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R.B.A.N.M'S FIRSTGRADE COLLEGE

#12, ANNASWAMY MUDALIAR ROAD, BENGALURU-560042 Ph:080-25512976; Email: princpal_rbanms@yahoo.com; www.rbanmsfgc.ac.in

Permanently Affiliated to Bengaluru City University
Aided by Government of Karnataka
Re-accredited by National Assessment and Accreditation Council with A Grade (3rd Cycle)

Ref:

Principal **Dr.PRATHAP**M.com., M.Phil.,Ph.

Date

Staff Appointment Orders

- I APPOINTMENT OFFER : -

Sub: Your application dated 18-9-1997, for the post of Lecturer in Commerce and Management and subsequent walk-in-interview held on 18-9-1997.

You are appointed as a Full-time Lecturer in Commerce and Management an purely on a temporary basis upto 31-3-1998 on a consolidated salary of Rs.4,000/- p.m. for a work load of 18 hrs. per week. Your appointment is terminable at any time without assigning any reasons. Your continuation in the said post depends on the availability of work load, attendance, satisfactory progress and conduct.' You have to take part in all the academic and extra curricular activities of the College with maximum interest and efficiency.

In case you intend to leave the job, you have to give two months notice to the Management through the Head of the Institution or surrender two months salary in lieu of.

If you are agreeable to the above conditions you can report to duty within a week's time from the date of this order.

To

Smt.K. Briya

(A.K.Madhava Barrain)

Generary Secretary and Correspondent

R.B.A.N.M's Educational Institution

Copy to:

The Principal, RBANM's First Grade College, Bandalore-42.

R.B.A.N.M First Frade College Ho. 12, Annaswamy Mutahar Road BANGALOHI 560 012 Ph. 2251 2270

Hon See No 21/10-17

09-06-2010

Dr R Shankar, M.Com, MBA, M. Phil, Ph.D (SLET)
70/10, Muddappa Road Cross
ia. Bhatath Nagar
Bangalore 500 032

Sub:-Appointment of Dr R Shankar, as HOD for Post Graduate Course M.Com RBANM's First Grade (Day) College, Bangalore

- The Management RBANM's Educational Charities is pleased to appoint you as the HOD.
 M. Com Department under the aegis of First Grade College w.e.f. 10 June 2016. You shall be paid a salary of Rs.40.000/- per month.
- You will be responsible to the Principal, First Grade College and carry out the under mentioned functions to the best of your ability to ensure M.Com Department is run in an exemplary manner-
 - (a) The curricula is properly organized and conducted
 - (b) Allotment of full work load to faculty 10/16-18 hours per week including at least 12 hours per week of teaching for yourself. Your aim should be to minimize payments to guest speakers/lecturers by maximizing workload to the faculty.
 - (c) Ensure discipline punctuality and proper attendance by faculty members, non teaching staff and students of M.Com Department
 - (d) Pay adequate attention to up-gradation of M.Com Library and other teaching/learning facilities.
 - e) Carryout all liaison work with Bangalore University
 - (f) Co-ordinate all aspects concerning admissions, collection or fees, conduct of examinations, invigilation and collection/issue of certificates.
 - (g) Proper maintenance of accounts registers and documents.
 - (b) Timely descounation of information to students and staff

- (i) Control leave of all staff of M.Com Department. Your own leave will be approved by the Principal, First Grade College
- Encourage your faculty to strive for additional qualifications and provide support to their career enhancement.
- (k) Due emphasis be given to placement of students.
- (l) Carry out other duties as assigned by the Principal, First Grade College, CEO and Secretary RBANM's Educational Charities from time to time.
- 3. It is hoped that your leadership will make a difference to the M.Com Department and you would be given all assistance from First Grade College and Charities Office.

Maj Gen K S Kumbar (Retd) Chief Educational Officer

Copy to 1) The Principal, RBANM's First Grade(Day) College, Bangalore-42
2) Accounts Dept., First Grade(Day) College, Bangalore-42

3) Accounts Dept., Charities Office.

HONORALI SECRETAR BANGHORE-MO DEZ

Hon.Secy.No.278/06-07.

Date:8-2-2007.

