

महाराष्ट्र शासन  
सह संचालक (उच्च शिक्षण)

पुणे विभाग, १७ डॉ. आंबेडकर रोड, पुणे-४११००१

दूरध्वनी क्र.०२०/२६१२७८३३

फॅक्स क्र.०२०/२६०५१६३२

क्र.सस/अशि/पुवि/१.१०.१७/पदे अनुज्ञेयता/२०१८ ३०४४ (प.४)

दि.२१/१२/२०१८

प्रति,

प्राचार्य,

सेंट मिराज कॉलेज फॉर गर्ल्स,

पुणे-४११००१.

विषय:- दि.११/१०/२०१७ च्या विद्यार्थी संख्येच्या आधारावर शिक्षक व शिक्षकेतर पदांची अनुज्ञेयता...

संदर्भ:- १) शासन निर्णय, क्र.युएसजी-११७८/२५२५१/XXII सेल, दि.१९/०६/१९७८.

२) शासन निर्णय, क्र.एनजीसी/२०८०/१६०२८४/(५९८७)युएनआय-२, दि.०१/०६/१९८९.

३) शासन निर्णय, क्र.एनजीसी/१२८६/१२२४/युएनआय-४, दि.२७/०२/१९८९.

४) शासन निर्णय, क्र.बीजीटी-१०९७/प्र.क्र.२४/अ/अर्थसंकल्प-१९, दि.१५/१२/१९९८.

५) शासन निर्णय, क्र.युएसजी-१४९३/(२६)/मशि-१, दि.१७/०५/१९९४.

६) शासन निर्णय, क्र.एनजीसी-२२९९/(४७९५)/विशि-४, दि.२६/०८/१९९९.

७) शासन निर्णय, क्र.असक-१००१/प्र.क्र.२९/२००१/वित्तीय सुधारणा, दि.१०/०९/२००१.

८) शासन निर्णय, क्र.असक-१००१/प्र.क्र.२९(भाग-३)/२००२/वित्तीय सुधारणा, दि.०९/०१/२००३.

९) शासन निर्णय, क्र.असक-१००१/प्र.क्र.२९(भाग-६)/२००४/वित्तीय सुधारणा-१, दि.०१/०७/२००४

१०) शासन निर्णय, क्र.एसआरकी-२००७/प्र.क्र.१२७/०७/१२, दि.२७/०८/२००७.

११) शासन परिपत्रक, क्र.एनजीसी-२०१०/(४०४/११)/विशि-१, दि.०७/०९/२०११

१२) शासन निर्णय, क्र.संकीर्ण-२०११/(४०४/११)/विशि-१, दि.१९/१०/२०११.

१३) शासन निर्णय, क्र.आढावा-१५१३/प्र.क्र.१२५/मशि-५, दि.०३/११/२०१८.

१४) मा.संचालनालयाकडील क्र.अशाम/२०१७/महा.पदांचा आढावा/मवि-१/१९८४, दि.१२/१२/२०१८

१५) मा.संचालनालयाकडील क्र.अशाम/२०१७/महा.पदांचा आढावा/मवि-१/२००२७, दि.१४/१२/२०१८.

१६) आपला दि. / / रोजीचा प्रस्ताव.

Copy from Govt has  
record of Teacher Staff  
of 11/10/2011 (11-12)  
S.N.S - 31/12/2010  
(2010-11)

ST. MIRA'S COLLEGE FOR GIRLS  
PUNE

1639  
71119  
U-36  
To be dealt by: S. Salo

Registrar

उपरोक्त विषयान्वये कळविण्यात येते की, संदर्भ क्र.१६ अन्वये प्राप्त झालेला आपल्या महाविद्यालयाच्या प्रस्तावानुसार दि.०१/१०/२०१७ च्या विद्यार्थी संख्येच्या आधारावर विद्याशाखा, विषय, अभ्यासक्रमनिहाय कार्यभार तपासण्यात आला. कार्यभार परिगणना मानकानुसार शासनाने विहीत केलेल्या तरतुदीच्या अनुषंगाने खालील अटीच्या अधीन राहून महाविद्यालयासाठी शिक्षक / शिक्षकेतर पदे अनुज्ञेय करण्यात येत आहेत.

