

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/51/2019-20/127

Date: 30/08/2019

APPOINTMENT ORDER

Dr. Vilas N. Nitnaware  
Flat No 3-1003,  
Proboprix Pride, Wing B,  
Shindevast, Raveli, Pune

Subject: **Appointment to the Post of Principal of K. C. College of Engineering and Management Studies & Research, Thane.**

Refer: Our advertisement in the Ascent of Times of India dated 13<sup>th</sup> March 2019.

Dear Sir,

With reference to your application in response to the above referred advertisement and the personal interview held on 07-06-2019 before the duly constituted Selection Committee and recommendations of the selection committee. I am pleased to inform you that you have been appointed to the post of **Principal of K.C. College of engineering and Management Studies & Research, Thane**, subject to the following terms & conditions.

1. Your appointment shall be subject to the approval of University of Mumbai. However, in case your appointment is not approved by the University, your appointment may be considered as adhoc basis.
2. You will draw a basic pay of Rs. 67000/- p.m. in the pay band of Rs. 37400-67000/- with AGP of Rs. 12,000/- plus usual allowances as permissible by the Sanstha from time to time.
3. Your appointment will be on probation for a period of two years from the date of joining and shall be subject to the rules of the Sanstha.
4. This being a full time appointment, you will not engage any part time job in any other organization.

Handwritten signature

**Principal**  
K. B. College of Arts & Comm  
Kopri, Thane (E.)

Mid. Bunder Road, Near Sadguru, Kopri, Thane (E) - 400 603.  
Tel: 25527100 Fax: 25526095 Email: kce21@hotmail.com



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research,

**K.C. COLLEGE OF ENGINEERING &  
MANAGEMENT STUDIES & RESEARCH**

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 30/08/2019


5. You will not associate with any such act of misconduct that is detrimental to the prestige and smooth functioning of the institution as well as welfare of the students.
6. You will maintain confidentiality in important information about the institution.
7. In case, you desire to resign, three month notice or payment of basic salary + AGP in lieu of notice period shall be mandatory, after the satisfactory completion of probation report. However notice period during probation period shall be one month applicable on both sides.
8. You will abide by service rules and regulations framed, amended by the Sanstha in addition to the prevailing statues and ordinances of the university from time to time. However rules framed by the Sanstha if any shall be final.
9. You will join on or before 22/07/2019, failing which this appointment order shall be liable to be cancelled.
10. The list of major job responsibilities you will be required to handle is enclosed herewith.
11. You are requested to please sign a copy of this order as an acceptance of all terms & conditions mentioned in this appointment order.



(Dr. Harssh Khanna)  
CHAIRPERSON

I Dr. Vilas N. Nitnaware hereby give my consent  
To join on 22/07/2019

Dr. Vilas N. Nitnaware



**Principal**  
R. B. College of Arts & Comm  
Kopri, Thane (E.)

# University of Mumbai

Phone No -022-68320050  
Email- [ceccolsect@uom.ac.in](mailto:ceccolsect@uom.ac.in)



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

Ref No TAAS (CT)/ICD/19-20/21575

Date 17 /01/2020

To  
The Chairperson  
Excellior Education Society's  
K.C. College of Engineering and  
Management Studies and Research,  
Mith Bunder Road, Near Sadguru Garden,  
Kopri, Thane (E) - 400 603

Sir / Madam

Please refer to your letter dated No. KCCE/U1/19-20/215 dated 1<sup>st</sup> October, 2019 forwarding therewith the report of appointment of **Dr. Vilas Namdeo Nitnaware** as a **Principal** in the above mentioned institute, for consideration of the University.

In this connection, I am directed to inform you that the appointment of **Dr. Vilas Namdeo Nitnaware** as a **Principal** in the above mentioned institute has been approved by the University on regular basis from 22.07.2019 as per University Circular No. CONCOL/ICC/04 of 2012 dated 10<sup>th</sup> February, 2012.

Further, you are requested to communicate the above decision to the person 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 of **Dr. Vilas Namdeo Nitnaware** the University reserves the right to withdraw the approval at any time.

Yours

Received

*Handwritten initials*

*Datta Ghuge*  
(Datta Ghuge)  
Deputy REGISTRAR  
TAAS (CT)



*Handwritten signature*  
Nitnaware

AF  
Excelssior Education Society's  
Regd. under Public Trust Act, 1950 Regd. No. F-638

**K. C. COLLEGE OF ENGINEERING AND  
MANAGEMENT STUDIES & RESEARCH, THANE.**  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/51/2019-20/127

Date: 30/08/2019

APPOINTMENT ORDER

Dr. Vilas N. Nitaware  
Flat No. 3-1003,  
Prospolix Pride, Wing B,  
Shindevasti, Raveli, Pune.

**Subject: Appointment to the Post of Principal of K. C. College of  
Engineering and Management Studies & Research, Thane.**

**Refer:** Our advertisement in the Ascent of Times of India dated 13<sup>th</sup> March 2019.

Dear Sir,

With reference to your application in response to the above referred advertisement and the personal interview held on 07-06-2019 before the duly constituted Selection Committee and recommendations of the selection committee, I am pleased to inform you that you have been appointed to the post of Principal of K.C. College of engineering and Management Studies & Research, Thane, subject to the following terms & conditions.

1. Your appointment shall be subject to the approval of University of Mumbai. However, in case your appointment is not approved by the University, your appointment may be considered as adhoc basis.
2. You will draw a basic pay of Rs. 67000/- p.m. in the pay band of Rs. 37400-67000/- with AGP of Rs. 12,000/- plus usual allowances as permissible by the Sanstha from time to time.
3. Your appointment will be on probation for a period of two years from the date of joining and shall be subject to the rules of the Sanstha.
4. This being a full time appointment, you will not engage any part time job in any other organization.

  
**Principal**  
K. B. College of Arts & Comm  
Kopri, Thane (E.)

Mithi Bunder Road, Near Sadg, Kopri, Thane (E) - 400 603.  
Tel: 26627190 Fax: 26627191  
E-mail: kcc21@kounai.ac.in



**K.C. College of Engineering &  
Management Studies & Research**  
**Principal**  
Kopri, Thane (E.)

INSTITUTION OF ENGINEERING & TECHNOLOGY  
TEACHING & RESEARCH  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 30/08/2019

5. You will not associate with any such act of misconduct that is detrimental to the prestige and smooth functioning of the institution as well as welfare of the students.
6. You will maintain confidentiality in important information about the institution.
7. In case, you desire to resign, three month notice or payment of basic salary + AGP in lieu of notice period shall be mandatory, after the satisfactory completion of probation report. However notice period during probation period shall be one month applicable on both sides.
8. You will abide by service rules and regulations framed, amended by the Sanstha in addition to the prevailing statues and ordinances of the university from time to time. However rules framed by the Sanstha if any shall be final.
9. You will join on or before 22/07/2019, failing which this appointment order shall be liable to be cancelled.
10. The list of major job responsibilities you will be required to handle is enclosed herewith.
11. You are requested to please sign a copy of this order as an acceptance of all terms & conditions mentioned in this appointment order.



(Dr. Harssh Khanna)  
CHAIRPERSON

Dr. Vilas N. Nitnaware hereby give my consent  
To join on 22/07/2019

Dr. Vilas N. Nitnaware

Dr. Vilas N. Nitnaware  
Principal  
Teaching & Research

Principal  
R. B. College of Arts & Comm  
Kopri, Thane (E.)



Excelsior Education Society's  
**K. C. COLLEGE OF ENGINEERING**

Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) - 400 603

Tel. : 2543 31 62 • Fax : 2541 2679 • E-mail : kcee21@hotmail.com

Ref. No. KC/51/139/03-04

Date : 31/07/03

**APPOINTMENT ORDER**

To  
Mrs. Vaishali A. Bhalerao  
Shri Ramchandra Housing Society,  
Block No. 401, 4<sup>th</sup> Floor,  
Thange Wadi, Nr. Maruti Temple,  
Kalyan (W) 421304.

Dear Madam / Sir,

With reference to your application dated 29.07.03. I am pleased to inform you that you are appointed as a full time Lecturer in Applied Mathematics Department of in this institution, on a consolidated Salary of Rs. 8,000/- p.m. You are to join duties from 01.08.2003. Your appointment will be subject to following terms and conditions :

1. Your appointment is made on Adhoc / temporary basis for the period ending 31.01.2004
2. For regularisation, you will appear for the staff selection interviews (as per the University of Mumbai norms.) as an when the posts are advertised.
3. Your service will be Governed by the provision of the Mumbai University Act, 1994 & the Statutes, Ordinances, Resolutions and rules of the Governing Body inconsistent with the act, statutes, ordinances, regulations and rules of the University.
4. You have to devote full time for the benefit of the Engineering College / Society. You are not permitted to involve in any tuition classes (paid or unpaid) without written permission from the management.

Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.




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Excelsior Education Society's  
**K. C. COLLEGE OF ENGINEERING**

Page 2

5. Your service shall be terminable within the period of appointment by giving one month's notice from either side or one month's salary in lieu thereof.
6. You are required to submit attested copies of certificates regarding the qualification and service claimed by you at the time of joining duties.
7. In case the above terms & conditions are acceptable to you, you are requested to confirm it on the office copy of this appointment letter.

Yours faithfully

  
Secretary  
K. C. College of Engineering

- a) BOD (Computer & IT/EXTC)
- b) Copy to Personal File.



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelsior Education Society's

# K. C. COLLEGE OF ENGINEERING

Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) - 400 603

Tel. : 2532 7100 ● Fax : 2532 6775 ● E-mail : kcee21@hotmail.com

Ref. No. KCEE/05-06/SI - 436

Date : 1<sup>st</sup> Oct. '05

To,

Mr. Ajay Kumar Mishra,  
C/12/193, Century Rayon Colony,  
P.O. Shahad-421103,  
Dist. Thane, Maharashtra,

Sir,

With reference to your application dated 29/9/05, I am pleased to inform you that you are offered the post of full time Lecturer in Chemistry in K.C. College of Engineering on a consolidated pay of Rs. 12,000/-.

Your appointment is made on purely temporary basis for the period ending 30<sup>th</sup> June-2006.

If this offer is acceptable, kindly sign the second copy of appointment order & return to us.

For K.C. College of Engineering

I/c, Principal



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





Excelsior Education Society's

# K. C. COLLEGE OF ENGINEERING

Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) - 400 603

Tel. : 2532 7100 • Fax : 2532 6775 • E-mail : kcee21@hotmail.com

Ref. No.

Date : 12.08.06

To,  
Pallavi Chopade  
A/4, Lohu Co-op Hsg Soc,  
Sector - 7, Airoli,  
Nan Numbai - 400 708

Dear Sir, / Madam,

With reference to your application dated Nil, I am pleased to inform you that you are offered the post of full time Lecturer in *Mathematics*..... in K.C. College of Engineering on a consolidated pay of Rs. 12,000 /-

Your appointment is made on purely temporary basis for the period of 1 year from 16.08.05 to 15.08.06...

If this offer is acceptable, kindly sign the second copy of appointment order & return to us.

For K.C. College of Engineering

*Neena*  
(Dr. Neena Vinod)  
I/C. Principal

*V.N.*  
Dr. Vilas N. Nitaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE/SI/06-07/1678

Date: 17/12/06


## LETTER OF APPOINTMENT

Pallavi Chopade  
A-4, Lotus CHS.,  
Sector 7,  
Airoli.

Madam,

This has reference to your application dated 11-06-06 for the post of *Lecturer in Applied Mathematics Dept. in Open Category* wherein you have shown your eagerness to serve the Institution and subsequently interview held on 10<sup>th</sup> day of August by the duly constituted staff selection committee (University of Mumbai), whereupon it is informed to you that you are appointed as a Full-time *Lecturer in Applied Mathematics Dept.* in K. C. College of Engineering w.e.f. 01-01-07 on following terms and conditions:

1. You are being appointed on the starting pay of Rs. 8000/- p.m. in the time pay scale of 8,000 - 275 - 13,000 plus allowances as prescribed by the Govt. of Maharashtra from time to time.
2. Your appointment shall be purely on temporary basis for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D./Principal/CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai/AICTE.

  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research



Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) - 400 603.

Tel. : 2532 7100 • Fax : 2532 6775 • E-mail : kcce21@hotmail.com




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Excelsslor Education Society's

# K. C. COLLEGE OF ENGINEERING

3. Your services may be terminated within the specified period if found unsatisfactory without assigning any reason thereof after giving one month notice or salary in lieu thereof. You may also resign from the services after giving one month notice or payment in lieu thereof. The management reserves its rights to relieve you on your resignation with immediate effect without taking into account the notice period.
4. Your services shall be covered by the rules, regulations and policies of the Society/Institute/University of Mumbai/AICTE/DTE and any other Statutory Body which are in force and may be added/deleted from time to time.
5. You have to devote full time for the benefit of the students of the Institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
6. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the Institution.
7. You shall not leave the Institution during the academic session.
8. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.

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Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





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Excelssior Education Society's  
**K. C. COLLEGE OF ENGINEERING**

9. You are required to produce fitness certificate from any authorized or qualified doctor/medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
10. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,


For K.C. College of Engineering

  
Chairperson

I have gone through the Appointment Letter issued to me, understood and agreed to the same.

  
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**Dr. Vilas N. Nitware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



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Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)



Ref. No. KCCE/51/06-07/1673

Date: 19/12/06

## LETTER OF APPOINTMENT

S. Bhuma Devi,  
202-Rama Smruthi,  
Chalae Village, Thakurli (E).

Madam,

This has reference to your application dated 04-07-06 for the post of Lecturer in Applied Mathematics Dept. in Open Category wherein you have shown your eagerness to serve the Institution and subsequently interview held on 10<sup>th</sup> day of August by the duly constituted staff selection committee (University of Mumbai), whereupon it is informed to you that you are appointed as a Full-time Lecturer in Applied Mathematics Dept. in K. C. College of Engineering w.e.f. 01-01-07 on following terms and conditions:

1. You are being appointed on the starting pay of Rs. 8000 p.m. in the time pay scale of 8,000 - 275 - 13,000 plus allowances as prescribed by the Govt. of Maharashtra from time to time.
2. Your appointment shall be purely on temporary basis for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D./Principal/CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai/AICTE.

Received



Dr. Vilas N. Nitnawa  
Principal  
K.C. College of Engineering &  
Management Studies & Research

Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) - 400 603.  
Tel. : 2532 7100 • Fax : 2532 6775 • E-mail : kcce21@hotmail.com



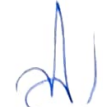
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Excelsior Education Society's

# K. C. COLLEGE OF ENGINEERING

3. Your services may be terminated within specific period if found unsatisfactory without assigning any reason thereof after giving one month notice or salary in lieu thereof. You may also resign from the services after giving one month notice or payment in lieu thereof. The management reserves its rights to relieve you on your resignation with immediate effect without taking into account the notice period.
4. Your services shall be covered by the rules, regulations and policies of the Society/Institute/University of Mumbai/AICTE/DTE and any other Statutory Body which are in force and may be added/deleted from time to time.
5. You have to devote full time for the benefit of the students of the Institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
6. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the Institution.
7. You shall not leave the Institution during the academic session.
8. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.



  
Dr. Vilas N. Nitnawar  
Principal  
K.C. College of Engineering  
Management Studies & Res

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Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING




9. You are required to produce fitness certificate from any authorized or qualified doctor/medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
10. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

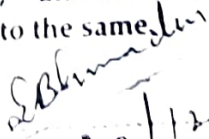
You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

For K.C. College of Engineering

  
Chairperson

I have gone through the Appointment Letter issued to me, understood, and agreed to the same.

  
20/12/06



  
**Dr. Vilas N. Nitnawar**  
Principal  
K.C. College of Engineering  
Management Studies & Research

# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)



Date: 07/09/2006

Dr. N. S. Poonawala (Principal) 1498

S. Bhumadevi

## SUB: STAFF SELECTION

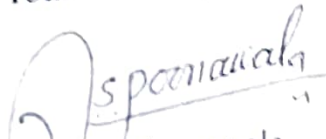
Sir/Madam,


With reference to your application for the post of Lecturer in Applied Mathematics department and the subsequent interview before the duly constituted staff selection committee by the University of Mumbai on 10<sup>th</sup> August, 2006, we are pleased to inform you that you have been selected by the committee.

The selection committee report has been forwarded to the Registrar, University of Mumbai for the final Approval by the Vice Chancellor.

The necessary action is being taken in the matter.

Yours sincerely,

  
Dr. N. S. Poonawala  
Director & Principal

  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering & Research







# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)

6

Ref. No. KCCE/31/06-07/1692

Date: 22/12/06

To,  
Sandesh V. Bhingardeye  
103, Om Sai Prasad C.H.S. Ltd.,  
Gandhi Chowk, Karjat Road,  
Badlapur (E), Thane.

Dear Sir / Madam,

This has reference to your application dated 24-11-2006 and subsequently interview held on 24-11-2006 for the post of Lecturer in Basic Engineering wherein the college committee is pleased to appoint you on the post with effect from 02-01-07 on the following terms and condition:

- 1) You are being appointed on the basic pay of Rs. 8,000/- p.m.
- 2) Your appointment shall be for specific period of 6 months from the date of joining of your duties in the college.
- 3) Your services may be terminated within specified period if found unsatisfactory without assigning any reason thereof after giving one month notice or salary in lieu thereof. You may also resign from the services after giving one month notice or payment in lieu thereof. The management reserves its rights to relieve you on your resignation with immediate effect without taking into account the notice period.
- 4) After successful completion of the above specific period your services may be continued for further period or on regular basis.
- 5) Your services shall be governed by the policy of the institution as well as per the Mumbai University Act or any other law time being in force.

P.T.O...2

Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) - 400 603.  
Tel. : 2532 7100 • Fax : 2532 6775 • E-mail : kcco21@hotmail.com

**Dr. Vilas N. Nitaware**

Principal

K. C. College of Engineering &





Contd....

Excelsior Education Society's


# K. C. COLLEGE OF ENGINEERING

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- 6) You have to devote full time for the benefit of the students of the Institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
- 7) That you shall not raise any extra-financial burden on the Institution during the period of your tenure as mentioned above including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities, which may cause embarrassment to the Institution and become prejudicial and detrimental to the interest of the Institution.
- 8) You shall not leave the Institution during the academic session on any pretext.
- 9) At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer if any.
- 10) You are required to produce fitness certificate from any authorized or qualified doctor/medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly signed by any Gazette Officer from your area.

P.T.O...3

Ph. : 2532 7100 • Fax : 2532 6775 • E-mail : kcce21@hotmail.com

  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies





Contd....

Excelsior Education Society's

# K. C. COLLEGE OF ENGINEERING

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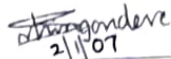
- 11) Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,  
For K. C. College of Engineering

Chairperson 

I have gone through the appointment letter issued to me, understood and agreed to the same.

(   
2/11/07 )

Tel. : 2532 7100 • Fax : 2532 6775 • E-mail : kcco21@hotmail.com

  
**Dr. Vilas N. Nitnaware**  
Principal  
K. C. College of Engineering & Management Studies





Excelasior Education Society's  
**K. C. COLLEGE OF ENGINEERING**  
(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE/S/07 08/277

Date: 10/07/2007

To,  
Swati Panvalkar  
B/309, Silver Nest,  
Manpada Road,  
Dombivli (East)

Dear Madam,

With reference to your application for the post of Lecturer in Department of Basic Engineering and Applied Sciences and the subsequent interview by the duly constituted Staff Selection Committee, we are pleased to inform you that you are appointed as a Full-time Lecturer on temporary basis in Department of Basic Engineering and Applied Sciences in our Institute from 24-07-2007 to 23-07-2008 with basic pay of Rs. 8,000/- p.m.

- 1) You will be governed by the rules and regulations of our Institute/ Society/ University of Mumbai / AICTE/ DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
- 2) You have to devote full time for the benefit of our students and the Institute. You are not permitted to engage tuition classes paid / unpaid without written permission from the Principal.
- 3) You will not leave Institute during the academic session.
- 4) If during the tenure of this appointment, you resign due to unavoidable circumstances, it will be management's discretion to accept / approve your resignation. Thereafter one month's notice. However three months notice or salary in lieu of three months notice is applicable for all.

You are requested to submit attested copies of certificates regarding qualification and service certificates if any, at the time of joining duties.

If you are agreeable to the above terms and conditions, please sign the duplicate copy of this appointment order and return.

Looking forward to a mutual relationship.

Yours faithfully,  
For K. C. College of Engineering

Secretary

Managing Director

Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) - 400 603.  
Tel. : 2532 7100 • Fax : 2532 6775 • E-mail : kcce21@hotmail.com



**Dr. Vilas N. Nitawara**  
Principal  
K.C. College of Engineering &  
Applied Sciences



Excelssior Education Society's  
**K. C. COLLEGE OF ENGINEERING**

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE/SI/08-09/

Date : 02/05/2009

To,  
Ms Sheena Unmesh  
Nile Co-Operative Society,  
C-6 Flat No 11,  
Godrej Hill, Kalyan(W),  
Maharashtra-421306

Dear Sir / Madam,

This has reference to your application dated 23.05.2009 and subsequent personal interview and discussion held on 23.05.2009 for the post of full time Lecturer in **Communication Skills**, wherein the college committee is pleased to appoint you on the post with effect from 01.07.2009 on the following terms and conditions subject to Approval of University of Mumbai.

- 1) You are appointed purely on adhoc and temporary basis upto 30.04.2010 commencing from 01.07.2009 at the consolidated salary of Rs.20,000/- including perks).
- 2) You shall be required to possess requisite qualification as laid down by the University of Mumbai.
- 3) After successful completion of the above specific period and in case your services found satisfactory, your services may be continued with us.
- 4) Your services may be terminated if found unsatisfactory without assigning any reason.
- 5) You shall not be permitted to leave the institute in between of term. If you want to resign then three month prior notice or in lieu of three month salary will have to be deposited by you however in no case you shall be permitted to leave the institute in the middle of the academic year.
- 6) Your services shall be governed by the policy of the institution as well as per the Mumbai University Act Service Rules. You shall be required to perform the duties as enumerated in the Act.
- 7) You shall be personally responsible for the good result for the subject, you teach. You shall be required to secure full attendance without excuse of any reason, shall maintain punctuality, regularity and shall not avail leave without prior sanction of leave application by the Head of the Institute.

Pr. N. Nitnaware  
Principal



Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) 400 603.

Tel : 2532 7100 • Fax : 2532 6496 • E-mail : kcce@kccollege.edu.in



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

(Affiliated To Univerally of Mumbai & Approved by AICTE)

No.

Date :

- 8) You shall be also responsible for assisting in holding one National Seminar in the academic year.
- 9) You shall be responsible and accountable for the performance of the students. You shall also be responsible to strive for adopting better teaching skills so as to inculcate good education to the students. You shall be responsible for carrying out the activities like discussions, seminars, tutorials, workshops, providing technical experiences, projects, encouraging original thinking in the minds of the students.
- 10) You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management. You shall be responsible to dedicate your services with full vigour and vitality without restricting yourself in the clock hours.
- 11) You shall not be associated with any political party and to actively work for that party.
- 12) That you shall be responsible to work for administrative nature of work in addition to academic work as and when required and your refusal to do so, would be viewed seriously, shall be termed as misconduct on your part.
- 13) You shall not raise any extra financial burden on the institution during the period of your tenure as mentioned above including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the society and shall not indulge in gossip and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities, which may cause embarrassment to the institution and become prejudicial and detrimental to the interest of the institution.
- 14) You shall be responsible for overall quality improvement of the education in the institute. You shall be further responsible for achieving 100% performance of the students.
- 15) You shall not leave the institution during the academic year on any pretext.
- 16) You shall be looking after the academic activities of your subject under the guidance of the Chairperson / Principal and to report the same to the Chairperson from time to time.

**Dr. Vilas N. Nitnaware**  
Principal

K.C. College of Engineering &  
Management Studies & Research

Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) - 400 603.

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail : kcco21@hotmail.com





Excelsior Education Society's  
**K. C. COLLEGE OF ENGINEERING**

(Affiliated To University of Mumbai & Approved by AICTE)

f. No.

Date :

17) At the time of accepting this Appointment letter, you are required to furnish original copies of your testimonials to the Deputy C.E.O.

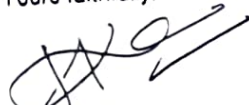
18) You shall be responsible to maintain discipline and decorum among the student. You shall not indulge into creating fraction or group among the staff and shall not create any kind of politics among the staff members in any manner.

19) You are required to produce fitness certificate from any authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly signed by any Gazette Officer from your area.

20) Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

  
Chairperson

I have gone through the appointment Letter issued to me, understood and agreed to the same.



**Dr. Vilas N. Nitaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No. KCC/SE/14-15/268

Date: 29.09.14

## APPOINTMENT ORDER

To,  
Dr. Puja Rai  
4/1, Kinara Bunglow,  
Bara Bunglow, Kopri,  
Thane (East).

Subject: - Appointment to the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Thane

Madam,

With reference to your application, in response to the above mentioned advertisement, after personal interview on dated 22nd August, 2014, I am pleased to inform you that you are appointed as an **Assistant Professor** in **Communication Skill** in the **Basic Engg. Department** w.e.f. **01-09-2014** subject to the following terms and conditions:

1. You will draw consolidated salary of Rs. 30,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for an academic year 2014-15, from 01-09-2014 to 30-06-2015. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel. : 2532 7100 • Fax : 2532 6496 • E-mail : kcce21@hotmail.com  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Dr. Vilas R. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

Date :

... 2 ...

3. You will be required to give three months prior notice or salary in lieu of to leave the service and you will be given one months notice or salary in lieu of if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
6. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.
7. You shall not resign your post during academic year in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com

Dr. Vilas N. Nitnaware  
Principal

K. C. College of Engineering &  
Management Studies & Research.



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

...3...

Date :

8. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
9. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
10. You will be joining on or before 01.09.2014, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and Management Studies and Research

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: [kcce21@hotmail.com](mailto:kcce21@hotmail.com)

K.C. College of Engineering & Management Studies & Research.



# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated to University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. 1000/12/1001/2017

Date: 19/07/2017

## LETTER OF APPOINTMENT

To,  
Dr. Shelley Oberoi  
E-02, A Wing,  
Paradise Raheja Vihar,  
Powai, Mumbai

Madam,

This has reference to your application dated 19/05/2017 for the post of Assistant Professor in the subject of Applied Chemistry in Basic Department, wherein you have shown your eagerness to serve the Institution and subsequent interview held on 23/06/2017 by the duly constituted University Staff Selection Committee (USSC), whereupon it is informed to you that you are appointed as a Full-Time Assistant Professor in the subject of Applied Chemistry in Basic Department in K.C. College of Engineering & Management Studies & Research w.e.f. 01<sup>st</sup> August, 2017 on following terms and conditions:

1. You are being appointed on probation on the basic pay of Rs 18,332/- p.m. in the time pay scale of 15600-39100 plus allowances (i.e. DA, HRA, AGP, TA & CLA).
2. Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.

Dr. Vilas N. Nitnawara

Principal

Mith Bundar Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

K.C. College of Engineering & Management Studies & Research  
www.kcc.edu.in





K. C. COLLEGE OF ENGINEERING &  
MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date :

3. Regular appointment may be considered after satisfactory completion of probation and upon confirmation in writing to this offer by management
4. You will be required to give three months prior notice or salary in lieu of to leave the service and you will be given one months' notice or salary in lieu of if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of faculty dependent students' community
5. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
6. You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However Casual and other leaves entitled are admissible as per the rules and regulations and policies adopted by Management / institute / University of Mumbai/ AICTE/DTE and any other statutory Body which are inforce and may be added / deleted from time to time.
7. You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
8. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution.
9. You shall not leave the Institution during the academic session.

Dr. Vilas N. Manaware

Principal



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Phone: 2895136, 2895137, Fax: 022-4535059, 4535053  
Website: www.ipeconline.org



Excellent Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-038

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

3

Date :

- 10 At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
- 11 You are required to produce fitness certificate from any authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
12. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.


Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same.

  
**Dr. Vilas M. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Website [www.ipec.org.in](http://www.ipec.org.in)



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/SM/22-23/182

Date: 26/08/2022

To,  
Mr. Akhtarhusen Momin

Subject: - Appointment for the post of Assistant Professor in K. C. College of  
Engineering and Management Studies and Research, Which is also known  
as KCCMSR, Thane.

Sir,

Reference to your application and subsequent interview by the Management on 27/08/2022 we are glad to inform you that you are appointed as Assistant Professor in **Department of Humanities and Applied Sciences (Mechanics Engineering)** on a contractual basis for a period of from 30<sup>th</sup> August 2022 to 29<sup>th</sup> August 2023 on the following terms and condition:

### Nature of appointment:

- 1) You have been appointed on full time post of Assistant Professor. Needless to add, the continuation and confirmation of this appointment is subject to prevailing laws and permissibility.

### Salary and other benefits:

2.1 You shall draw a consolidated salary of Rs. 42,000/- per month, inclusive of all heads. This will be pay band of basic pay of Rs. 15600-39100/-. It is made clear that the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances.

2.2 You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining against this appointment letter.

### Other terms and Conditions:

3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Assistant Professor.



Dr. Vilas N. Nitaware  
Principal



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. \_\_\_\_\_

Date : \_\_\_\_\_

- 3.2 You shall not be entitled for any kind of leave during this period except declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director, KCCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management.
- 3.7 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body , responsibilities, assignments and day to day functioning.
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.
  - a. Relieving letter/ Discharge certificate from previous employer (if any).
  - b. Fitness Certificate from a Government Recognized Health Care Centre.
  - c. Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months) , caste certificate (if applicable), change of name certificate(if any) etc.

**Dr. Vilas N. Nitnaware**  
Principal

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E), 400 603.

K.C. College of Engineering and  
Management Studies & Research.





# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date : 27/09/2022

Ref. No.

d. Reference report from eminent person from your field.


3.10 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCCEMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you.

3.11 Your appointment can be terminated by the management, at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof, without assigning any reason. In case of a resignation, the decision of the management of KCCEMSR, in terms of payment of the salary would be final. However you are not allowed to resign in middle of the term i.e January to June & July to December.

3.12 After signing this document, you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue barring such resignation being for a reason of person health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.

3.13 You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCCEMSR.

3.14 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE / DTE and any other Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable time to time.

  
Dr. Vilas N. Nitnaware

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel : 2532 7100 Fax : 2532 6496 \* E-mail : [Principal@kcesmr.edu.in](mailto:Principal@kcesmr.edu.in)  
Management Studies & Research







# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH


NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date : 28/03/2020

Ref. No.

- 3.15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post.
- 3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.
- 3.17 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided.
- 3.18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.
- 3.19 You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR.
- 3.20 On termination of this contract, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.
- 3.21 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitle to resign during or at least for a month thereafter such period. Also, during such period, the decision of Management of the KCCEMSR with regard to payment of remuneration would be final.

  
Dr. Vilas N. Nitnaware

Mith Bundar Road, Near Sadguru Garden, Kopri, Thang (E) - 400 603.  
Tel : 2522 7400 Fax : 2522 8400

K.C. College of Engineering &  
Management Studies & Research.



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 26/09/2022

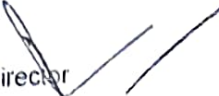
3.22 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.23 You will be joining on or before 30<sup>th</sup> August 2022, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Director 

I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same.





**Dr. Vilas N. Nitnaware**

Principal

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel : 2532 7100 Fax : 2532 7101  
www.kccollege.edu.in





# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No. KCC/AC/3-14/233/08

Date 31/05/2013

## LETTER OF APPOINTMENT

To  
Mrs. Keerti Dinesh Kharatmol

Madam

This has reference to your application dated 10/07/2013 for the post of Assistant Professor in Computer Engineering Department. Wherein you have shown your eagerness to serve the Institution and subsequent interview held on 01/08/2013 by the duly constituted Staff Selection Committee, whereupon it is informed to you that you are appointed as a Full-Time Assistant Professor in Computer Engineering Department in K.C. College of Engineering & Management studies & Research w.e.f. 02/09/2013 on following terms and conditions:

1. You are being appointed on probation on the basic pay of Rs 15,600/- p.m. in the time pay scale of 15600-39100 plus allowances (i.e. DA, HRA, AGP, TA & CLA).
2. Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the HOD / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel. 2532 7100 \* Fax : 2532 6496 \* E-Mail: kcc21@hotmail.com



  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No

Date

3. Regular appointment may be considered after satisfactory completion of probation and upon confirmation in writing to this offer by management
4. You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of faculty dependent students community
5. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
6. You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum eight days per year.
7. You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management
8. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution.
9. You shall not leave the Institution during the academic session

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail : [kccgsmr@rediffmail.com](mailto:kccgsmr@rediffmail.com)



  
Dr. Vilas N. Nitnaware  
Principal  
K. C. College of Engineering &  
Management Studies & Research.



Excelsior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No

Date

- 10 At the time of accepting this Appointment Letter you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
- 11 You are required to produce fitness certificate from any authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
- 12 Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

For K.C. College of Engineering

Director / Principal

*Handwritten signature*  
21/11/13

I have gone through the Appointment Letter issued to me, understood and agreed to the same

Mith Bunder Road, Near Sadguru Garden, Koper Thane (E) - 400 603.  
Tel. : 2532 7100 • Fax : 2532 6496 • E-mail: kece21@hotmail.com



*Handwritten signature*  
**Dr. Vilas N. Nitaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelsior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE/5115-16/490

Date: 19/8/2015

## LETTER OF APPOINTMENT

To,  
Mr. Pratap P. Nair  
305 Kalpataru Tower,  
Near Sakharum Complex  
Dombivli (West)

Sir

This has reference to your application dated 10/06/2015 for the post of **Assistant Professor in Computer Department**, wherein you have shown your eagerness to serve the Institution and subsequent interview held on 03/07/2015 by the duly constituted Staff Selection Committee, whereupon it is informed to you that you are appointed as a Full-Time **Assistant Professor in Computer Department** in K.C. College of Engineering & Management studies & Research w.e.f. 03/08/2015 on following terms and conditions:

1. You are being appointed on probation on the basic pay of Rs 15,600/- p.m. in the time pay scale of 15600-39100 plus allowances (i.e. DA, HRA, AGP, TA & CLA).
2. Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



Dr. Vilas N. Nitnaware  
Principal

K.C. College of Engineering &  
Management Studies & Research.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) 400 603.

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com



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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No.

2...

Date:

- 3 Regular appointment may be considered after satisfactory completion of probation and upon confirmation in writing to this offer by management.
- 4 You will be required to give three months prior notice or salary in lieu of to leave the service and you will be given one months notice or salary in lieu of if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of faculty dependent students' community.
5. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
6. You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum eight days per year.
7. You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
8. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution.
9. You shall not leave the Institution during the academic session.



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
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Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kcc021@hotmail.com



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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

...3...

Date :

10. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
11. You are required to produce fitness certificate from ay authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
12. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson / Secretary

I have gone through the Appointment  
Letter issued to me, understood and  
agreed to the same.



Dr. Vilas N. Nitnaware  
Principal

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E), 400 603  
Management Studies and Research.

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kcco21@hotmail.com





Excelssior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCE/5/118-19/597

## APPOINTMENT ORDER

Date : 31/02/2018

To,

Dr. Ravi Prakash  
104/5, Sunder Sai CHS,  
Vijay Park,  
Mira Road (E), Dist - Thane.