-: Appointment order :-

You are appointed as Full-time Lecturer in Computer Science in RBANM's First Grade College on a temporary basis up to 31st May 2007 or earlier for a work load of 16-18 hrs. theory per week / 20-22 hrs. per week if practical classes are given on a consolidated salary of Rs.8,000/- per month (Rupees Eight thousand Only). This appointment is made initially for

Your appointment is terminable at any time without assigning any reasons. Your continuation in the said post depends on the availability of work load, attendance, satisfactory progress and conduct. You have to take part in all the academic and extra curricular activities of the College with maximum interest and efficiency.

In case you intend to leave the job, you have to give one month notice to the Management through the Head of the Institution or surrender one month salary in lieu of.

If you are agreeable to the above conditions, you can report to duty within a week's time from the date of this order.

(A.K.Ananth Narrain)

Honorary Secretary and Correspondent

Smt. Triveni Krishnakumar, B.E(ECE). 2.B.A.N.M's Educational Institution 13, Lakshmaiah Road,

Ulsoor,

Bangalore-560 008.

Copy to: The Principal, RBANM's First Grade College, Bangalore-560 042.

No. 12, Anna

BANGALO

Ph: 25512976

Date: 20-7-2009.

-: Appointment order :-

The Management of RBANM's Educational Charities have decided to appoint you as Lecturer in Commerce & Management in RBANM's First Grade College for a work load of 16 to 18 hrs. per week. Your appointment is purely temporary and will be terminated at the end of the academic year 2009-10 (two semesters).

You will be paid a consolidated salary of Rs.11,400/- p.m.(Rupees Eleven thousand and four hundred Only). You will be entitled for one day leave for each month of work. You are not entitled for any other kind of leave.

If your work is found satisfactory and if the management needs your services in the next academic year you will be reappointed as per the rules of appointment of the management existing at that time. Your services can be terminated with one month's notice or one month salary in lieu of the same.

You will discharge your duties with utmost sincerity and diligence. You shall strive to achieve best results of the course that you are in charge off. You shall cooperate with the Head of the institution in the smooth conduct of classes. You shall take up the examination duties assigned to you by the College or Bangalore University and discharge the same with all care and confidentiality that the work deserves.

You shall not indulge in such activities that will bring down the image of you as lecturer and the fair name and reputation of the institution. If at any point of time the management is convinced that you are working against the interest of the institution your services will be terminated with out any notice.

You are also informed that you should first sign the acquittance register kept in the college office before the due date to claim your salary. Your salary bill will not be prepared without your signature in the acquittance register.

Please sign a copy of this letter as a token of your acceptance of this

order.

(A.K.Ananth Narrain)

To

· Honorary Secretary and Correspondent 3.B.A.N.M's Educational Institutions

Smt.G.M.Savitha, 68/26, Doddaiah Layout, Jogupalya Ulsoor,

Bangalore -560 008.

Copy to:

The Principal,

RBANM's First Grade College,

Bangalore-560 042.

No. 12, Annaswanny the dallar Road

BANGALORE - SEC UNE.

Ph: 25512978

Office of the
HONORARY SECRETARY
A.B.A.N.M'S: Educational Charician
24, Gangadhara Cheny Ruad,
BANGALORE-560 642

Hon.Secy.No.187/09-10.

Date: 9-10-2009.

-: Appointment order :-Ref: Interview held on 6-10-2009.

The Management of RBANM's Educational Charities have decided to appoint you as a Lecturer in Commerce and Management in RBANM's First Grade College for a work load of 16-18 hrs. per week. Your appointment is purely temporary and will be terminated at the end of the academic year 2009-10 (even semester) including examination schedule. You will be paid a consolidated salary of Rs.11,400/- p.m.(Rupees Eleven thousand and four hundred Only). You will be entitled for one day leave for each month of work. You are not entitled for any other kind of leave.

If your work is found satisfactory and if the management needs your services in the next academic year you will be reappointed as per the rules of appointment of the management existing at that time. Your services can be terminated with one month's notice or one month salary in lieu of the same.

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Please sign a copy of this letter as a token of your acceptance of this order.

(A.K.Ananth Narrain)
HONORARY SECRETARY
RBANM'S Educational Charities

9/1:

To Smt.S.Pavithra, No35, 2nd Cross, Hutchins Road, St.Thomas Town, Bangalore -560 084. Copy to: The Principal, RBANM's First Grade College, Bangalore-560 042.

Date: 1-2-2010.

-: <u>Appointment order</u> :-Ref: Interview held on 30-1-2010.