शासन निर्णय, उच्च व तंत्र शिक्षण विभाग, क्र.आढावा-१५१३/प्र.क्र.१२५/मशि-५, दि.०३/११/२०१८ नुसार पदांची अनुज्ञेयता दि.०१/१०/२०१७ च्या विद्यार्थी संख्येनुसार आधारीत आहे. मात्र, आकृतिबंध अंतिम झालेला नसल्याने, आकृतिबंधास वित्त विभागाची अंतिम मंजूरी मिळेपर्यंत सदरची पदे अंतिम समजण्यात येऊ नयेत. प्रस्तूत बाब आपल्या निदर्शनास आणून देण्यात येत आहे.

शिक्षकीय पदे

अ.क्र.	विषय/पदनाम	२०१७-१८ चा एकूण कार्यभार	सन २०१७-१८			शेरा
			अनुज्ञेय पदे	भरलेली पदे	रिक्त पदे	
१	प्राचार्य	६	१	१	०	वाणिज्य
२	ग्रंथपाल	-	१	१	०	
३	शा.शि.संचालक	-	१	१	०	
१	इंग्रजी	७२	४	३	१	
२	मराठी	१६	१	१	०	
३	हिंदी	१६	१	१	०	
४	सरक्षणशास्त्र	०	०	०	०	
५	संगीत	०	०	०	०	
६	उर्दू	०	०	०	०	
७	इतिहास	१२	१	१	०	
८	अर्थशास्त्र	१०८	६	६	०	
९	राज्यशास्त्र	२४	१	१	०	
१०	गृहशास्त्र	०	०	०	०	
११	तत्त्वज्ञान	०	०	०	०	
१२	निके शास्त्र	०	०	०	०	
१३	वाणिज्य	१४२	७	६	१	
१४	रसायनशास्त्र	०	०	०	०	
१५	पदार्थविज्ञान	०	०	०	०	
१६	वनस्पतीशास्त्र	०	०	०	०	
१७	माणवशास्त्र	०	०	०	०	
१८	संख्याशास्त्र	०	०	०	०	
१९	गणित	१२	१	१	०	

2017-18  
A true Copy  
Submitted  
to J.D. Dir  
on  
16/11/19  
(College  
Workload)

२०	भूगर्भशास्त्र	०	०	०	०
२१	इलेक्ट्रॉनिक्स	०	०	०	०
२२	सूक्ष्मजीवशास्त्र	०	०	०	०
२३	भूगोल	०	०	०	०
२४	मानसशास्त्र	२४	१	१	०
२५	शिक्षणशास्त्र	१२	१	१	०
२६	समाजशास्त्र	५६	३	३	०
२७	विधी (एम.ली)	१२	१	१	०
२८	फ्रेंच	०	०	०	०
	एकूण	५१२	३१	२९	२

कनिष्ठ व वरिष्ठ महाविद्यालयातील (अनुदानित) विद्यार्थी संख्या खालीलप्रमाणे:-

(कनिष्ठ व वरिष्ठ महाविद्यालयास संलग्नित असल्यास)	कनिष्ठ व वरिष्ठ महाविद्यालय		विज्ञान विद्याशाखेतील विद्यार्थी संख्या	
	कनिष्ठ महाविद्यालय	वरिष्ठ महाविद्यालय	कनिष्ठ महाविद्यालय	वरिष्ठ महाविद्यालय
	१०९८	१४०९	०	०
एकूण	२५०७	२५०७	०	०

शिक्षकतर पदे

अ.क्र.	पदनाम	अनुज्ञेय पदे	भरलेली पदे	रिक्त पदे	शेरा
१	प्रबंधक	१	१	०	
२	अधिक्षक	१	१	०	
३	मुख्य लिपिक	१	१	०	
४	कनिष्ठ लघुलेखक	१	१	०	
५	सहाय्यक ग्रंथपाल	१	०	१	
६	वरिष्ठ लिपिक	२	२	०	
७	कनिष्ठ लिपिक	५	५	०	
८	प्रयोगशाळा सहाय्यक	०	०	०	
९	ग्रंथालय लिपिक	२	२	०	
१०	ग्रंथालय परिचर	०	०	०	
११	प्रयोगशाळा परिचर	८	८	०	
१२	शिपाई	१०	१०	०	
	एकूण	३२	३१	१	