Subject: Appointment to the Post of Associate Professor and Additional Charge of Head of Training and Placement Officer of K. C. College of Engineering and Management Studies & Research, Thane.

Refer: Our offer letter dated 06/12/2018.

Sir,

With reference to our offer letter dated 06/12/2018 we are pleased to inform you that you have been appointed to the post of Associate Professor and Additional Charge of Head of Training and Placement Officer of K.C. College of Engineering and Management Studies & Research, Thane, subject to the following terms & conditions.

1. Your appointment may be considered as on adhoc / temporary basis w.e.f 15/01/2019.
2. Your appointment shall be subject to the approval of University of Mumbai by the U.S.S.C. (University Staff Selection Committee).
3. You will draw consolidated salary of Rs. 1,00,000/- (Rupees One lacs only) inclusive of all allowances which will be pay band of basic of Rs. 37400/- p.m. The above consolidated salary is including salary for additional charge of Head of Training and Placement Officer.
4. Your appointment will be for a period of two years from the date of joining and shall be subject to the rules of the Sanstha and will be reviewed on performance basis.
5. This being a full time appointment, you will not engage any part time job in any other organization.
6. You will not associate with any such act of misconduct that is detrimental to the prestige and smooth functioning of the institution as well as welfare of the students.



*(Handwritten signature)*

P.T.O

**Dr. Vilas N. Nitnaware**

Mith Bunder Road, Near Saddguru Garden, Kopri, Thane (E) - 400 603.

Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : kcce21@hotmail.com



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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH


(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

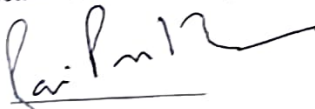
Date : 31/12/2018

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7. You will maintain confidentiality in important information about the institution.
8. In case, you desire to resign, one month notice or salary in lieu of notice period shall be mandatory.
9. You will abide by service rules and regulations framed, amended by the Sanstha in addition to the prevailing statues and ordinances of the university from time to time. However Rules framed by the Sanstha if any shall be final.
10. You will join on or before 15/01/2019, failing which this appointment order shall be liable to be cancelled.
11. The list of major job responsibilities you will be required to handle is enclosed herewith.
12. You are requested to please sign a copy of this order as an acceptance of all terms & conditions on receipt of this order.

  
(Dr. Harsh Khanna)  
CHAIRPERSON

I Dr. Ravi Prakash accept all the terms and conditions  
mentioned above in the appointment letter.

  
(Dr. Ravi Prakash)



  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : kcce21@hotmail.com



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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/51/19-20/468 A

Date: 22/02/2020

To,  
Ms. Suman Bhujbal

Subject: - Appointment for the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Which is also known as KCCMSR, Thane.

Madam,

Reference to your application and subsequent interview by the Management on 22/02/2020 we are glad to inform you that you are appointed as Assistant Professor in **Computer Engineering** on a contractual basis for a period of from 24<sup>th</sup> February 2020 to 23<sup>rd</sup> February 2021 on the following terms and condition:

### Nature of appointment:

- 1) You have been appointed on full time post of Assistant Professor. Needless to add, the continuation and confirmation of this appointment is subject to prevailing laws and permissibility.

### Salary and other benefits:

2.1 You shall draw a consolidated salary of Rs. 20,000/- Per month, inclusive of all heads. This will be pay band of basic pay of Rs. 15600-39100/-. It is made clear that the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances.

2.2 You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining against this appointment letter.

### Other terms and Conditions



Dr. Vilas N. Nitnaware  
Principal

K.C. College of Engineering & Management Studies and Research.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccemsr.edu.in



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 22/02/2020

- 3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Assistant Professor.
- 3.2 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director, KCCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management.
- 3.7 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body , responsibilities, assignments and day to day functioning.
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.
  - a. Relieving letter/ Discharge certificate from previous employer (if any).
  - b. Fitness Certificate from a Government Recognized Health Care Centre.



Dr. Vilas N. N. Naware  
Principal

K.C. College of Engineering & Management Studies and Research,



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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 22/02/2020

- c. Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months) , caste certificate (if applicable), change of name certificate(if any) etc.
- d. Reference report from eminent person from your field.
- 3.10 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCCEMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you.
- 3.11 Your appointment can be terminated by the management, at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof, without assigning any reason. In case of a resignation, the decision of the management of KCCEMSR, in terms of payment of the salary would be final. However you are not allowed to resign in middle of the term i.e January to June & July to December.
- 3.12 After signing this document, you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue barring such resignation being for a reason of person health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.
- 3.13 You will be required to give an undertaking for confidentiality and non- disclosure (including IPR and other policy matters) as per HR policy of KCCEMSR.
- 3.14 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE / DTE and any other



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Ref. No.

Date : 22/02/2020

Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable time to time.

- 3.15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post.
- 3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.
- 3.17 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided.
- 3.18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.
- 3.19 You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR.
- 3.20 On termination of this contract, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.
- 3.21 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitle to resign during or at least for a month thereafter such period. Also, during



*(Signature)*

**Dr. Vilas N. Nitnaware**  
Principal  
College of Engineering &  
Management Studies & Research

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccemsr.edu.in

M. B. Patil, 104/01, Ozone Valley, Parsik Nagar, Kalwa, Thane (W) - 400 605.  
Dist. Thane - 421 501.



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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 22/02/2020

such period, the decision of Management of the KCCEMSR with regard to payment of remuneration would be final.

3.22 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.23 You will be joining on or before 24<sup>th</sup> February 2020, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson

I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same.



Dr. Vilas N. Nitnaware  
Principal

K.C. College of Engineering &  
Management Studies and Research



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Regd. Under Public Trust Act - 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/MSR/2023/0008

Date: 22.02.2023

Madam/Sir,

**Subject: - Appointment for the post of Associate Professor in K. C. College of Engineering and Management Studies and Research, which is also known as KCCEMSR, Thane.**

Madam/Sir,

This is reference to your application dated 16.02.2023 and subsequently interview held in the Management on 16.02.2023, we are glad to inform you that you have been selected appointed as **Associate Professor in Computer Department** w.e.f. from 16.02.2023 to 20.02.2024

**Nature of appointment:**

You are appointed on full time post of Associate Professor. However, the appointment confirmation of this appointment is subject to your selection by the University of Mumbai and subsequent approval of University of Mumbai.

**Salary and other benefits:**

You shall draw a consolidated salary of Rs. 1,15,000/- per month, inclusive of all allowances. This will be the basic pay of Rs. 49,550 pay band of Rs. 37400-67000

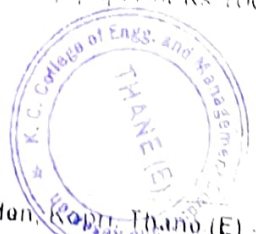
It is made clear that in case of incentives if any, the amount receivable shall be subject to deductions of the management taken from time to time. It is also stated that in instances of performance targets

You shall not be entitled to any TA/DA or reimbursement of relocation expenses. For details refer to the appointment letter.

**Other terms and Conditions:**

**Continuation of service:**

The contract shall be applicable only at the completion of one year from the date of appointment i.e. 21.02.2023. After completion of said period, the contract shall be extended for another year unless explicitly confirmed any written intimation to the effect of this contract by you. You are also requested to pay a sum of Rs. 100/- as Stamp paper of Rs. 100/- to this effect.



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering & Management Studies & Research



10/11/22

Dr. Vilas N. Nitaware  
(550) K.C. University of Mumbai, Approved by U.P.E. - 1975  
(U.P.E. Code 1710)

Dr. Vilas N. Nitaware

Thane (E)

To  
Ms. Archana Patel

Respected Madam, I am pleased for the post of Assistant Professor in T.E. C. Department of Engineering and Management Studies and Research, K.C. College of Engineering and Management Studies & Research, Thane (E).

The Madam, reference to your application dated 29.07.2022 and subsequently interview held by the Management on 30.07.2022, we are glad to inform you that you have been selected/appointed as Assistant Professor in Computer Engineering Department, vice E from 04.08.2022 to 03.08.2023.

Terms of appointment:

1) You have been appointed on full time post of Assistant Professor. However, the confirmation & continuation of this appointment is subject to your selection by U.P.E. panel & subsequent approval of University of Mumbai.

Salary and other benefits:

- 2) You shall draw a consolidated salary of Rs. 40,000/- per month, inclusive of all heads. This will be the basic pay of Rs. 15600 pay band of Rs. 15600-39100/-.
- 3) (a) Also it is made clear that in case of increment if any, the amount receivable would be subject to decision of the management taken from time to time depending upon prevailing circumstances/performance targets.
- (b) You shall not be entitled to any TA/DA or reimbursement of relocation expenses for joining again, of this appointment letter.

Other conditions and Conditions:

1) The regular appointment of your respective department is for a completion of one year. During the period of joining of 04.08.2022 to 03.08.2023, you shall be on the employee's account under the closure order issued by the management, which compensation will be provided by management. On the period of one year, you shall be on the regular appointment basis. You shall be required to give an undertaking in the form of affidavit on stamp paper of Rs.100/- to this effect.

2) You shall not be entitled to any other financial benefits during the period of one year.



Dr. Vilas N. Nitaware  
Principal  
K.C. College of Engineering and Management Studies & Research

Dr. Vilas N. Nitaware  
Principal  
K.C. College of Engineering and Management Studies and Research  
Thane

Dr. Vilas N. Nitaware  
Principal  
K.C. College of Engineering and Management Studies and Research  
Thane

Dr. Vilas N. Nitaware

Dr. Vilas N. Nitaware

Dr. Vilas N. Nitaware

Subject: - Appointment for the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research Thane (also known as KCCMSR, Thane).

Madam/Sir,

With reference to your application dated 25.03.2021 and subsequently received from you by the management on 26.03.2021, we are glad to inform you that you have been selected/appointed as Assistant Professor in Computer Engineering department, from 30.03.2021 to 29.03.2022.

Terms and Conditions:

1) You have been appointed on full time post of Assistant Professor. However, the continuation & confirmation of this appointment is subject to your selection by GRC panel & subsequent approval of University of Mumbai.

Salary and other benefits:

- 2) You shall draw a consolidated salary of Rs. 45,000/- per month, inclusive of all heads. This will be the basic pay of Rs. 15600 pay band of Rs. 15600-39100/.
- 3) (a) Also it is made clear that in case of incentives if any, the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances/performance target.
- (b) You shall not be entitled to pay TA/DA or reimbursement of relocation expenses for joining against this appointment letter.

Other terms and Conditions:

Confirmation of extension:

4) The regular appointment may be applicable only at the completion of one year from the date of joining of 30.03.2021. After completion of one year, the management would have to declare in writing / confirmed in written form to you by management. During the period of this one year as offered to you, you shall have no right to demand extension of this appointment. You are also required to sign and submit the copy of this letter to the management.



Dr. Vilas N. Nitaware  
Principal  
K.C. College of Engineering & Management Studies & Research

**K. C. COLLEGE OF ENGINEERING AND  
MANAGEMENT STUDIES AND RESEARCH**

MAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCEE/01/22-23/120

Date: 02/09/2022

To,  
Ms. Aishwarya Londhe

Subject: - Appointment for the post of Assistant Professor in K. C.  
College of Engineering and Management Studies and  
Research, which is also known as KCEEMSR, Thane.

Madam/Sir,

This has reference to your application dated 26.08.2022 and subsequently interview held by the Management on 26.08.2022, we are glad to inform you that you have been selected/appointed as Assistant Professor in Computer Engineering Department w.c.f. from 30.08.2022 to 29.08.2023.

Nature of appointment:

1) You have been appointed on full time post of Assistant Professor. However, the continuation & confirmation of this appointment is subject to your selection by USSC panel & subsequent approval of University of Mumbai.

Salary and other benefits:

2) You shall draw a consolidated salary of Rs. 55,000/- per month, inclusive of all heads. This will be the basic pay of Rs. 15600 pay band of Rs. 15600-39100/-.

3) (a) Also It is made clear that in case of incentives if any, the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances/performance targets.

(b) You shall not be entitled to any TA/DA or reimbursement of relocation expenses for joining against this appointment letter.

Other terms and Conditions:

Continuation of service:

3.1 The regular appointment may be applicable; only at the completion of one year starting from date of signing of 30.08.2022. After completion of said period, the employment would come to closure unless externally /confirmed any written communication by management. During the period of this one year as referred therein/herein above you shall have no right to resign. You are also required to give an undertaking in the form of affidavit on stamp paper of Rs.100/- to this effect

3.2 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.

Mith Gunder Road, Near Shivajinagar Garden, Thane (E) - 400 603.  
Tel.: 2552 7460 Fax: 2552 7461 Email: principal@kceemsr.edu



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) - 400 603.

Tel. : 2532 7100 ● Fax : 2532 6775 ● E-mail : kcce21@hotmail.com

Ref. No. KCCE/SI/05-06/598

Date : 07/01/06

## APPOINTMENT ORDER

Ms. Adgaonkar (Lonikar) Amarja N.  
4/701, Suraj Enclave, Opp. Tulsidham,  
Near Lok Upvan, Pokharan Road No.2,  
Thane (W) - 400 610.

Madam,

With reference to your application dated 7<sup>th</sup> January, 2006 I am pleased to inform you that you are appointed as a full time Lecturer in Computer Engineering in K. C. College of Engineering, on a consolidated pay of Rs. 10,000/- p.m.

1. Your appointment is made on purely temporary basis for the period ending 8<sup>th</sup> January, 2007.
2. Your appointment is subject to the confirmation / approval of the Directorate of Technical Education and the University of Mumbai.
3. Your service will be Governed by the provision of the Mumbai University Act, 1994 & the Statutes, ordinances, Resolutions and rules of the Governing body not in consistent with the act statues, ordinances, Regulations and rules of the University.
4. You have to devote full time for the benefit of the Engineering College / Society. You are not permitted for any tuition classes paid / unpaid without written permission of the Principal.

.....2/-



*(Handwritten signature)*

Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Contd....

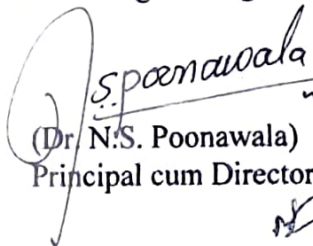
Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING


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5. The college of the Engineering is a non-aided institution, you will be entitled to benefits as per the rules of K. C. College of Engineering, which may please be noted.
6. Your service shall be terminable by giving one month's notice from either side or one month's salary in lieu thereof.
7. You are requested to submit attested copies of certificates regarding your qualification and service certificates if any, at the time of joining duties.
8. In case the above terms & conditions are acceptable to you, you are requested to sign the other copy as your acceptance.

For K.C. College of Engineering

  
(Dr. N.S. Poonawala)  
Principal cum Director



  
Dr. Vilas N. Nitaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelssior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCE/51/16-17/583

Date: 18/11/2017.

(2)

## APPOINTMENT ORDER

To,  
Ms. Devikarani Roy  
104, Mahavir Sadan Karve Road,  
Dombivli (West).

**Subject: - Appointment to the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Thane.**

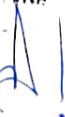
Madam,

With reference to your application, in response to the above mentioned advertisement, after personal interview on dated 17<sup>th</sup> January, 2017, I am pleased to inform you that you are appointed as an **Assistant Professor** in **Department of Information Technology Engineering** w.e.f. **19.01.2017** subject to the following terms and conditions:

1. You will draw consolidated salary of Rs. 30,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for a academic year 2016-17, (Second Semester) from 19.01.2017 to 30.06.2017. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel : 2522 7400 Fax : 2522 6100 E-mail : kcc@kcc.edu.in

  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research



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Excelsior Education Society's  
Regd. Under Public Trust Act, 1950 Regd.No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
( DTE Code 3210)

Ref. No.

Date :

...2...

3. You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible after completion of three months maximum eight days per year.
6. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
7. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel : 2522 7422 Fax : 2522 6422 E-mail : kcc@kcc.edu.in

Dr. Vilas N. Nitraware  
Principal  
K.C. College of Engineering &  
Management Studies & Research



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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date :

Ref. No.

...3...

8. You shall not resign your post during academic year in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.
9. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
10. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
11. You will be joining on or before 19/01/2017, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 303.

Tel. : 2532 7100 Fax : 2532 6496 • E-mail.: kcce21@hotmail.com

**Dr. Vilas N. Nitnaware**  
Principal

K.C. College of Engineering & Management Studies & Research  
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Regd. Under Public Trust Act, 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/51/2021-22/26

Date: 30.08.2021

## OFFER LETTER

To,

Priyanka B. Sonawane (Sonange)

Madam,

This has reference to your application for the post of **Assistant Professor** in the Department of Information Technology Engineering and subsequent final interview held on 23<sup>rd</sup> August 2021. Please note that after interview the management committee has decided to appoint you in our Institute as **Assistant Professor** on contractual basis and accordingly we offer your candidature for the same on the terms and conditions mutually agreed upon. You are requested to join on 30<sup>th</sup> August 2021.

After joining your duty, you shall be given Appointment Letter with terms and conditions.

Details regarding Acceptance

Kindly acknowledge your acceptance and confirm your joining on the said date.

Thanking you,

Yours truly,

For K.C College of Engineering and  
Management Studies and Research

Director



Dr. Vilas N. Nitnaware

Principal

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccems.edu.in



Excelerator Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCCE/S1/2024-22/76A

Date: 30.08.2024

To,  
Ms. Priyanka Sonawane (Sananse) ✓

Subject: - Appointment for the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Which is known as KCCEMSR, Thane.

**Madam,**

Reference to your application and subsequent interview by the Management on 23/08/2021 we are glad to inform you that you are appointed as Assistant Professor in **Information Technology** on a contractual basis for a period of from 30<sup>th</sup> August 2021 to 29<sup>th</sup> August 2022 on the following terms and condition.

**Nature of appointment:**

- 1) You have been appointed on full time post of Assistant Professor. Needless to add, the continuation and confirmation of this appointment is subject to prevailing laws and permissibility.

**Salary and other benefits:**

2.1 You shall draw a consolidated salary of Rs. 28000/- Per month, inclusive of all heads. This will be pay band of basic pay of Rs 15600-39100/-. It is made clear that the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances.

2.2 You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining against this appointment letter.

**Dr. Vilas N. Minaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated to University of Mumbai, Approved by AICTE & UTE)  
AICTE Code 4216)

Ref No.

Date: 12/07/2024

## Other terms and Conditions

- 1.1 You have given the management to understand that you comply with the expertise and qualifications required for the post of Assistant Professor.
- 1.2 You shall not be entitled for any kind of leave during the period except (sick leave) and other benefits. However, one day casual leave per month is admissible subject to maximum twelve days per year.
- 1.3 That you shall not raise any extra financial burden on the institution during the specified period including the demand of fees or wages on any pretext.
- 1.4 You will be a full time employee of K.C.ET&M and shall not engage yourself anywhere full time part time either voluntary or otherwise, except with prior permission of the Principal, K.C.ET&M.
- 1.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 1.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and discretion of the management.
- 1.7 You shall not be transferable to any other Institute / College of Excellence Education Society or K.C.ET&M.
- 1.8 You shall be governed by the rules, regulations, statutes, code of conduct, conditions, conditions and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / UTE and any other statutory body as per exigencies, requirements and day to day functioning.
- 1.9 You shall be bound to pay fines on submission of following documents and in accordance with the procedural and conditional parting of those documents:
  - a. Attendance and Leave slips, certificates from previous employer (if any).
  - b. Fingerprint, biometric, Aadhar Card, Government Recognized Health Care Center.



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE CMA 1210)

Ref. No.

Date: 25.08.2024

2. Carries true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate and any certified copy (Six months), caste certificate (if applicable), change of name certificate (if any) etc.

3. Reference from eminent person from your field.

3.10 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCOEMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you.

3.11 Your appointment can be terminated by the management at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof without assigning any reason. In case of a resignation, the decision of the management of KCOEMSR in terms of payment of the salary would be final. However, you are not allowed to resign in middle of the term i.e. January to June & July to December.

3.12 After signing this document, you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue serving such resignation being for a reason of personal health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.

3.13 You will be required to give an undertaking for confidentiality and non-disclosure (including IPF and other policy matters, as per HR policy) of KCOEMSR.

3.14 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE / DTE and any other

Dr. Vilas N. Nitaware  
Principal  
K.C. College of Engineering &  
Management Studies and Research





Excelssior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 30.08.2024

Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable time to time.

3.15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post.

3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.

3.17 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided.

3.18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.

3.19 You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR

3.20 On termination of this contract, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.

3.21 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitle to resign during or at least for a month thereafter such period. Also, during



Mith Bunder Road. Near Sadquru Garden, Kopri, Thane (E) - 400 603.

Dr. Vilas N. Nitrayare  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date: 30.08.2021

such period, the decision of Management of the KCCEMSR with regard to payment of remuneration would be final

3.22 In case of any dispute. Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.23 You will be joining on or before 30<sup>th</sup> August 2021, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson

I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same.

Vijay N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





Executive Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-035  
**K. C. COLLEGE OF ENGINEERING AND  
MANAGEMENT STUDIES AND RESEARCH**  
NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. K.C.E.M.S.R./2021/22/51/P

Date: 25-08-2021

To  
Ms. Punam D. Bagul

Subject: - Appointment for the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Which is known as KCCEMSR, Thane.

Madam,

Reference to your application and subsequent interview by the Management on 25/08/2021 we are glad to inform you that you are appointed as Assistant Professor in **Information Technology** on a contractual basis for a period of from 30<sup>th</sup> August 2021 to 29<sup>th</sup> August 2022 on the following terms and condition.

**Nature of appointment:**

1) You have been appointed on full time post of Assistant Professor. Needless to add, the continuation and confirmation of this appointment is subject to prevailing laws and permissibility.

**Salary and other benefits:**

2.1 You shall draw a consolidated salary of Rs 30,000/- Per month, inclusive of all heads. This will be pay band of basic pay of Rs. 15600-39100/-. It is made clear that the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances

2.2 You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining against this appointment letter.

**Dr. Vilas N. Nitaware**  
Principal

K.C. College of Engineering &  
Management Studies & Research.





Excelsior Education Society's  
Regd. Under Public Trust Act: 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3219)

Ref. No.

Date: 30.08.2024

## Other terms and Conditions:

- 3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Assistant Professor.
- 3.2 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director, KCCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management.
- 3.7 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body, responsibilities, assignments and day to day functioning.
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.
  - a. Relieving letter/ Discharge certificate from previous employer (if any).
  - b. Fitness Certificate from a Government Recognized Health Care Centre.

**Dr. Vinita M. Patil**  
Principal  
K. C. College of Engineering &  
Management Studies & Research.







# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3219)

Date: 30.08.2024

Ref. No.

2. Certified that copies of relevant testimonials such as certificates of qualifications, mark sheets, birth certificate, experience certificate, last pay certificate/ Salary Slip (Three months), caste certificate (if applicable), change of name certificate (if any) etc.

3. Reference report from eminent person from your field


3.10 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCOCEMSR. It will be presumed that any letter sent by registered Post. Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you

3.11 Your appointment can be terminated by the management, at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof, without assigning any reason. In case of a resignation, the decision of the management of KCOCEMSR, in terms of payment of the salary would be final. However you are not allowed to resign in middle of the term i.e. January to June & July to December.

3.12 After signing this document, you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue barring such resignation being for a reason of person health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.

3.13 You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCOCEMSR.

3.14 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE / DTE and any other

  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





K. C. College of Engineering and Management Studies and Research  
Regd. Under Public Trust Act, 1950 Regd. No. F-628

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3216)

Ref. No.

Date: 30-08-2021

Such period the decision of Management of the KCCEMSR with regard to payment of remuneration would be final.

3.22 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.23 You will be joining on or before 30<sup>th</sup> August 2021, failing which appointment order is liable to be cancelled unless you seek extension in writing from the Principal

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

  
Chairperson

I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same.







Dr. Vilas N. Nitaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCE/S1/22-23/89.

Date: 10/08/2022.

## OFFER LETTER

To,  
Ms. Rachana Tushar Borole

Madam,

This has reference to your application for the post of **Assistant Professor** in the Department of Information Technology Engineering and subsequent final interview held on 9<sup>th</sup> August 2022. Please note that after interview the management committee has decided to appoint you in our Institute as **Assistant Professor** on contractual basis and accordingly we offer your candidature for the same on the terms and conditions mutually agreed upon. You are requested to join on 22<sup>nd</sup> August 2022.

After joining your duty, you shall be given Appointment Letter with terms and conditions.

Details regarding Acceptance

Kindly acknowledge your acceptance and confirm your joining on the said date.

Thanking you,

Yours truly,

For K.C.College of Engineering and  
Management Studies and Research.

Director



Dr. Vilas N. Nitnaware

Principal

K.C. College of Engineering &  
Management Studies and Research





# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCE/S1/22-23/180.

Date : 26/09/2022.

To,  
Ms. Rachana Tushar Borole

Subject: - Appointment for the post of Assistant Professor in K. C. College of  
Engineering and Management Studies and Research, Which is also known  
as KCCEMSR, Thane.

Madam,

Reference to your application and subsequent interview by the Management on 09/08/2022 we are glad to inform you that you are appointed as Assistant Professor in Information Technology on a contractual basis for a period of from 22<sup>nd</sup> August 2022 to 21<sup>st</sup> August 2023 on the following terms and condition:

**Nature of appointment:**

- 1) You have been appointed on full time post of Assistant Professor. Needless to add, the continuation and confirmation of this appointment is subject to prevailing laws and permissibility.

**Salary and other benefits:**

2.1 You shall draw a consolidated salary of Rs. 35,000/- per month, inclusive of all heads. This will be pay band of basic pay of Rs. 15600-39100/-. It is made clear that the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances.

2.2 You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining against this appointment letter.

**Other terms and Conditions:**

  
Dr. Vilas N. Nitnaware

Principal

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) 400 603.  
Tel. : 2632 7100 Fax : 2632 6496 \* E-mail: [principal@kccemsr.edu.in](mailto:principal@kccemsr.edu.in)





# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. -

Date: 26/09/2022

- 3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Assistant Professor.
- 3.2 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director, KCCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management.
- 3.7 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body , responsibilities, assignments and day to day functioning.
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.
  - a. Relieving letter/ Discharge certificate from previous employer (if any).
  - b. Fitness Certificate from a Government Recognized Health Care Centre.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) 400 603  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccemsr.edu.in

Principal  
K.C. College of Engineering &  
Management Studies & Research.





# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date : 26/09/2022

Ref. No.

- c. Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months) , caste certificate (if applicable), change of name certificate(if any) etc.
- d. Reference report from eminent person from your field.
- 3.10 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCCCMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you.
- 3.11 Your appointment can be terminated by the management, at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof, without assigning any reason. In case of a resignation, the decision of the management of KCCCMSR, in terms of payment of the salary would be final. However you are not allowed to resign in middle of the term i.e January to June & July to December.
- 3.12 After signing this document, you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue barring such resignation being for a reason of person health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.
- 3.13 You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCCCMSR.
- 3.14 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE / DTE and any other

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel : 2532 7400 Fax : 2532 6406 \* E-mail : principal@kcccmsr.edu.in

Dr. Vilas N. Nitnaware

(Principal)

K.C. College of Engineering &  
Management Studies & Research.





# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date : 26/09/2022

Ref. No. \_\_\_\_\_

Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable time to time.

- 3.15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post.
- 3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.
- 3.17 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided.
- 3.18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.
- 3.19 You may take assignments as examiner/assessor/evaluator/invigator elsewhere with prior permission of the competent authority of KCCEMSR
- 3.20 On termination of this contract, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD/ Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.
- 3.21 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitle to resign during or at least for a month thereafter such period. Also, during

Mith Bundor Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6496 \* Email : [principal@kccemsr.edu.in](mailto:principal@kccemsr.edu.in)

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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(DTE Code 3210)

Ref. No. -

Date : 26/09/2022

such period, the decision of Management of the KCCEMSR with regard to payment of remuneration would be final.

3.22 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.23 You will be joining on or before 22<sup>nd</sup> August 2022, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Director

I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same.



*(Handwritten signature)*

**Dr. Vilas N. Nitnaware**

Principal

K.C. College of Engineering &  
Management Studies & Research







Excelsior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/5/21-22/685

Date: 22/06/2022

To,  
Dr. Kiran Bhandari

Subject: - Appointment for the post of Professor in K. C. College of Engineering and Management Studies and Research, Which is also known as KCCMSR, Thane.

Sir,

Reference to your application and subsequent interview by the Management on 04/03/2022 we are glad to inform you that you are appointed as Professor in **Information Technology** on a contractual basis for a period of one year from 20<sup>th</sup> April 2022 to 19<sup>th</sup> April 2023 on the following terms and condition:

**Nature of appointment:**

- 1) You have been appointed on full time post of Professor. Needless to add, the continuation and confirmation of this appointment is subject to prevailing laws and permissibility.

**Salary and other benefits:**

- 2) You shall draw a consolidated salary of Rs. 1,50,000/- per month, inclusive of all heads. This will be pay band of basic pay of Rs. 37400-67000/-. It is made clear that the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances.
- 3) You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining against this appointment letter.

**Other terms and Conditions:**

  
Dr. Vilas N. Nitaware

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccom.edu.in  
K. C. College of Engineering and Management Studies & Research.





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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(DTE Code 3210)

Ref. No.

Date : 22/6/2022

- 3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Professor.
- 3.2 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director, KCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management.
- 3.7 Your services are transferable to any other Institute / College of Excelsior Education Society or KCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body , responsibilities, assignments and day to day functioning.
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.
  - a. Relieving letter/ Discharge certificate from previous employer (if any).
  - b. Fitness Certificate from a Government Recognized Health Care Centre.

**Dr. Vilas N. Nitnaware**

Principal

Mith Bunder Road, Near Sadguru Garden, Koper-Thane (E) - 400 603  
Tel. : 2532 7100 Fax : 2532 6496 \* Email : principal@kccemer.edu.in





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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date: 20/6/2022

Ref. No.

- c. Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months), caste certificate (if applicable), change of name certificate (if any) etc.
- d. Reference report from eminent person from your field.

3.10 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCCEMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you.

3.11 Your appointment can be terminated by the management, at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof, without assigning any reason. In case of a resignation, the decision of the management of KCCEMSR, in terms of payment of the salary would be final. However you are not allowed to resign in middle of the term i.e January to June & July to December.

3.12 After signing this document, you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue barring such resignation being for a reason of person health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.

3.13 You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCCEMSR.

3.14 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, sta-

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Tel : 2532 7400 Fax : 2532 6496 \* Email : principal@kccemsr.edu.in

Dr. Vilas N. Nitnaware  
Principal  
K. C. College of Engineering & Research



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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Codo 3210)

Date : 22/6/2022

Ref. No.

tutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE / DTE and any other Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable time to time.

3.15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post.

3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.

3.17 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided.

3.18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.

3.19 You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR.

3.20 On termination of this contract, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date : 22/6/2022

Ref. No.

- 3.21 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitled to resign during or at least for a month thereafter such period. Also, during such period, the decision of Management of the KCCEMSR with regard to payment of remuneration would be final.
- 3.22 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.
- 3.23 You will be joining on or before 20<sup>th</sup> April 2022, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal
- 3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.


Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Director



I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same.

  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCER/51/22-23/459

Date : 06.02.2023

To,  
Ms. A. L. Angelin Zionia

**Subject: - Appointment for the post of Assistant Professor in K. C.  
College of Engineering and Management Studies and  
Research, which is also known as KCCEMSR, Thane.**

Madam/Sir,

This has reference to your application dated 04.02.2023 and subsequently interview held by the Management on 04.02.2023, we are glad to inform you that you have been selected/appointed as **Assistant Professor in Information Technology Department** w.e.f. from 07.02.2023 to 06.02.2024.

**Nature of appointment:**

- 1) You have been appointed on full time post of Assistant Professor. However, the continuation & confirmation of this appointment is subject to your selection by USSC panel & subsequent approval of University of Mumbai.

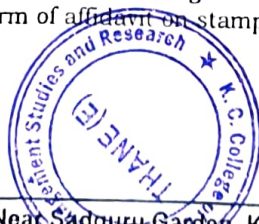
**Salary and other benefits:**

- 2) You shall draw a consolidated salary of Rs. 45,000/- per month, inclusive of all heads. This will be the basic pay of Rs. 16,550 pay band of Rs. 15600-39100/-.
- 3) (a) Also It is made clear that in case of incentives if any, the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances/performance targets.  
(b) You shall not be entitled to any TA/DA or reimbursement of relocation expenses for joining against this appointment letter.

**Other terms and Conditions:**

**Continuation of service:**

- 3.1 The regular appointment may be applicable; only at the completion of one year starting from date of signing of 07.02.2023. After completion of said period, the employment would come to closure unless externally /confirmed any written communication by management. During the period of this one year as referred therein/herein above you shall have no right to resign. You are also required to give an undertaking in the form of affidavit on stamp paper of Rs.100/- to this effect.



Mith Bunder Road, Near Sagguru Garden, Kopri, Thane (E) - 400 608  
Tel. : 2532 7100 Fax : 2532 6496 E-mail. : principal@kccemsr.edu.in

*Vilas N. Nitnaware*  
Principal  
K.C. College of Engineering &  
Management Studies & Research



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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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Ref. No.

Date : 06.02.2023

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(c) **misconduct**, without being exhaustive and without prejudice to the general meaning of the term "Misconduct" in the case of reasonable suspicion of misconduct, disloyalty, commission/omission of any act involving moral turpitude or any act of indiscipline or inefficiency. Spreading rumors, discussing salary/pay structures, soliciting employees of the Institute for outside employment or coercing co-workers to leave the Institute is strictly prohibited and frowned upon. Such actions will result in immediate termination of employment without notice and forfeiture of your holding amount.

3.25 If your services are terminated for the reasons mentioned in clause nos. 3.21, 3.22, 3.23 and 3.24(a,b,c) you shall not be eligible for any of the benefits attached to the employment.

3.26 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.27 You will be joining on or before 07.02.2023, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the principal.

3.28 (a) You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order. Also, by signing this letter, you deemed to be consented to the organization to conduct any background check as may be considered necessary.

(b) This letter constitutes the entire agreement and understanding between the organization and you and hence supersedes all prior discussions and understandings whether written or oral.

Thanking you,

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson



I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel. : 2532 7100 Fax : 2532 6456 E-mail: principal@kccomsr.edu.in



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering  
Management Studies and Research



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/MSR/2023/1005

Date: 13.01.2023

To,  
Ms. Aarti Abhyankar

**Subject: - Appointment for the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, which is also known as KCCEMSR, Thane.**

Madam/Sir,

This has reference to your application dated 10.01.2023 and subsequently interview held by the Management on 10.01.2023, we are glad to inform you that you have been selected/appointed as **Assistant Professor in Information Technology Department** w.e.f. from 16.01.2023 to 15.01.2024.

**Nature of appointment:**

- 1) You have been appointed on full time post of Assistant Professor. However, the continuation & confirmation of this appointment is subject to your selection by USSC panel & subsequent approval of University of Mumbai.

**Salary and other benefits:**

- 2) You shall draw a consolidated salary of Rs. 55,000/- per month, inclusive of all heads. This will be the basic pay of Rs. 20,550 pay band of Rs. 15600-39100/-.
- 3) (a) Also It is made clear that in case of incentives if any, the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances/performance targets.  
(b) You shall not be entitled to any TA/DA or reimbursement of relocation expenses for joining against this appointment letter.