The Management of RBANM's Educational Charities have decided to appoint you as a Lecturer in Computer Science in RBANM's First Grade College for a work load of 20- 22 hrs. per week. Your appointment is purely temporary and will be terminated at the end of the current semester (May 2010). You will be paid a consolidated salary of Rs.11,400/- p.m.(Rupees Eleven thousand and four hundred Only). You will be entitled for one day leave for each month of work. You are not entitled for any other kind of leave.

If your work is found satisfactory and if the management needs your services in the next academic year you will be reappointed as per the rules of appointment of the management existing at that time. Your services can be terminated with one month's notice or one month salary in lieu of the same.

You will discharge your duties with utmost sincerity and diligence. You shall strive to achieve best results of the course that you are in charge off. You shall cooperate with the Head of the institution in the smooth conduct of classes. You shall take up the examination duties assigned to you by the College or Bangalore University and discharge the same with all care and confidentiality that the work deserves.

You shall not indulge in such activities that will bring down the image of you as lecturer and the fair name and reputation of the institution. If at any point of time the management is convinced that you are working against the interest of the institution your services will be terminated with out any notice.

You are also informed that you should first sign the acquittance register kept in the college office before the due date to claim your salary. Your salary bill will not be prepared without your signature in the acquittance register.

Please sign a copy of this letter as a token of your acceptance of this

order.

(A.K.Ananth Narrain)

RBANM's Educational Charities

To

Smt.G.R.Bharati, Siri 538, 4th Main, 11th Cross, WOC Road, Mahalakshmipuram, Bangalore -560 086.

Copy to:

The Principal,

RBANM's First Grade College,

Bangalore-560 042.

R.B.A.N.M's Educational Charities, No.24, Gangadhara Chetty Road, Bangalore-560 042

Hon.Secy.No.77/13-14

10-07-2013

Sri.Deekshith Kumar.M S/o Manjunatha swamy.M 21, Narasimaiahana Palya, Opp:Ring Road Magadi Main Road Bangalore-560 091

Sub-Appointment of Sri.Deekshith Kumar.M, Lecturer in Political Science in RBANM's First Grade (Day) College, Bangalore

You are appointed as a Lecturer in Political Science in RBANM's First Grade (Day) College, w.e.f.10th July.2013 and your appointment is purely on a temporary basis until further orders for the duration of academic sessions for a work load of 18 hours per week. You shall be paid a salary of Rs.11,400/-p.m. plus allowances as decided by the Management.

Following are the terms of the appointment:-

- 1. You are to adhere to the time-table given by the Head of Institution. No change will be entertained.
- 2. The examinations/tests during your tenure are part of the college work. Any work connected with them must be carried out with maximum interest and efficiency. Dereliction of duty in any manner will be viewed seriously.
- 3. If your work, attendance and progress are not satisfactory, if your acts are against the decision of the Head of Institution/Management, your services will be terminated immediately without further notice.
- 4. In case you intend to leave the job, you have to give one month notice to the Management through the Head of the Institution or surrender one month salary in lieu there off
- 5. You have to report to duty at 9.00 a.m to the Principal and your appointment takes effect from the date of reporting to duty.

Please sign a copy of this letter as a token of acknowledgement/acceptance of appointment order.

(A.K.Ananth Narrain)

KEANM's Educational Charities

Signature

Copy to: 1) The Principal, RBANM's First Grade(Day) College, Bangalore-42

2) Accounts Dept., First Grade(Day) College, Bangalore-42

3) Accounts Dept., Charities Office.

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(b) dt 01 511 R.B.A.N.M's EDUCATIONAL CHARITIES: BANGALORE-560 042 Hon.Secy.No.413/10-11 22-01-2011 Smt.Kanchan S.Kudchikar No.6, Matru, Opp:to Chandana Stores Vinayaka Nagar, 1st Main Bangalore-560 053 Sub-Appointment of Smt. Kanchan S. Kudchikar, full-time Lecturer in Hindi in RBANM's First Grade (day) College, B'lore-42 You are appointed as a full time Lecturer in Hindi in RBANM's First Grade (day) College, w.e.f. 24th January 2011 purely on a temporary basis until further orders for the duration of academic sessions for a work load of 16 hours per week. You shall be paid a salary of Rs.11,400/-p.m.plus allowance as decided by the Management. Following are the terms of the appointment: 1. You are to adhere to the time-table given by the Head of Institution. No change will be entertained. 2. The examinations/tests are part of the college work. Any work connected with them must be carried out with maximum interest and efficiency. Dereliction of duty in any manner will be viewed seriously. 3. If your work, attendance and progress are not satisfactory, if your acts are against the decision of the Head of Institution/Management, your services will be terminated immediately without further notice. 4. In case you intend to leave the job, you have to give one month notice to the Management through the Head of the Institution or surrender one month salary in lieu there off. 5. You have to report to duty at 9.00 a.m to the Principal and your appointment takes effect from the date of reporting to duty. 6. You will be governed by the "Service rules" passed & approved by the Board of Trustees, which are in force ... (ali de la comina tilla, por este to constitue est i A de la comina de l A.K.Ananth Narrain) 27/1 HONORARY SECRETARY RBANM's Educational Charities Please sign a copy of this letter as a token of acknowledgement/acceptance of appointment order Signature. Copy to: The Principal, RBANM's First Grade(day) College, Bangalore-42 de Chugales