अटी व शर्ती:-

- प्रस्तुतची पदे महाविद्यालयातील कार्यरत असलेल्या अनुदानित विद्याशाखा / तुकड्या / विषय यामधील प्रवेशित विद्यार्थी संख्या विचारात घेऊन परिगणीत होणाऱ्या कार्यभारानुसार अनुज्ञेय करण्यात आलेली आहेत.
- महाविद्यालयाने पदनिश्चितीसाठी सादर केलेल्या प्रस्तावात नमुद केलेल्या विद्याशाखा/ तुकड्या/ विषय व विद्यापीठाने प्रमाणित केलेल्या विद्यार्थीसंख्येची प्रत्यक्ष महाविद्यालयात पटनोंदणी अनिवार्य राहिल.
- अनुदान पात्रतेसाठी अनिवार्य असलेली विद्यार्थीसंख्या विचारात घेऊन कार्यभार परिगणना करण्यात आलेली आहे.
- प्रात्यक्षिकांसाठी शासन नियमानुसार विहित केलेल्या विद्यार्थी संख्येची बॅच (गट) अनिवार्य राहिल.
- व्याख्याने / प्रात्यक्षिके/ ट्यूटोरियल ( पाठनिर्देशन), प्रोजेक्ट वर्क ( प्रकल्प कार्य) या करिता नमुद असणाऱ्या तासिका शासनाने विहित केलेल्या निकषानुसार बंधनकारक राहिल.
- महाविद्यालयास अनुज्ञेय करण्यात आलेल्या पदांनुसार शासनाच्या प्रचलित आरक्षण धोरणानुसार विहित प्राधिकाराकडून आरक्षण बिंदू नामावली प्रमाणित करणे अनिवार्य आहे.
- पुढील शैक्षणिक वर्षामध्ये विद्यार्थीसंख्येत घट झाल्यास किंवा अन्य कारणास्तव अनुदानित विभागातील कार्यभार कमी झाल्यास अनुज्ञेय पदसंख्या कमी करण्यात येईल.
- अतिरिक्त शिक्षक/शिक्षकेतर कर्मचाऱ्यांचे समायोजनाबाबत प्रचलित शासन निर्णयातील तरतूदीनुसार कार्यवाही करण्यात यावी. अतिरिक्त कर्मचाऱ्यांचे समावेशन झाल्याशिवाय पदभरतीसाठी परवानगी देण्यात येणार नाही.
- महाविद्यालयाच्या अनुदान पात्र कार्यभारावर आधारित पदे अनुज्ञेय करण्यात आलेली आहेत. अनुज्ञेय पदांवरील पदभरतीसाठी स्वतंत्रपणे शासनाच्या प्रचलित धोरण व कार्यधर्तीनुसार प्रस्ताव सादर करून ना-हरकत प्रमाणपत्र घेणे आवश्यक आहे.
- अनुज्ञेय पदांवरील पदभरती शासनाच्या प्रचलित पदभरती धोरणानुसार पूर्वपरवानगी शिवाय (ना-हरकत प्रमाणपत्रशिवाय) पदभरती करण्यात येऊ नये. शासन परवानगीशिवाय विहित कार्यधर्तीचे अनुपालन न करता नियुक्त्या केल्यास / नियुक्तीवाचत कोणत्याही स्तरावर अनियमितता आढळून आल्यास सादर पदांवरील वेतन अदायगी अमान्य केली जाईल. अशा नियुक्त्यांची सर्वस्वी जबाबदारी संबंधित व्यवस्थापन व महाविद्यालय यांची राहिल.