**Other terms and Conditions:**

**Continuation of service:**

- 3.1 The regular appointment may be applicable; only at the completion of one year starting from date of signing of 16.01.2023. After completion of said period, the employment would come to closure unless externally /confirmed any written communication by management. During the period of this one year as referred therein/herein above you shall have no right to resign. You are also required to give an undertaking in the form of affidavit on stamp paper of Rs.100/- to this effect.



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering & Management Studies & Research



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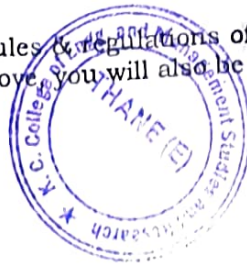
- 3.2 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.3 You will be a fulltime employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal & Director, KCCEMSR. You shall not conduct or engage yourself in any private tuition or private coaching class. If you do so without having written permission from the management, it could be considered as misconduct committed by you and thereafter the management may take necessary action against you as deemed fit.
- 3.4 You shall also not seek any membership of any election and/or participate in any electoral campaign to any local or public body or act as a non-director or except any honorary position without prior written permission from Principal and directors of the institute.

**Leave / Hours of work/ Attendance:**

- 3.5 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, one day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.6 Your working/duty hours, attendance and weekly off shall be regulated to suit the duties entrusted to you from time to time. You may also be required to attend duty on Holidays/Weekly Off days, as per work exigencies. Unauthorized absence or absence without permission or approval from duty for a continuous period of 8 days (including the weekly offs) in a A.Y./Calendar year would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination or notice pay. Moreover, you are required to take prior approval from the authority even you wish to take casual leave in emergency. Verbal communication to peers/ colleges/ groups and unauthorized person shall be treated as misconduct on your part and shall be dealt accordingly.
- 3.7 The working hours, at the Institute depends on the progress of the work and syllabus, if deem fit the working hours at the institute may be extended depending upon the need of the semester and syllabus. If you are unable to complete the work allocated/assigned, then you not eligible for any extra compensation for completing the work allocated to you.

**Service condition:**

- 3.8 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSR.
- 3.9 (a) You shall be governed by the rules & regulations of the institution for the time being in force. In addition to the above you will also be governed by any other



Dr. V. N. Nitraware  
Principal  
K.C. College of Engineering &  
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NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 13.01.2023

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rules, regulations, practices, systems, procedures and policies as are in force or may be added, altered or modified or omitted or deleted from time to time.

(b) You shall, also be governed by the laws enacted by the Local Authority, State or Central Government, AICTE, UGC, Mumbai University as applicable to you from time to time. Your services will be subject to the rules and regulations of the Institute, as may be framed from time to time.

(c) You shall not receive any present, gifts commissions, advances, loans or any other sort of gratification or benefits in cash or kind from any person, party or firm or company associated with us. If you are offered the same, you shall immediately report such matter to the Institute in writing.

3.10 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.

(a) Relieving letter/ Discharge certificate from previous employer (if any).

(b) Fitness Certificate from a Government Recognized Health Care Centre.

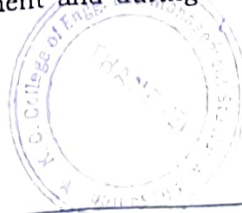
(c) Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months), caste certificate (if applicable), change of name certificate(if any) etc.

(d) Reference report from eminent person from your field.

3.11 You are required to give correct mailing address as soon as you join the duties and if any change of address of residence, you will intimate/inform in writing to the Management, any change of address from time to time; failing which, and communication sent to you at the last address on record, shall be, deemed to have been served upon you.

## Resignation and notice period:

3.12 (a) You shall be at liberty to tender resignation giving a one month notice in writing. In case of a resignation being tendered, the decision of the management of KCCEMSR, in terms of its acceptances and payment of the salary and other such benefit would be final. However, you are not allowed to resign in middle of the term i.e June 15<sup>th</sup> current A.Y to April 30<sup>th</sup> A.Y +1, in case the employee joins before June 15<sup>th</sup> in that case they will still have to work till April 30<sup>th</sup> A.Y.+1. One month for the purpose of the notice period served by you, and if your resignation is accepted by the management, it shall be calculated as 30 working days from the date of acceptance by the management and during this period you shall not be eligible for any leave.



*(Signature)*

**Dr. Vilas N. Nitnaware**  
Principal

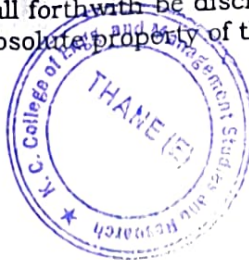
Mith Bundor Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccemsr.edu.in  
K.C. College of Engineering & Management Studies & Research


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- (b) Your appointment can be terminated by the management, at any time during your association with the institution by giving you a notice of one month or by paying a month's basic salary in lieu thereof, without assigning any reason.
- (c) In case of your abrupt resignation, the management shall be at liberty to recover damages and or compensation against the hardships and or losses caused to the institution.
- 3.13 (a) After signing this document, you shall complete the term for 1 year and shall have no right or excuse to put in a resignation/discontinue the services barring such resignation being for a reason which is beyond the control of the concerned, approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.
- (b) On expiry of the period of appointment as aforesaid and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post. However, it would be your moral duty to inform the management about your completion period before one month if you complete one year of uninterrupted service

**Intellectual & Institutional property and NDA policies:**

- 3.14 (a) You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCCEMSR.
- (b) You shall always maintain Institute's property in good condition, which may be given to you for official use during the course of your employment and shall return the same to the Institute immediately on relinquishment of your services failing which the cost of the same will be recovered from you by the Institute. You shall undertake and agree that all property including all correspondence addressed to or by you, specifications, vouchers, literatures, books, circulars, articles, goods etc. or property of any nature whatsoever belonging to the Institute or relating to the Institute's business which shall come into your possession in the course of your employment or otherwise shall be held by you as an acting owner as stated herein for the Institute and shall return/deliver the same to the Institute on demand or in the event of your leaving our services. You will always prefer the cost effectiveness approach in any of your assignments/projects. Any discovery or invention or secret process or improvement in process made or discovered by you in course of your employment shall forthwith be disclosed to the management and the same shall belong to and be absolute property of the organization.



  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research



Excelsior Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-630

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 13.01.2023

...5...

## Performance, Assessment and Appraisal:

3.15 (a) You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.

(b) You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR

3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.

3.17 Performance will be reviewed on the basis of feedback from students and academic performance (university result) by your reporting officer. Management may review your academic performance by a committee, involving external experts. During Appointment period if the performance is below average your services can be terminated without giving any further notice. No salary will be payable, if you are terminated under this clause.


3.18 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR.

## Hand over process and force majeure:

3.19 On termination of this appointment, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.

3.20 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitled to resign during or at least for a month thereafter such period, however clause 3.12a, 3.12b & 3.12c may be applicable. Also, during such period, the decision of Management of the KCCEMSR with regard to payment of remuneration/benefits in pay and kind would be final.



  
**Dr. Vilas N. Nitnaware**  
Principal

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 803  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccem.edu.in  
kccem@kccem.edu.in  
Management Studies & Research

...6...

**Termination/Professional ethics/code of conduct:**

3.21 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE / DTE and any other Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable from time to time.

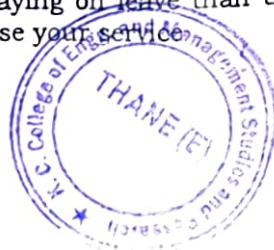
3.22 In the event of act of dishonesty, disobedience, irregularity or misconduct, neglect or incompetence in discharge of your duties or upon any breach of the terms by you, your services can be terminated forthwith without giving any notice.

3.23 You should not divulge information, operation, know how etc. pertaining to the College or any of the institute/College coming under same Management to any unauthorized persons or use for any other purpose during the tenure of service with us and thereafter. Also, you shall not disclose to any print/electronic media, journals, etc. any information or documents about the organization expect when specifically instructed to do so.

3.24 (a) Notwithstanding anything contained herein, this appointment can be terminated by us without any prior notice if you shall at any time.

- Commit any serious or persistent breach of any of the provisions contained herein;
- Be guilty of any gross negligence or willful misconduct in the discharge of duties;
- Be convicted of or plead guilty to any act of fraud or embezzlement or felony; or
- Be convicted of, or plead guilty to any offence involving moral turpitude
- Abetting or inciting others to disobedience or misconduct.
- Misrepresentation or giving false statements about personal/professional background or suppression of relevant facts during the selection process or at the time of joining.
- Medically or mentally unfit.
- Usurping any business opportunity for personal benefit or depriving the organization of any such business opportunity

(b) Any absence (without intimation at office) for a continuous period of six days (including overstaying on leave than the sanctioned period) would automatically make you lose your service.



*Dr. Vilas N. Nitnaware*  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelsior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(DTE Code 3210)

Ref. No.

Date : 13.01.2023

...7...

(c) **misconduct**, without being exhaustive and without prejudice to the general meaning of the term "Misconduct" in the case of reasonable suspicion of misconduct, disloyalty, commission/omission of any act involving moral turpitude or any act of indiscipline or inefficiency. Spreading rumors, discussing salary/pay structures, soliciting employees of the Institute for outside employment or coercing co-workers to leave the Institute is strictly prohibited and frowned upon. Such actions will result in immediate termination of employment without notice and forfeiture of your holding amount.

3.25 If your services are terminated for the reasons mentioned in clause nos. 3.21, 3.22, 3.23 and 3.24(a,b,c) you shall not be eligible for any of the benefits attached to the employment.

3.26 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.27 You will be joining on or before 16.01.2023, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the principal.

3.28 (a) You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order. Also, by signing this letter, you deemed to be consented to the organization to conduct any background check as may be considered necessary.

(b) This letter constitutes the entire agreement and understanding between the organization and you and hence supersedes all prior discussions and understandings whether written or oral.

Thanking you,

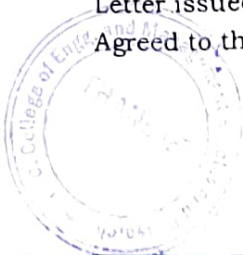
Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research


Chairperson



I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 604  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccomsr.edu.in

  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE/S/113-44/386

Date: 11/10/2013

APF  
6

## APPOINTMENT ORDER

To,  
Ms. Paurnima M. Vadak  
102, Padu Niwas, Ganesh Nagar,  
Shivaji Path -2, Dombivli (W).

Subject - Appointment to the post of Assistant Professor in K. C. College  
of Engineering and Management Studies and Research, Thane

Madam,

With reference to your application, in response to the above mentioned advertisement, after personal interview on dated 30<sup>th</sup> September 2013, I am pleased to inform you that you are appointed as a **Assistant Professor in Electronics & Telecommunication Engineering Department** w.e.f. 01.10.2013 subject to the following terms and conditions:

1. You will draw consolidated salary of Rs.22,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for a academic year 2013-14, (Second Semester) from 01.10.2013 to 30.06.2014. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 • Fax : 2532 6496 • E-mail: kcce21@hotmail.com



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

Date :

...2...

3. You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
6. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.
7. You shall not resign your post during academic year in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail : [kcce21@hotmail.com](mailto:kcce21@hotmail.com)

**Dr. Vilas N. Nitaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





Excelsior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

Date :

...3...

8. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
9. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
10. You will be joining on or before 01.10.2013, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering

Chairperson


P. M. Vadav  
18/10/2013

I have gone through the Appointment Letter issued to me, understood and agreed to the same.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel. : 2532 7100 \* Fax : 2532 6496 \* E-mail.: kcce21@hotmail.com



  
**Dr. Vilas N. Nitaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research

Technical Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

MS/RC/1/114/15/246

Date: 25/9/2014

## LETTER OF APPOINTMENT

To  
Ms. Sumita Gupta

Madam,

This has reference to your application dated 21/06/2014 for the post of Assistant Professor in Electronic Engineering Department. Wherein you have shown your eagerness to serve the Institution and subsequent interview held on 05/08/2014 by the duly constituted Staff Selection Committee, whereupon it is informed to you that you are appointed as a Full-Time Assistant Professor in Electronic Engineering Department in K.C. College of Engineering & Management Studies & Research w.e.f. 01/09/2014 on following terms and conditions:

1. You are being appointed on probation on the basic pay of Rs 15,800/- p.m. in the time pay scale of 15800-39100 plus allowances (i.e. DA, HRA, AGP, TA & CLA)
2. Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.

Mithi Bunder Road, Near Sandhu Garden, Kopri, Thane (E) - 400 603, India  
Tel: 2532 7100 • Fax: 2532 6496 • E-mail: kcce21@hotmail.com



~~Dr. Vilesh N. Nitnaware~~  
Principal  
K.C. College of Engineering  
& Management Studies & Research



Excelsior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No

Date

- 3 Regular appointment may be considered after satisfactory completion of probation and upon confirmation in writing to this offer by management
- 4 You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safeguard the academic welfare & interest of faculty dependent students' community.
- 5 Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
6. You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum eight days per year.
- 7 You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
8. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution.
- 9 You shall not leave the Institution during the academic session

**Dr. Vilas N. Nitnaware**  
Principal

K.C. College of Engineering  
Management Studies & Research



Mith Bunder Road, Near Sadguru Garden, Kopar Thane (E) - 400 603.  
Tel : 2532 7100 • Fax : 2532 6496 • E-mail : KCET21@hotmail.com



Excelsior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

Date :

- 10 At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
- 11 You are required to produce fitness certificate from any authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
- 12 Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

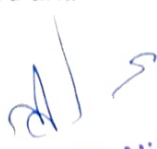
You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson / Secretary

I have gone through the Appointment Letter issued to me, understood and agreed to the same.

  
Dr. Vilas N. Nitna  
Principal  
K.C. College of Engineering and  
Management Studies & Research



Mith Bunder Road, Near Sadyuru Garden, Kopri, Thane (E) - 400 603.  
2 6496 • E-mail: kcce21@hotmail.com



# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE/51/14-15/148

Date: 25/01/2014

## LETTER OF APPOINTMENT

To  
Ms. Sumita Gupta

Madam,

This has reference to your application dated 21/06/2014 for the post of **Assistant Professor in Electronic Engineering Department**. Wherein you have shown your eagerness to serve the Institution and subsequent interview held on **05/08/2014** by the duly constituted Staff Selection Committee, whereupon it is informed to you that you are appointed as a **Full-Time Assistant Professor in Electronic Engineering Department** in K.C. College of Engineering & Management Studies & Research w.e.f. **01/09/2014** on following terms and conditions:

1. You are being appointed on probation on the basic pay of **Rs.15,600/- p.m.** in the time pay scale of **15600-39100** plus allowances (i.e. DA, HRA, AGP, TA & CLA).
2. Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.

*(Handwritten Signature)*

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel : 2532 7100 • Fax : 2532 6496 • E-mail : kcce21@hotmail.com



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering & Management Studies & Research.



Excellence Education Society's


# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

Date

- 3 Regular appointment may be considered after satisfactory completion of probation and upon confirmation in writing to this offer by management
- 4 You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management This is mandatory to safe guard the academic welfare & interest of faculty dependent students' community.
- 5 Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
- 6 You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum eight days per year.
- 7 You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
8. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution.
- 9 You shall not leave the Institution during the academic session.

  
Dr. Vilas N. Nitnaware  
Principal

Mith Bunder Road, Near Sadguru Garden, Koperkhane (E) - 400 603,  
2522 6496 • E-mail: [kcco21@hotmail.com](mailto:kcco21@hotmail.com)





Excellence Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No

Date

10. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer
11. You are required to produce fitness certificate from any authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
12. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson / Secretary



I have gone through the Appointment Letter issued to me, understood and agreed to the same.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com



Excelsslor Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCE/S2/18-19/087

Date : 04/07/18

## APPOINTMENT ORDER

To,

Dr. Baban Uttamrao Rindhe  
Flat No. A-501, Krishna Complex CHS,  
Opp. Palm Beach Road, Plot No. 07,  
Sector-15, Sanpada (East),  
Navi Mumbai – 400 705.

Subject: **Appointment to the Post of Professor / HOD in the department of Electronics & Telecommunication Engineering of K. C. College of Engineering and Management Studies & Research, Thane.**

Sir,

With reference to your application for the post of Professor and subsequent final interview held on 19<sup>th</sup> March, 2018 we are pleased to inform you that the management committee has decided to appoint you as **Professor / HOD** in the department of Electronics & Telecommunication Engineering of K.C. College of Engineering and Management Studies & Research, Thane, subject to the following terms & conditions.

1. Your appointment shall be purely on Adhoc & Temporary Basis for an academic year 2018-19, from 04.06.2018 to 30.06.2019. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the Chairperson / Principal / Managing Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.
2. You will draw a basic pay of Rs. 55613/- p.m. in the pay band of Rs. 37400-67000/- with AGP of Rs. 10,000/- plus usual allowances as permissible by the Sanstha from time to time.

P.T.O...



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) 400 103

Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : kcce21@hotmail.com  
Principal  
K.C. College of Engineering & Management Studies & Research.





Excelssior Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-838

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date :

...2...

3. This being a full time appointment, you will not engage any part time job in any other organization.
4. You will not associate with any such act of misconduct that is detrimental to the prestige and smooth functioning of the institution as well as welfare of the students.
5. You will maintain confidentiality in important information about the institution.
6. In case, you desire to resign or management decides to discontinue your services, because of any reason one month salary or one month notice period in lieu of is mandatory to be paid.
7. You will abide by service rules and regulations framed, amended by the Sanstha in addition to the prevailing statues and ordinances of the university from time to time. However Rules framed by the Sanstha if any shall be final.
8. You will join on or before 04/06/2018, failing which this appointment order shall be liable to be cancelled.
9. The list of major job responsibilities you will be required to handle is enclosed herewith.
10. You are requested to please sign a copy of this order as an acceptance of all terms & conditions on the receipt of this order.

(Dr. Harsh Khanna)  
CHAIRPERSON



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail, : [kcce21@hotmail.com](mailto:kcce21@hotmail.com)

Dr. Vinita R. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.

**K. C. COLLEGE OF ENGINEERING**

(Affiliated To University of Mumbai &amp; Approved by AICTE)

Ref No KCCE/S/10-11/223


Date 26.07.2010

**LETTER OF APPOINTMENT**To,  
Anupama Barai

Madam,

This has reference to your application dated **03.06.2010** for the post of **Lecturer in Electronics & Telecommunication Engineering** Department. Wherein you have shown your eagerness to serve the Institution and subsequent interview held on **8<sup>th</sup>** day of **July 2010** by the duly constituted Staff Selection Committee, whereupon it is informed to you that you are appointed as a Full-Time Lecturer in **Electronics & Telecommunication Engineering** Department in K.C College of Engineering w.e.f. **02.08.2010** on following terms and conditions:

- 1 You are being appointed on probation on the pay of 15,600/- with consolidated salary of Rs.25000/- p.m. as per Sixth Pay Commission.
- 2 Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.

  
**Dr. Vilas N. Nitaware**  
Principal

# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)



Page No

Date :

3. You are required to complete M.E. within 3 years from the date of joining as per AICTE norms.
4. Regular appointment may be considered after satisfactory completion of probation and upon confirmation in writing to this offer by management
5. You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of faculty dependent students community.
6. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
7. You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum eight days per year.
8. You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
9. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution.



**Dr. Vilas N. Nitnaware**  
Principal

# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)



Sl. No

Date

- 10 You shall not leave the Institution during the academic session.
- 11 At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
- 12 You are required to produce fitness certificate from any authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
- 13 Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

For K.C. College of Engineering

Director / Principal

I have gone through the Appointment Letter issued to me, understood and agreed to the same.



Dr. Vilas N. Nitnaware  
Principal



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)

Date: 28/7/2011

Ref: No KCE/HR/11/114

## APPOINTMENT ORDER

To  
Mrs Sushma Kore  
203, Isra, Mahaveer Millenium,  
Next to Garden Enclave,  
Vasant Vihar, Thane (W).

Subject - Appointment to the post of Lecturer in K. C. College  
of Engineering, Thane

Madam

With reference to your application, after personal interview on dated 23.07.2011, I am pleased to inform you that you are appointed as a Lecturer in Department of Electronics & Telecommunication Engineering w.e.f. 01.08.2011 till 30.06.2012 subject to the following terms and conditions:

1. You shall get consolidated salary of Rs.23,000/- per month and your duty hours shall be from 9.30 a.m. to 6.00 p.m.
2. Your appointment shall be purely on Adhoc & Temporary Basis for a academic year 2011-12. You may be confirmed only after compliance of the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



*(Signature)*  
Dr. Vilas N. Nitawar  
Principal  
K.C. College of Engineering &  
Management Studies & Research



Contd....

Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

. 2 ...

- 3 Three months prior notice or in lieu of three month salary shall be condition precedent, in case you wanted to leave the job and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of students.
- 4 You shall not resign your post during academic in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.
- 5 You will be joining on or before 01.08.2011, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering

Chairperson

I have gone through the Appointment Letter issued to me, understood and agreed to the same.



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research



Excelssior Education Society's  
**K. C. COLLEGE OF ENGINEERING**  
 Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) - 400 603.  
 Tel : 2532 7100 • Fax : 2532 6775 • E-mail : kcce21@hotmail.com

Ref. No. KCCE/SA/107/08/07

Date : 13/12/2007

To,  
 Smt. Aarti M. Bakshi

Sub: Approval for the post of Lecturer.

Madam,

We are Pleased to inform you that your appointment for the post of "Lecturer" in our college has been approved by the University of Mumbai through their letter dated 21/11/2007 with the remark mentioned below.

**"Full time Lecturer in Electronics & Telecommunication Engg. on probation from 02-01-2007. (Open to Open post)"**

As per University Letter No. CONCOL/SA/8089 of 2007 dated 21<sup>st</sup> November 2007.

*[Signature]*  
 Principal



*Received  
 Bakshi*



*[Signature]*  
**Dr. Vilas N. Nitawane**  
 Principal  
 K.C. College of Engineering  
 Management Studies & Research



# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)

Date :

## APPOINTMENT ORDER

Shubhangi Wakale  
c/o Chhaya Shah,  
Vijay Park, Bldg. No. - 17,  
Flat No. - 12, Kasravadwadi, Thane (West).

Madam,

With reference to your application, we are pleased to inform you that you are appointed as a Full-time Lecturer in Electronics and Telecommunications Dept. in K. C. College of Engineering, on a Consolidated Pay of Rs. 10,000/- p.m. w.e.f. 4<sup>th</sup> September, 2006.

1. Your appointment is made purely on temporary basis for the period ending 31<sup>st</sup> August, 2007.

2. Your appointment is subject to the confirmation/approval of the Directorate of Technical Education and the University of Mumbai/AICTE for which you may require to appear before the constituted selection committee.

3. You have to devote full time for the benefit of our students and the Institute. You are not permitted to engage tuition classes paid/unpaid without written permission from the Principal.

4. During your service with us, you will maintain cordial relationship with other staff and maintain proper decorum and discipline at all times.



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering  
Management Studies & Res



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5. You shall not engage in any activities which are prejudicial to the interest of the institution.

6. Your employment shall be terminated by giving one month's notice in writing or one month's salary in lieu thereof.

7. You will not leave from the employment of our institute during the academic session.

8. You are required to submit copies of all your certificates, testimonials duly attested at the time of joining. You are required to produce the discharge and salary certificate from your previous employer if any. You also have to produce a medical fitness certificate from a licensed and qualified doctor. You are also required to submit two passport size photographs.

If you are agreeable to the above terms and conditions, please send duplicate copy of this appointment order to the undersigned.

Dr. V. N. Nitnambekar  
Principal  
K. C. College of Engineering and Management Studies and Research  
Thane (E)



Dr. V. N. Nitnambekar  
Principal  
K. C. College of Engineering and Management Studies and Research  
Thane (E)

*[Handwritten Signature]*  
Director

Excelssior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/51/2021-22/32A

Date : 27 07 2024

To,  
Mr. Avishek Ray

Subject: - Appointment for the post of Associate Professor in K. C. College of Engineering and Management Studies and Research, Which is also known as KCCEMSR, Thane.

Sir,

Reference to your application and subsequent interview by the Management on 10/12/2020 we are glad to inform you that you are appointed as Associate Professor in **Electronics & Telecommunication Engineering** on a contractual basis for a period of from 27<sup>th</sup> August 2021 to 26<sup>th</sup> August 2022 on the following terms and condition:

**Nature of appointment:**

- 1) You have been appointed on full time post of Associate Professor. Needless to add, the continuation and confirmation of this appointment is subject to prevailing laws and permissibility.

**Salary and other benefits:**

2.1 You shall draw a consolidated salary of Rs. 78,000/- Per month, inclusive of all heads. This will be pay band of basic pay of Rs.37400-67000/-. It is made clear that the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances.

2.2 You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining against this appointment letter.

**Other terms and Conditions:**



*(Signature)*  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research



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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 27.07.2014

- c. Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months), caste certificate (if applicable), change of name certificate(if any) etc.
- d. Reference report from eminent person from your field.
- 3.10 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCCEMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you.
- 3.11 Your appointment can be terminated by the management, at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof, without assigning any reason. In case of a resignation, the decision of the management of KCCEMSR, in terms of payment of the salary would be final. However you are not allowed to resign in middle of the term i.e January to June & July to December.
- 3.12 After signing this document, you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue barring such resignation being for a reason of person health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.
- 3.13 You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCCEMSR.
- 3.14 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai, AICTE / DTE and any other



Excelsior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date : 27.07.2024

Ref. No.

- 3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Associate Professor.
- 3.2 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director, KCCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management.
- 3.7 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body , responsibilities, assignments and day to day functioning.
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.
  - a. Relieving letter/ Discharge certificate from previous employer (if any).
  - b. Fitness Certificate from a Government Recognized Health Care Centre.



  
Dr. Vilas N. Nitnaware  
Principal

K.C. College of Engineering &  
Management Studies and Research

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) 400 603  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccemsr.edu.in



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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

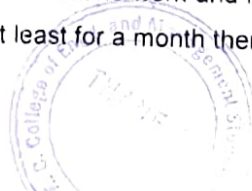
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(DTE Code 3210)

Ref. No.

Date : 27.07.2024

- Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable time to time.
- 3.15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post.
- 3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.
- 3.17 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided.
- 3.18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.
- 3.19 You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR
- 3.20 On termination of this contract, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.
- 3.21 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitle to resign during or at least for a month thereafter such period. Also, during



  
Dr. Vilas N. Nitnaware  
Principal

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603

Tel. : 2532 7100 Fax : 2532 6496 \* E-mail : principal@kccemsr.edu.in  
K.C. College of Engineering & Management Studies & Research



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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 27.07.2021

such period, the decision of Management of the KCCEMSR with regard to payment of remuneration would be final.

3.22 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.23 You will be joining on or before 27<sup>th</sup> August 2021, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson

I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same.



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research



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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCE/S1/23-24/1009

Date : 21/03/2024

To,

Dr. Avishek Ray

**SUB :-Extension of appointment for the post of  
Associate Professor in EXTC Dept.**

Dear Sir,


With reference to the previous appointment letter No. KCCE/S1/23-24/1008 dated 21/03/2024 issued to you, we are pleased to inform you that your appointment for the said post has been extended for the period from 27/08/2023 to 26/08/2024 on the terms and conditions mentioned in your previous appointment letter.

You are requested to sign the other copy as your acceptance.

For K. C. College of Engineering and  
Management Studies and Research

Director  
  




  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCE/S1/23-24/1008

Date : 21/03/2024

To,

Dr. Avishek Ray

**SUB :-Extension of appointment for the post of Associate  
Professor in EXTC Dept.**

Dear Sir,

With reference to the previous appointment letter No. KCCE/S1/21-22/32 dated 27/07/2021 issued to you, we are pleased to inform you that your appointment for the said post has been extended for the period from 27/08/2022 to 26/08/2023 on the terms and conditions mentioned in your previous appointment letter.

You are requested to sign the other copy as your acceptance.

For K. C. College of Engineering and  
Management Studies and Research

Director



**Dr. Vilas N. Nitnawar**  
Principal  
K.C. College of Engineering &  
Management Studies & Research



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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/51/2021-22/32A

Date: 27.07.2021

To,  
Mr. Avishek Ray

Subject: - Appointment for the post of Associate Professor in K. C. College of Engineering and Management Studies and Research, Which is also known as KCCEMSR, Thane.

Sir,

Reference to your application and subsequent interview by the Management on 10/12/2020 we are glad to inform you that you are appointed as Associate Professor in **Electronics & Telecommunication Engineering** on a contractual basis for a period of from 27<sup>th</sup> August 2021 to 26<sup>th</sup> August 2022 on the following terms and condition:

**Nature of appointment:**

- 1) You have been appointed on full time post of Associate Professor. Needless to add, the continuation and confirmation of this appointment is subject to prevailing laws and permissibility.

**Salary and other benefits:**

2.1 You shall draw a consolidated salary of Rs. 78,000/- Per month, inclusive of all heads. This will be pay band of basic pay of Rs.37400-67000/-. It is made clear that the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances.

2.2 You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining against this appointment letter.

**Other terms and Conditions:**



Dr. Vilas N. Nitnaware



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

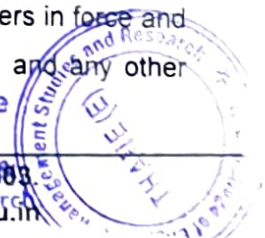
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(DTE Code 3210)

Ref. No.

Date : 27.07.2024

- c. Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months), caste certificate (if applicable), change of name certificate (if any) etc.
- d. Reference report from eminent person from your field.
- 3.10 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCCEMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you.
- 3.11 Your appointment can be terminated by the management, at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof, without assigning any reason. In case of a resignation, the decision of the management of KCCEMSR, in terms of payment of the salary would be final. However you are not allowed to resign in middle of the term i.e January to June & July to December.
- 3.12 After signing this document, you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue barring such resignation being for a reason of person health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.
- 3.13 You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCCEMSR.
- 3.14 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE / DTE and any other

*Dr. Vilas N. Nitnaware*  
Principal





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Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 27.07.2024

- 3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Associate Professor.
- 3.2 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director, KCCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management.
- 3.7 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body , responsibilities, assignments and day to day functioning.
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.
  - a. Relieving letter/ Discharge certificate from previous employer (if any).
  - b. Fitness Certificate from a Government Recognized Health Care Centre.

Dr. Vilas M. Nitnaware

Principal

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E), 400 603

Tel : 2522 7400, Fax : 2522 6400 & 2522 6401

K. C. College of Engineering & Management Studies and Research





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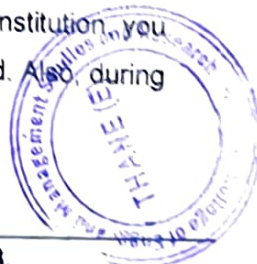
Ref. No.

Date : 27.07.2024

Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable time to time.

- 3.15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post.
- 3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.
- 3.17 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided.
- 3.18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.
- 3.19 You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR
- 3.20 On termination of this contract, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.
- 3.21 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution you shall not be entitle to resign during or at least for a month thereafter such period. Also, during

  
Dr. Vilas N. Nitware  
Principal



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel : 2522 7400, Fax : 2522 6400



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 27.07.2021

such period, the decision of Management of the KCCEMSR with regard to payment of remuneration would be final.

3.22 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.23 You will be joining on or before 27<sup>th</sup> August 2021, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson

I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same.

Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCO/S/22-23/529

Date : 15/03/2023

To,

Ms. Riya Pal

**Sub:- Extension of appointment for the post of  
Assistant Professor in Electronics and  
Telecommunication Engg.**

Madam,

With reference to the previous appointment letter dated 15/03/2022 issued to you, we are pleased to inform you that your appointment for the said post has been extended for the period from 15/03/2023 to 31/05/2024 on purely temporary basis. Other terms and conditions of the previous appointment letter shall remain same.

You are requested to sign the other copy as your acceptance.

Thanking you,

For K. C. College of Engineering and  
Management Studies and Research

Chairperson



Received  
Rpal  
18/7/23

**Dr. Vilas N. Nitware**  
Principal

K.C. College of Engineering &  
Management Studies and Research





# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCEE/S1/21.22/485

Date: 15.03.2022

To,  
Ms. Riya Pal

**Subject: - Appointment for the post of Assistant Professor in K. C.  
College of Engineering and Management Studies and  
Research, which is also known as KCCEMSR, Thane.**

Madam/Sir,

This has reference to your application dated 10.03.2022 and subsequently interview held by the Management on 10.03.2022, we are glad to inform you that you have been selected/appointed as **Assistant Professor in Electronics and Telecommunication Department** w.e.f. from 15.03.2022 to 14.03.2023.

**Nature of appointment:**

- 1) You have been appointed on full time post of Assistant Professor. However, the continuation & confirmation of this appointment is subject to your selection by USSC panel & subsequent approval of University of Mumbai.

**Salary and other benefits:**

- 2) You shall draw a consolidated salary of Rs. 32,060/- per month, inclusive of all heads. This will be the basic pay of Rs. 16,158 pay band of Rs. 15600-39100/-.
- 3) (a) Also It is made clear that in case of incentives if any, the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances/performance targets.  
(b) You shall not be entitled to any TA/DA or reimbursement of relocation expenses for joining against this appointment letter.

**Other terms and Conditions:**

**Continuation of service:**

- 3.1 The regular appointment may be applicable; only at the completion of one year starting from date of signing of 15.03.2022. After completion of said period, the employment would come to closure unless externally /confirmed any written communication by management. During the period of this one year as referred therein/herein above you shall have no right to resign. You are also required to give an undertaking in the form of affidavit on stamp paper of Rs.100/- to this effect

*(Signature)*  
**Dr. Vilas N. Nitawara**

Mith Bunder Road, Near Sadguru Gardon, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail: principal@kccemsr.edu.in  
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Management Studies & Research.



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- 3.2 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.3 You will be a fulltime employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal & Director, KCCEMSR. You shall not conduct or engage yourself in any private tuition or private coaching class. If you do so without having written permission from the management, it could be considered as misconduct committed by you and thereafter the management may take necessary action against you as deemed fit.
- 3.4 You shall also not seek any membership of any election and/or participate in any electoral campaign to any local or public body or act as a non-director or except any honorary position without prior written permission from Principal and directors of the institute.


**Leave / Hours of work/ Attendance:**

- 3.5 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, one day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.6 Your working/duty hours, attendance and weekly off shall be regulated to suit the duties entrusted to you from time to time. You may also be required to attend duty on Holidays/Weekly Off days, as per work exigencies. Unauthorized absence or absence without permission or approval from duty for a continuous period of 8 days (including the weekly offs) in a A.Y./Calendar year would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination or notice pay. Moreover, you are required to take prior approval from the authority even you wish to take casual leave in emergency. Verbal communication to peers/ colleges/ groups and unauthorized person shall be treated as misconduct on your part and shall be dealt accordingly.
- 3.7 The working hours, at the Institute depends on the progress of the work and syllabus, if deem fit the working hours at the institute may be extended depending upon the need of the semester and syllabus. If you are unable to complete the work allocated/assigned, then you not eligible for any extra compensation for completing the work allocated to you.

**Service condition:**

- 3.8 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSR.
- 3.9 (a) You shall be governed by the rules & regulations of the institution for the time being in force. In addition to the above, you will also be governed by any other



  
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Principal  
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Date: 15.03.2022

rules, regulations, practices, systems, procedures and policies as are in force or may be added, altered or modified or omitted or deleted from time to time.

(b) You shall, also be governed by the laws enacted by the Local Authority, State or Central Government, AICTE, UGC, Mumbai University as applicable to you from time to time. Your services will be subject to the rules and regulations of the Institute, as may be framed from time to time.

