

Sy. No. 88, Chembanahalli, Near Dommasandra Circle, Sarjapur Road, Bangalore - 562 125



Dr. Ratchana R

Assistant Professor

ID No.: E020208

Mob : +91 96110 33557



Signature of the Dean with Seal



Sy. No. 88, Chembanahalli, Near Dommasandra Circle, Sarjapur Road, Bangalore - 562 125



Dr. Nisha Mary Thomas

Associate Professor

ID No. : **E020205**

Mob : +91 88009 86571



Signature of the Dean with Seal



Ref: ISME/O & AL/002

Date:01/07/2014

Dr. S. Shyam Prasad, 1445, First Floor, 26th main, 5th D Cross, 2nd Stage, BTM Layout, Bangalore-560 037.

Dear Shyam Prasad, Subject: Appointment letter

With reference to discussions you had with us, we are pleased to offer you the post of **Professor** in our organization on the following terms and conditions.

- 1. You will be paid in the AICTE prescribed pay Scale of Rs. 37400-67000 and other prevailing allowances w.e.f. 01.08.2014 consolidated and all inclusive.
- 2. The increments will be annual subject to satisfactory performance of your assignments.
- 3. For travel within the city of Bangalore you will be reimbursed on actual basis. All outstation travel will be on actuals as per company rules. Travel from the place of your stay to office will be on your expenses.
- 4. Termination of services from both sides shall happen only at the end of term with one month's notice in writing or one month's salary in lieu of notice.
- 5. You will not apply for any appointment / commission elsewhere without first obtaining the written permission from the competent authority of the company.
- 6. During your services with us, you will be governed by the rules and regulations of services of the company that may be in force and which may be amended, altered or extended from time to time and your acceptance of this offer carries with it your agreement to observe all such rules and regulations.
- 7. Your working hours will be from 08.30 to 17.00hrs. on all the five working days and 08.30 to 12:30 hrs. on Saturday or as may be decided from time to time depending upon lecture schedule. Sunday will be weekly off.
- 8. You will be entitled to 10 days casual leave in a calendar year in addition to 12 declared holidays by the company. The casual leave not availed out of entitled leave of 10 days can be encashed at the end of the year. It cannot be accumulated.
- 10. A special medical leave of 10 days in a year will be granted in case of hospitalisation of employees only. This leave cannot be accumulated or encashed.
- 11. Regarding travel to outstation you will travel by train in 2nd AC / by deluxe bus. For consultation assignments, as per the contract with the customer.
- 12. You will treat strictly confidential the affairs of the company/institute and our associates. You will also not enter into any speculation or become interested in such business on your own account.

Please confirm your acceptance on this letter.

Yours sincerely,

for INTERNATIONAL SCHOOL OF MANAGEMENT EXCELLENCE.

Nitin Garg Director

International School of Management Excellence

Sy. No. 88, Chembanahalli, Near Dommasandra Circle, Sarjapur Road, Bangalore - 562 125

Corporate Office : CAP-1, Export Promotion Industrial Park, Near ITPL, Whitefield, Bangalore - 560 066

Ph. No.: +91 88806 12345 Email: admin@isme.in Web: www.isme.in



Doctor of Philosophy

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Citle: A Critical Study of the Role of Non-violence in Business Management



Tudmun (Rajasthan)

Bated 12/11/2013

Samani Charits projne Mice-Chancellor



Ref : ISME/O/012 Date:26/06/2015

Ms. Kiran Kumar, # 57, Umachandra, 2nd Main, 6th Cross, Ganeshnagar Bangalore-560 097.

Dear Kiran Kumar,

Subject: Appointment letter

With reference to discussions you had with us, we are pleased to offer you the post of **Assistant Professor** in our organization on the following terms and conditions.

- 1. You will be paid in the AICTE prescribed pay Scale of Rs. 15600-39100 and other prevailing allowances w.e.f. 22.06.2015 consolidated and all inclusive.
- 2. The increments will be annual subject to satisfactory performance of your assignments.
- 3. For travel within the city of Bangalore you will be reimbursed on actual basis. All outstation travel will be on actuals as per company rules. Travel from the place of your stay to office will be on your expenses.
- 4. Termination of services from both sides shall happen only at the end of term with one month's notice in writing or one month's salary in lieu of notice.
- 5. You will not apply for any appointment / commission elsewhere without first obtaining the written permission from the competent authority of the company.
- 6. During your services with us, you will be governed by the rules and regulations of services of the company that may be in force and which may be amended, altered or extended from time to time and your acceptance of this offer carries with it your agreement to observe all such rules and regulations.
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Yours sincerely,

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Nitin Garg Director

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