(हस्ताक्षर)

(नाम)

नामाप, पुणे-१



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[An Autonomous College Affiliated to the Savitribai Phule Pune University]  
[ARTS, COMMERCE, SCIENCE, BBA, BCA]  
6, Koregaon Road, Pune - 411001.[INDIA]  
Ph./Fax : 26124846 E-mail : mira\_college@yahoo.co.in

Dr. Jaya Rajagopalan  
Principal Incharge

PU/PN/AC/015/(1962)  
College Code No. : 013

**St. Mira's College for Girls, Pune**  
**Autonomous (Affiliated to Savitribai Phule Pune University)**  
**Degree College**

**Statement showing Teaching Posts information from 2017-2018 to 2021-2022 (Aided)**

Year	As on	No. of Sanctioned Posts	No. of Filled Posts	No. of Vacant Posts
2017-2018	1.10.2017	31	28	3
2018-2019	1.10.2018	31	27	4
2019-2020	1.10.2019	31	27	4
2020-2021	1.10.2020	31	27	4
2021-2022	1.10.2021	31	25	6



*Jaya*  
Dr Jaya Rajagopalan  
Principal Incharge

# SADHU VASWANI MISSION

[Founded by Sadhu Vaswani]

(Regd. under Indian Societies Act XXI of 1860 and Bombay Public Trusts Act 1950)

10, Sadhu Vaswani Path, Pune 411 001 INDIA

ST. MIRA'S COLLEGE FOR GIRLS, PUNE

AUTONOMOUS AFFILIATED TO SAVITRIBAI PHULE PUNE UNIVERSITY

2018-19

This is to certify that the number of sanctioned posts by the management for the Academic Year 2018-2019 is 22. This is to attest that the following faculty members are appointed against the above mentioned posts:

Sr.No.	Name of the Teacher	Name of the Department
1	Mrs. Deepanjali Mazumdar	Commerce
2	Mrs. Shital Jadhav	Hindi
3	Mrs. Sharmin Palsetia	Psychology Department
4	Ms. Roma Dar	English Department
5	Mrs. Anjali Kale	B.Sc. Comp Science
6	Mrs. Swatee Sarwate	B.Sc. Comp Science
7	Mrs. Gitanjali Phadnis	B.Sc. Comp Science
8	Mrs. Anitha Vinod	B.Sc. Comp Science
9	Mrs. Vrushali Paranjpe	B.Sc. Comp Science
10	Mrs. Ashwini Kulkarni	B.Sc. Comp Science
11	Mrs. Smita Borkar	B.Sc. Comp Science
12	Mrs. Shubhangi Jagtap	B.Sc. Comp Science
13	Mrs. Swati Pulate	B.Sc. Comp Science
14	Mrs. Alka Kalhapure	B.Sc. Comp Science
15	Mrs. Snehal Joglekar	B.Sc. Comp Science
16	Mrs. Rekha Kankariya	BBA
17	Mrs. Amrita Basu	BBA
18	Mrs. Abhradita Nahvi	BBA
19	Mrs. Kajal Jaisinghani	BBA
20	Mrs. Deepali Agarwal	BBA(CA)
21	Mrs. Divya Chitre	BBA(CA)
22	Mrs. Monika Rajguru	BBA(CA)

CHAIRPERSON



SADHU VASWANI MISSION

# University of Pune



Ganeshkhind,  
PUNE - 411 007.

ax - 020

Ref No.: CCO/

Date: 11th. December,  
1999.

ST. MIRA'S

To,

The Secretary,  
Sadhu Vaswani Mission's  
St. Mira's College for Girls  
(Arts and Commerce)  
6, Koregaon Road,  
Pune - 411 001.

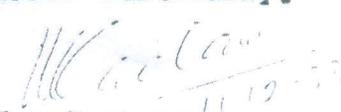
Subject :- Regarding approval to the post of  
Principal.

Reference :- Your letter No. ASCTS/203/20 dated  
10-12-1999.

Sir,

With reference to the above mentioned letter, I am  
directed to inform you that the appointment of Dr. Miss. Gulshan  
Hashmatrai Gidwani as the Principal of Sadhu Vaswani Mission's  
St. Mira's College for Girls (Arts and Commerce), Pune-411001,  
is hereby approved w.e.f. 1-7-1999.

Yours faithfully,

  
for Registrar.

Copy f.w.cs. for information to :

- 1) The Principal, St. Mira's College for Girls  
(ARTS AND COMMERCE), Pune - 411 001.
- 2) Dr. Miss. Gulshan Hashmatrai Gidwani,
- 3) The Deputy Registrar (Reservation Cell),  
University of Pune, Pune - 411 007.
- 4) The Deputy Registrar (Examination Section),  
University of Pune, Pune - 411 007.
- 5) The Section Officer, (Election Unit),  
University of Pune, Pune - 411 007.