(c) You shall not receive any present, gifts commissions, advances, loans or any other sort of gratification or benefits in cash or kind from any person, party or firm or company associated with us. If you are offered the same, you shall immediately report such matter to the Institute in writing.

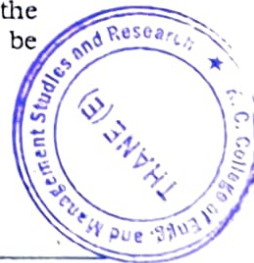
3.10 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.

- Relieving letter/ Discharge certificate from previous employer (if any).
- Fitness Certificate from a Government Recognized Health Care Centre.
- Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months), caste certificate (if applicable), change of name certificate(if any) etc.
- Reference report from eminent person from your field.

3.11 You are required to give correct mailing address as soon as you join the duties and if any change of address of residence, you will intimate/inform in writing to the Management, any change of address from time to time; failing which, and communication sent to you at the last address on record, shall be, deemed to have been served upon you.

### Resignation and notice period:

3.12 (a) You shall be at liberty to tender resignation giving a one month notice in writing. In case of a resignation being tendered, the decision of the management of KCCMSR, in terms of its acceptances and payment of the salary and other such benefit would be final. However, you are not allowed to resign in middle of the term i.e June 15<sup>th</sup> current A.Y to April 30<sup>th</sup> A.Y +1, in case the employee joins before June 15<sup>th</sup> in that case they will still have to work till April 30<sup>th</sup> A.Y.+1. One month for the purpose of the notice period served by you, and if your resignation is accepted by the management, it shall be calculated as 30 working days from the date of acceptance by the management and during this period you shall not be eligible for any leave.



  
Dr. Vilas N. Nitnaware

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E), 400 603.

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(b) Your appointment can be terminated by the management, at any time during your association with the institution by giving you a notice of one month or by paying a month's basic salary in lieu thereof, without assigning any reason.

(c) In case of your abrupt resignation, the management shall be at liberty to recover damages and or compensation against the hardships and or losses caused to the institution.

3.13 (a) After signing this document, you shall complete the term for 1 year and shall have no right or excuse to put in a resignation/discontinue the services barring such resignation being for a reason which is beyond the control of the concerned, approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.

(b) On expiry of the period of appointment as aforesaid and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post. However, it would be your moral duty to inform the management about your completion period before one month if you complete one year of uninterrupted service

**Intellectual & Institutional property and NDA policies:**

3.14 (a) You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCCEMSR.

(b) You shall always maintain Institute's property in good condition, which may be given to you for official use during the course of your employment and shall return the same to the Institute immediately on relinquishment of your services failing which the cost of the same will be recovered from you by the Institute. You shall undertake and agree that all property including all correspondence addressed to or by you, specifications, vouchers, literatures, books, circulars, articles, goods etc. or property of any nature whatsoever belonging to the Institute or relating to the Institute's business which shall come into your possession in the course of your employment or otherwise shall be held by you as an acting owner as stated herein for the Institute and shall return/deliver the same to the Institute on demand or in the event of your leaving our services. You will always prefer the cost effectiveness approach in any of your assignments/projects. Any discovery or invention or secret process or improvement in process made or discovered by you in course of your employment shall forthwith be disclosed to the management and the same shall belong to and be absolute property of the organization.

**Dr. Vilas N. Nitnaware**  
Principal

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## Performance, Assessment and Appraisal:

- 3.15 (a) You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.
- (b) You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR

3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.

3.17 Performance will be reviewed on the basis of feedback from students and academic performance (university result) by your reporting officer. Management may review your academic performance by a committee, involving external experts. During Appointment period if the performance is below average your services can be terminated without giving any further notice. No salary will be payable, if you are terminated under this clause.

3.18 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR.

## Hand over process and force majeure:

3.19 On termination of this appointment, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.

3.20 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitled to resign during or at least for a month thereafter such period, however clause 3.12a, 3.12b & 3.12c may be applicable. Also, during such period, the decision of Management of the KCCEMSR with regard to payment of remuneration/benefits in pay and kind would be final.



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Principal  
K.C. College of Engineering &  
Management Studies and Research.

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**Termination/Professional ethics/code of conduct:**

3.21 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE / DTE and any other Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable from time to time.

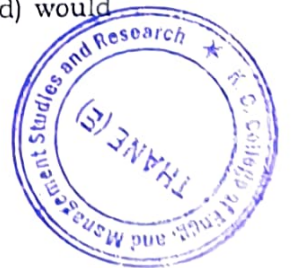
3.22 In the event of act of dishonesty, disobedience, irregularity or misconduct, neglect or incompetence in discharge of your duties or upon any breach of the terms by you, your services can be terminated forthwith without giving any notice.


3.23 You should not divulge information, operation, know how etc. pertaining to the College or any of the institute/College coming under same Management to any unauthorized persons or use for any other purpose during the tenure of service with us and thereafter. Also, you shall not disclose to any print/electronic media, journals, etc. any information or documents about the organization expect when specifically instructed to do so.

3.24 (a) Notwithstanding anything contained herein, this appointment can be terminated by us without any prior notice if you shall at any time.

- Commit any serious or persistent breach of any of the provisions contained herein;
- Be guilty of any gross negligence or willful misconduct in the discharge of duties;
- Be convicted of or plead guilty to any act of fraud or embezzlement or felony; or
- Be convicted of, or plead guilty to any offence involving moral turpitude
- Abetting or inciting others to disobedience or misconduct.
- Misrepresentation or giving false statements about personal/professional background or suppression of relevant facts during the selection process or at the time of joining.
- Medically or mentally unfit.
- Usurping any business opportunity for personal benefit or depriving the organization of any such business opportunity

(b) Any absence (without intimation at office) for a continuous period of six days (including overstay on leave than the sanctioned period) would automatically make you lose your service



  
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(c) **misconduct**, without being exhaustive and without prejudice to the general meaning of the term "Misconduct" in the case of reasonable suspicion of misconduct, disloyalty, commission/omission of any act involving moral turpitude or any act of indiscipline or inefficiency. Spreading rumors, discussing salary/pay structures, soliciting employees of the Institute for outside employment or coercing co-workers to leave the Institute is strictly prohibited and frowned upon. Such actions will result in immediate termination of employment without notice and forfeiture of your holding amount.

3.25 If your services are terminated for the reasons mentioned in clause nos. 3.21, 3.22, 3.23 and 3.24(a,b,c) you shall not be eligible for any of the benefits attached to the employment.

3.26 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.27 You will be joining on or before 15.03.2022, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the principal.

3.28 (a) You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order. Also, by signing this letter, you deemed to be consented to the organization to conduct any background check as may be considered necessary.

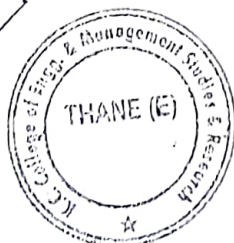
(b) This letter constitutes the entire agreement and understanding between the organization and you and hence supersedes all prior discussions and understandings whether written or oral.

Thanking you,

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson



I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same



M. Vilas N. Mahavare  
Principal

Excelsior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638



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Ref. No. KCCES/51/22-23/457

Date : 20/01/2023

## OFFER LETTER

To,

**Mr. Kishor S. Salvi**

Sir,

This has reference to your application for the post of **Assistant Professor** in the Department of Electronics & Telecommunication Engineering and subsequent final interview held on 20<sup>th</sup> January 2023. Please note that after interview the management committee has decided to appoint you in our Institute as **Assistant Professor** on contractual basis and accordingly we offer your candidature for the same on the terms and conditions mutually agreed upon. You are requested to join on 23<sup>rd</sup> January 2023.

After joining your duty, you shall be given Appointment Letter with terms and conditions.

Details regarding Acceptance

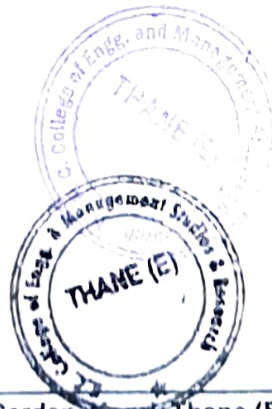
Kindly acknowledge your acceptance and confirm your joining on the said date.

Thanking you,

Yours truly,

For K.C.College of Engineering and  
Management Studies and Research.

Director



*Dr. Vilas N. Nitnaware*  
Principal  
K.C. College of Engineering &  
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Ref. No. KCCE/S1/17-18/722

Date : 29/12/2017

To,  
Mr. Mahesh Suresh Dalvi

**Subject: - Appointment for the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, which is also known as KCCEMSR, Thane.**

Sir,

This has reference to your application dated 22/12/2017 and subsequently interview held by the Management on 04/01/2018, we are glad to inform you that you have been selected/appointed as **Assistant Professor in Masters in Management Studies (MMS)** w.e.f. from 08.01.2018 to 07.01.2019.

**Nature of appointment:**

- 1) You have been appointed on full time post of Assistant Professor. However, the continuation & confirmation of this appointment is subject to your selection by USSC panel & subsequent approval of University of Mumbai.

**Salary and other benefits:**

- 2) You shall draw a consolidated salary of Rs. 43,000/- per month, inclusive of all heads. This will be the basic pay of Rs. 15600 pay band of Rs. 15600-39100/-.
- 3) (a) Also It is made clear that in case of incentives if any, the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances/performance targets.  
(b) You shall not be entitled to any TA/DA or reimbursement of relocation expenses for joining against this appointment letter.

**Other terms and Conditions:**

**Continuation of service:**

- 3.1) The regular appointment may be applicable; only at the completion of one year starting from date of signing of 08.01.2018. After completion of said period, the employment would come to closure unless externally /confirmed any written communication by management. During the period of this one year as referred therein/herein above you shall have no right to resign. You are also required to give an undertaking in the form of affidavit on stamp paper of Rs.100/- to this effect




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- 3.2 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.3 You will be a fulltime employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal & Director, KCCEMSR. You shall not conduct or engage yourself in any private tuition or private coaching class. If you do so without having written permission from the management, it could be considered as misconduct committed by you and thereafter the management may take necessary action against you as deemed fit.
- 3.4 You shall also not seek any membership of any election and/or participate in any electoral campaign to any local or public body or act as a non-director or except any honorary position without prior written permission from Principal and directors of the institute.

**Leave / Hours of work/ Attendance:**

- 3.5 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, one day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.6 Your working/duty hours, attendance and weekly off shall be regulated to suit the duties entrusted to you from time to time. You may also be required to attend duty on Holidays/Weekly Off days, as per work exigencies. Unauthorized absence or absence without permission or approval from duty for a continuous period of 8 days (including the weekly offs) in a A.Y./Calendar year would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination or notice pay. Moreover, you are required to take prior approval from the authority even you wish to take casual leave in emergency. Verbal communication to peers/ colleges/ groups and unauthorized person shall be treated as misconduct on your part and shall be dealt accordingly.
- 3.7 The working hours, at the Institute depends on the progress of the work and syllabus, if deem fit the working hours at the institute may be extended depending upon the need of the semester and syllabus. If you are unable to complete the work allocated/assigned, then you not eligible for any extra compensation for completing the work allocated to you.

  
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**Service condition:**

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(b) You shall, also be governed by the laws enacted by the Local Authority, State or Central Government, AICTE, UGC, Mumbai University as applicable to you from time to time. Your services will be subject to the rules and regulations of the Institute, as may be framed from time to time.

(c) You shall not receive any present, gifts commissions, advances, loans or any other sort of gratification or benefits in cash or kind from any person, party or firm or company associated with us. If you are offered the same, you shall immediately report such matter to the Institute in writing.

3.10 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.

- (i) Relieving letter/ Discharge certificate from previous employer (if any).
- (j) Fitness Certificate from a Government Recognized Health Care Centre.
- (k) Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months), caste certificate (if applicable), change of name certificate (if any) etc.
- (l) Reference report from eminent person from your field.

3.11 You are required to give correct mailing address as soon as you join the duties and if any change of address of residence, you will intimate/inform in writing to the Management, any change of address from time to time; failing which, and communication sent to you at the last address on record, shall be, deemed to have been served upon you.

**Resignation and notice period:**

3.12 (a) You shall be at liberty to tender resignation giving a one month notice in writing. In case of a resignation being tendered, the decision of the management of KCCEMSRS, in terms of its acceptances and payment of the salary and other such benefit would be final. However, you are not allowed to resign in middle of the term i.e June 15<sup>th</sup> current A.Y to April 30<sup>th</sup> A.Y +1, in case the employee joins before June 15<sup>th</sup> in that case they will still have to work till April 30<sup>th</sup> A.Y.+1. One month for the purpose of the notice period served by you, and if your resignation is accepted by the management, it shall

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**Dr. Vilas N. Nitaware**  
Principal

be calculated as 30 working days from the date of acceptance by the management and during this period you shall not be eligible for any leave.

(f) Your appointment can be terminated by the management, at any time during your association with the institution by giving you notice of one month or by paying a month's basic salary in lieu thereof, without assigning any reason.

(g) In case of your abrupt resignation, the management shall be at liberty to recover damages and or compensation against the hardships and or losses caused to the institution.

3.13 (a) After signing this document, you shall complete the term for 1 year and shall have no right or excuse to put in a resignation/discontinue the services barring such resignation being for a reason which is beyond the control of the concerned, approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.


(b) On expiry of the period of appointments aforesaid and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post. However, it would be your moral duty to inform the management about your completion period before one month if you complete one year of uninterrupted service

#### **Intellectual & Institutional property and NDA policies:**

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(b) You shall always maintain Institute's property in good condition, which may be given to you for official use during the course of your employment and shall return the same to the Institute immediately on relinquishment of your services failing which the cost of the same will be recovered from you by the Institute. You shall undertake and agree that all property including all correspondence addressed to or by you, specifications, vouchers, literatures, books, circulars, articles, goods etc. or property of any nature whatsoever belonging to the Institute or relating to the Institute's business which shall come into your possession in the course of your employment or otherwise shall be held by you as an acting owner as stated herein for the Institute and shall return/deliver the same to the Institute on demand or in the event of your leaving our services. You will always prefer the cost effectiveness approach in any of your assignments/projects. Any discovery or invention or secret process or improvement in process made or discovered by you in course of your employment



  
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shall forthwith be disclosed to the management and the same shall belong to and be absolute property of the organization.

## Performance, Assessment and Appraisal:

3.15 (a) You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.

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3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.

3.17 Performance will be reviewed on the basis of feedback from students and academic performance (university result) by your reporting officer. Management may review your academic performance by a committee, involving external experts. During Appointment period if the performance is below average your services can be terminated without giving any further notice. No salary will be payable, if you are terminated under this clause.

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## Hand over process and force majeure:

3.19 On termination of this appointment, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.

3.20 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitled to resign during or at least for a month thereafter such period, however clause 3.12a, 3.12b & 3.12c may be applicable. Also, during such period, the decision of Management of the KCCEMSR with regard to payment of remuneration/benefits in pay and kind would be final.

## Termination/Professional ethics/code of conduct:

3.21 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided

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for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE / DTE and any other Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable from time to time.

3.22 In the event of act of dishonesty, disobedience, irregularity or misconduct, neglect or incompetence in discharge of your duties or upon any breach of the terms by you, your services can be terminated forthwith without giving any notice.

3.23 You should not divulge information, operation, know how etc. pertaining to the College or any of the institute/College coming under same Management to any unauthorized persons or use for any other purpose during the tenure of service with us and thereafter. Also, you shall not disclose to any print/electronic media, journals, etc. any information or documents about the organization expect when specifically instructed to do so.


3.24 (a) Notwithstanding anything contained herein, this appointment can be terminated by us without any prior notice if you shall at any time.

- Commit any serious or persistent breach of any of the provisions contained herein;
- Be guilty of any gross negligence or willful misconduct in the discharge of duties;
- Be convicted of or plead guilty to any act of fraud or embezzlement or felony; or
- Be convicted of, or plead guilty to any offence involving moral turpitude
- Abetting or inciting others to disobedience or misconduct.
- Misrepresentation or giving false statements about personal/professional background or suppression of relevant facts during the selection process or at the time of joining.
- Medically or mentally unfit.
- Usurping any business opportunity for personal benefit or depriving the organization of any such business opportunity

(b) Any absence (without intimation at office) for a continuous period of six days (including overstaying on leave than the sanctioned period) would automatically make you lose your service

(c) **Misconduct**, without being exhaustive and without prejudice to the general meaning of the term "Misconduct" in the case of reasonable suspicion of misconduct, disloyalty, commission/omission of any act involving moral turpitude or any act of indiscipline or inefficiency. Spreading rumors, discussing salary/pay structures, soliciting employees of the Institute for outside



  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies and Research



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 9714)

Ref No

Date :

employment of existing co-workers to leave the Institute is strictly prohibited and frowned upon. Such actions will result in immediate termination of employment without notice and forfeiture of your holding amount.

- 3.25 If your services are terminated for the reasons mentioned in clauses nos. 3.21, 3.22, 3.23 and 3.24(a), (b), (c) you shall not be eligible for any of the benefits attached to the employment.
- 3.26 In case of any dispute, Sole Arbitration appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.
- 3.27 You will be joining on or before 08/01/2018, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the principal.
- 3.28 (a) You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order. Also, by signing this letter, you deemed to be consented to the organization to conduct any background check as may be considered necessary.

(b) This letter constitutes the entire agreement and understanding between the organization and you and hence supersedes all prior discussions and understandings whether written or oral.

Thanking you,

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

  
Director



I have gone through the Appointment  
Letter issued to me, understood and  
agreed to the same

  
Dr. Vilas N. Hitnawars  
Principal





# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCCE/51/2021-22/447

Date : 22/02/2022

To,  
Ms. Alka Mishra

Subject: - Appointment for the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Which is also known as KCCEMSR, Thane.

Madam,

Reference to your application and subsequent interview by the Management on 18/01/2022 we are glad to inform you that you are appointed as Assistant Professor in **department of Master of Management Studies (M.M.S.)** on a contractual basis for a period of from 31<sup>st</sup> January 2022 to 30<sup>th</sup> January 2023 on the following terms and condition:

**Nature of appointment:**

- 1) You have been appointed on full time post of Assistant Professor. Needless to add, the continuation and confirmation of this appointment is subject to prevailing laws and permissibility.

**Salary and other benefits:**

- 2.1 You shall draw a consolidated salary of Rs. 26000/- Per month, inclusive of all heads. This will be pay band of basic pay of Rs. 15600-39100/-. It is made clear that the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances.
- 2.2 You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining against this appointment letter.

Dr. Vilas N. Nithaware

Principal

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
K.C. College of Engineering & Management Studies & Research.  
E-mail: principal@kccemsr.edu.in





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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE/2013/01/24

Date: 01/02/13

To  
Mr Saikiran Khanna

Dear Sir,

This has reference to your application and subsequent personal interview held on dated NIL, we are pleased to inform you that you have been selected for the post of Assistant Professor in MMS with effect from 01<sup>st</sup> February 2013.

You are requested to note that:-

1. You are appointed on Adhoc Basis for the period of one year commencing from 01.02.2013, at the consolidated salary of Rs. 25,000/- (including perks).
2. You shall be required to possess requisite qualification as laid down by the University of Mumbai.
3. You should submit Original and Xerox copies of Certificates of qualification from 10<sup>th</sup> Class onwards and Experience Certificate/s and Relieving Certificate before joining duty in the institute.
4. Your services shall be governed by the policy of the institution as well as per the Mumbai University Act Service Rules. You shall be required to perform the duties as enumerated in the Act.
5. You shall have to undergo a medical examination within 3 months from the date of joining the post. Your appointment shall be conditionally pending till the submission of physical fitness certificate from a registered Medical Practitioner by you.
6. Your appointment is subject to the approval of All India Council for Technical Education, The University of Mumbai & the provisions of the Maharashtra Universities Act 1991.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel : 2532 7100 · Fax 2532 6496 · E-mail: kcce21@hotmail.com



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering & Management Studies & Research



# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

Date :

... 2 ...

7. During the above period, your services can be dispensed with, without assigning any reason at months notice or salary in lieu thereon either side. On confirmation, however the separation from services would be 3 months notice or salary in lieu thereof on either side.
8. The Institute has a structured student's / peer education system. Your performance shall be evaluated under this system & you would be communicated the feedback.
9. You shall be responsible and accountable for the performance of the students. You shall also be responsible to strive for adopting better teaching skills so as to inculcate good education to the students. You shall be responsible for carrying out the activities like discussions, seminars, tutorials, workshops, providing technical experiences, projects, encouraging original thinking in the minds of the students.
10. You shall be responsible for improvement of academic standard of subject taught by you and to perform assigned teaching work by making advance policies for teaching and to generate academic values.
11. You shall not be allowed to leave the institution in the middle of academic year on any pretext.
12. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside work either with or without remuneration without the express sanction of the institute authorities.
13. After submitting the joining report if you did not join the institute or if you will leave the institute before the closure of the second term without giving one month written notice, you will have to give one month salary in lieu of it for advertisement expenses etc. It is expected that once you will accept this appointment, you will continue to work in the institute till the end of the academic year.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 • Fax : 2532 8496 • E-mail.: kcco21@hotmail.com

**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

Date :


...3...

14 You will not be entitled for any other leave except One day Casual Leave per month only if sanctioned by the Director at least 48 hrs in advance till your services are on Adhoc basis. While taking any casual leave you will have to take care that your teaching programme will not suffer. Leave application on phone will not be entertained under normal circumstances. You are entitled to avail for one day Casual Leave per month and 15 days holidays in a year that be split as 7+8 per semester as per the convenience of the institute. If you are found absent for more than three days without intimation your services will be terminated.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Thanking you,

Yours faithfully,

  
Managing Director

I have gone through the appointment letter issued to me, understood and agreed to the same.

Mith Bunder Road, Near Sadguru Garden, Kurla (E) - 400 603  
Tel. : 2532 7100 · Fax : 2532 6496 · E-mail : kcce21@hotmail.com



  
**Dr. Vilas N. Nitnaware**  
Principal  
K. C. College of Engineering &  
Management Studies & Research.

Excelssior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638



# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/SE/2017-18/372

## LETTER OF APPOINTMENT

Date: 16/08/2017.

To  
Dr Arundhati Chakrabarti (Sen)  
Flat No 502, Shah Alpine,  
Plot No 6, Sec 6, Kharghar,  
Navi Mumbai.

Madam,

This has reference to your application dated 19/05/2017 for the post of **Assistant Professor** in the subject of Physics in **Basic Department**, wherein you have shown your eagerness to serve the Institution and subsequent interview held on **23/06/2017** by the duly constituted University Staff Selection Committee (USSC), whereupon it is informed to you that you are appointed as a **Full-Time Assistant Professor** in the subject of Physics in **Basic Department** in K.C. College of Engineering & Management Studies & Research w.e.f. **01<sup>st</sup> August, 2017** on following terms and conditions:

1. You are being appointed on probation on the basic pay of Rs.18,332/- p.m. in the time pay scale of 15600-39100 plus allowances (i.e. DA, HRA, AGP, TA & CLA).
2. Your appointment shall be on probation for a specific period of two years. You may be confirmed on.y after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



*(Signature)*  
**Dr. Vilas N. Nitnawars**  
K.C. College of Engineering & Management Studies & Research

Dr. Anandkumar Chakrabarti



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Regd. Under Public Trust Act, 1950 Regd. No. F-038

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

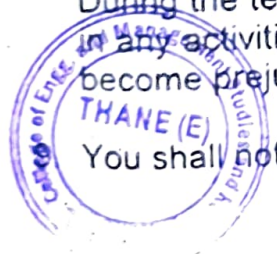
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Sl. No.

2

Date :

3. Regular appointment may be considered after satisfactory completion of probation and upon confirmation in writing to this offer by management.
4. You will be required to give three months prior notice or salary in lieu of to leave the service and you will be given one months' notice or salary in lieu of if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of faculty dependent students' community.
5. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
6. You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However Casual and other leaves entitled are admissible as per the rules and regulations and policies adopted by Management / institute / University of Mumbai/ AICTE/DTE and any other statutory Body which are inforce and may be added / deleted from time to time.
7. You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
8. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution.  
You shall not leave the Institution during the academic session.



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering & Management Studies



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Regd. Under Public Trust Act, 1980 Regd. No. F-038

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

...3...

Date :

10. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
11. You are required to produce fitness certificate from any authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
12. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same.



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.

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Regd. Under Public Trust Act. 1950 Regd. No. F-638



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/SM/24/2021

Date : 08.12.2021

## OFFER LETTER

To,  
**Naela A. Shaikh**

Madam,

This has reference to your application for the post of **Assistant Professor** in the Department of Humanities and Applied Sciences Engineering (Communication Skills) and subsequent final interview held on 29<sup>th</sup> November 2021. Please note that after interview the management committee has decided to appoint you in our Institute as **Assistant Professor** on contractual basis and accordingly we offer your candidature for the same on the terms and conditions mutually agreed upon. You are requested to join on 8<sup>th</sup> December 2021.

After joining your duty, you shall be given Appointment Letter with terms and conditions.

Details regarding Acceptance

Kindly acknowledge your acceptance and confirm your joining on the said date.

Thanking you.

Yours truly,

**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



For K.C. College of Engineering and  
Management Studies and Research

Director

5/12/21



*Accepted*  
*Naela A. Shaikh*



Exc. 1/10 Education Society's

49

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE/3.12-0/278

Date: 9/11/2012

## LETTER OF APPOINTMENT

To,  
Dr. N. S. Poonawala  
A/6, Durvankur C.H.S.  
Sant Janabal Road,  
Vileparle (East),  
MUMBAI - 400 057.

Dear Sir / Madam,

This has reference to your application Nil for the post of Principal / Director. After discussion, the college committee is pleased to appoint you on the post with effect from 09/11/2012 on the following terms and conditions:

1. You are being appointed as Principal / Director on adhoc and temporary basis for the period of two years commencing from 09/11/2012 onwards in the consolidated salary of Rs. 65,000/-.
2. After successful completion of the above specific period your services may be extended in case the management is satisfied by your services.
3. Your services may be terminated within the said specified period if found unsatisfactory without assigning any reason thereof after giving one month notice or salary in lieu thereof. You may also resign from the services after giving three month prior notice or in lieu of three months' salary. The management reserves its rights to relieve you on your resignation with immediate effect without taking into account the notice period.
4. Your services shall be governed by the policy of the institution as well as per the Mumbai University Act Service Rules, which is time being in force. You shall be required to perform the duties as enumerated in the duty list.
5. You shall be personally responsible for the excellent results from F.E to B.E. students and thereby improvement of academic standard of the college.
6. You shall be required to secure full attendance as far as possible without any kind of excuse/reason, and shall attend the college punctually, be present in the college in the appointed hours, devote his whole attention to the college work and shall not do any private work during the college hours, and shall not avail leave without prior sanction of leave application by the Chairperson of the Society.



Dr. Vilas N. Nitnaware  
Principal

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel. : 2532 7100 \* Fax : 2532 6496 \* E-mail.: kcce21@hotmail.com



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

Date :

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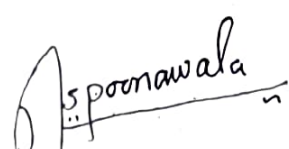
7. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Management.
8. You shall be responsible to communicate and satisfy any query put forth by LIC committee, AICTE, DTE authorities pertaining to any aspect.
9. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

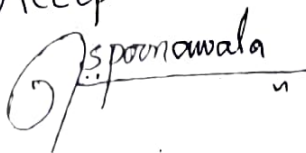
For K. C. College of Engineering

  
Chairperson

  
I have gone through the appointment letter issued to me, understood and agreed to the same. I accept the same.



Accepted.



  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE/S/11/12/57

Date: 01/7/2011

## LETTER OF APPOINTMENT

To,  
Ms. Neha Khare  
E-718, Krishna Bldg,  
Telecom Staff Quarter, Opp. IIT,  
Powai.

Madam,

This has reference to your application dated **26.05.2011** for the post of **Lecturer – Electrical Engineering in Basic Department**. Wherein you have shown your eagerness to serve the Institution and subsequent interview held on **18<sup>th</sup>** day of **June 2011** by the duly constituted Staff Selection Committee, whereupon it is informed to you that you are appointed as a **Full-Time Lecturer – Electrical Engineering in Basic Department** in K.C. College of Engineering w.e.f. **21.07.2011** on following terms and conditions:

1. You are being appointed on probation on the basic pay of **Rs.15,600/- p.m.** in the time pay scale of **15600-39100** plus allowances (i.e. DA, HRA, CCA etc.).
2. Your appointment shall be on probation for a specific period of two years and in the mean while you will have to possess the prescribed qualification as per circular of University of Mumbai and further to obtain the M.E. Degree within five years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



*Dr. Nilas N. Nitware*  
Principal  
K.C. College of Engineering &  
Management Studies & Research.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (East) - 400 603.

Tel. : 2532 7100 • Fax: 25326496 • Email : kcce21@hotmail.com



Contd....

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# K. C. COLLEGE OF ENGINEERING

3. Regular appointment may be considered after satisfactory completion of probation and upon confirmation in writing to this offer by management.
4. You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of faculty dependent students community.
5. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
6. You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum eight days per year.
7. You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
8. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution.
9. You shall not leave the Institution during the academic session.



  
Dr. Vilas N. Nitnaware  
Principal  
College of Engineering  
Thane (E)



Contd....

Excelssior Education Society's  
**K. C. COLLEGE OF ENGINEERING**

10. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
11. You are required to produce fitness certificate from ay authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
12. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

For K.C. College of Engineering

  
Chairperson

I have gone through the Appointment Letter issued to me, understood and agreed to the same.



  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research



# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCER/S1/17-18/373

Date: 16/08/2017

## LETTER OF APPOINTMENT


To  
Mr. Deepak Khabale  
A/702, Shelter Arcade,  
Plot No. 26, Sector-42,  
Seawoods, Navi Mumbai

Sir,

This has reference to your application dated 19/05/2017 for the post of Assistant Professor in the subject of Engineering Mechanics in Basic Department, wherein you have shown your eagerness to serve the Institution and subsequent interview held on 23/06/2017 by the duly constituted University Staff Selection Committee (USSC), whereupon it is informed to you that you are appointed as a Full-Time Assistant Professor in the subject of Engineering Mechanics in Basic Department in K.C. College of Engineering & Management Studies & Research w.e.f. 01<sup>st</sup> August, 2017 on following terms and conditions.

1. You are being appointed on probation on the basic pay of Rs 15,500/- p.m. in the time pay scale of 15600-39100 plus allowances (i.e. DA, HRA, AGP, TA & CLA)
2. Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE



  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



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Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)


Ref. No.

2

Date :

- 3 Regular appointment may be considered after satisfactory completion of probation and upon confirmation in writing to this offer by management.
- 4 You will be required to give three months prior notice or salary in lieu of to leave the service and you will be given one months' notice or salary in lieu of if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of faculty dependent students' community.
- 5 Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
6. You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However Casual and other leaves entitled are admissible as per the rules and regulations and policies adopted by Management / institute / University of Mumbai / AICTE/DTE and any other statutory Body which are inforce and may be added / deleted from time to time.
- 7 You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
- 8 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution
- 9 You shall not leave the Institution during the academic session



  
**Dr. Vilas N. Nitnaware**  
Principal

K.C. College of Engineering &  
Management Studies & Research.

11th Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

TEL : 2532 7700 FAX : 2532 6496 E-mail : kccet16@hotmail.co



# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

3

Date :

10. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
11. You are required to produce fitness certificate from any authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
12. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same.

Received  
on  
16/08/17.

*Prabale*

**Dr. Vilas N. Nitaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelsior Education Society's  
Regd. Under Public Trust Act. 1950 Regd.No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCE/Sl/16-17/582

Date: 18/11/2017

## APPOINTMENT ORDER

To,  
Mr. Uday S. Prajapati  
404, Daisy Sadashivpuram,  
Near Rahul Estate, B-Cabin Road,  
Ambemath (E).

**Subject: - Appointment to the post of Assistant Professor in K. C.  
College of Engineering and Management Studies and  
Research, Thane.**

Sir,

With reference to your application, in response to the above mentioned advertisement, after personal interview on dated 17<sup>th</sup> January, 2017, I am pleased to inform you that you are appointed as an **Assistant Professor** in **Department of Basic** w.e.f. 23.01.2017 subject to the following terms and conditions:

1. You will draw consolidated salary of Rs. 35,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for a academic year 2016-17, (Second Semester) from 23.01.2017 to 30.06.2017. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelssior Education Society's  
Regd. Under Public Trust Act. 1950 Regd.No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

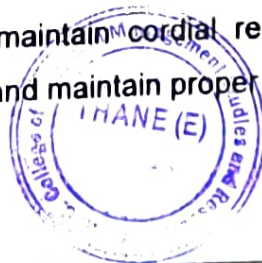
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
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Ref. No.

Date :

...2...

3. You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible after completion of three months maximum eight days per year.
6. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
7. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Res.



Excelssior Education Society's  
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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
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Ref. No.

3

Date :

8. You shall not resign your post during academic year in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.
9. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
10. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
11. You will be joining on or before 23.01.2017, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same.



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research





Excelssior Education Society's  
**K. C. COLLEGE OF ENGINEERING**  
(Affiliated To University of Mumbai & Approved by AICTE)

54

Ref. No. KCCE/S/07-08/271

Date: 10/07/2007

To,  
Nilima Patil  
C/o Mr. Vilas Dhore  
(A-301) Ajanta Empress  
Plot No. 52, Sector-19,  
Airoli, Navi Mumbai - 444708

Dear Madam,

With reference to your application for the post of Lecturer in Computer Engg. Dept. and the subsequent interview by the duly constituted Staff Selection Committee, we are pleased to inform you that you are appointed as a Full-time Lecturer on temporary basis in Computer Engg. Dept. in our Institute from 23-07-2007 to 22-07-2008 with basic pay of Rs. 8,000/- p.m.

- 1) You will be governed by the rules and regulations of our Institute/ Society/ University of Mumbai / AICTE/ DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
- 2) You have to devote full time for the benefit of our students and the Institute. You are not permitted to engage tuition classes paid / unpaid without written permission from the Principal.
- 3) You will not leave Institute during the academic session.
- 4) If during the tenure of this appointment, you resign due to unavoidable circumstances, it will be management's discretion to accept / approve your resignation. Thereafter one month's notice. However three months notice or salary in lieu of three months notice is applicable for all.

You are requested to submit attested copies of certificates regarding qualification and service certificates if any, at the time of joining duties.

If you are agreeable to the above terms and conditions, please sign the duplicate copy of this appointment order and return.

Looking forward to a mutual relationship.

Yours faithfully,  
For K. C. College of Engineering

Secretary

Managing Director



Dr. Vilas N. Nitnaware  
Mith Bunder Road, Near Indlan Hume Pipe, Kopri, Thane (East) - 400 603. Principal  
Tel. : 2532 7100 • Fax : 2532 6775 • E-mail : kcce21@hotmail.com  
K.C. College of Engineering & Management Studies & Research.