Hon.Secy.No.104/15-16

14-08-2015

Smt.Malini. M 103, Prakruthi Tulips Apts 6th Main Road Opp: Cex HBCS Layout, R.K. Hegdenagar Bangalore-560 077

Sub:-Appointment of Smt.Malini.M, full time Lecturer in History in RBANM's First Grade (Day) College,

You are appointed as full time Lecturer in History in RBANM's First Grade (Day) College, w.e.f. 17th August 2015 and your appointment is purely on a temporary basis until further orders for a work load of 18 hours per week. You shall be paid a salary of Rs.12,807/-p.m plus allowances D.A.-Rs.5122/-+HRA-Rs.1921/-+CCA-Rs.150/- totalling to Rs.20,000/- per month.

Following are the terms of the appointment:-

- 1. You are to adhere to the time-table given by the Head of Institution. No change will be entertained.
- 2. The examinations/tests are part of the college work. Any work connected with them must be carried out with maximum interest and efficiency. Dereliction of duty in any manner will be viewed seriously.
- 3. If your work, attendance and progress are not satisfactory, if your acts are against the decision of the Head of Institution/Management, your services will be terminated immediately without further notice.
- 4. Maternity Leave for lady lecturers will be at the discretion of the Management only.
- 5. In case you intend to leave the job, you have to give one month notice to the Management through the Head of the Institution or surrender one month salary in lieu there off.

5. You have to report to duty at 9.00 a.m. to the Principal and be present in the College premises till 4.30 p.m.

(A.K.Ananth Narrain)

HONORARY SECRETARY

R.B.A.N.M'S, Educational Charities

Please sign a copy of this letter as a token of acknowledgement/acceptance of appointment order.

Signature

Copy to: 1) The Principal, RBANM's First Grade (Day) College, Bangalore-42

2) Accounts Dept., First Grade (Day) College, Bangalore-42

3) Accounts Dept., Charities Office.

8/2/8/13

Hon.Secy.No.57/14-15

30-06-2014

Sri.Prabhu No.5, 6th Cross, S.R.Nagar Adugodi Post, Bannerghatta Road <u>Bangalore-560 030</u>

Sub:-Appointment of Sri.Prabhu full time Lecturer in English in RBANM's First Grade (Day) College,

You are appointed as a full time Lecturer in English in RBANM's First Grade (Day) College, w.e.f. 1st July 2014 and your appointment is purely on a temporary basis until further orders for a work load of 16 hours per week. You shall be paid a salary of Rs.11,400/- plus DA-Rs.4560/- +HRA-Rs.1710/- + CCA-150- totalling to Rs.17,820-00

Following are the terms of the appointment:-

- 1. You are to adhere to the time-table given by the Head of Institution. No change will be entertained.
- 2. The examinations/tests are part of the college work. Any work connected with them must be carried out with maximum interest and efficiency. Dereliction of duty in any manner will be viewed seriously.
- 3. If your work, attendance and progress are not satisfactory, if your acts are against the decision of the Head of Institution/Management, your services will be terminated immediately without further notice.
- 4. In case you intend to leave the job, you have to give one month notice to the Management through the Head of the Institution or surrender one month salary in lieu there off.

5. You have to report to duty at 9.00 p.m. to the Principal and your appointment takes effect from the date of reporting to duty.

Please sign a copy of this letter as a token of acknowledgement/acceptance of appointment order.

(A.K.Ananth Narrain)
HONORARY SECRETARY

R.B.A.N.M'S, Educational Charities

Signature

Copy to: 1) The Principal, RBANM's First Grade(Day) College, Bangalore-42

2) Accounts Dept., First Grade(Day) College, Bangalore-42

3) Accounts Dept., Charities Office.