4.

Ref. No. BUT/B.4/C.65 15264

Dated: 11/9/80

To

The Principal,  
St. Mira's College for Girls,  
10, Sadhu Vaswani Path,  
Pune-411001.

ST. MIRA'S COLLEGE FOR	
GIRLS	
Principal	R.V. [Signature]
For	17830
Date	16-9-80
To the	D-3
with by	SHP
Supply	

~~Sixx~~ Madam,

I am directed to inform you that the University Authorities have been pleased to approve the following appointments made by the Authorities of your College :-

Name	Designation
1. Smt. Gulshan Gidwani	Lecturer in Commerce
2. Smt. Smita Gupta	Lecturer(P.T.) in History ✓
3. Shri. D.V.Sathe	Lecturer in Commerce

(Please note that the appointment of Sr.1 has been approved temporarily for the academic year 1978-79 only and Sr. No.2 & 3 have been approved for the year 1979-80 only. The appointments if continued without following selection procedure will not be considered in ~~xxx~~ this year)

vide P-126

1979-80

For information  
file  
SHP

Yours faithfully,

[Signature]  
Asstt. Registrar,  
(Academic).

Telephone: 26125679, 26123847  
40064447, 40064448  
Fax: 91-20-26127474  
E-mail: svm.admin@sadhuvaswani.org

## SADHU VASWANI MISSION

[Founded by Sadhu T. L. Vaswani]  
(Regd. under Indian Societies Act XXI of 1860 and Bombay Public Trusts Act 1950)  
10, Sadhu Vaswani Path, Pune 411 001 INDIA

SMCG/Appointment/2012

27<sup>th</sup> August, 1999

To,  
Dr. (Ms.) G.H. Gidwani,

Subject: Confirmation of Appointment to the post of Principal, St. Mira's College for Girls,  
Pune.

Dear Madam,

Further to This Mission's letter No SVM/Accts/203/14, Dt. 19/06/99, I am pleased to inform you that the Management has confirmed your services as Principal, St. Mira's College for Girls, Pune, with effect from 01/07/2001.

All other terms and conditions will be the same as stipulated in this Mission's letter quoted above.

*R. A. Vaswani*

Mrs. R. A. Vaswani  
Chairperson  
Sadhu Vaswani Mission, Pune

To,

1. Dr. G.H.Gidwani, Principal, St. Mira's College for Girls
2. The Secretary, College Board



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ ARTS & COMMERCE ]  
[ Founder : Sadhu T. L. Vaswani ]

Tel. : Off. 667846  
Resi. 667162

MRS. R. A. VASWANI  
Principal

6, KOREGAON ROAD,  
PUNE-411 001, [INDIA].

No. E-3(g)/2/2

Date: 30.6.1978

To,  
Ms. Gulshan Gidwani,

Sub : Appointment to the post of Full Time Teacher  
In Commerce

Ms. Gulshan Gidwani, M.Com, is requested to note that the Executive Committee of St. Mira's College for Girls, Poona, have been pleased to appoint her as a Full - time lecturer in Junior College of Commerce w.e.f.1.7.78 in the scale of 300-25-600 plus usual allowances admissible to the post.

The appointment is subject to the approval of the University and the Director of Education, Pune.

Either party desiring to terminate service before the expiry of the said period, will give a month's notice or one month's salary in lieu of the notice.

Ms. Gulshan Gidwani is requested kindly to give her acceptance in writing.

*R. A. Vaswani*

Mrs. R.A. Vaswani  
Principal

Ms. Gulshan Gidwani

Copy forwarded w.e.s. to the Secretary,  
Executive Committee, St. Mira's College  
For Girls, for information

Copy to Accounts Section.

E-3(g)/2/11

30.6.1980

OFFICE ORDER

The Executive Committee of St. Mira's College for Girls, Poona, is pleased to confirm Miss Gulshan Gidwani, Lectuer, in her existing post w.e.f. 1.7.1980 subject to the approval of the University and Director of Education.

She will be admitted to the benefits of Provident Fund w.e.f. the date of her confirmation.