Excelsior Education Society's  
Regd. Under Public Trust Act 1950 Regd. No. F-638



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. FCC/15/181-22/83

Date: 28.08.2020

To  
Ms. Foujam Das

Subject - Appointment for the post of Assistant Professor in K. C. College of  
Engineering and Management Studies and Research Which is also known  
as KCCEMSR Thane

Madam,

Reference to your application and subsequent interview by the Management on 04/06/2020 we are  
glad to inform you that you are appointed as Assistant Professor in **Computer Engineering** on a  
contractual basis for a period of from 30<sup>th</sup> August 2020 to 29<sup>th</sup> August 2021 on the following terms  
and condition:

Nature of appointment:

1. You have been appointed on full time post of Assistant Professor. Needless to add, the  
continuation and confirmation of this appointment is subject to prevailing laws and  
permissibility.

Salary and other benefits:

2. You shall draw a consolidated salary of Rs. 65,000/- per month inclusive of all heads  
will be pay band of basic pay of Rs. 15600-39100/- It is made clear that the

*(Signature)*  
**Dr. Vifas N. Nitnaware**  
Principal, K.C. College of Engineering & Management Studies and Research  
K.C. College of Engineering & Management Studies and Research  
Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel: 2532 7100 Fax: 2532 6496 E-mail: principal@kcemsr.ac.in



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Regd. Under Public Trust Act 1950 Regd. No. F-638

**K. C. COLLEGE OF ENGINEERING AND  
MANAGEMENT STUDIES AND RESEARCH**

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref No. \_\_\_\_\_

Date: 23/08/2015

receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances

2.2 You shall not be entitled to any TA, DA or reimbursement of relocation expenses for joining against this appointment letter

Other terms and Conditions:

3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Assistant Professor

3.2 You shall not be entitled for any kind of leave during this period except declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year

3.3 That you shall not raise any extra-financial burden on the institution during the specified period including the demand in hike in wages on any pretext

3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time/part time either honorary or otherwise except with prior permission of the Principal Director, KCCEMSR

3.5 You shall not conduct or engage yourself in any private tuition or private coaching class

3.6 The minimum period of this contractual appointment shall be one year extendable or further at the will and decision of the management

3.7 Your services are transferable to any other Institute / College of Excelssior Education Society, or KCCEMSR

3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management of Institute of University of Mumbai, AICTE & DTE and any other Statutory bodies, assignments and day to day functioning

Mith Bunder Road, Near Sadguru Ganga Prasad, Thane (E) - 400 603.  
Tel : 2532 7100 Fax : 2532 6496 \* E-mail: principal@kccemsg.edu.in  
K.C. College of Engineering and Management Studies and Research



Excelssior Education Society's  
Regd. Under Public Trust Act 1950 Regd. No. F-638

**K.C.C. COLLEGE OF ENGINEERING AND  
MANAGEMENT STUDIES AND RESEARCH**  
NAAC Accredited B++ Grade  
(Affiliated to University of Mumbai Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date: 25.08.2020


1. You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.

- a. Relieving letter/ Discharge certificate from previous employer (if any)
- b. Fitness Certificate from a Government Recognized Health Care Centre
- c. Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months), caste certificate (if applicable), change of name certificate (if any) etc.
- d. Reference report from eminent person from your field.

2. You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCCMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you.

3. Your appointment can be terminated by the management at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof without assigning any reason. In case of a resignation, the decision of the management of KCCMSR in terms of payment of the salary would be final. However, you are not allowed to resign in middle of the term i.e. January to June & July to December.

4. After signing this document, you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue during such resignation being for a reason of person health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged or dismissed after the completion of said term above during which the resignation is submitted.

  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C.C. College of Engineering and Management Studies and Research  
Mumbai



Excelssior Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date: 28.08.2020

2. You are hereby informed that we are undertaking for confidentiality and non-disclosure of HR and other policy matters as per HR policy of KCCEMSR.
- 3.14 If you are found guilty of violation of any terms and conditions you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE / DTE and any other Statutory Body and by the Management of KCCEMSR or any such statutory authority, applicable time to time.
- 3.15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic re-appointment to the said post.
- 3.16 The institute has a structured student's peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.
- 3.17 You shall be entitled to annual increment provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided.
- 3.18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.
- 3.19 You may take assignments as examiner/assessor/evaluator/in-charge of the examination with the permission of the competent authority of KCCEMSR.
- 3.20 On termination of the contract for whatever cause/reason you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD/Process Heads /Principal and to obtain "No Due Clearance" from all departments verified and signed by the IQAC coordinator of institute in the specified format.

**Dr. Vilas N. Nitaware**  
Principal

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) 400 603  
Tel : 2532 7100 Fax : 2532 6496 Email: principal@kccemsr.edu.in



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**K. C. COLLEGE OF ENGINEERING AND  
MANAGEMENT STUDIES AND RESEARCH.**  
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(DTE Code 3210)

Ref No.

Date: 29.05.2020

- 1. management of KCOEMSR shall issue necessary relieving/discharge certificate with compliance of these requirements.
- 2. In case of emergency or any such force majeure event such as pandemic or any other natural calamity resulting into stoppage of routine work and functioning of the institution, you shall not be entitle to resign during or at least for a month thereafter such period. Also during such period, the decision of Management of the KCOEMSR with regard to payment of remuneration would be final.
- 3. In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.
- 4. You will be joining on or before 30<sup>th</sup> August 2020, failing which appointment order shall be cancelled, unless you seek extension in writing from the Principal.
- 5. You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and Management Studies and Research

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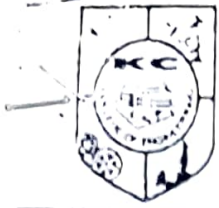


Received  
[Signature]

I have gone through the Appointment Letter issued to me, understood and agreed to the same.

**Dr. Vilas N. Nitaware**  
Principal





Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No KCC/31/06-07/1690

Date: 22/12/06

To,  
Ms. Asmita S. Deshmukh  
C/o. S. B. Deshmukh,  
A-203, Jayshree Plaza,  
Sec-19, Airoli,  
Navi Mumbai.

Dear Madam,

This has reference to your application dated 24-11-2006 and subsequently interview held on 24-11-2006 for the post of Lecturer in Computer Engineering wherein the college committee is pleased to appoint you on the post with effect from 02-01-07 on the following terms and condition:

- 1) You are being appointed on the basic pay of 8000 p.m. in the time pay scale of 8,000-275-13,000 plus allowance.
- 2) Your appointment shall be for specific period of 1 year from the date of joining of your duties in the college.
- 3) Your services may be terminated within specified period if found unsatisfactory without assigning any reason thereof after giving one month notice or salary in lieu thereof. You may also resign from the services after giving one month notice or payment in lieu thereof. The management reserves its rights to relieve you on your resignation with immediate effect without taking into account the notice period.
- 4) After successful completion of the above specific period your services may be continued for further period or on regular basis.
- 5) Your services shall be governed by the policy of the institution as well as per the Mumbai University Act or any other law time being in force.

P.T.O...2

Dr. Vilas N. Nitnaware

Principal

Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane East - 400 603 &  
Tel. : 2532 7100 • Fax : 2532 6775 • E-mail : kcce21@hotmail.com





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Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

...2...

- 6) You have to devote full time for the benefit of the students of the Institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
- 7) That you shall not raise any extra-financial burden on the Institution during the period of your tenure as mentioned above including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities, which may cause embarrassment to the Institution and become prejudicial and detrimental to the interest of the Institution.
- 8) You shall not leave the Institution during the academic session on any pretext.
- 9) At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer if any.
- 10) You are required to produce fitness certificate from any authorized or qualified doctor/medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly signed by any Gazette Officer from your area.

P.T.O...3

**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Research Studies & Research







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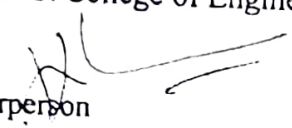
# K. C. COLLEGE OF ENGINEERING

...3...

- 11) Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,  
For K. C. College of Engineering

  
Chairperson

I have gone through the appointment letter issued to me, understood and agreed to the same.



(Mrs. Asmita Deshmukh)



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering and Management Studies & Research  
Pune-411 004 (M.S.)  
(Phone: 2201 2000) (Fax: 2201 2001)

To,  
Vandit Sonmalkh

With reference to appointment for the post of  
Assistant Professor in Computer Engg-

Medium,

With reference to the previous appointment letter No. 11/01/2006 dated 12/12/2005 issued to you, we are pleased to inform you that your appointment for the said post has been extended for the period from 02/01/2006 to 01/01/2009 on purely contractual basis. Other terms and conditions of the previous appointment letter shall remain the same.

You are requested to sign the other copy of this letter.

For K. C. College of Engineering and  
Management Studies and Research



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



College of the University of Mumbai, established by U.O. No. 1111  
(D.T. 12/05/1910)

Principal, K.C. College of Engineering

Thane (E)

Dr. Vilas N. Nitnaware

Letter of Appointment for the post of  
Assistant Professor in Chemical Engg.

Madam,

With reference to the previous appointment letter No. KCCF/S1/01/01/1995 dated 04/07/2013 issued to you, we are pleased to inform you that your appointment to the said post has been extended for the period from 01/01/2013 to 30/06/2014 on a purely contractual basis. Other terms and conditions of the previous appointment letter shall remain the same.

You are requested to sign the other copy as your acceptance.

K.C. College of Engineering and  
Management Studies and Research

Principal



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No. KCC/Sl/09-10/622.

Date: 1/2/2010

## LETTER OF APPOINTMENT

To,  
Mrs. Asmita Deshmukh

Madam,

This has reference to your application dated 18.11.2009 for the post of Lecturer in Computer Engineering Department. Wherein you have shown your eagerness to serve the Institution and subsequent interview held on 18<sup>th</sup> day of December 2009 by the duly constituted Staff Selection Committee, whereupon it is informed to you that you are appointed as a Full-Time Lecturer in Computer Engineering Department in K.C. College of Engineering w.e.f. 27.01.2010 on following terms and conditions:

1. You are being appointed on probation on the basic pay of Rs.8,000/- p.m. in the time pay scale of 8000-275-13500 plus allowances as prescribed by the Govt. of Maharashtra from time to time.
2. Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.

*Dr. Vilas M. Nitnaware*  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) - 400 603.

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail : kcce21@hotmail.com



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# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No

Date :

4. You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of faculty dependent students community.
5. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
6. You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum eight days per year.
7. You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
8. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution.
9. You shall not leave the Institution during the academic session.
10. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.

  
Dr. Vilas N. Nitnaware  
Principal



Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) - 400 603.

Tel. 022-2550 3100, Fax. 022-2550 3100, E-mail: kccollege@rediffmail.com



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No

Date :

- 11 You are required to produce fitness certificate from any authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
- 12 Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

For K.C. College of Engineering

Director / Principal

I have gone through the Appointment Letter issued to me, understood and agreed to the same.

**Dr. Vilas N. Nitaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) - 400 603.

Tel : 2532 7100 - Fax : 2532 6496 - E-mail : kcce21@hotmail.com



Excelsslor Education Society's  
**K. C. COLLEGE OF ENGINEERING**  
(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCCE/51/10-11/420

Date: 26.07.2010


LETTER OF APPOINTMENT

To,  
Mandar Ganjapurkar

Sir,

This has reference to your application dated 05.06.2010 for the post of Lecturer in Computer Engineering Department. Wherein you have shown your eagerness to serve the Institution and subsequent interview held on 9<sup>th</sup> day of July 2010 by the duly constituted Staff Selection Committee, whereupon it is informed to you that you are appointed as a Full-Time Lecturer in Computer Engineering Department in K.C. College of Engineering w.e.f. 02.08.2010 on following terms and conditions:

1. You are being appointed on probation on the pay of 15,600/- with Consolidated Salary of Rs.25000/- p.m. as per Sixth Pay Commission.
2. Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.
3. You are required to complete M.E. within 3 years from the date of joining as per AICTE norms.

  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No

Date

- 4 Regular appointment may be considered after satisfactory completion of probation & completion of M E and upon confirmation in writing to this offer by management
- 5 You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of faculty dependent students community
- 6 Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
- 7 You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum eight days per year.
- 8 You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
- 9 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution
- 10 You shall not leave the Institution during the academic session



With Bunder Road, Near Sadguru Garden, Kopri, Thane (East) - 400 603.  
Dr. Vitas N. Nitnaware  
K.C. College of Engineering & Management Studies & Research.



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)

Reg. No.

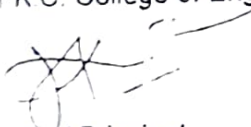
Date :

11. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
12. You are required to produce fitness certificate from ay authorized or qualified doctor / medical praclitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
13. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you

Yours faithfully,

For K.C. College of Engineering

  
Director / Principal

I have gone through the Appointment Letter issued to me, understood and agreed to the same.

  
**Dr. Vilas N. Nitnaware**  
Principal

K.C. College of Engi...ing &  
Management Studies &...





Excelssior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARC

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCG/51/12-13/743

Date : 15.06.2012

To,

Shri. Mandar A. Ganjapurkar

Sub: Approval for the post of Lecturer.

Sir,

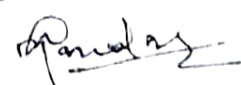
We are Pleased to inform you that your appointment for the post of "Lecturer" in our college has been approved by the University of Mumbai through their letter dated 07/04/2012 with the remark mentioned below.

"Full time Lecturer in Computer Engineering on probation basis from 2.8.2010 subject to complete M.Tech / M.E. with 5 years failing which the increments will be stopped until the postgraduate degree is earned. The institution is required to provide adequate opportunity to its teaching staff to complete this requirement."


As per University Letter No. CONCOL/SA/391 of 2012 dated 7<sup>th</sup> April 2012.

  
Principal



Received  




  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research

# University of Mumbai

Urgent By Speed Post  
No. COE/COE/BA 891 of 2012  
Mumbai - 400 032  
7th December, 2012  
APM

167



KCCE  
K. C. College of Engineering  
M. P. Road, Thane  
Mumbai - 400 032  
Tel: (NEAST) - 490 603

Please refer to your letter No. KCCE/10-11/454, dated 25<sup>th</sup> August, 2010, forwarding therewith the reports of appointments of the following teachers in their respective subjects in consideration of the University

S.No.	Name of the person	Nature of appointment
1	Smt. Anand P. Chokode	Full-time lecturer in Applied Mathematics on probation basis from 10.7.2010
2	Smt. Poojnima Mahesh (P. NIT)	Appointment cannot be considered as she has not possess 5 years teaching industry/research experience at lecture level or equivalent
3	Smt. Anand P. Chokode	Full-time Assistant Professor in Information Technology on probation basis from 12.7.2010
4	Smt. Chaitanya K. Khatwal	Full-time lecturer in Information Technology on probation basis from 2.6.2010 subject to complete M.Tech/M.E. with 5 years failing which the increments will be stopped until the postgraduate degree is earned. The institution is required to provide adequate opportunity in its teaching staff to complete this requirement
5	Smt. Megha P. Shinde	Full-time lecturer in Computer Engineering on probation basis from 10.7.2010 (Open to Open) subject to complete M.Tech/M.E. with 5 years failing which the increments will be stopped until the postgraduate degree is earned. The institution is required to provide adequate opportunity to its teaching staff to complete this requirement.
6	Smt. Monali K. Patil	-do-
7	Smt. Nilima R. Patil	-do-
8	Smt. Anand P. Chokode	Appointment cannot be considered as she has not submitted the requirement of Masters degree level with 1 <sup>st</sup> class

*Handwritten Signature*  
Principal

K.C. College of Engineering & Management Studies & Research



*Handwritten Signature*  
Dr. Vilas N. Nitnaware  
Principal

	Smt. Shubhangi M. Verulkar	Full-time lecturer in Computer Engineering on probation basis from 2.7.2010 subject to complete M.Tech/M.E. with 5 years failing which the increments will be stopped until the postgraduate degree is earned. The institution is required to provide adequate opportunity to its teaching staff to complete this requirement.
	Smt. Swati R. Zope	Full-time lecturer in Electronics & Telecommunication Engineering on probation basis from 10.7.2010 subject to complete M.Tech/M.E. with 5 years failing which the increments will be stopped until the postgraduate degree is earned. The institution is required to provide adequate opportunity to its teaching staff to complete this requirement.
11	Smt. Swati R. Zope	-do-
	Smt. Sonali V. Tarlekar	Full-time lecturer in Electronics & Telecommunication Engineering on probation basis from 19.7.2010 subject to complete M.Tech/M.E. with 5 years failing which the increments will be stopped until the postgraduate degree is earned. The institution is required to provide adequate opportunity to its teaching staff to complete this requirement.
12	Smt. Sonali V. Tarlekar	-do-
13	Smt. Praeti N. Lodaya	-do-
	Smt. Anupama Bara	Full-time lecturer in Electronics & Telecommunication Engineering on probation basis from 2.8.2010 subject to complete M.Tech/M.E. with 5 years failing which the increments will be stopped until the postgraduate degree is earned. The institution is required to provide adequate opportunity to its teaching staff to complete this requirement.
14	Smt. Anupama Bara	-do-
15	Shri. Sharda W. Raut	Full-time lecturer in Electronics Engineering on probation basis from 2.8.2010
16	Smt. Radhika P. Bodhe	Full-time lecturer in Electronics Engineering on probation basis from 16.8.2010 subject to complete M.Tech/M.E. with 5 years failing which the increments will be stopped until the postgraduate degree is earned. The institution is required to provide adequate opportunity to its teaching staff to complete this requirement.

In this connection, I am directed to inform you that the appointments mentioned at Sr.Nos.1,3 to 7 & 9 to 16 have been approved by the University on probation basis as mentioned against each of them and Sr.Nos.2 & 8 cannot be considered as the reason mentioned against each of them.

Further you are requested to communicate the above decision to the teachers concerned in writing as per S. 105-C.

Principal  
 K.C. College of Engineering & Management Studies & Research

*[Signature]*  
 Principal  
 K.C. College of Engineering & Management Studies & Research

*[Handwritten initials]*



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No KCEIAPP/13-14/293/07

Date: 31/08/2013

## LETTER OF APPOINTMENT

To,  
Ms. Sulochana Madachane

Madam,

This has reference to your application dated 10/07/2013 for the post of Assistant Professor in Computer Engineering Department. Wherein you have shown your eagerness to serve the Institution and subsequent interview held on 01/08/2013 by the duly constituted Staff Selection Committee, whereupon it is informed to you that you are appointed as a Full-Time Assistant Professor in Computer Engineering Department in K.C. College of Engineering & Management studies & Research w.e.f. 02/09/2013 on following terms and conditions

1. You are being appointed on probation on the basic pay of Rs 16,920/- p.m. in the time pay scale of 15600-39100 plus allowances (i.e. DA, HRA, AGP, TA & CLA)
2. Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and approval from the HOD / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.

  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



# K. C. COLLEGE OF ENGINEERING & TECHNOLOGY MANAGEMENT STUDIES & RESEARCH

(Affiliated to University of Mumbai & Approved by UGC)

Ref. No.

1. The salary and other benefits payable to you shall be as per the scale and conditions of service as notified by the institution and upon confirmation in writing to this effect by the institution.
2. You shall be bound to accept the terms and conditions of service as notified by the institution and upon confirmation in writing to this effect by the institution. This is mandatory to safe guard the academic welfare and interests of faculty dependent students' community.
3. You shall be bound to accept the terms and conditions of service as notified by the institution and upon confirmation in writing to this effect by the institution. This is mandatory to safe guard the academic welfare and interests of faculty dependent students' community.
4. You shall be bound to accept the terms and conditions of service as notified by the institution and upon confirmation in writing to this effect by the institution. This is mandatory to safe guard the academic welfare and interests of faculty dependent students' community.
5. You shall be bound to accept the terms and conditions of service as notified by the institution and upon confirmation in writing to this effect by the institution. This is mandatory to safe guard the academic welfare and interests of faculty dependent students' community.
6. You shall not be entitled for any kind of leave during the period of your appointment, declared and other conditions of service as notified by the institution and upon confirmation in writing to this effect by the institution. This is mandatory to safe guard the academic welfare and interests of faculty dependent students' community.
7. You shall not be entitled for any kind of leave during the period of your appointment, declared and other conditions of service as notified by the institution and upon confirmation in writing to this effect by the institution. This is mandatory to safe guard the academic welfare and interests of faculty dependent students' community.
8. That you shall not be entitled for any kind of leave during the period of your appointment, declared and other conditions of service as notified by the institution and upon confirmation in writing to this effect by the institution. This is mandatory to safe guard the academic welfare and interests of faculty dependent students' community.
9. You shall not be entitled for any kind of leave during the period of your appointment, declared and other conditions of service as notified by the institution and upon confirmation in writing to this effect by the institution. This is mandatory to safe guard the academic welfare and interests of faculty dependent students' community.

**Dr. Vilas N. Nitaware**  
Principal



# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No

Date :


10. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
11. You are required to produce fitness certificate from ay authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
12. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

For K.C. College of Engineering

  
Director / Principal.

  
I have gone through the Appointment Letter issued to me, understood and agreed to the same.

  
**Dr. Vilas N. Nithaware**  
Principal

K.C. College of Engineering & Management Studies & Research.





Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No KCCE/15/13-14/38

Date: 11/10/2013

## APPOINTMENT ORDER

To,  
Mrs Dhanashri S. Kanade  
Plot No. R.H-151, 152, C-12, Gharda Housing Colony,  
Sudama Nagar, Opp MSEB Power House,  
M I D C , Dombivali (East)

Subject: - Appointment to the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Thane

Ma'am,

With reference to your application, in response to the above mentioned advertisement, after personal interview on dated 30<sup>th</sup> September 2013, I am pleased to inform you that you are appointed as an **Assistant Professor in Department of Computer Engineering** w.e.f. 01.10.2013 subject to the following terms and conditions:

1. You will draw consolidated salary of Rs.22,000/- per month
2. Your appointment shall be purely on Adhoc & Temporary Basis for a academic year 2013-14, (Second Semester) from 01.10.2013 to 30.06.2014. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) **Non-Reserve**

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com

K. C. College of Engineering & Management Studies & Research





Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No

Date :

2

3. You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
6. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.
7. You shall not resign your post during academic year in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) 400 603

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com

**Dr. Vilas N. Nithaware**  
K.C. College of Engineering &  
Management Studies & Research.



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No

Date

3

- 8 At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
- 9 You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area
10. You will be joining on or before 01.10.2013, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order

Yours faithfully,

For K.C. College of Engineering

Chairperson

*D.S. Konagle*  
21/11/13

I have gone through the Appointment Letter issued to me, understood and agreed to the same.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail : [kce21@rediffmail.com](mailto:kce21@rediffmail.com)

**Dr. Vilas N. Nitambar**  
Principal

K.C. College of Engineering &  
Management Studies & Research.



Excelsior Education Society

# K. C. COLLEGE OF ENGINEERING MANAGEMENT STUDIES & RESEARCH



(Affiliated To University of Mumbai & Approved by AICTE)

Ref No. KCCE/Sl/12-13/377

Date 11.01.2013

### APPOINTMENT ORDER

M. Abdul Hasib Masud Shaikh  
250, Heera Apt. Heera-Panna CHS,  
Jankar Road, Mumbai  
Thane

Sub. Appointment as a "Teaching Assistant" in the Department of Computer in  
K. C. College of Engineering, Thane.

In reference to your application, in response to the above mentioned  
advertisement, after personal interview on dated 06<sup>th</sup> December 2012, I am  
pleased to inform you that you are appointed as a **Teaching Assistant** in  
Computer Engineering Department w.e.f. 02.01.2013 subject to the  
following terms and conditions:

- 1. Your gross consolidated salary of Rs 25,000/- per month.
- 2. Your appointment shall be purely on Adhoc & Temporary Basis for a  
period of one year 2012-13 (Second Semester) from 02.01.2013 to  
30.03.2013. You may be confirmed only after the recruitment rules  
and procedures of the Society subject to your working efficiency and  
address from the H.O.D. / Principal / Campus Director and also  
subject to approval of the Directorate of Technical Education and the  
University of Mumbai / AICTE.



250, Heera Road, Near Sadguru Garden, Kopri, Thane (E) - 400 503  
Tel: 2532 6496 • Fax: 2532 6496 • E-mail: kcce21@hotmail.com

**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No

Date

2

- 3 You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community
- 4 Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTIE and any other Statutory Body which are in force and may be added / deleted from time to time.
- 5 You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management
- 6 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline
- 7 You shall not resign your post during academic in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com

Dr. Vilas N. NitnaWare  
Principal  
K.C. College of Engineering &  
Management Studies & Research



Excellior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

.. 3..

Date :

8. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer
9. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area
10. You will be joining on or before 02.01.2013 failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully

For K.C. College of Engineering

Chairperson



*Signature*  
17/01/2013

I have gone through the Appointment Letter issued to me, understood and agreed to the same



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel : 2532 7100 • Fax : 2532 6496 • E-mail.: [kcce21@hotmail.com](mailto:kcce21@hotmail.com)

**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelsior Education Society's  
**K. C. COLLEGE OF ENGINEERING**

Mith Bunder Road, Near Indian Hume Pipe - Kopri, Thane (East) - 400 603  
Tel. : 2532 7100 • Fax : 2532 6775 • E-mail : kcee21@hotmail.com

Ref No. *...*  
To,

Date : *...*

Mrs. Varsha Wangikar,  
4/701, Surya Enclave,  
Opp. Tulidham,  
Pokharan Road 2,  
Thane (West).

Madam,

With reference to your application dated Nil, I am pleased to inform you that you are offered the post of full time Lecturer in Computer Engg. Dept. in K.C. College of Engineering on a consolidated pay. of Rs. 12

Your appointment is made on purely temporary basis for the period of 1 year from 1<sup>st</sup> July-2005 to 30<sup>th</sup> June-2006.

If this offer is acceptable, kindly sign the second copy of appointment order & return to us.

For K.C. College of Engineering

*...*  
(Dr. Neena Vinod)  
I/C. Principal



*...*  
**Dr. Vitas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research



K. C. Education Society's  
Regd. Under Public Trust Act 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date: 31/01/2020

Ref No: KCCEMSR/HR/2020/001  
To  
Mr. Nishant Chavan

Subject - Appointment for the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Which is known as KCCEMSR, Thane

Sir,

Reference to your application and subsequent interview by the Management on 31/01/2020 we are glad to inform you that you are appointed as Assistant Professor in **Computer Engineering** on a contractual basis for a period of from 01<sup>st</sup> February, 2020 to 31<sup>st</sup> January 2021 on the following terms and condition

Nature of appointment

1. You have been appointed in the post of Assistant Professor. Needless to add the contribution and performance of this appointment is subject to prevailing laws and permissibility.

Salary and other benefits

2.1 You shall draw a contractual salary of Rs. 60,000/- per month inclusive of all heads. This will be pay band of basic pay of Rs. 40,000/- per month. It is made clear that the amount receivable would be subject to the discretion of the management taken from time to time depending upon prevailing government orders.

2.2 You shall not be entitled to any reimbursement of relocation expenses for joining against this appointment.

Other terms and Condition

3.1 You have to join the college with the expertise and qualification required.



*Dr. Vilas N. Nitnaware*  
Principal  
K. C. College of Engineering & Management Studies & Research  
Kopri, Thane (E) - 400 603.



Excelssior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 31/01/2020

- 3.2 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director KCCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management.
- 3.7 Your services are transferable to any other Institute / College of Excelssior Education Society or KCCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders, in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body, responsibilities, assignments and day to day functioning.
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.

- a. Relieving letter, Discharge certificate from previous employer (if any)
- b. Fitness Certificate from a Government Recognized Health Care Centre
- c. Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate, Salary Slips (Three months), marriage certificate, change of name certificate (if any) etc.



**Dr. Vilas N. Nitnawar**  
Principal

K. C. College of Engineering &  
Management Studies & Research

Phone : 022-25567400 Fax : 022-25567401



Excelsior Education Society's  
Regd. Under Public Trust Act 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date: 31/01/2020

- 3.2 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual leave per month is admissible subject to maximum twelve days per year.
- 3.3 That you shall not raise any extra-financial burden on the institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time / part time either honorary or otherwise, except with prior permission of the Principal Director KCCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management.
- 3.7 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body, responsibilities, assignments and day to day functions.
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents:
- Relieving letter / discharge certificate from previous employer (if any)
  - Fitness Certificate from a Government Recognized Health Care Centre
  - Certified true copies of relevant documents such as certificates of qualifications, mark-sheets, etc. with age verification certificate, last pay certificate, Salary Slips (Three months), etc. and certificate of change of name certificate (if any) etc.



Dr. Vilas N. Nitnaware  
Principal

K. C. College of Engineering &  
Management Studies and Research



Excelsior Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
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(DTE Code 3210)

Ref. No.

Date : 31/01/2020

- 3.16 The institute has a structured student's peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.
- 3.17 You shall be entitled to annual increment provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided.
- 3.18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.
- 3.19 You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR.
- 3.20 On termination of this contract for whatever cause / reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads / Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.
- 3.21 In case of emergency or any sudden major event such as pandemic or any other natural calamity resulting into stoppage of routine work and functioning of the institution, you shall not be entitled to resign during or at least for a month thereafter such period. Also, during such period the decision of Management of the KCCEMSR with regard to payment of remuneration would be final.
- 3.22 In case of any dispute arising out of appointment by the management shall adjudicate the dispute and the jurisdiction of Tribunal and Industrial Tribunal and Conciliation shall apply.
- 3.23 You will be joining on 01/02/2020 failing which appointment order is liable to be canceled unless you receive a written confirmation from the Principal.



Dr. Vinit M. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research

Mith Bunder Road, Mumbai

Excelssior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 31/01/2020

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research


Chamerson



I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same

Received & Accepted  
Phavan



  
Dr. Vilas N. Nitnawar,  
Principal  
K.C. College of Engineering &  
Management Studies & Research



Excelssior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/27/51/APP

Date: 31.08.2021

To,  
Ms. Shraddha Srivastava

Subject: - Appointment for the post of Assistant Professor in K. C. College of  
Engineering and Management Studies and Research, Which is also known  
as KCCEMSR, Thane.

Madam,

Reference to your application and subsequent interview by the Management on 20/10/2021 we are glad to inform you that you are appointed as Assistant Professor in **Information Technology** on a contractual basis for a period of from 30<sup>th</sup> August 2021 to 29<sup>th</sup> August 2022 on the following terms and condition:

### Nature of appointment:

- 1) You have been appointed on full time post of Assistant Professor. Needless to add, the continuation and confirmation of this appointment is subject to prevailing laws and permissibility.

### Salary and other benefits:

2.1 You shall draw a consolidated salary of Rs. 35,000/- per month, inclusive of all heads. This will be pay band of basic pay of Rs. 15600-39100/-. It is made clear that the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances.

2.2 You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining against this appointment letter.



Dr. V. S. W. Patil



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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Other terms and Conditions:

Date : 31.08.2021

- 3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Assistant Professor.
- 3.2 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director, KCCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management.
- 3.7 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body, responsibilities, assignments and day to day functioning.
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.
  - a. Relieving letter/ Discharge certificate from previous employer (if any).
  - b. Fitness Certificate from a Government Recognized Health Care Centre.

*Dr. Vilas N. Nitnaware*  
Principal  
K.C. College of Engineering &  
Management Studies & Research

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date: 31.08.2021

Ref. No.

c. Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months) , caste certificate (if applicable), change of name certificate(if any) etc.

d. Reference report from eminent person from your field.

3.10 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCCEMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you.

3.11 Your appointment can be terminated by the management, at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof, without assigning any reason. In case of a resignation, the decision of the management of KCCEMSR, in terms of payment of the salary would be final. However you are not allowed to resign in middle of the term i.e January to June & July to December.

3.12 After signing this document, you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue barring such resignation being for a reason of person health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.

3.13 You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCCEMSR.

3.14 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE, DTE and any other



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Regd. Under Public Trust Act. 1960 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

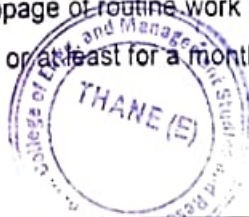
NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 31.08.2024

Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable time to time.

- 3.15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post.
- 3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.
- 3.17 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided.
- 3.18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.
- 3.19 You may take assignments as examiner/assessor/evaluator/invigator elsewhere with prior permission of the competent authority of KCCEMSR
- 3.20 On termination of this contract, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.
- 3.21 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitle to resign during or at least for a month thereafter such period. Also, during



*Dr. Vilas N. Nitnaware*  
Principal  
K. C. College of Engineering & Management Studies & Research  
Thane (E)



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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date : 31.08.2021

if. No. such period, the decision of Management of the KCCEMSR with regard to payment of remuneration would be final.

3.22 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.23 You will be joining on or before 30<sup>th</sup> August, 2021, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research



Chairperson

I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same.



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research





# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref No. KCEE/51/17 13/750

Date 09/01/2018

## APPOINTMENT ORDER

To,  
Ms Zubaida Khan  
B/108, Lotus Colony  
Plot No. 17, Govandi,  
Mumbai.

**Subject: - Appointment to the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Thane.**

Madam

With reference to your application, in response to the above mentioned advertisement, after personal interview on dated 08<sup>th</sup> December, 2017, I am pleased to inform you that you are appointed as a **Assistant Professor in Department of Computer Engineering w.e.f. 18.12.2017** subject to the following terms and conditions.

- 1 You will draw consolidated salary of Rs 35,000/- per month
- 2 Your appointment shall be purely on Adhoc & Temporary Basis for an academic year 2017-18. (One Semester) from 18.12.2017 to 30.05.2018. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



14/03/2018

Mt. B. Under Road, Near Sadguru, Thane (E) - 400 607  
2512 7100 Fax 2512 6450 Email: kcee@rediffmail.com

Principal  
K. C. College of Engineering and Management Studies & Research



Excelsior Education Society's  
Regd Under Public Trust Act 1950 Regd.No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
( DTE Code 3210)

Ref No: *NA/17/18/2018*

Date: *09/01/2018*

## APPOINTMENT ORDER

To,  
Ms. Zubaida Khan  
B/108 Lotus Colony,  
Plot No. 17, Govandi,  
Mumbai

**Subject: - Appointment to the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Thane.**

Madam

With reference to your application, in response to the above mentioned advertisement, after personal interview on dated 08<sup>th</sup> December, 2017. I am pleased to inform you that you are appointed as a **Assistant Professor** in **Department of Computer Engineering** w.e.f. **18.12.2017** subject to the following terms and conditions:

- 1 You will draw consolidated salary of Rs. 35,000/- per month.
- 2 Your appointment shall be purely on Adhoc & Temporary Basis for an academic year 2017-18. (One Semester) from 18.12.2017 to 30.06.2018. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE



*Dr. Vilas N. Nitnaware*  
Principal  
K.C. College of Engineering &  
Management Studies & Resear

Mith Bunder Road, Near Garden, Kopri, Thane (E) - 400 603.  
Tel: 2522100 Fax: 2522196 E-mail: kece214@hotmail.com



Regd. Under Public Trust Act 1950 Regd.No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref No.

Date

3

8. At the time of accepting this Appointment Letter, you are required to furnish self attested copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer
9. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
10. You will be joining on or before 18.12.2017, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and Management Studies and Research

Chairperson

I have gone through the Appointment Letter issued to me, understood and agreed to the same.

