services of **Mrs. Deepika G.** who was appointed as a Temporary Assistant Professor in English in Dr. B. B. Hegde First Grade College, Kundapura are regularized subject to the following terms and conditions:

1. She is confirmed in her post with effect from 01/10/2022 and her pay on the date of confirmation is Rs.22,050/-.
2. She may be terminated from services by the management with three month's notice or three month's salary in lieu thereof without assigning any reason.
3. She may leave the services in the college by giving three month's notice in writing or pay a sum equivalent to three month's salary.
4. She will be eligible to avail the leave as per the Leave policy of the College.
5. During the period of service, she shall not apply for any appointment except through the College.
6. She will employ herself honestly, efficiently and diligently under the orders and instructions from the Principal and she shall discharge cheerfully all the duties expected of her and her post and any other duty entrusted to her by the Principal from time to time.
7. She shall not carry on directly or indirectly or associate herself with any trade, business, private tuitions or any work of a remunerative nature without the permission of the management.
8. She shall stay in the station and make herself available whenever her services are required. She can leave the station with the previous permission of the Principal.
9. She shall be present in the college with neat and respectable dress, whether she has work or not.
10. She shall under any pretext absent herself from her duty without leave. Leave cannot be claimed as a matter of right. If she absents herself without leave, she will not be entitled to salary for the days of unauthorized absence.
11. She will be governed by all the rules and regulations which are in force in the College. The management reserves to itself the right of modifying, changing, adding or altering any or all the rules in the best interests of the institution.
12. A written acknowledgement of this letter agreeing to abide by the terms and conditions stipulated above should be submitted to the Principal immediately.

To :
Mrs. Deepika G.
Faculty in English

Copy
Received



B. M. SUKUMAR SHETTY
President & Correspondent
CORRESPONDENT
Dr. B. B. Hegde First Grade College
Kundapura