RAY  
Mrs. R.A. VASWANI  
Principal

To,

Miss Gulshan Gidwani

Copy forwarded w.cs. to the Secretary,  
Executive Committee, St. Mira's College for Girls,  
Poona.

Copy to Accounts Section.

Dated: 27 NOV 1978

To

The Principal,  
St. Mira's College for Girls,  
Poona - 41.1

ST. MIRA'S COLLEGE FOR	
Principal	<i>[Signature]</i>
Vice-Principal	
Pro.	
Letter No.	3528
Date	27-11-78
File No.	U-3
To be done	SP
Writ. by	<i>[Signature]</i>
	<i>[Signature]</i> Supd.

Sir,

I am directed to inform you that the University Authorities have been pleased to approve the following appointments made by the Authorities of your College :-

Name	Designation
1. Smt. Amita Raynikar	Lecturer (P.T.) in History
2. Smt. G.H. Gidwani	Lecturer in Commerce (Org. of Com. Bus. Corrsp. Comp. Law & Sec. Practice)
3. Smt. M. Paranjape	Lecturer in Hindi
4. Smt. A.A. Jethwani	Lecturer in Economics (S-2 - Bus. Econ. Ind. Econ.)

(Please note that the temporary appointments have been approved for the academic year 1978-79 only)

*Show to the teachers concerned. Can this be filed?*

*Yes Mr. B.F. 16.7.79.*

Yours faithfully,

*[Signature]*  
Asstt. Registrar,  
(Academic).

For necessary action  
Gulshan  
21/6/99

To,

~~XXXXXX~~ DR. Miss Gulshan .H.Gidwani M.COM.,PH.D

Sub. : Appointment to the post of Principal  
in St.Mira's College For Girls Pune (Subject)

Sir/Madam,

In response to our advertisement dated ..... you had applied  
for the post of .....

You were interviewed for the above post by the Selection Committee appointed by the  
Management under Statute No. 415 of the University of Pune.

I am pleased to inform you that the Management has appointed you on the said post  
~~xxx~~ as Principal .....

St.Mira's ..... College ~~XXXXXX~~ For Girls, Pune .....

in the scale of Rs. 4500-150-5700-200-6300 .....

with effect from 01.07.99 ..... Your appointment is subject to the  
following terms and conditions :

1. Your services will be governed by the Maharashtra Universities Act, 1994, Statutes,  
Code of Conduct, Ordinances and rules and regulations laid down by the  
University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy on full-time/~~part-time~~ basis on probation  
for a period of Two ..... year(s) from the date of joining. i.e.w.e.f 01.07.99
- (b) Your appointment is purely temporary for a period of .....  
i.e. from ..... to .....
- (c) Your appointment is on the leave vacancy for the period from .....  
to .....
- (d) The post is reserved for .....  
Since you belong to the said category, you are appointed on full-time  
basis on probation for a period of ..... year(s)  
from the date of joining.
- (e) The post is reserved for .....  
Since you do not belong to the said category, you are appointed full-time  
on temporary basis against the reserved post for a period of .....  
..... You shall not have any claim on the said post in future.
- (b) St.Mira's College has been granted Minority Status in  
terms of S-439 vide University Of Poona letter CA/1239  
dated 24.08.1992 exempting from application of Statute  
413 (B) as regards the appointment of Principal is concerned:.

And this appointment has been made accordingly.

- (f) This is temporary vacancy caused by .....  
Hence you are appointed full-time on purely temporary basis for a period of .....
- (g) Your appointment is on part-time/clock hour basis only.
3. (i) You will be paid basic pay of Rs. 4950/- per month in the scale indicated above. You will also be entitled to Dearness Allowance, House Rent Allowance and C.L.A. at the rates prescribed by the State Government from time to time. In case you are appointed for a period of more than one year, you shall earn annual increment.
- (ii) You will be paid remuneration at the rate of Rs. .... per lecture/per hour.
- (iii) Your appointment and salary shall be subject to approval by the University of Pune and Director of Technical Education/Director of Medical Education & Research/Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or State Government/UGC or the Central Council pertaining to your faculty within the stipulated period.
- (b) You shall have to acquire the qualifications .....  
(M. Phil./Ph.D., M.D./M.S., M.D.S., M.E. etc.) as prescribed by the University/State Govt. or the Central Councils concerned within the ..... period.
5. Your appointment is subject to the minimum number of students and the workload prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, marksheets, experience certificate, discharge/relieving certificate, last Pay Certificate, Caste certificate, change of name certificate (if any), etc. before joining your duties.
7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the Statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of—
- (i) Two Passport size Photographs,
  - (ii) Character Certificate from two eminent persons, one of them should be a Govt. Gazetted Officer.
  - (iii) Discharge Certificate from previous employer (if any).