Mith Bunder Road, Near Sadgurunagar, K. C. College of Engineering & Management Studies & Research, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 5416 E-mail : kcc21@hotmail.com



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering & Management Studies & Research



**K. C. COLLEGE OF ENGINEERING AND  
MANAGEMENT STUDIES AND RESEARCH**

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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCG/S1/19-20/467

Date: 22/02/2020

APPOINTMENT ORDER

To,  
Mr. Omkar Dattatray Nirgude

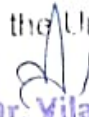
**Subject: - Appointment to the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Thane.**

Sir,

With reference to your application, in response to the above mentioned advertisement, after personal interviewed, I am pleased to inform you that you are appointed as Assistant Professor in **Department of Computer Engineering** w.e.f. 24.02.2020 subject to the following terms and conditions:

1. You will draw consolidated salary of Rs. 20,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for an academic year 2019-20, from 24.02.2020 to 31.05.2020. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Campus Director and also subject to approval of the Directorate of Engineering and Management Studies and the University of Mumbai / AICTE



  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

No.

Date :

3. You will be required to give one month notice to leave or one month salary in lieu of it, either side if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not be entitled for any kind of leave during the year except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year.
6. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
7. That you shall not raise any extra financial burden on the Institution during the specified period including demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.



Dr. Vilas N. N. ...  
Principal  
K.C. College of Engineering  
Management Studies & Research



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Regd. Under Public Trust Act. 1960 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(UFE Code 3210)

Ref. No.

Date :

8. At the time of accepting this Appointment Letter, you are required to furnish self-attested copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer
9. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
10. You will be joining on or before 24.02.2020, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson



I have gone through the Appointment letter issued to me, understood and agreed to the terms and conditions mentioned above.



Dr. Vilas N. Nitnawa  
Principal  
K.C. College of Engineering  
Management Studies and Research



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE/SI/10-11/398

Date: 19.07.2010

## LETTER OF APPOINTMENT

To  
Vaishali Yeole

Madam,

This has reference to your application dated 09.06.2010 for the post of Lecturer in Computer Engineering Department. Wherein you have shown your eagerness to serve the Institution and subsequent interview held on 9<sup>th</sup> day of July 2010 by the duly constituted Staff Selection Committee, whereupon it is informed to you that you are appointed as a Full-Time Lecturer in Computer Engineering Department in K.C. College of Engineering w.e.f. 01-08-2010 on following terms and conditions

- 1 You are being appointed on probation on the basic pay of Rs.15600/- p.m. in the time pay scale of 15600-39100 plus allowances (i.e. DA, HRA, CCA etc.)
- 2 Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.
- 3 Regular appointment may be considered after satisfactory completion of probation and upon confirmation in writing to this offer by management.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (East) - 400 603.

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail : kcce21@hotmail.com



Dr. Vilas N. Nitnaware  
Principal

K.C. College of Engineering & Research  
Mith Bunder Road, Kopri, Thane (East) - 400 603



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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCE/S1/19-20/469.

Date : 22/02/2020.

## OFFER LETTER

Mrs. Sarode Manjushri Dilip  
Flat B 201, Runwal Towers,  
Runwal Nagar, Khopat,  
Thane West.

Madam,

This has reference to your application for the post of **Assistant Professor** in the department of Computer Engineering and subsequent final interview held on 22<sup>nd</sup> February, 2020. Please note that after interview the management committee has decided to appoint you in our Institute as **Assistant Professor** on adhoc basis and accordingly we offer your candidature for the same on the terms and conditions mutually agreed upon. You are requested to join on 24<sup>th</sup> February, 2020.

After joining your duty, you shall be given Appointment Letter with terms and conditions.

Kindly acknowledge your acceptance and confirm your joining on the said date.


Thanking you,

Yours truly,

For K.C. College of Engineering and  
Management Studies and Research

  
Chairperson



  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research





Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE/5/114-15/269

Date: 29/9/2014

## APPOINTMENT ORDER

To,  
Ms. Kaushiki Upadhyaya  
T-55, Bombay Annex Sector - 17,  
Vashi, Navi Mumbai

Subject: - Appointment to the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Thane.

Madam,

With reference to your application, in response to the above mentioned advertisement, after personal interview on dated 11th September, 2014, I am pleased to inform you that you are appointed as an **Assistant Professor in Department of Computer Engg.** w.e.f. **16-09-2014** subject to the following terms and conditions:

1. You will draw consolidated salary of Rs. 24,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for an academic year 2014-15, from 16-09-2014 to 30-06-2015. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D / Principal / Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE



**Dr. Vilas N. Nitnaware**

Principal

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel. : 2532 7100 • Fax : 2532 6495 • E-mail.: kcce21@hotmail.com



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

2

Date

3. You will be required to give three months prior notice or salary in lieu of to leave the service and you will be given one months notice or salary in lieu of if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time
5. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
6. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.
7. You shall not resign your post during academic year in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel. : 2532 7100 • Fax: 2532 6498 • E-mail.: kcce21@hotmail.com



*(Signature)*  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Resear



Excelsior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE.)

Ref No

3

Date

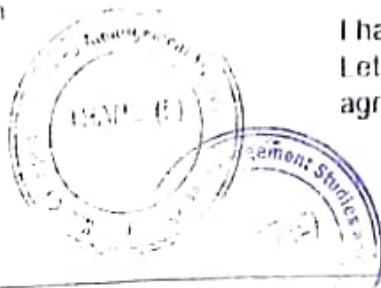
- 8 At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer
- 9 You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
- 10 You will be joining on or before 16.09.2014, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order

Yours faithfully,

For K C College of Engineering and Management Studies and Research

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same

*(Signature)*  
Pravin N. Nitnaware  
Principal  
K.C. College of Engineering & Management Studies & Research



Excellence Education 1961-1975

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCES/12-13/136

Date 21/08/12

## LETTER OF APPOINTMENT

To  
Mrs. Sonal Balpande


Madam,

This has reference to your application dated 03.07.2012 for the post of Assistant Professor in Computer Engineering Department wherein you have shown your eagerness to serve the Institution and subsequent interview held on 06<sup>th</sup> day of August 2012 by the duly constituted Staff Selection Committee, whereupon it is informed to you that you are appointed as a Full-Time Assistant Professor in Computer Engineering Department in K.C. College of Engineering & Management Studies & Research w.e.f. 01.09.2012 on following terms and conditions:

1. You are being appointed on probation on the basic pay of Rs 15600/- p.m in the time pay scale of 15600-39100 plus allowances (i.e. DA, HRA, CCA etc.).
2. Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.
3. Regular appointment may be considered after satisfactory completion of probation and upon confirmation in writing to this offer by management.
4. You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of faculty dependent students community.

Mith Bunder Road, Near Sadguru Garden, Koper Thane (E) - 400 603  
Tel. : 2532 7100 • Fax : 2532 6496 • E-mail: kcces21@gmail.com



  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research

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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

0/c

Ref. No. KCC/E/S/13-14/667 APPOINTMENT ORDER

Date: 25.01.2014

To,  
Ms. Manasi D. Choche  
At Room No. 1,  
D. D. Vaiti House,  
Lane No. 1, Navghar Road,  
Mulund (E), Mumbai.

Subject: - Appointment to the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Thane

Madam,

With reference to your application, in response to the above mentioned advertisement, after personal interview on dated 17<sup>th</sup> January, 2014, I am pleased to inform you that you are appointed as an **Assistant Professor** in **Department of Computer Engineering** w.e.f. 27.01.2014 subject to the following terms and conditions:

1. You will draw consolidated salary of Rs.22,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for a academic year 2014-15, (Second Semester) from 27.01.2014 to 30.06.2014. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



*Dr. Vilas N. Nitnaware*  
Principal  
K. C. College of Engineering & Management Studies & Research

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603

Tel : 2532 7100 • Fax : 2532 6496 • E-mail : kcca21@hotmail.com



# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

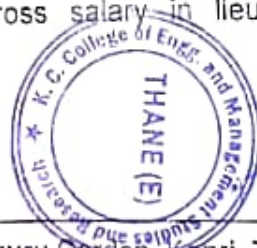
(Affiliated To University of Mumbai & Approved by AICTE)

Nr. No.

Date :

...2...

3. You will be required to give three months prior notice or salary in lieu of to leave the service and you will be given one months notice or salary in lieu of if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
6. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.
7. You shall not resign your post during academic year in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.



*(Handwritten signature)*

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel : 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

Date :

...3...

8. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
9. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
10. You will be joining on or before 27.01.2014, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

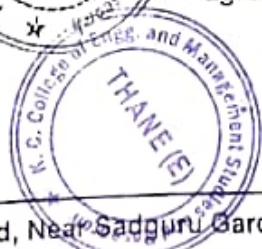
Yours faithfully,

For K.C. College of Engineering and Management Studies and Research

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same.



Received  
Principal  
3-02-14

Vilas N. Nitnaware  
Principal  
K.C. College of Engineering & Management Studies & Research

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel : 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com



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Registered Public Trust Act 1959 Regd. No. F/27

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/TE/17-18/275

Date: 01/08/17

## LETTER OF APPOINTMENT


To  
Ms. Mansi Choche  
F-4/Room No. 43,  
Godrej Hill side Colony,  
Vikhroh (West),  
Mumbai.

Madam,

This has reference to your application dated 17/05/2017 for the post of **Assistant Professor in Information Technology Department**, wherein you have shown your eagerness to serve the Institution and subsequent interview held on 24/06/2017 by the duly constituted Staff Selection Committee (USSC), whereupon it is informed to you that you are appointed as a **Full-Time Assistant Professor in Information Technology Department in K.C. College of Engineering & Management Studies & Research w.e.f. 01<sup>st</sup> August, 2017** on following terms and conditions:

1. You are being appointed on probation on the basic pay of Rs 15,600/- p.m. in the time pay scale of 15600-39100 plus allowances (i.e. DA, HRA, AGP, TA & CLA)
2. Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the completion of the probationary period as per the procedures of the Society subject to your working efficiency and appraisal from the H.O.D / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE



  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





**K. C. COLLEGE OF ENGINEERING &  
MANAGEMENT STUDIES & RESEARCH**  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(OTE Code 3210)

Ref. No.

Date:

3. Regular appointment may be considered after satisfactory completion of probation and upon confirmation in writing to this offer by management.
4. You will be required to give three months prior notice or salary in lieu of to leave the service and you will be given one months' notice or salary in lieu of if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of faculty dependent students' community
5. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
6. You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However Casual and other leaves entitled are admissible as per the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE/DTE and any other statutory Body which are in force and may be added / deleted from time to time.
7. You have to devote full time for the benefit of the students of the Institute and during the tenure of your employment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
8. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the Institution.
9. You shall not leave the Institution during the academic session.



  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research



Executive Education Society's  
Regd. Under Public Trust Act, 1950 Road No. E-339

**K. C. COLLEGE OF ENGINEERING &  
MANAGEMENT STUDIES & RESEARCH**  
(Affiliated to University of Mumbai, Approved by AICTE & UFEI)  
(DTE Code 3210)

Ref. No. \_\_\_\_\_

DATE: \_\_\_\_\_

10. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.

11. You are required to get yourself examined by a qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.

12. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson



I have gone through the Appointment  
Letter issued to me, understood and  
agreed to the same.

✓



Dr. Vilas N. Aftnaware  
Principal  
K. C. College of Engineering &  
Management Studies & Rese.



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCG/S1/13-14/668 APPOINTMENT ORDER

Date: 25.01.2014

U,  
Mrs S. Amulhavali  
2/11, Kallubhaiya Chawl,  
Govind Nagar, Gamdevi Road,  
Bhandup (W), Mumbai.

Subject: - Appointment to the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Thane

Sir/Madam

With reference to your application, in response to the above mentioned advertisement, after personal interview on dated 17<sup>th</sup> January, 2014, I am pleased to inform you that you are appointed as an **Assistant Professor** in Department of Information Technology Engineering w.e.f. 27.01.2014 subject to the following terms and conditions:

1. You will draw consolidated salary of Rs 25,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for a academic year 2014-15, (Second Semester) from 27.01.2014 to 30.06.2014. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



*(Handwritten signature)*



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No

Date :

2

3. You will be required to give three months prior notice or salary in lieu of to leave the service and you will be given one months notice or salary in lieu of if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
6. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.
7. You shall not resign your post during academic year in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.



Dr. Vilas N. Nitnaware  
Principal



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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No

Date :

3

- 8 At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
- 9 You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
- 10 You will be joining on or before 27.01.2014, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same.



  
Dr. Vilas K. Patil  
Principal  
K.C. College of Engineering &  
Management Studies & Research



Excelsior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE/5(14-15)/250

Date: 25/9/2014

## LETTER OF APPOINTMENT

To,  
Ms S Amuthavalli

Madam,

This has reference to your application dated 20/06/2014 for the post of **Assistant Professor in Information Technology Department**. Wherein you have shown your eagerness to serve the Institution and subsequent interview held on **04/08/2014** by the duly constituted Staff Selection Committee, whereupon it is informed to you that you are appointed as a Full-Time **Assistant Professor in Information Technology Department** in K.C. College of Engineering & Management Studies & Research w.e.f. **01/09/2014** on following terms and conditions:

1. You are being appointed on probation on the basic pay of **Rs.15,600/-** p.m. in the time pay scale of **15600-39100** plus allowances (i.e. DA, HRA, AGP, TA & CLA).
2. Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / CFO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.





Excellence Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No

Date :

3. Regular appointment may be considered after satisfactory completion of probation and upon confirmation in writing to this offer by management.
4. You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of faculty dependent students' community.
5. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
6. You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum eight days per year.
7. You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
8. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution.
9. You shall not leave the Institution during the academic session.



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelsior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No

Date :

10. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
11. You are required to produce fitness certificate from any authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
12. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

For K.C. College of Engineering and Management Studies and Research

Chairperson / Secretary



I have gone through the Appointment Letter issued to me, understood and agreed to the same.



Dr. Vikas K. ...

Principal  
K.C. College of Engineering & Management Studies & Research





Excelssior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCE/S1/18-19/179

Date: 07.08.2018

## APPOINTMENT ORDER

To,  
Mr. Dangat Tushar Gulab  
A/104, Vardhman Regency CHS Ltd.,  
Barrage Road, Near Khamkar School,  
Badlapur (West), Dist - Thane.


**Subject: - Appointment to the post of Assistant Professor in K. C.  
College of Engineering and Management Studies and  
Research, Thane.**

Sir,

With reference to your application, in response to the above, after personal interview on dated 26<sup>th</sup> March, 2018, I am pleased to inform you that you are appointed as **Assistant Professor in Department of Information Technology** w.e.f. 04.06.2018 subject to the following terms and conditions:

1. You will draw consolidated salary of Rs. 38,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for an academic year 2018-19, (One Semester) from 04.06.2018 to 31.12.2018. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



  
**Dr. Vilas N. Nitn**  
Principal  
K.C. College of Engineering  
Management Studies & Research



Excelisior Education Society's  
Regd. Under Public Trust Act 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date :

2

3. You will be required to give one month notice to leave or one month salary in lieu of it either side if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum ten days per year.
6. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
7. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.



Dr. Vilas N. Nitr  
Principal  
K.C. College of Engin  
Management Studies



Excelsior Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date :

8. At the time of accepting this Appointment Letter, you are required to furnish self attested copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
9. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
10. You will be joining on or before 04.06.2018, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.


Yours faithfully

For K.C. College of Engineering and  
Management Studies and Research

Chairperson

I have gone through the Appointment  
Letter issued to me, understood and  
agreed to the same



  
Dr. Vilas N. Nitnav  
Principal  
K.C. College of Engineering  
Management Studies & R

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Excelssior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/51/2024-22/82A  
To,  
Ms. Nutan Dolzake

Date: 30.08.2024

Subject: - Appointment for the post of Assistant Professor in K. C. College of  
Engineering and Management Studies and Research, Which is known  
as KCCEMSR, Thane.

Madam,

Reference to your application and subsequent interview by the Management on 23/08/2021 we are  
glad to inform you that you are appointed as Assistant Professor in **Information Technology** on a  
contractual basis for a period of from 30<sup>th</sup> August 2021 to 29<sup>th</sup> August 2022 on the following terms  
and condition:

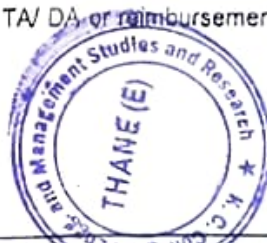
**Nature of appointment:**

- 1) You have been appointed on full time post of Assistant Professor. Needless to add, the  
continuation and confirmation of this appointment is subject to prevailing laws and  
permissibility.

**Salary and other benefits:**

- 2.1 You shall draw a consolidated salary of Rs. 25000/- Per month, inclusive of all heads This  
will be pay band of basic pay of Rs. 15600-39100/- It is made clear that the amount  
receivable would be subject to decisions of the management taken from time to time  
depending upon prevailing circumstances.
- 2.2 You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining  
against this appointment letter.

**Other terms and Conditions:**



Vilas N. Nitnaware  
Principal  
College of Engineering & Research  
Management Studies & Research

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400603.  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccemsr.edu.in



Excelsior Education Society  
Regd. Under Public Trust Act, 1950 Regd. No. F-638

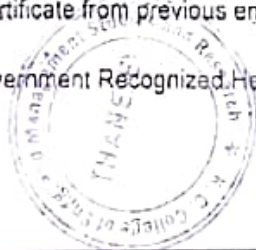
# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date: 30.08.2024

- 3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Assistant Professor.
- 3.2 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCCMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director, KCCMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management.
- 3.7 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body, responsibilities, assignments and day to day functioning.
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.
  - a. Relieving letter/ Discharge certificate from previous employer (if any).
  - b. Fitness Certificate from a Government Recognized Health Care Centre.



  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532-7100 Fax : 2532 6496 \* E-mail. : principal@kccemsr.edu.in

Excelliglor Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. P-435

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3216)

Ref. No.

Date 30/01/2022

c. Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate, Salary Slip (Three months), caste certificate (if applicable), change of name certificate, etc.

d. Reference report from eminent person from your field

310 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCCEMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you.

311 Your appointment can be terminated by the management, at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof, without assigning any reason. In case of a resignation, the decision of the management of KCCEMSR, in terms of payment of the salary would be final. However you are not allowed to resign in middle of the term i.e. January to June & July to December.

312 After signing this document, you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue barring such resignation being for a reason of person health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.

313 You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCCEMSR.

314 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai, AICTE, DTE, etc.

Dr. Vinas N. Nitnaware  
Principal  
K. C. College of Engineering &  
Management Studies & Research



Excelsior Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date: 30.09.2024

Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable time to time

3.15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post.

3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.

3.17 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided.

3.18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.

3.19 You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR


3.20 On termination of this contract, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.

3.21 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitle to resign during or at least for a month thereafter such period. Also, during



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(DTE Code 3210)

Ref. No.

Date: 30.08.21

such period, the decision of Management of the KCCEMSR with regard to payment of remuneration would be final.

3.22 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.23 You will be joining on or before 30<sup>th</sup> August 2021, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research



Chairperson

I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same.



Abhazaki  
Received



Dr. V. S. N. Naravane  
Principal  
K. C. College of Engineering and  
Management Studies & Research



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Regd. Under Public Trust Act. 1950 Regd. No. F-638



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NAAC Accredited B++ Grade  
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(DTE Code 3210)

Ref. No. KCC/51/2020/21/1009 A

Date: 03.03.2021

To  
Ms Nikhat Fatma

Subject: - Appointment for the post of Assistant Professor in K. C. College of  
Engineering and Management Studies and Research, Which is also known  
as KCCMSR, Thane

Madam,

Reference to your application and subsequent interview by the Management on 28/01/2021 we are glad to inform you that you are appointed as Assistant Professor in Information Technology on a contractual basis for a period of from 08<sup>th</sup> March 2021 to 07<sup>th</sup> March 2022 on the following terms and condition

**Nature of appointment:**

- 1) You have been appointed on full time post of Assistant Professor. Needless to add, the continuation and confirmation of this appointment is subject to prevailing laws and permissibility

**Salary and other benefits:**

2.1 You shall draw a consolidated salary of Rs 38,000/- per month, inclusive of all heads. This will be pay band of basic pay of Rs 15600-39100/- It is made clear that the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances

2.2 You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining against this appointment letter

**Other terms and Conditions:**



**Dr. Vilas N. Nitnaware**

Principal

K.C. College of Engineering &

Management Studies & Research.

**K.C. COLLEGE OF ENGINEERING AND  
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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 03.03.2024

- 3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Assistant Professor.
- 3.2 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director, KCCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management.
- 3.7 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body responsibilities, assignments and day to day functioning.
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.
  - a. Relieving letter/ Discharge certificate from previous employer (if any)
  - b. Fitness Certificate from a Government Recognized Health Care Centre



**Dr. Vilas N. Nitnaware**  
Principal

K.C. College of Engineering &  
Management Studies & Research

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(DTE Code 3210)

Ref. No.

Date: 03/03/2021

- c. Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months), caste certificate (if applicable), change of name certificate(if any) etc
- d. Reference report from eminent person from your field

3.10 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCCEMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you

3.11 Your appointment can be terminated by the management, at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof without assigning any reason. In case of a resignation, the decision of the management of KCCEMSR, in terms of payment of the salary would be final. However you are not allowed to resign in middle of the term i.e January to June & July to December.

3.12 After signing this document you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue barring such resignation being for a reason of person health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted

3.13 You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCCEMSR

3.14 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE / DTE and any other



Dr. Vilas N. NIKHARDE  
Principal  
K. C. College of Engineering &

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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Sl. No.

Date: 03/03/2024

- Statutory Body and by the Management of KCCEMSR or any such statutory authority applicable time to time
- 3.15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post
- 3.16 The institute has a structured student/peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.
- 3.17 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided
- 3.18 You shall be allotted assignments related to students' activities, assessment, evaluation supervision, examination related work and other academic administrative work in addition to the teaching assignments
- 3.19 You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR
- 3.20 On termination of this contract for whatever cause/reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads (Principal) and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements
- 3.21 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitle to resign during or at least for a month thereafter such period. Also, during



Dr. Vilas N. Nitnaware  
Principal



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 (DTE Code 3210)

Date : 03-03-2024

Ref. No.

such period, the decision of Management of the KCCEMSR with regard to payment of remuneration would be final

3.22 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply

3.23 You will be joining on or before 08<sup>th</sup> March 2021 failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K C College of Engineering and  
 Management Studies and Research

Chairperson

I have gone through the Appointment  
 Letter issued to me, understood and  
 Agreed to the same

Received  
 03/03/20



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
 Tel. : 2532 7100 Fax : 2532 6456 Email : principal@kccemsr.edu.in



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NAAC Accredited B++ Grade  
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(DTE Code 3210)

Ref. No. KCCER/TA/SI/APP/116

Date: 15.01.2020

To,  
Ms. Jaya Kulchandani

Subject: - Appointment for the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Which is also known as KCCEMSR, Thane.

Madam,

Reference to your application and subsequent interview by the Management on 31/12/2019 we are glad to inform you that you are appointed as Assistant Professor in **Information Technology** on a contractual basis for a period of from 15<sup>th</sup> January 2020 to 14<sup>th</sup> January 2021 on the following terms and condition:

**Nature of appointment:**

- 1) You have been appointed on full time post of Assistant Professor. Needless to add, the continuation and confirmation of this appointment is subject to prevailing laws and permissibility.

**Salary and other benefits:**

- 2.1 You shall draw a consolidated salary of Rs. 35,000/- per month, inclusive of all heads. This will be pay band of basic pay of Rs. 15600-39100/-. It is made clear that the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances.
- 2.2 You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining against this appointment letter.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603

Dr. Vilas N. Nitaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



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ok ok

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(DTE Code 3210)

Ref. No.

Date : 15.01.2020

## Other terms and Conditions:

- 3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Assistant Professor.
- 3.2 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director, KCCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management.
- 3.7 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body, responsibilities, assignments and day to day functioning.
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.
  - a. Relieving letter/ Discharge certificate from previous employer (if any).
  - b. Fitness Certificate from a Government Recognized Health Care Centre.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6496 E-mail : principal@kccemr.edu.in



Dr. Vilas N. Nitnaware

Principal  
College of Engineering &  
Management Studies & Research.



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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 15.01.2020

- c. Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months) , caste certificate (if applicable), change of name certificate(if any) etc.
- d. Reference report from eminent person from your field.
- 3.10 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCCCMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you.
- 3.11 Your appointment can be terminated by the management, at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof, without assigning any reason. In case of a resignation, the decision of the management of KCCCMSR, in terms of payment of the salary would be final. However you are not allowed to resign in middle of the term i.e January to June & July to December.
- 3.12 After signing this document, you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue barring such resignation being for a reason of person health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.
- 3.13 You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCCCMSR.
- 3.14 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE / DTE and any other

Mith Bundar Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kcccmsr.edu.in



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Principal  
K.C. College of Engineering &  
Management Studies & Research.





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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date: 15.11.2020

Ref. No.

Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable time to time.

3.15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post.

3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.

3.17 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided.

3.18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.


3.19 You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR

3.20 On termination of this contract, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of Institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.

3.21 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitle to resign during or at least for a month thereafter such period. Also, during

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Tel. : 2532 7100 Fax : 2532 6496 E-mail. : principal@kccomsr.edu.in



  
N. Nitaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(DTE Code 3210)

Date: 15.01.2020

ref. No.

such period, the decision of Management of the KCCEMSR with regard to payment of remuneration would be final.

3.22 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.23 You will be joining on or before 15<sup>th</sup> January, 2020, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson



I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400.603.  
Principal

K.C. College of Engineering &  
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Excelsslor Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCG/ET/151/APP/118

Date: 15.01.2020

### APPOINTMENT ORDER

To,  
Ms. Sayalee J. Narkhede

Subject: - Appointment to the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Thane.

Sir,

With reference to your application, in response to the above, after personal interview on dated 31<sup>st</sup> December, 2019, I am pleased to inform you that you are appointed as **Assistant Professor** in **Department of Information Technology** w.e.f. **14.01.2020** subject to the following terms and conditions:

1. You will draw consolidated salary of Rs.35,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for an academic year 2019-20, from 14.01.2020 to 31.01.2021. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



**Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccemsr.edu.in

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Regd. Under Public Trust Act, 1950 Regd. No. F-638



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date: 15.01.2020

Ref. No.

...2...

3. You will be required to give one month notice to leave or one month salary in lieu of it, either side if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.  
Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum ten days per year.
6. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the



Dr. Videsh N. Patil  
Principal  
K.C. College of Engineering and  
Management Studies and Research



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(DTE Code 3210)

Ref. No.

Date: 15.01.2020

...3...

8. At the time of accepting this Appointment Letter, you are required to furnish self-attested copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
9. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
10. You will be joining on or before 14.01.2020, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson



I have gone through the Appointment  
Letter issued to me, understood and  
agreed to the same.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel : 2632 7100 Fax : 2632 6496 E-mail: principal@kccems.edu.in

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Principal  
K.C. College of Engineering &  
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(DTE Code 3210)

Ref. No. KCC/Engrg/19/100

Date: 13/01/2020

To,  
Ms. Bharti Jaidev Khemani  
701, Sai Sarovar Apt  
Opp. To Chm College (Back Side Gate),  
Ulhasnagar

Madam,

This has reference to your application for the post of **Assistant Professor** in the department of Information Technology and subsequent final interview held on 31<sup>st</sup> December, 2019. Please note that after interview we have decided to appoint you in our Institute as Assistant Professor on adhoc basis and accordingly we offer your candidature for the same on the terms and conditions mutually agreed upon. You are requested to join on or before 15<sup>th</sup> January, 2020. After joining your duty, you shall be given Appointment Letter with terms and conditions.

Kindly acknowledge your acceptance and confirm your joining on the said date.

Thanking you,

Yours truly,

For K.C. College of Engineering and  
Management Studies and Research

Principal

*[Handwritten signature]*  
13/1/20

*Received  
13/1/20*



*[Handwritten signature]*  
**Dr. Vilas N. Nitne**  
Principal  
K.C. College of Engineering  
Management Studies & Research

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(DTE Code 3210)

I. No. KCC/ET/Sl/APP/119  
APPOINTMENT ORDER

Date: 28.02.2022

To,  
Ms. Apurva Dube  
Flat No.104, Shree Krishna CHS  
Shashtri Nagar Koper Cross Road,  
Dombivali West.

Subject: - Appointment to the post of Assistant Professor in K. C.  
College of Engineering and Management Studies and  
Research, Thane.

Madam,

With reference to your application, in response to the above, after personal interview on dated 31<sup>st</sup> January 2020, I am pleased to inform you that you are appointed as Assistant Professor in Department of Information Technology w.e.f. 26.02.2020 subject to the following terms and conditions:

1. You will draw consolidated salary of Rs. 20000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for an academic year 2019-20, from 26.02.2020 to 25.02.2021. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.
3. You will be required to give one month notice to leave or one month salary in lieu of it, either side if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.

Mith Bunder Road, Near Sadguru Garden, Koper Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccomastudy.in



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research

Excellence Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

- Date: 22/01/2021
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum ten days per year.
6. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the Institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
7. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.
8. At the time of accepting this Appointment Letter, you are required to furnish self-attested copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
9. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail : [principal@kccemsr.edu.in](mailto:principal@kccemsr.edu.in)

  
Dr. Vilas N. Nitnaware  
Principal  
K. C. College of Engineering and  
Management Studies and Research



Excelsior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date: 28.02.2022

Ref. No.

10. You will be joining on or before 26.02.2020, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully.

For K.C. College of Engineering and  
Management Studies and Research

Chairperson



I have gone through the Appointment  
Letter issued to me, understood and  
agreed to the same.



K.C. College of Engineering &  
Management Studies & Research.



Excelasior Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-638

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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/IT/S/APP/170

Date: 28.02.2020

## APPOINTMENT ORDER

To,  
Ms. Shrutika Khobragade  
Shubh Enclave, 705, Sector-16,  
Phase - II, Taloja  
Navi Mumbai.

**Subject:** - Appointment to the post of Assistant Professor in K. C.  
College of Engineering and Management Studies and  
Research, Thane.

Madam,

With reference to your application, in response to the above, after personal interview on dated 31<sup>st</sup> January, 2020, I am pleased to inform you that you are appointed as Assistant Professor in Department of Information Technology w.e.f. 26.02.2020 subject to the following terms and conditions:

1. You will draw consolidated salary of Rs. 20,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for an academic year 2019-20. (One Semester) from 26.02.2020 to 25.02.2021. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.
3. You will be required to give one month notice to leave or one month salary in lieu of it, either side if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.



*(Handwritten signature)*

**K. C. COLLEGE OF ENGINEERING AND  
MANAGEMENT STUDIES AND RESEARCH**

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3216)

- Ref. No. \_\_\_\_\_ Date: 28.02.2020
- Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
- You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum ten days per year.
  - You shall not associate with any such act of misconduct i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
  - That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.
  - At the time of accepting this Appointment Letter, you are required to furnish self-attested copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
  - You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.



*[Signature]*  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research

Excelssior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 28.02.2020

10. You will be joining on or before 26.02.2020, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,


For K.C. College of Engineering and  
Management Studies and Research

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same.



  
Dr. Vilas N. Vishwakarma  
Principal  
K.C. College of Engineering and  
Management Studies and Research



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCG/IT/Sl/APP/117  
APPOINTMENT ORDER

Date: 05.03.2020

To.  
Mrs. Neelam Panase

Subject: - Appointment to the post of Assistant Professor in K. C.  
College of Engineering and Management Studies and  
Research, Thane.

Madam,

With reference to your application, in response to the above, after personal interview on dated 31/01/2020, I am pleased to inform you that you are appointed as Assistant Professor in Department of Information Technology w.e.f. 03.03.2020 subject to the following terms and conditions.

1. You will draw consolidated salary of Rs 20,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for an academic year 2019-20, (One Semester) against the Post of Associate Professor / Professor w.e.f 03.03.2020 to 30.06.2020, which will be continued further depending upon your performance.

Furthermore also note that if the said post is filled by the deserving candidate, your adhoc post will come to an end with a notice period of one month or salary in lieu thereof.

3. You will be required to give one month notice to leave or one month salary in lieu of it. This is mandatory to safe guard the academic welfare & interest of student's community.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccemsr.edu.in

Dr. Vilas N. Nitnaware

Principal

K. C. College of Engineering &  
Management Studies & Research.



Excelsior Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time. Date: 05.03.2022

5. You shall carry out duties as will be assigned to the above post will be as per guidelines given in institute manual and other duties assigned to you from time to time.

6. You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum ten days per year.

Any misconduct on your part will be liable for action, which may include discontinuation from service with immediate effect. The following actions will be deemed to be misconduct-

1. Moral turpitude
2. Unfair practices
3. Absenteeism from duty without prior intimation just cause reasons
4. Insubordination (By disobeying orders)
5. Engaging in gainful pursuits without the written sanction of management
6. Any other act which is detrimental to the interest of the institute and its environment.

7. You shall not disclose or part with any information in any form whatever, related to the institute and its activities, while in service or even after ceasing, to be on the payrolls of the institute.

8. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.

You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) 400 803. Principal  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccemsr.edu.in  
K.C. College of Engineering & Management Studies & Research.



Excelsior Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. You shall notify to the institute any change in your personal details or else the details given by you in the application shall be treated as final for all purposes

Date: 05.03.2020

10 At the time of accepting this Appointment Letter, you are required to furnish self-attested copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.

11 You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazelle Officer from your area.

12 You will be joining on or before 03.03.2020, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to return the duplicate copy of this appointment letter duly signed by you in token of your accepted the appointment on the terms and conditions mentioned above. If your acceptance is not received within 3 days from the date of this letter, your appointment is liable to be cancelled.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same.



Mith Bunder Road, Near Sadguru Gardon, Kopri Thane (E) - 400 603.  
Tol. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccomsr.edu.in  
Principal  
K.C. College of Engineering &  
Management Studies & Research.

Technical Education Society's  
**K. C. COLLEGE OF ENGINEERING &  
MANAGEMENT STUDIES & RESEARCH**

(Affiliated To University of Mumbai & Approved by AICTE)

RCCE/15/1576/958

Date: 30/01/2016

APPOINTMENT ORDER

To,  
Ms. Yaminee Patil  
101, A-2 Building, Nandavan Homes,  
Parsik Ng, Kalwa,  
Dist - Thane.

**Subject: - Appointment to the post of Assistant Professor in K. C. College of Engineering & Management Studies & Research, Thane.**

Madam,

With reference to your application, in response to the above mentioned advertisement, after personal interview held on 05th January, 2016, I am pleased to inform you that you are appointed as a **Assistant Professor** in Department of Information Technology w.e.f. 18.01.2016 subject to the following terms and conditions:

1. You will draw consolidated salary of Rs. 25,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for a academic year 2015-16, from 18.01.2016 to 30.04.2016. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.
3. You will be required to give three months prior notice or salary in lieu of to leave the service and you will be given one months notice or salary in lieu of if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.

Mith Bunder Road, Near Sadgurunagar Garden, Koper Thane (E) - 400 600  
Tel. : 2532 7100 - Fax : 2532 6444 E-mail : kccol21@hotmail.com  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research





# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Date: \_\_\_\_\_

4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum eight days per year.
6. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
7. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.
8. You shall not resign your post during academic year in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory
9. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.



*(Signature)*  
**Dr. Vilas N. Nitnawar**  
 Principal

# K.C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Date: \_\_\_\_\_

...3...

You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.

1. You will be joining on or before 18.01.2016, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this letter.

Yours faithfully,

For K.C. College of Engineering and Management Studies and Research

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same.

**Dr. Vilas N. Nitnawar**  
Principal

K.C. College of Engineering and Management Studies & Research

Excelssior Education Society's  
Regd. Under Public Trust Act 1950 Regd. No. F-035

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCF/51/17/18/19

Date: 21/07/2017

## LETTER OF APPOINTMENT

To,  
Ms. Purata K. Bhoir  
Flat No. 101 Jai Darshan Apartment  
Plot A 16 Sector 14  
Near Khanna Hospital, Diwale Gaon, Belapur  
New Mumbai.