8/0 2

Hon..Secy.No.186/15-16

06-01-2016

Ms.Renuka.T 107, 5th Cross, Kadirappa Road Cox town Bangalore-560 005

Sub:-Appointment of Ms.Renuka.T, full time Lecturer in Department of Commerce and Management in RBANM's First Grade (Day) College, Bangalore

You are appointed as full time Lecturer in Department of Commerce and Management in RBANM's First Grade (Day) College, w.e.f. 07th January 2016 till the end of semester and your appointment is purely on a temporary basis until further orders for a work load of 18 hours per week. You shall be paid a salary of Rs.11,400/- p.m plus allowances D.A.-Rs.4560/- +HRA-Rs.1710/- +CCA-Rs.150/- totalling to Rs.17,820/- per month

Following are the terms of the appointment:-

- 1. You are to adhere to the time-table given by the Head of Institution. No change will be entertained.
- 2. The examinations/tests are part of the college work. Any work connected with them must be carried out with maximum interest and efficiency. Dereliction of duty in any manner will be viewed seriously.
- 3. If your work, attendance and progress are not satisfactory, if your acts are against the decision of the Head of Institution/Management, your services will be terminated immediately without further notice.
- 4. Teaching staff will be entitled for 15 days total leave in a academic year. 8 days $\rm C/L$ and 7 days with prior permission of $\rm E/L$
- 5. In case you intend to leave the job, you have to give one month notice to the Management through the Head of the Institution or surrender one month salary in lieu there off.
- 6. You have to report to duty at 9.00 a.m. to the Principal and your appointment takes effect from the date of reporting to duty.

7. Work load and related salary will reduce in the event of transferred aided teachers from First Grade College are re-demployed by the Government back to First Grade College.

Please sign a copy of this letter as a token of acknowledgement/acceptance of appointment order.

(A.K.Ananth Narrain) /
HONORARY SECRETARY

R.B.A.N.M'S, Educational Charities

Signature

Copy to: 1) The Principal, RBANM's First Grade (Day) College, Bangalore-42

2) Accounts Dept., First Grade (Day) College, Bangalore-42

3) Accounts Dept., Charities Office.

St FORTH

Hon.Secy.No.16/11-12

15-04-2011

Smt.Ushadevi.P. 148/1 Sree Vishnu 2nd Cross, James Street Kammanahalli,St.Thomas Town P.O. Bangalore-560 084

Sub:-Appointment as a full time Lecturer in Commerce-M.Com in RBANM's First Grade(day)College,Bangalore-42

Subsequent to the Interview held by the Board of Committee on 28-03-2011, you are appointed as a full time Lecturer in Commerce in M.Com dept., w.e.f.01-04-2011 in RBANM's First Grade(day) College. You are fixed in a pay scale of Rs.15600-800-19600-1200-25600 and also you will be paid management allowances as per the rules in force.

Following are the terms of the appointment:-

- 1. You are to adhere to the time-table given by the Head of Institution. No change will be entertained.
- 2. The examinations/tests are part of the college work. Any work connected with them must be carried out with maximum interest and efficiency. Dereliction of duty in any manner will be viewed seriously.
- 3. If your work, attendance and progress are not satisfactory, if your acts are against the decision of the Head of Institution/Management, your services will be terminated immediately without further notice.
- 4. In case you intend to leave the job, you have to give one month notice to the Management through the Head of the Institution or surrender one month salary in lieu there off.
- 5. You have to report to duty at 9.00 P.M. to the Principal &Mr.Binoy Mathew HOD M.Com dept., for work allotment and your appointment takes effect from the date of reporting to duty.

6. You will be governed by the "Service rules" approved & passed by the Board of Trustees, which are in force.

Please sign a copy of this letter as a token of.

Acknowledgement Acceptance of appointment order:-

(A.K.Ananth Narrain)
HONORARY SECRETARY
REANM'S Educational Charities

1. I accept the offer of appointment made to me as full time Lecturer in Commerce-M.Com in RBANM's First grade(day) College as per the terms & conditions.

Copy to:

Signature

1. The Principal, RBANM's First Grade (day) College, Bangalore-42

2. Sri.BinoyMathew, HOD-M. Com dept. RBANM's First Grade(Day)College)-for infmn.

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