Madam

This has reference to your application dated 24/05/2017 for the post of Assistant Professor in Information Technology Department, wherein you have shown your eagerness to serve the Institution and subsequent interview held on 24/06/2017 by the duly constituted Staff Selection Committee whereupon it is informed to you that you are appointed as a Full-Time Assistant Professor in Information Technology Department in K.C. College of Engineering & Management Studies & Research w.e.f 10<sup>th</sup> July, 2017 on following terms and conditions:

1. You are being appointed on probation on the basic pay of Rs. 15,600/- p.m. in the time pay band of 15600-39100 plus allowances i.e. DA, HRA, AGI, etc. as per norms.
2. Your appointment shall be for a specific period of two years. You may be re-appointed after the recruitment rules and procedure, if the Institution is satisfied with your work and efficiency and approval of the Government of Maharashtra and the University of Mumbai is obtained.



*(Signature)*  
Dr. Vilas N. Nitnawar  
Principal  
K.C. College of Engineering &  
Management Studies & Research




Regd. Education Society's  
 K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH  
 (Affiliated To University of Mumbai, Approved by AICTE & DTE)  
 DTE Code 3210)

Ref. No.

- 3 Regular appointment will be considered after satisfactory completion of probation and after confirmation in writing to this offer by management Date :
- 4 You will be required to give three months prior notice or salary in lieu of to leave the service. You will be given one months' notice or salary in lieu or if your services are to be terminated by the management. This is mandatory to safeguard the academic welfare & interest of faculty dependent student community.
- 5 Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
- 6 You shall not be entitled for any kind of leave during the period of probation except declared and other holidays. However Casual and other leaves entitled are admissible as per the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE/DTE and any other statutory Body which are in force and may be added / deleted from time to time.
- 7 You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
- 8 That you shall not cause any extra financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society, to maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution.

9 \_\_\_\_\_ (Signature) \_\_\_\_\_ (Name) \_\_\_\_\_ (Designation) \_\_\_\_\_ (Date)



  
 Dr. Vilas N. Nitnaw:  
 Principal  
 K.C. College of Engineering  
 Management Studies & Re

Excelsior Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date :

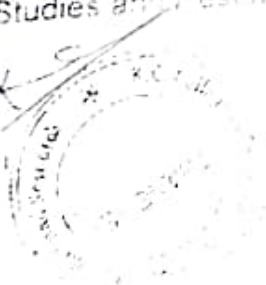
- 10 At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
- 11 You are required to produce fitness certificate from any authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
- 12 Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance if the above terms and conditions are agreeable to you

Yours faithfully

For K.C. College of Engineering and  
Management Studies and Research

Chairperson



I have read through the Appointment  
letter issued to me, understood and  
agree to the same



Dr. Vinas N. Nitnave  
Principal  
K.C. College of Engineering  
Management Studies & Research

A handwritten signature in blue ink, likely belonging to Dr. Vinas N. Nitnave, is written over the printed name and title.



Excelsior Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. P-438

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/SE/2021-22/85A

Date: 30.08.2024

To,  
Ms S. Bintha Kumari

Subject: - Appointment for the post of Associate Professor in K. C. College of Engineering and Management Studies and Research, Which is also known as KCCMSR, Thane.

Madam,

Reference to your application and subsequent interview by the Management on 17/07/2021 we are glad to inform you that you are appointed as Associate Professor in Information Technology on a contractual basis for a period of from 30<sup>th</sup> August 2021 to 29<sup>th</sup> August 2022 on the following terms and condition:

**Nature of appointment:**

- 1) You have been appointed on full time post of Associate Professor, Needless to add, the continuation and confirmation of this appointment is subject to prevailing laws and permissibility.

**Salary and other benefits:**

2.1 You shall draw a consolidated salary of Rs 60,000/- per month, inclusive of all heads. This will be pay band of basic pay of Rs. 37400-67000/-. It is made clear that the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances.

2.2 You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining against this appointment letter.

**Other terms and Conditions:**

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel : 2532 2100 Fax : 2532 6406 Email : [principal@kccmsr.edu.in](mailto:principal@kccmsr.edu.in)



*[Signature]*  
**Dr. Vilas N. Nitnaware**  
 Principal  
 K.C. College of Engineering &  
 Management Studies & Research



Excelsior Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code J210)

Ref. No.

Date : 30.03.2024

- 3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Associate Professor.
- 3.2 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director, KCCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management.
- 3.7 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body, responsibilities, assignments and day to day functioning.
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.
  - a. Relieving letter/ Discharge certificate from previous employer (if any).
  - b. Fitness Certificate from a Government Recognized Health Care Centre.

*S.H.*

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel : 2522 7400, Fax : 2522 6495, Email : principal@kccemsr.edu.in



Dr. Vilas N. Nitnaware  
Principal  
K. C. College of Engineering and  
Management Studies & Research



Excelsior Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. T-018

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited D++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date: 30.07.2011

- c. Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months), caste certificate (if applicable), change of name certificate (if any) etc
- d. Reference report from eminent person from your field
- 3.10 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCCEMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you
- 3.11 Your appointment can be terminated by the management, at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof, without assigning any reason. In case of a resignation, the decision of the management of KCCEMSR, in terms of payment of the salary would be final. However you are not allowed to resign in middle of the term i.e. January to June & July to December.
- 3.12 After signing this document, you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue barring such resignation being for a reason of person health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.
- 3.13 You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCCEMSR.
- 3.14 If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE / DTE and any other

*[Signature]*

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel : 2532 7100 Fax : 2532 6496 \* E-mail : principal@kccemsr.edu.in



*[Signature]* Dr. Vilas N. Nitaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research





Excelsior Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date: 30.08.2024

Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable time to time

- 3.15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post
- 3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.
- 3.17 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided
- 3.18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.
- 3.19 You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR
- 3.20 On termination of this contract, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.
- 3.21 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitle to resign during or at least for a month thereafter such period. Also, during

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400603  
Tel : 2532 7100 Fax : 2532 6496 • E-mail : principal@kccemsr.edu.in



*[Handwritten signature]*

Dr. V. N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research

Excelsior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date : 30.08.22

Ref. No.

such period, the decision of Management of the KCCEMSR with regard to payment of remuneration would be final.

3.22 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply

3.23 You will be joining on or before 30<sup>th</sup> August 2021, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson

I have gone through the Appointment  
Letter issued to me. understood and  
Agreed to the same.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6496 • E-mail. : principal@kccemsr.edu.in

Dr. Vilas N. Nitinware  
Principal  
K.C. College of Engineering &  
Management Studies & Research



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. / 2020 / 100

Date : 07/01/2020

## OFFER LETTER

Ms. Vidya Prabhakar Shet  
Flat No. 307, Om Satyam CHS  
Raghunath Nagar, Wagle Estate  
Thane (West)

Madam,

This has reference to your application for the post of **Assistant Professor** in the department of Information Technology and subsequent final interview held on 31<sup>st</sup> January, 2020. Please note that after interview the management committee has decided to appoint you in our Institute as **Assistant Professor** on adhoc basis and accordingly we offer your candidature for the same on the terms and conditions mutually agreed upon. You are requested to join within a period of one month.


After joining your duty, you shall be given Appointment Letter with terms and conditions.

Kindly acknowledge your acceptance and confirm your joining on the said date.

Thanking you,

Yours truly,

For K.C. College of Engineering and  
Management Studies and Research

  
Chairperson



  
Dr. Vilas N. Nitnawar  
Principal  
K.C. College of Engineering and Management Studies and Research



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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE/5/14-15/248

Date: 25/9/2014

## LETTER OF APPOINTMENT

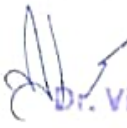
To,  
Mr. Udaykumar Singh

Sir,

This has reference to your application dated 20/06/2014 for the post of **Assistant Professor** in Information Technology Department. Wherein you have shown your eagerness to serve the Institution and subsequent interview held on 04/08/2014 by the duly constituted Staff Selection Committee, whereupon it is informed to you that you are appointed as a Full-Time **Assistant Professor** in Information Technology Department in K.C. College of Engineering & Management Studies & Research w.e.f. **01/09/2014** on following terms and conditions:

1. You are being appointed on probation on the basic pay of Rs.15,600/- p.m. in the time pay scale of 15600-39100 plus allowances (i.e. DA, HRA, AGP, TA & CLA).
2. Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



  
Dr. Vilas N. Nitnawar  
Principal  
K.C. College of Engineering  
Management Studies & Resea

Mith Bunder Road, Near Sadgare Garden, Kopri, Thane (E) - 400 603.

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com



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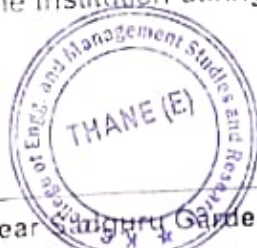
# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

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Ref. No.

Date :

3. Regular appointment may be considered after satisfactory completion of probation and upon confirmation in writing to this offer by management.
4. You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of faculty dependent students' community.
5. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
6. You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum eight days per year.
7. You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
8. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution.
9. You shall not leave the Institution during the academic session.



Dr. Vilas N. Nitnawar  
Principal  
K.C. College of Engineering  
Management Studies & Research

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Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

Date :

10. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
11. You are required to produce fitness certificate from any authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
12. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.


You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

For K.C. College of Engineering and Management Studies and Research

Chairperson / Secretary

I have gone through the Appointment Letter issued to me, understood and agreed to the same.

  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering & Management Studies & Research

**K. C. COLLEGE OF ENGINEERING AND  
MANAGEMENT STUDIES AND RESEARCH**  
NAAC Accredited B++ Grade  
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(DTE Code 3210)

(1)

Date: 07/02/2023

Dear Madam/Sir,

**Subject: - Appointment for the post of Associate Professor in K. C. College of Engineering and Management Studies and Research, which is also known as KCCEMSR, Thane.**

Madam/Sir,

With reference to your application dated 06.02.2023 and subsequently interview conducted by the Management on 06.02.2023, we are glad to inform you that you have been appointed as **Associate Professor in Information Technology Department** from 07.02.2023 to 06.02.2024.

**Nature of appointment:**

You have been appointed on full time post of Associate Professor. However, the continuation & confirmation of this appointment is subject to your selection by SSC panel & subsequent approval of University of Mumbai.

**Salary and other benefits:**

You shall draw a consolidated salary of Rs. 85,000/- per month, inclusive of all allowances. This will be the basic pay of Rs. 34,550 pay band of Rs. 37400-67000/

It is made clear that in case of incentives if any, the amount receivable shall be subject to decisions of the management taken from time to time depending upon prevailing circumstances/performance targets.

You shall not be entitled to any TA/DA or reimbursement of relocation expenses for joining against this appointment letter.

**Other terms and Conditions:**

**Continuation of service:**

The regular appointment may be applicable, only at the completion of one year starting from date of signing of 07.02.2023. After completion of said period the appointment would come to closure unless externally confirmed any written approval by management. During the period of this one year as referred herein above you shall have no right to resign. You are also required to give an undertaking in the form of affidavit on stamp paper of Rs 100/- to this effect.



2205 Powder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603

Phone: 2532 7100 Fax: 2532 6496 Email: principal@kccemsr.edu.in

*Dr. Vilas N. Nitnaware*  
Principal  
K.C. College of Engineering & Management Studies & Research.

...2...

- 12 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 13 You will be a fulltime employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal & Director, KCCEMSR. You shall not conduct or engage yourself in any private tuition or private coaching class. If you do so without having written permission from the management, it could be considered as misconduct committed by you and thereafter the management may take necessary action against you as deemed fit
- 14 You shall also not seek any membership of any election and/or participate in any electoral campaign to any local or public body or act as a non-director or except any honorary position without prior written permission from Principal and directors of the institute.

**Leave / Hours of work/ Attendance:**

- 15 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, one day Casual Leave per month is admissible subject to maximum twelve days per year
- 16 Your working/duty hours, attendance and weekly off shall be regulated to suit the duties entrusted to you from time to time. You may also be required to attend duty on Holidays/Weekly Off days as per work exigencies. Unauthorized absence or absence without permission or approval from duty for a continuous period of 8 days including the weekly offs in a 4 Yr. Calendar year would make you lose your job on employment. In such case your employment shall automatically come to an end without any notice of termination or future pay. Moreover, you are required to seek approval from the authority even you wish to take casual leave in advance. Any verbal communication to peers, colleges, groups and unauthorized persons shall be treated as misconduct on your part and shall be dealt accordingly.
- 17 In case of any delays, at the Institute depends on the progress of the work and workload, your work at the working hours of the Institute may be extended depending on the progress of the semester and syllabus. If you are unable to complete the work assigned, then you not eligible for any extra compensation for completing the work allocated to you.

**Transfer condition:**

- 18 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSP
- 19 This contract shall be governed by the rules & regulations of the institution for the time being in force. In addition to the above, you will also be governed by any other



  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
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Date : \_\_\_\_\_

...3...

rules, regulations, practices, systems, procedures and policies as are in force or may be added, altered or modified or omitted or deleted from time to time.

9) You shall, also be governed by the laws enacted by the Local Authority, State or Central Government, AICTE, UGC, Mumbai University as applicable to you from time to time. Your services will be subject to the rules and regulations of the Institute, as may be framed from time to time.

10) You shall not receive any present, gifts commissions, advances, loans or any other sort of gratification or benefits in cash or kind from any person, party or firm or company associated with us. If you are offered the same, you shall immediately report such matter to the Institute in writing.

11) You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.

(a) Relieving letter/ Discharge certificate from previous employer (if any).

(b) Fitness Certificate from a Government Recognized Health Care Centre.

(c) Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months), caste certificate (if applicable), change of name certificate(if any) etc.

(d) Reference report from eminent person from your field.

12) You are required to give correct mailing address as soon as you join the duties and if any change of address of residence, you will intimate/inform in writing to the Management, any change of address from time to time; failing which, and communication sent to you at the last address on record, shall be, deemed to have been served upon you.

## Resignation and notice period:

12 (a) You shall be at liberty to tender resignation giving a one month notice in writing. In case of a resignation being tendered, the decision of the management of KCCEMSR, in terms of its acceptances and payment of the salary and other such benefit would be final. However, you are not allowed to resign in middle of the term i.e. June 15<sup>th</sup> current A.Y to April 30<sup>th</sup> A.Y +1, in case the employee joins before June 15<sup>th</sup> in that case they will still have to work till April 30<sup>th</sup> A.Y. +1. One month for the purpose of the notice period served by you, and if your resignation is accepted by the management, it shall be calculated as 30 working days from the date of acceptance by the management and during this period you shall not be eligible for any leave.



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(b) Your appointment can be terminated by the management, at any time during your association with the institution by giving you a notice of one month or by paying a month's basic salary in lieu thereof, without assigning any reason.

(c) In case of your abrupt resignation, the management shall be at liberty to recover damages and or compensation against the hardships and or losses caused to the institution.

13 (a) After signing this document, you shall complete the term for 1 year and shall have no right or excuse to put in a resignation/discontinue the services barring such resignation being for a reason which is beyond the control of the concerned, approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.

(b) On expiry of the period of appointment as aforesaid and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post. However, it would be your moral duty to inform the management about your completion period before one month if you complete one year of uninterrupted service.

**Intellectual & Institutional property and NDA policies:**

14 (a) You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCEMSR.

(b) You shall always maintain Institute's property in good condition, which may be given to you for official use during the course of your employment and shall return the same to the Institute immediately on relinquishment of your services failing which the cost of the same will be recovered from you by the Institute. You shall undertake and agree that all property including all correspondence addressed to or by you, specifications, vouchers, literatures, books, circulars, articles, goods etc. or property of any nature whatsoever belonging to the Institute or relating to the Institute's business which shall come into your possession in the course of your employment or otherwise shall be held by you as an acting owner as stated herein for the Institute and shall return/deliver the same to the Institute on demand or in the event of your leaving our services. You will always prefer the cost-effectiveness approach in any of your assignments/projects. Any discovery or invention or secret process or improvement in process made or discovered by you in course of your employment shall forthwith be disclosed to the management and the same shall belong to and be absolute property of the organization.



  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.

Excelsior Education Society's  
Regd. Under Public Trust Act 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date: 11.02.2022

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## Performance, Assessment and Appraisal:

15. (a) You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.

(b) You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR

16. The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.

17. Performance will be reviewed on the basis of feedback from students and academic performance (university result) by your reporting officer. Management may review your academic performance by a committee, involving external experts. During Appointment period if the performance is below average your services can be terminated without giving any further notice. No salary will be payable, if you are terminated under this clause.


18. You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR.

## Hand over process and force majeure:

19. On termination of this appointment, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.

20. In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitled to resign during or at least for a month thereafter such period, however clause 3.12a, 3.12b & 3.12c may be applicable. Also, during such period, the decision of Management of the KCCEMSR with regard to payment of remuneration/benefits in pay and kind would be final.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane E-14, Maharashtra  
Tel : 2532 7100 Fax : 2532 6496 \* E-mail : principal@kccemsr.edu.in

  
Dr. Anil N. Nitaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research

**Termination/Professional ethics/code of conduct:**

If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai, AICTE / DTE and any other Statutory Body, and by the Management of KCCFMSR or any such statutory authority applicable from time to time

By the exercise of act of dishonesty, disobedience, irregularity or misconduct, neglect or incompetence in discharge of your duties or upon any breach of the terms by you, your services can be terminated forthwith without giving any notice

You should not divulge information, operation, know how etc pertaining to the College or any of the institute/College coming under same Management to any unauthorized persons or use for any other purpose during the tenure of service with us and thereafter. Also, you shall not disclose to any print/electronic media, journals, etc any information or documents about the organization except when specifically instructed to do so

Notwithstanding anything contained herein, this appointment can be terminated by us without any prior notice if you shall at any time

Commit any serious or persistent breach of any of the provisions contained herein.

Be guilty of any gross negligence or willful misconduct in the discharge of duties

Be convicted of or plead guilty to any act of fraud or embezzlement or felony, or

Be convicted of, or plead guilty to any offence involving moral turpitude

Abetting or inciting others to disobedience or misconduct

Misrepresentation or giving false statements about personal/professional background or suppression of relevant facts during the selection process or at the time of joining

Medically or mentally unfit

Usurping any business opportunity for personal benefit or depriving the organization of any such business opportunity

Any absence (without intimation at office) for a continuous period of six days including overstaying on leave than the sanctioned period) would automatically make you lose your service



*[Signature]*  
Dr. M. J. M. Mitnaware  
Principal  
K.C. College of Arts, and Management Studies  
Thane

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
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Date : .....

...7...

(c) **misconduct**, without being exhaustive and without prejudice to the general meaning of the term "Misconduct" in the case of reasonable suspicion of misconduct, disloyalty, commission/omission of any act involving moral turpitude or any act of indiscipline or inefficiency. Spreading rumors, discussing salary/pay structures, soliciting employees of the Institute for outside employment or coercing co workers to leave the Institute is strictly prohibited and frowned upon. Such actions will result in immediate termination of employment without notice and forfeiture of your holding amount.

3.25 If your services are terminated for the reasons mentioned in clause nos. 3.21, 3.22, 3.23 and 3.24(a, b, c) you shall not be eligible for any of the benefits attached to the employment.

3.26 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.27 You will be joining on or before 07.02.2023, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the principal.

3.28 (a) You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order. Also, by signing this letter, you deemed to be consented to the organization to conduct any background check as may be considered necessary.

(b) This letter constitutes the entire agreement and understanding between the organization and you and hence supersedes all prior discussions and understandings whether written or oral.

Thanking you,

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson



*[Signature]*

I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel : 2532 7100 Fax : 2532 0455 E-mail : principal@kccomsr.edu.in

*[Signature]*  
Vilas N. Nitnaware  
Principal  
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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date: 16/08/2018

Ref. No. KCCE/5/18-13/136

## APPOINTMENT ORDER

To,  
Ms. Naikare Kshipra Deepak

Subject: - Appointment to the post of Assistant Professor in K. C.  
College of Engineering and Management Studies and  
Research, Thane.

Madam,

With reference to your application, in response to the above, after personal interview on dated 26<sup>th</sup> July, 2018, I am pleased to inform you that you are appointed as Assistant Professor in Department of Electronics and Telecommunication Engineering/ E-Cell/ R&D Dept. w.e.f. 01.08.2018 subject to the following terms and conditions:

1. You will draw consolidated salary of Rs. 22,000/- per month for three months upto 31/10/2018 and will be reviewed subject to your satisfactory performance record recommended by HOD and then from 01/11/2018 onwards your salary will be Rs. 25,000/- per month. However for the E-Cell and R & D Dept., separate Memorandum of Understanding will be executed on its commencement.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : kcce21@hotmail.com

Principal  
K.C. College of Engineering &  
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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date :

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2. Your appointment shall be purely on Adhoc & Temporary Basis for an academic year 2018-19, (One Semester) from 01.08.2018 to 30.06.2019. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.
3. You will be required to give one month notice to leave or one month salary in lieu of it, either side if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum ten days per year.



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Tel. : 2532 7100 Fax : 2532 6496 E-mail : kcce21@hotmail.com

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Excelsior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date :

3

6. You shall not associate with any such act of misconduct. i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
7. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.
8. At the time of accepting this Appointment Letter, you are required to furnish self attested copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
9. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.

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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

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Ref. No.

Date

4

10. You will be joining on or before 01.08.2018, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/5/2020-21/1001A

Date: 02.03.2021

To:  
Mr Rahul Naware

Subject - Appointment for the post of Assistant Professor in K. C. College of  
Engineering and Management Studies and Research, Which is also known  
as KCCEMSR, Thane

Sir,

Reference to your application and subsequent interview by the Management on 30/01/2021 we are  
glad to inform you that you are appointed as Assistant Professor in **Electronics & Telecommuni-  
cation engineering** on a contractual basis for a period of from 08<sup>th</sup> March 2021 to 07<sup>th</sup> March  
2022 on the following terms and condition:

**Nature of appointment:**

- 1) You have been appointed on full time post of Assistant Professor. Needless to add, the con-  
tinuation and confirmation of this appointment is subject to prevailing laws and permissibility

**Salary and other benefits:**

- 2.1 You shall draw a consolidated salary of Rs. 38,000/- per month, inclusive of all heads. This  
will be pay band of basic pay of Rs. 15600-39100/- It is made clear that the amount receive-  
ble would be subject to decisions of the management taken from time to time depending up-  
on prevailing circumstances.
- 2.2 You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining  
against this appointment letter.

**Other terms and Conditions:**



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Res.

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date: 02 03 2024

- 3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Assistant Professor
- 3.2 You shall not be entitled for any kind of leave during this period except declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director, KCCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management
- 3.7 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body, responsibilities, assignments and day to day functioning
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents
  - a. Relieving letter/ Discharge certificate from previous employer (if any)



Certificate from a Government Recognized Health Care Centre

Dr. Vilas N. Nitnaware

Principal

K.C. College of Engineering &  
Management Studies & Research

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade

(Affiliated To University of Mumbai Approved by AICTE & DTE)  
(DTE Code 3210)

Ref No

Date 10/2/2015

c. Certified true copies of relevant testimonials such as certificates of qualifications mark-sheets birth certificate experience certificate last pay certificate/ Salary Slips (Three months) caste certificate (if applicable) change of name certificate (if any) etc

d. Reference report from eminent person from your field

3.10 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCCEMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you

3.11 Your appointment can be terminated by the management at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof without assigning any reason. In case of a resignation the decision of the management of KCCEMSR in terms of payment of the salary would be final. However you are not allowed to resign in middle of the term i.e. January to June & July to December

3.12 After signing this document you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation discontinue barring such resignation being for a reason of person health marriage change of residence or any such reason approved by the management. In case you desire to resign one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted

3.13 You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCCEMSR

3.14 If you are found guilty of violation of any terms and conditions you shall be liable for disciplinary action and punishment including damages as provided for in the rules regulations statutes code of conduct ordinances notifications and office orders in force and as amended from time to time by the University of Mumbai



**Dr. Vilas N. Nitnaware**  
Principal

K.C. College of Engineering &  
Management Studies and Research

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date 02 03 2024

Statutory Body and by the Management of KCCEMSR or any such statutory authority applicable time to time

3 15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever you shall not claim or have any right to be continued or automatic reappointment to the said post

3 16 The institute has a structured student / peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute

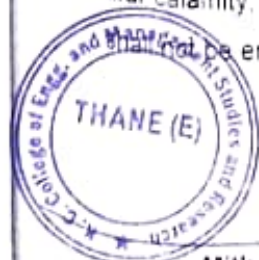
3 17 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided

3 18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments

3 19 You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR

3 20 On termination of this contract for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements

3 21 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitle to resign during or at least for a month thereafter such period. Also, during



Dr. Vilas N. Nitnaware  
Principal

K.C. College of Engineering & Management Studies and Research



Excelssior Education Society's  
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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(DTE Code 3210)

Ref. No.

Date : 02.03.2024

such period, the decision of Management of the KCCMSR with regard to payment of remuneration would be final

3.22 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.23 You will be joining on or before 08<sup>th</sup> March 2021, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Chairperson

I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Res



# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE73114-457903

## APPOINTMENT ORDER

Date: 17/01/15

To,  
Mrs. Prasannati A. Kulkarni  
19/104, 'Hibiscus' Highland Residency,  
Kolshet Road,  
Thane (West).

**Subject: - Appointment to the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Thane.**

Madam,


With reference to your application, in response to the above mentioned advertisement, after personal interview on dated 10<sup>th</sup> January, 2015, I am pleased to inform you that you are appointed as a **Assistant Professor** in **Department of Electronics Engineering** w.e.f. 12.01.2015 subject to the following terms and conditions:

1. You are being appointed on the basic pay of Rs. **15,600/-** p.m. in the time pay scale of **15600-39100** plus allowances (i.e. DA, HRA, AGP, TA & CLA).
2. Your appointment shall be purely on Adhoc & Temporary Basis for a academic year 2014-15, (Second Semester) from 12.01.2015 to 30.06.2015. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel. : 2532 7100, Fax : 2532 6496, E-mail.: kcce21@hotmail.com



  
**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

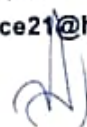
Date :

...2

3. You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum eight days per year.
6. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
7. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.

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Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

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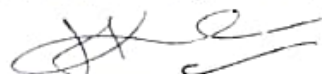
Date :

8. You shall not resign your post during academic year in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.
9. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
10. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
11. You will be joining on or before 12.01.2015, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering

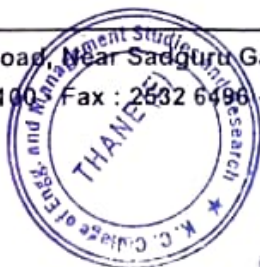
  
Chairperson




I have gone through the Appointment Letter issued to me, understood and agreed to the same.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com



  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering & Management Studies & Research



# MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE/5/13-14/384

Date: 11/10/2013

## APPOINTMENT ORDER

To,  
Ms. Christina N. Bage  
303 Gangotri, Moraj Riverview,  
Takka Village, Panvel.

Subject - Appointment to the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Thane

Madam,

With reference to your application, in response to the above mentioned advertisement, after personal interview on dated 03rd October 2013, I am pleased to inform you that you are appointed as an Assistant Professor in Electronics & Telecommunication Engineering Department w.e.f. 07.10.2013 subject to the following terms and conditions:

1. You will draw consolidated salary of Rs.28,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for a academic year 2013-14, (Second Semester) from 07.10.2013 to 30.06.2014. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



*Dr. Vilas N. Nitaware*  
Principal  
K.C. College of Engineering & Management Studies & Research

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel.: 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com



# MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Date :

Ref. No.

...2...

3. You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
6. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.
7. You shall not resign your post during academic year in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.

  
Dr. Vilas N. Nitaware  
Principal

K.C. College of Engineering & Management Studies & Research

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel.: 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com







# MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

Date :

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8. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
9. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
10. You will be joining on or before 07.10.2013, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same.

**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research



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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Date: 22/7/2015

Ref. No. KCCE/5/115-16/400

## OFFER LETTER

To,

Ms. Archana A. Gupte  
Bldg No. A, Flat No. 2,  
Ground Floor, Paramsukh Society,  
Gawand Path, Thane (West).

Madam,

This has reference to your application for the post of **Assistant Professor** and subsequent interview held on 22/07/2015. Please note that after interview we have decided to appoint you in our Institute as **Assistant Professor** in **Electronics Department** and accordingly we offer your candidature for the same on the terms and conditions mutually agreed upon. You are requested to join on 27/07/2015.

After joining your duty, you shall be given Appointment Letter with detailed terms and conditions.

Thanking you,

Yours truly,

Chairperson



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com

**Dr. Vilas N. Nitnaware**  
Principal

K.C. College of Engineering &  
Management Studies & Research.

ADVA



# Excelssior Education Society's K. C. COLLEGE OF ENGINEERING

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCCE 151/06-07/1669

Date: 17/12/06

## LETTER OF APPOINTMENT

Geetanjali V. Kale  
Anand Krupa Towers, B2/701,  
Hajuri Naka, Near Murphy Company,  
Thane (W), Mumbai - 400604.

Madam,

This has reference to your application dated 06-07-06 for the post of Lecturer in Electronics and Telecommunications Engineering Dept. in OBC Category wherein you have shown your eagerness to serve the Institution and subsequently interview held on 10<sup>th</sup> day of August by the duly constituted staff selection committee (University of Mumbai), whereupon it is informed to you that you are appointed as a Full-time Lecturer in Electronics and Telecommunications Engineering Dept. in K. C. College of Engineering w.e.f. 01-01-07 on following terms and conditions:

1. You are being appointed on the starting pay of Rs. 8000/- p.m. in the time pay scale of 8,000 - 275 - 13,000 plus allowances as prescribed by the Govt. of Maharashtra from time to time.
2. Your appointment shall be purely on temporary basis for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D./Principal/CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai/AICTE.



Dr. Vilas N. Nitnaware  
Principal

Mith Bunder Road, Near Indian Humo Pipe, Kopp, Thane (East) - 400 603  
Tel. : 2532 7100 • Fax : 2532 6775 • E-mail - kcce21@hotmail.com




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Excelssior Education Society's

## K. C. COLLEGE OF ENGINEERING

3. Your services may be terminated within specified period if found unsatisfactory without assigning any reason thereof after giving one month notice or salary in lieu thereof. You may also resign from the services after giving one month notice or payment in lieu thereof. The management reserves its rights to relieve you on your resignation with immediate effect without taking into account the notice period.
4. Your services shall be covered by the rules, regulations and policies of the Society/Institute/University of Mumbai/AICTE/DTE and any other Statutory Body which are in force and may be added/deleted from time to time.
5. You have to devote full time for the benefit of the students of the Institute and during the period of your appointment you shall not engage yourself for any activity including private tuition and classes without prior written permission from the management.
6. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the Institution.
7. You shall not leave the Institution during the academic session.
8. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.



  
Dr. Vilas N. Nitaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research

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Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

9. You are required to produce fitness certificate from any authorized or qualified doctor/medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
10. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,


For K.C. College of Engineering

Chairperson

I have gone through the Appointment Letter issued to me, understood and agreed to the same.





  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research





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99

Ref. No. KCCE/SI/06-07/1172

Date : 25/07/06

## APPOINTMENT ORDER

Mrs. Geetanjali V. Kale  
'Anand Krupa' Towers,  
B2/701, Hajuri Naka,  
Near Murphy Company,  
Thane(W) 400 604.

Madam,

With reference to your application dated 21.07.06, we are pleased to inform you that you are appointed as a Full-time Lecturer in Electronics and Telecommunications Dept. in K. C. College of Engineering, on a Consolidated Pay of Rs. 12,500/- p.m. w.e.f. 1<sup>st</sup> August, 2006.

1. Your appointment is made purely on temporary basis for the period ending 31<sup>st</sup> July, 2007.
2. Your appointment is subject to the confirmation/approval of the Directorate of Technical Education and the University of Mumbai/AICTE for which you may require to appear before the constituted selection committee.
3. You will be governed by the rules, regulations of our Institute/Society which are in force and may be added/deleted from time to time.



**Dr. Vilas N. Nitaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) - 4006 03.


Tel. : 2532 7100 • Fax : 2532 6775 • E-mail : kcee21@hotmail.com

Ref. No. KCEE/61/06-07/1172

Date : 25/07/06

4. You have to devote full time for the benefit of our students and the institute. You are not permitted for any tuition classes paid/unpaid without written permission of the Principal.
5. During your service with us, you will maintain cordial relationship with other staff and maintain proper decorum and discipline at all times.
6. You will not indulge in any activities which are prejudicial to the interest of the institution.
7. Your service shall be terminated by giving one months' notice from either side or one months' salary in lieu thereof.
8. You will not leave from the employment of our institute during the academic session (except by the clause No. 6) since it will effect the career of students.
9. Your appointment will be renewed in writing only as per your performance in the institute.
10. You are required to submit copies of all your certificates/testimonials duly attested at the time of joining. You are required to produce the discharge and salary certificate from your previous employer. You also have to produce a medical fitness certificate from authorized and qualified doctor.



  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING

Mith Bunder Road, Near Indian Hume Pipe, Kopri, Thane (East) - 400 6 03.

Tel. : 2532 7100 • Fax : 2532 6775 • E-mail : kcce21@hotmail.com

Ref. No. KCCE /SI /06-07 /1172

Date : 25/07/06

If you are agreeable to the above terms and conditions, please sign the duplicate copy of this appointment order and return.

Looking forward to a mutual relationship.

Yours faithfully,  
For K.C. College of Engineering

(P.V.S. Krishnan)  
Administrative Officer

Director



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.

101

Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

No. KCC/SE/S1/13-14/664

Date: 25.01.2014

## APPOINTMENT ORDER

To,  
Mrs. Rupinder Kaur  
C-2/904, Runwal Garden City,  
Balkum, Thane.

Subject - Appointment to the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Thane

Madam,

With reference to your application, in response to the above mentioned advertisement, after personal interview on dated 07<sup>th</sup> January, 2014, I am pleased to inform you that you are appointed as an **Assistant Professor** in **Department of Electronics and Telecommunication Engineering** w.e.f. **13.01.2014** subject to the following terms and conditions.

1. You will draw consolidated salary of Rs.35,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for a academic year 2014-15, (Second Semester) from 13.01.2014 to 30.06.2014. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



*(Signature)*  
**Dr. Vilas N. Nitnaware**  
 Principal

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

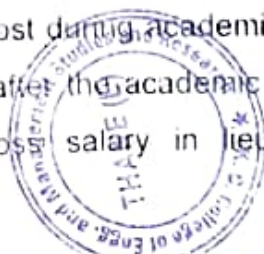
(Affiliated To University of Mumbai & Approved by AICTE)


Ref. No.

Date :

2

3. You will be required to give three months prior notice or salary in lieu of to leave the service and you will be given one months notice or salary in lieu of if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
6. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.
7. You shall not resign your post during academic year in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.



  
Principal  
K.C. College of Engineering &  
Management Studies & Research

Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

No

Date :

3

8. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
9. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
10. You will be joining on or before 13.01.2014, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

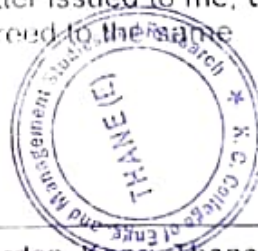
Yours faithfully,


For K.C. College of Engineering and Management Studies and Research

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same



  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering & Management Studies & Research



Excelssior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCC/ES/13-14/664.

Date: 25.01.2014

## APPOINTMENT ORDER

To,  
Mrs. Rupinder Kaur  
C-2/904, Runwal Garden City,  
Balkum, Thane.

Subject: - Appointment to the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Thane

Madam,

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1. You will draw consolidated salary of Rs.35,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for a academic year 2014-15, (Second Semester) from 13.01.2014 to 30.06.2014. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE:



**Dr. Vilas N. Nitnaware**

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: [kcce21@hotmail.com](mailto:kcce21@hotmail.com) **Principal**  
Department of Electronics and Telecommunication Engineering & Management Studies & Research.

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

Date :

...2...

3. You will be required to give three months prior notice or salary in lieu of to leave the service and you will be given one months notice or salary in lieu of if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
6. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.
7. You shall not resign your post during academic year in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.



Dr. Vilas N. Nitrayan

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com



# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

Date :

...3...

8. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
9. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
10. You will be joining on or before 13.01.2014, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering and Management Studies and Research

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same.



Dr. Vilas N. Nitnaware

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 803

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com

K.C. College of Engineering & Management Studies & Research



Excellor Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref No KCCE/11/14-15/766

Date: 17/01/15

## APPOINTMENT ORDER

To,  
Mrs. Tejal P. Patil  
Flat No. 203, Shivdarshan CHS,  
Opp. Kalwa Post Office Bldg,  
Old Belapur Rd, Kalwa (W), Thane

**Subject: - Appointment to the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Thane.**


Madam,

With reference to your application, in response to the above mentioned advertisement, after personal interview on dated 13<sup>th</sup> January, 2015, I am pleased to inform you that you are appointed as a **Assistant Professor** in **Department of Electronics and Telecommunication Engineering** w.e.f. 19.01.2015 subject to the following terms and conditions:

1. You will draw consolidated salary of Rs.35,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for a academic year 2014-15, (Second Semester) from 19.01.2015 to 30.06.2015. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel.: 2532 7100 • Fax: 2532 6496 • E-mail.: kcce21@hotmail.com



  
**Dr. Vilas N. Nitaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.

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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No

...2...

Date :

3. You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum eight days per year.
6. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
7. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 803.

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kcce21@hotmail.com



Scanned by CamScanner

  
Dr. Vilas N. Nitnaware  
Principal

K.C. College of Engineering &  
Management Studies & Research.

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

...3...

Date :

8. You shall not resign your post during academic year in any case. in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.
9. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
10. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
11. You will be joining on or before 19.01.2015, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering

Chairperson



I have gone through the Appointment Letter issued to me, understood and agreed to the same.

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 25327100 • Fax : 25326496 • E-mail.: kcce21@hotmail.com



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Vilas N. Nitnaware  
Principal  
K.C. College of Engineering & Management Studies & Research.



Excelsior Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No. KCE/S1/12-13/186

Date: 08.09.2013

## APPOINTMENT ORDER

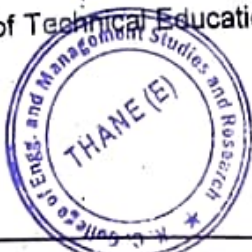
To,  
Ms. Jayshree Katkar  
Chendani Koliwada, Mith Bunder Road,  
K/26, Dharmatya Chawl,  
Thane (East).

Sub: Appointment as a "Assistant Professor" in the Department of Electronics and Telecommunication Engg. in K. C. College of Engineering, Thane.

Madam,

With reference to your application, in response to the above mentioned advertisement, after personal interview on dated 03rd September, 2012, I am pleased to inform you that you are appointed as a **Assistant Professor** in **Department of Electronics & Telecommunication Engineering** w.e.f. **05.09.2012** subject to the following terms and conditions:

1. You will draw consolidated salary of Rs.25,000/- per month.
2. Your appointment shall be purely on Adhoc & Temporary Basis for a academic year 2012-13, from 05.09.2012 to 30.06.2013. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / Campus Director and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

Tel. : 2532 7100 • Fax : 2532 6496 • E-mail.: kce21@hotmail.com

Dr. Vilas N. Nithaware  
Principal  
Department of Engineering & Management Studies & Research.



# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

Date :

...2...

3. You will be required to give three months prior notice to leave the service and you will be given one months notice if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of student's community.
4. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
5. You shall not associate with any such act of misconduct, i.e. detrimental to the prestige and smooth functioning of the institution as well as the welfare of the students. You shall have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity including private tuitions, business and classes, nor shall accept any job from other organization without prior written permission from the management.
6. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline.
7. You shall not resign your post during academic in any case, in case you desire to resign after the academic session, three month notice or payment of gross salary in lieu of notice shall be mandatory.



*(Handwritten signature)*

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) 400 603.

Tel. : 2532 7100 - Fax : 2532 6496 - E-mail : kcce21@hotmail.com

Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



Excelaslor Education Society's

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai & Approved by AICTE)

Ref. No.

...3...

Date :

8. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.
9. You are required to produce fitness certificate from authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.
10. You will be joining on or before 05.09.2012, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K.C. College of Engineering

Chairperson

I have gone through the Appointment Letter issued to me, understood and agreed to the same.



Dr. Vilas N. Patil

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.

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# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

No. KCE/S/116-17/94

Date 30/6/2016

## APPOINTMENT ORDER

To  
Mr. Nitin Bhatt

Dear Sir,

This has reference to your application and subsequent personal interview held on dated Nil., we are pleased to inform you that you have been selected for the post of Assistant Professor in MMS with effect from 01<sup>st</sup> July, 2016.

You are requested to note that:-

1. You are appointed on Adhoc Basis for the period of one year commencing from 01/07/2016, at the consolidated salary of Rs. 26,000/- p.m. (including perks).
2. You shall be required to possess requisite qualification as laid down by the University of Mumbai.
3. You should submit Original and Xerox copies of Certificates of qualification from 10<sup>th</sup> Class onwards and Experience Certificate/s and Relieving Certificate before joining duty in the institute.
4. Your services shall be governed by the policy of the institution as well as per the Mumbai University Act Service Rules. You shall be required to perform the duties as enumerated in the Act.
5. You shall have to undergo a medical examination within 3 months from the date of joining the post. Your appointment shall be conditionally pending till the submission of physical fitness certificate from a registered Medical Practitioner by you.



*(Signature)*  
**Dr. Vilas N. Nitnaware**  
 Principal





# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH


(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date :

...2...

6. Your appointment is subject to the approval of All India Council for Technical Education, The University of Mumbai & the provisions of the Maharashtra Universities Act 1991.
7. During the above period, your services can be dispensed with, without assigning any reason at one months notice or salary in lieu there on either side. On confirmation, however the separation from services would be three months notice or salary in lieu thereof on either side,
8. The institute has a structured student's/ peer education system. Your performance shall be evaluated under this system and you would be communicated the feedback.
9. You shall be responsible and accountable for the performance of the students. You shall also be responsible to strive for adopting better teaching skills so as to inculcate good education to the students. You shall be responsible for carrying out the activities like discussions, seminars, tutorials, workshops, providing technical experiences, projects, encouraging original thinking in the minds of the students.
10. You shall be responsible for improvement of academic standard of subject taught by you and to perform assigned teaching work by making advance policies for teaching and to generate academic values.
11. You shall not be allowed to leave the institution in the middle of academic year on any pretext.
12. The appointment is a full time one and does not permit the holder to engage himself/ herself in any outside work either with or without remuneration without the express sanction of the institute authorities.



  
Dr. Vilas N. Nitnawar  
Principal

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) 400 603  
Tel. : 2532 7100 Fax : 2532 6496 E-mail: kccer@rediffmail.com



# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
( DTE Code 3210)

No. \_\_\_\_\_

Date . \_\_\_\_\_

...3...

13. After submitting the joining report if you did not join the institute or if you will leave the institute before the closure of the second term without giving one month written notice, you will have to give one month salary in lieu of it for advertisement expenses etc. It is expected that once you will accept this appointment, you will continue to work in the institute till the end of the academic year.

14. You will not be entitled for any other leave except One day Casual leave per month only if sanctioned by the Director at least 48hrs in advance till your services are on Adhoc basis. While taking any casual leave you will have to take care that your teaching programme will not suffer. Leave application on phone will not be entertained under normal circumstances. You are entitled to avail for one day Casual leave per month and 15 days holidays in a year that be split as 7+8 per semester as per the convenience of the institute, If you are found absent for more than three days without intimation your services will be terminated.

You are advised to sign a copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Thanking you,

Yours faithfully,

Managing Director



I have gone through the Appointment Letter issued to me, understood and agreed to the same.



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering & Management Studies & Research



# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

No. RCCE/5/15-16/1123 A

Date: 19/3/2016

## APPOINTMENT ORDER

To:  
Ms. Priya Sengupta

Dear Madam

This has reference to your application and subsequent personal interview held on dated NIL. we are pleased to inform you that you have been selected for the post of Assistant Professor in MMS with effect from 21<sup>st</sup> March 2016.

You are requested to note that:-

1. You are appointed on Adhoc Basis for the period of one year commencing from 21/03/2016, at the consolidated salary of Rs. 26,000/- p.m. (including perks).
2. You shall be required to possess requisite qualification as laid down by the University of Mumbai.
3. You should submit Original and Xerox copies of Certificates of qualification from 10<sup>th</sup> Class onwards and Experience Certificate/s and Relieving Certificate before joining duty in the institute.
4. Your services shall be governed by the policy of the institution as well as per the Mumbai University Act Service Rules. You shall be required to perform the duties as enumerated in the Act.
5. You shall have to undergo a medical examination within 3 months from the date of joining the post. Your appointment shall be conditionally pending till the submission of physical fitness certificate from a registered Medical Practitioner by you.



Dr. Vilas N. Nitnawar  
Principal  
K.C. College of Engineering &  
Management Studies & Reser


# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date :

2

- 6 Your appointment is subject to the approval of All India Council for Technical Education, The University of Mumbai & the provisions of the Maharashtra Universities Act 1991.
- 7 During the above period, your services can be dispensed with, without assigning any reason at one months notice or salary in lieu there on either side. On confirmation, however the separation from services would be three months notice or salary in lieu thereof on either side,
- 8 The institute has a structured student's/ peer education system. Your performance shall be evaluated under this system and you would be communicated the feedback.
- 9 You shall be responsible and accountable for the performance of the students. You shall also be responsible to strive for adopting better teaching skills so as to inculcate good education to the students. You shall be responsible for carrying out the activities like discussions, seminars, tutorials, workshops, providing technical experiences, projects, encouraging original thinking in the minds of the students.
- 10 You shall be responsible for improvement of academic standard of subject taught by you and to perform assigned teaching work by making advance policies for teaching and to generate academic values.
- 11 You shall not be allowed to leave the institution in the middle of academic year on any pretext
- 12 The appointment is a full time one and does not permit the holder to engage himself/ herself in any outside work either with or without remuneration without the express sanction of the institute authorities

  
Dr. Vilas N. Nitnaware  
Principal

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel. : 2532 7100 Fax : 2532 496 • E-mail : kcce21@hotmail.com



# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date :

13 After submitting the joining report if you did not join the institute or if you will leave the institute before the closure of the second term without giving one month written notice, you will have to give one month salary in lieu of it for advertisement expenses etc. It is expected that once you will accept this appointment, you will continue to work in the institute till the end of the academic year.

14. You will not be entitled for any other leave except One day Casual leave per month only if sanctioned by the Director at least 48hrs in advance till your services are on Adhoc basis. While taking any casual leave you will have to take care that your teaching programme will not suffer. Leave application on phone will not be entertained under normal circumstances. You are entitled to avail for one day Casual leave per month and 15 days holidays in a year that be split as 7+8 per semester as per the convenience of the institute. If you are found absent for more than three days without intimation your services will be terminated.

You are advised to sign a copy of this appointment order as a token of your acceptance, if you agree to the above terms and conditions are agreeable to you.

Thanking you,  
Yours faithfully,

Managing Director



I have gone through the Appointment Letter issued to me and understood and agreed to the same.



*(Signature)*  
Dr. Vilas N. Nitnawar  
Principal  
K.C. College of Engineering  
Management Studies & Research



Excelsior Education Society's  
 Regd. Under Public Trust Act, 1950 Regd. No. F-638  
**K. C. COLLEGE OF ENGINEERING &  
 MANAGEMENT STUDIES & RESEARCH**

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
 (DTE Code 3210)

Ref. No. *KCCE/S1/17-18/376.*

Date: *29/08/2017.*

LETTER OF APPOINTMENT

To,  
 Mr. Shrikesh S. Poojari  
 4/301, Neelam Nagar,  
 Mulund (East),  
 Mumbai - 400081.

Sir,

This has reference to your application dated 19/05/2017 for the post of **Assistant Professor in Finance in MMS Department**, wherein you have shown your eagerness to serve the Institution and subsequent interview held on 23/06/2017 by the duly constituted Staff Selection Committee (USSC), whereupon it is informed to you that you are appointed as a Full-Time **Assistant Professor in Finance in MMS Department in K.C. College of Engineering & Management Studies & Research** w.e.f. 20<sup>th</sup> August, 2017 on following terms and conditions:

1. You are being appointed on probation on the basic pay of Rs.20,976/- p.m. in the time pay scale of 15600-39100 plus allowances (i.e. DA, HRA, AGP, TA & CLA).
2. Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the H.O.D. / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



*AV*  
 Dr. Vilas N. Nitnaware  
 Principal  
 K.C. College of Engineering &  
 Management Studies & Research



Excellor Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

...2...

Date :

3. Regular appointment may be considered after satisfactory completion of probation and upon confirmation in writing to this offer by management.
4. You will be required to give three months prior notice or salary in lieu of to leave the service and you will be given one months' notice or salary in lieu of if your services are to be terminated by the management. This is mandatory to safe guard the academic welfare & interest of faculty dependent students' community.
5. Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
6. You shall not be entitled for any kind of leave during the period of probation except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum eight days per year.
7. You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity without prior written permission from the management.
8. That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution.
9. You shall not leave the Institution during the academic session.



  
Dr. Vilas N. Nitnaware  
Principal

K.C. College of Engineering &  
Management Studies & Research



Excellence Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. P-838

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date :

...3...

10. At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer.


11. You are required to produce fitness certificate from any authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area.

12. Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,


For K.C. College of Engineering and  
Management Studies and Research

  
Managing Director



I have gone through the Appointment  
Letter issued to me, understood and  
agreed to the same.



  
Dr. Vilas N. Nitware  
Principal  
K.C. College of Engineering &  
Management Studies & Research





Excelerator Education Society's  
Regd. Under Public Trust Act 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. 17/05/2017/32

LETTER OF APPOINTMENT

Date: 17/05/2017


To  
Mr Shawn Langford  
101/4 Lotus Building  
Regency Estate  
Dombivili (East)

Sir,

This has reference to your application dated 19/05/2017 for the post of **Assistant Professor** in HR in MMS Department, wherein you have shown your eagerness to serve the Institution and subsequent interview held on **23/06/2017** by the duly constituted Staff Selection Committee (USSC). whereupon it is informed to you that you are appointed as a Full-Time **Assistant Professor** in HR in MMS Department in K.C. College of Engineering & Management Studies & Research w.e.f. **20<sup>th</sup> August, 2017** on following terms and conditions

- 1 You are being appointed on probation on the basic pay of Rs 9,796/- p.m. in the time pay scale of 8000-13500 plus allowances (i.e. DA, HRA, AGP, TA & CIA)
- 2 Your appointment shall be on probation for a specific period of two years. You may be confirmed only after the recruitment rules and procedures of the Society subject to your working efficiency and appraisal from the HOD / Principal / CEO and also subject to approval of the Directorate of Technical Education and the University of Mumbai / AICTE.



  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research



Excelsior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No F-438

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref No.

2

Date

- 3 Regular appointment may be considered after satisfactory completion of probation and upon intimation in writing to this offer by management.
- 4 You will be required to give three months prior notice or salary in lieu of to leave the service and you will be given one months' notice or salary in lieu of if your services are to be terminated by the management. This is necessary to safe guard the academic welfare & interest of faculty & parents & students' community.
- 5 Your services shall be governed by the rules and regulations and policies adopted by Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body which are in force and may be added / deleted from time to time.
- 6 You shall not be entitled for any kind of leave during the period of probation except declared and other holidays. However One day Casual Leave per month is admissible subject to maximum eight days per year.
- 7 You have to devote full time for the benefit of the students of the institute and during the period of your appointment you shall not engage yourself for any activity without prior written permission from the management.
- 8 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext. You shall maintain cordial relation with all the staff members of the Society and maintain proper decorum and discipline. During the tenure of your employment you will also not indulge yourself in any activities which may cause embarrassment to the Institution and become prejudicial to the interest of the institution.
- 9 You shall not leave the institution during the academic session.



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & R.



Executive Education Society's  
Regd. Under Public Trust Act 1950 Regd. No. F-038

# K. C. COLLEGE OF ENGINEERING & MANAGEMENT STUDIES & RESEARCH

(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 1210)

Ref No

Date

- 10 At the time of accepting this Appointment Letter, you are required to furnish original copies of your testimonials to the Principal and also to produce Discharge Certificate from your previous employer
- 11 You are required to produce fitness certificate from any authorized or qualified doctor / medical practitioner at the time of joining your duty or within 15 days thereafter. You are also required to submit two passport size photographs along with character certificate duly authorized by any Gazette Officer from your area
- 12 Contravention of any of the points as mentioned hereinabove shall be termed as misconduct on your part and in that case your services can be terminated without any notice or pay in lieu thereof.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you

Yours faithfully,

For K.C. College of Engineering and  
Management Studies and Research

Managing Director



I have gone through the Appointment  
Letter issued to me, understood and  
agreed to the same



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research



Excelsior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCE/S1/22-23/179

Date: 26/09/2022

To,  
Ms Hemalata Mahesh Mote

Subject: - Appointment for the post of Assistant Professor in K. C. College of  
Engineering and Management Studies and Research, Which is also known  
as KCCEMSR, Thane.

Madam,

Reference to your application and subsequent interview by the Management on 08/08/2022 we are  
glad to inform you that you are appointed as Assistant Professor in **Electronics & Telecommuni-  
cation Engineering** on a contractual basis for a period of from 26<sup>th</sup> August 2022 to 25<sup>th</sup> August  
2023 on the following terms and condition:

### Nature of appointment:

- 1) You have been appointed on full time post of Assistant Professor. Needless to add, the  
continuation and confirmation of this appointment is subject to prevailing laws and permissi-  
bility

### Salary and other benefits:

2.1 You shall draw a consolidated salary of Rs. 48,000/- per month, inclusive of all heads. This  
will be pay band of basic pay of Rs. 15600-39100/-. It is made clear that the amount  
receivable would be subject to decisions of the management taken from time to time  
depending upon prevailing circumstances.

2.2 You shall be entitled to TA/DA or reimbursement of relocation expenses for joining  
against this appointment letter.

### Other terms and Conditions:

THANKS  
Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. -

Date : 26/09/2022

- 3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Assistant Professor.
- 3.2 You shall not be entitled for any kind of leave during this period except, declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year.
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext.
- 3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director, KCCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class.
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management.
- 3.7 Your services are transferable to any other Institute / College of Excelsior Education Society or KCCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai / AICTE / DTE and any other Statutory Body, responsibilities, assignments and day to day functioning.
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.



Relieving letter/ Discharge certificate from previous employer (if any).

Fitness Certificate from a Government Recognized Health Care Centre.

Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 26/09/2022

- c. Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months) , caste certificate (if applicable), change of name certificate(if any) etc.
- d. Reference report from eminent person from your field.
- 3.10 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCCEMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you.
- 3.11 Your appointment can be terminated by the management, at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof, without assigning any reason. In case of a resignation, the decision of the management of KCCEMSR, in terms of payment of the salary would be final. However you are not allowed to resign in middle of the term i.e January to June & July to December.
- 3.12 After signing this document, you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue barring such resignation being for a reason of person health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted.
- 3.13 You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCCEMSR.
- 3.14 If you are found guilty of violation of any terms and conditions you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai / AICTE / DTE and any other



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering and Management Studies & Research



Excelsior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. -

Date: 26/09/2022

Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable time to time.

3.15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post.

3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.

3.17 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided.

3.18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.

3.19 You may take assignments as examiner/assessor/evaluator/invigator elsewhere with prior permission of the competent authority of KCCEMSR

3.20 On termination of this contract, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.

3.21 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitle to resign during or at least for a month thereafter such period. Also, during



**Dr. Vilas N. Nitnaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research

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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Date : 26/09/2022

Ref. No.

such period, the decision of Management of the KCCEMSR with regard to payment of remuneration would be final.

3.22 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.23 You will be joining on or before 26<sup>th</sup> August 2022, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully,

For K C. College of Engineering and  
Management Studies and Research

Director

I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same.

Received & Accepted

27/9/2022



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research.





# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/51/22-23/359

Date: 19/12/2022

To,

**Ms. Neha Kale**

Madam,

This has reference to your application for the post of **Assistant Professor** in the Department of Computer Engineering and subsequent final interview held on 19<sup>th</sup> December 2022. Please note that after interview the management committee has decided to appoint you in our Institute as **Assistant Professor** on contractual basis and accordingly we offer your candidature for the same on the terms and conditions mutually agreed upon. You are requested to join on 09<sup>th</sup> January 2023.

After joining your duty, you shall be given Appointment Letter with terms and conditions.

Details regarding Acceptance

Kindly acknowledge your acceptance and confirm your joining on the said date.

Thanking you,

Yours truly,

For K. C. College of Engineering and  
Management Studies and Research.

Director



*Handwritten signature*

Dr. Vilas N. N.  
Principal



# ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCE/S/22-23/451

Date: 17/01/2023

## OFFER LETTER

To,

**Ms. Sheetal P. Jadhav**

Madam,

This has reference to your application for the post of **Assistant Professor** in the Department of Computer Engineering and subsequent final interview held on 17<sup>th</sup> January 2023. Please note that after interview the management committee has decided to appoint you in our Institute as **Assistant Professor** on contractual basis and accordingly we offer your candidature for the same on the terms and conditions mutually agreed upon. You are requested to join on 23<sup>rd</sup> January 2023. After joining your duty, you shall be given Appointment Letter with terms and conditions.

Details regarding Acceptance

Kindly acknowledge your acceptance and confirm your joining on the said date.

Thanking you.

Yours truly,

For K.C. College of Engineering and Management Studies and Research

Director



**Dr. Vilas N. Nit...**  
Principal  
K.C. College of Engineering and Management Studies

(K)  
17/01/23



Excelssior Education Society's  
Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCC/51/2021-22/04A

Date: 05.07.2024

To,  
Ms Soumya Kini

Subject: - Appointment for the post of Assistant Professor in K. C. College of Engineering and Management Studies and Research, Which is also known as KCCMSR, Thane

Madam,

Reference to your application and subsequent interview by the Management on 30/06/2021 we are glad to inform you that you are appointed as Assistant Professor in **Electronics & Telecommunication Engineering** on a contractual basis for a period of from 12<sup>th</sup> July 2021 to 11<sup>th</sup> July 2022 on the following terms and condition.

### Nature of appointment:

- 1) You have been appointed on full time post of Assistant Professor. Needless to add, the continuation and confirmation of this appointment is subject to prevailing laws and permissibility.

### Salary and other benefits:

2.1 You shall draw a consolidated salary of Rs. 35,000/- per month, inclusive of all heads. This will be pay band of basic pay of Rs. 15600-39100/-. It is made clear that the amount receivable would be subject to decisions of the management taken from time to time depending upon prevailing circumstances

2.2 You shall not be entitled to any TA/ DA or reimbursement of relocation expenses for joining this appointment letter.

Other Terms and Conditions:



**Dr. Vilas N. Nitaware**  
Principal  
K.C. College of Engineering &  
Management Studies & Research.



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# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

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(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date: 05 07 2024

- 3.1 You have given the management to understand that you comply with the expertise and qualification needed for the post of Assistant Professor
- 3.2 You shall not be entitled for any kind of leave during this period except declared and other holidays. However, One day Casual Leave per month is admissible subject to maximum twelve days per year
- 3.3 That you shall not raise any extra-financial burden on the Institution during the specified period including the demand in hike in wages on any pretext
- 3.4 You will be a full time employee of KCCEMSR and shall not engage yourself anywhere full time /part time either honorary or otherwise except with prior permission of the Principal Director KCCEMSR.
- 3.5 You shall not conduct or engage yourself in any private tuition or private coaching class
- 3.6 The minimum period of this contractual appointment shall be one year extendable by further at the will and decision of the management
- 3.7 Your services are transferable to any other Institute / College of Excelssior Education Society or KCCEMSR.
- 3.8 You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the Management / Institute / University of Mumbai, AICTE / DTE and any other Statutory Body, responsibilities, assignments and day to day functioning
- 3.9 You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents:
  - a. Relieving letter / Discharge certificate from previous employer, if any.



Health Certificate from a Government Recognized Health Care Centre

**Dr. Vilas N. Nitnaware**  
Principal

K.C. College of Engineering &  
Management Studies & Research

With Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6496 • E-mail : principal@kccemsr.edu.in



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Regd. Under Public Trust Act. 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. \_\_\_\_\_

Date: 05.07.2022

- c. Certified true copies of relevant testimonials such as certificates of qualifications, mark-sheets, birth certificate, experience certificate, last pay certificate/ Salary Slips (Three months), caste certificate (if applicable), change of name certificate (if any) etc
- d. Reference report from eminent person from your field
- 3.10 You are required to give correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Management of KCCEMSR. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received acknowledgement and sign by you
- 3.11 Your appointment can be terminated by the management, at any time during your association with the institution by giving a notice of one month or by paying a month's salary in lieu thereof, without assigning any reason. In case of a resignation, the decision of the management of KCCEMSR in terms of payment of the salary would be final. However you are not allowed to resign in middle of the term i.e January to June & July to December
- 3.12 After signing this document you shall complete the term (January to June & July to December) and shall have no right or excuse to put in a resignation/discontinue barring such resignation being for a reason of person health, marriage, change of residence or any such reason approved by the management. In case you desire to resign, one month notice period or salary in lieu of the notice period shall be mandatory and you shall be liable to be discharged of your duties after the completion of said term above during which the resignation is submitted
- 3.13 You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of KCCEMSR
- 3.14 If you are found guilty of violation of any terms and conditions you shall be liable for disciplinary action and punishment including damages as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and amended from time to time by the University of Mumbai, AICTE, DTE and any other



**Dr. Vilas N. Nitware**  
Principal

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603  
Tel : 2532 7100 Fax : 2532 6496 • E-mail : principal@kccemsr.edu.in

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No.

Date : 05.07.2024

Statutory Body, and by the Management of KCCEMSR or any such statutory authority applicable time to time

- 3.15 On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim or have any right to be continued or automatic reappointment to the said post.
- 3.16 The institute has a structured student's/ peer evaluation system. Your performance will be evaluated under this system and you would be communicated the feedback. This feedback will be an integral part in decision making of your appraisal / increment / incentives / continuation of services and as per the HR policy of the institute.
- 3.17 You shall be entitled to annual increment, provided your tenure of appointment is extended at the discretion of the management of KCCEMSR provided
- 3.18 You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.
- 3.19 You may take assignments as examiner/assessor/evaluator/invigilator elsewhere with prior permission of the competent authority of KCCEMSR.
- 3.20 On termination of this contract, for whatever cause/ reason, you shall hand over the charge of your post in accordance to authorized hand over process owner assigned through HOD / Process Heads /Principal and to obtain "No Due Clearance" from all departments duly verified and signed by the IQAC coordinator of institute in the specified format. The management of KCCEMSR shall issue necessary relieving / discharge certificate only after compliance of these requirements.
- 3.21 In case of emergency or any such force majeure event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitle to resign during or at least for a month thereafter (Such period). Also, during



**Dr. Vilas N. Nitnaware**  
Principal

K.C. College of Engineering &  
Management Studies & Research

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail. : principal@kccemsr.edu.in

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Regd. Under Public Trust Act 1950 Regd No F-638



# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3219)

Date 05 07 2021

Ref. No.

such period, the decision of Management of the KCCEMSR with regard to payment of remuneration would be final.

3.22 In case of any dispute, Sole Arbitrator appointment by the management shall adjudicate the dispute and the jurisdiction be of Thane and laws of Arbitration and Conciliation shall apply.

3.23 You will be joining on or before 12<sup>th</sup> July 2021, failing which appointment order is liable to be cancelled, unless you seek extension in writing from the Principal.

3.24 You are requested to sign a copy of this appointment order and submit as an acceptance of all terms and conditions within 3 days from the receipt of this order.

Yours faithfully

For K.C. College of Engineering and  
Management Studies and Research

Chairperson

I have gone through the Appointment  
Letter issued to me, understood and  
Agreed to the same.



Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering &  
Management Studies & Research



Excelsior Education Society's  
Regd. Under Public Trust Act, 1950 Regd. No. F-638

# K. C. COLLEGE OF ENGINEERING AND MANAGEMENT STUDIES AND RESEARCH

NAAC Accredited B++ Grade  
(Affiliated To University of Mumbai, Approved by AICTE & DTE)  
(DTE Code 3210)

Ref. No. KCCE/S1/20-21/731.

Date: 31/02/2020.

## LETTER OF APPOINTMENT

To,  
Dr. Shobha Tyagi,  
C-402 ISM House, Thakur Village,  
Kandivali [East], Mumbai - 400101.

Madam,

This has Reference to your application and subsequent interview held on 26<sup>th</sup> August 2020, The management Committee had given you offer letter on 27<sup>th</sup> August 2020 through Email. Wherein you have shown your eager- ness to serve the Institution, we are glad to inform you that you are appointed as 'Associate Professor [Adhoc Basis]' in the Department of Informational Technology with effect from 29<sup>th</sup> August 2020 till the completion of academic session 2020-21 or one year which ever is earlier from the date of appointment on the following terms and condition:

### ► Nature of appointment:

1) You have been appointed on full time post of 'Associate Professor [Adhoc Basis]'. The continuation and confirmation of this appointment is subject to the current guidelines prescribed by the AICTE & University OF Mumbai with regards to position of 'Associate Professor.'

### ► Salary and other benefits:

2) You shall draw a consolidated salary of Rs.75000/- month, inclusive of all heads. Which will be pay band of basic pay of Rs. 37400-67000 p.m. However, this amount will be payable on the resumption of physical classes. During the period of lockdown and/or as against the ongoing online teaching scenario, you shall be eligible to draw a salary to the extend of Rs.55000/- Only inclusive of all heads. Further, post lockdown and on resumption of the physical classes, you will be paid the mutually agreed amount.

### ► Other terms and Conditions:

3.1) You shall have to acquire the qualification as prescribed by the University Grants commission in the Notification on minimum qualification of Teachers in

Mith Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6496 \* E-mail: principal@kccemsr.edu.in







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Universities / Colleges and compliance of the same shall be the prerequisite for your further continuation / career advancement, subject to satisfactory performance and recommendations by the head of the institute as per K.C. College of Engineering & Management Studies & Research.

3.2) You will be a full time employee of K.C. College of Engineering & Management Studies & Research and shall not engage yourself anywhere full time /part time either honorary or otherwise, except with prior permission of the Principal Director, K.C. College of Engineering & Management Studies & Research.

3.3) The minimum period of probation shall be one year extendable by a maximum period of one more year in case of unsatisfactory performance.

3.4) Your services are transferable to any other institute / college of K.C. College of Engineering & Management Studies & Research.

3.5) You shall not conduct or engage yourself in any private tuition or private coaching class.

3.6) You shall be governed by the rules, regulation, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai and Management of the K.C. College of Engineering & Management Studies & Research in relation to you duties, responsibilities, assignments and day to day functioning.

3.7) You shall be allowed to join duties on submission of following documents and your appointment shall be provisional and conditional pending of these documents.

- e) Relieving letter/ Discharge certificate from previous employer (if any).
  - f) Fitness Certificate from a Government Recognized Health Care Centre.
  - g) Certificated true copies of relevant testimonials such as certificates of qualifications, mark-sheets, date of birth certificate, experience certificate, last pay certificate, caste certificate (if applicable), change of name certificate(if any) etc.
  - h) Reference report from eminent person from your field.
- 3.8) You are required to give correct mailing address as soon as you join the

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Dr. Vilas N. Nitnaware  
Principal  
K.C. College of Engineering  
Management Studies & Research



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duties and any change in the address given earlier should be communicated to the Management of K.C College of Engineering & Management Studies & Research. It will be presumed that any letter sent by registered Post Acknowledgement on the address given shall be deemed to have been received, acknowledgement and sign by you.

3.9) You will be required to give three months prior notice to leave the service / or salary in lieu thereof and you will be given one month's notice if your services are to be terminated by the management. This is mandatory to safeguard the academic welfare & interest of faculty dependent student's community.

3.10) You will be required to give an undertaking for confidentiality and non-disclosure (including IPR and other policy matters) as per HR policy of K.C College of Engineering & Management Studies & Research.

3.11) If you are found absent continuously for more than thirty days without prior written permission, your service shall stand terminated automatically.

3.12) If you are found guilty of violation of any terms and conditions, you shall be liable for disciplinary action and punishment as provided for in the rules, regulations, statutes, code of conduct, ordinances, notifications and office orders in force and as amended from time to time by the University of Mumbai and by the Management of K.C College of Engineering & Management Studies & Research or any such statutory authority applicable time to time.

3.13) On expiry of the period of appointment and in the event of termination of appointment in any manner whatsoever, you shall not claim any leave or any right to be continued or automatic reappointment to the said post.

3.14) You shall be entitled to annual increment, at the discretion of the management of K.C College of Engineering & Management Studies & Research.

3.15) You shall be allotted assignments related to students' activities, assessment, evaluation, supervision, examination related work and other academic administrative work in addition to the teaching assignments.

3.16) You may take assignments as examiner/assessor/evaluator/invigator elsewhere with prior permission of the competent authority of K.C College of Engineering & Management Studies & Research.

Mth Bunder Road, Near Sadguru Garden, Kopri, Thane (E) - 400 603.  
Tel. : 2532 7100 Fax : 2532 6498 \* E-mail : [Principal@kcceer.edu.in](mailto:Principal@kcceer.edu.in)



Dr. V. V. Patil  
Principal  
K.C. College of Engineering &  
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3.17) On termination of this appointment, for whatever person cause/ reason, you shall hand over the charge of your post to a duly authorized person after clearing all dues, books, apparatus, records, and such other articles belonging to K.C. College of Engineering & Management Studies & Research, as may be due from you. The management of K.C. College of Engineering & Management Studies & Research shall issue necessary relieving / discharge certificate only after compliance of these requirement. 3.18) In case of emergency or any such force major event such as pandemic or any other natural calamity, resulting into stoppage of routine work and functioning of the institution, you shall not be entitle to resign during or at least for a month thereafter such period. Also, during such period, the decision of Management of the K.C. College of Engineering & Management Studies & Research with regard to payment of remuneration would be final.

You shall not be entitle to any TA/DA or reimbursement of relocation expenses for joining against this appointment letter.

You are advised to sign the duplicate copy of this appointment order as a token of your acceptance, if the above terms and conditions are agreeable to you.

Yours faithfully,

K.C. College of Engineering And Management  
Studies And Research

  
For Managing Director





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Principal  
K.C. College of Engineering and  
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