- 9. You shall undergo medical examination by the approved Medical Officer or by the Civil Surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of Medical Certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the college/institution.
- 10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given, shall be deemed to have been acknowledged duly signed by you.
- 11. You will not conduct or engage yourself in any private tuitions or private coaching classes.
- 12. You will not engage yourself in any other job paid full-time, part-time or otherwise, during the continuance of your service, without the permission of the competent authority/Management.
- 13. Your services are transferable to any other colleges/institutions run by the Management.
- 14. Your appointment may be terminated, at any time, by either side/party, by giving ~~three~~ <sup>three</sup> ~~one~~ month's notice or ~~one~~ <sup>three</sup> month's pay in lieu of notice period in case the period spent in service is more than six months.
- 15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
- 16. You have to communicate your acceptance to the Management/~~XXXXXXXXXXXX~~ within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

Yours faithfully,  
*P. A. Vaswani*  
 Chairperson  
 XXXXXXXXXXXXXXXX  
 Secretary, Management,  
 Sadhu Vaswani Mission,  
 Pune-1-

[ UN[PUNE Mg.C.R. No. M-248/195, dt. 18-4-95]

P.U.P.—500-7-95 ( 816) (m-3) dip

Copy to:-  
 The Secretary, ✓  
 St. Mira's College For Girls Board  
 Pune

} Together with a copy  
 of the Resolution of  
 the managing committee sent  
 dt. 19.6.99

अकृषि विद्यापीठे व संलग्नित  
महाविद्यालयातील प्राचार्यांचे नियत  
वयोमानानुसार सेवानिवृत्तीचे वय ६२ वर्षांवरून  
६५ वर्षे करण्याबाबत.....

**विभागीय सहसंचालक पुणे, विभाग  
पुणे**

**महाराष्ट्र शासन  
उच्च व तंत्र शिक्षण विभाग**  
शासन आदेश क्रमांक संकीर्ण २०१८/प्र.क्र.६६/२०१८/विशि-१  
मादाम कामा मार्ग, हुतात्मा राजगुरु चौक,  
मंत्रालय, मुंबई ४०० ०३२,  
दिनांक: २१ मे, २०१८.

- वाचा : १) शासन निर्णय क्रमांक संकीर्ण २०१०/(५०३/१०)-विशि-१, दिनांक ५ मार्च, २०११.  
२) शासन निर्णय क्रमांक संकीर्ण २०११/(३९६/११)-विशि-१, दिनांक २३ नोव्हेंबर, २०११.  
३) शासन शुध्दीपत्रक क्रमांक संकीर्ण २०११/(३९६/११)-विशि-१, दिनांक २३ फेब्रुवारी, २०१२.  
४) शासन निर्णय क्रमांक संकीर्ण २०१५/प्र.क्र.४८४/१५/विशि-१, दिनांक १२ जुलै, २०१६.  
५) संचालक, उच्च शिक्षण, महाराष्ट्र राज्य, पुणे यांचे पत्र क्रमांक युएनआय/२०१८/  
साफुपुवि/म.वि. ६२-६५/गिडवाणी/विशि-१/२२२६, दिनांक १५ फेब्रुवारी, २०१८.

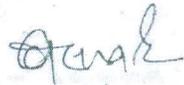
#### आदेश

अकृषि विद्यापीठे व संलग्नित महाविद्यालयातील प्राचार्यांचे नियत वयोमानानुसार सेवानिवृत्तीचे वय ६२ वर्षांवरून ६५ वर्षे करण्याचा निर्णय शासनाने संदर्भाधीन शासन निर्णयान्वये घेतला आहे. सदर शासन निर्णयामध्ये प्राचार्यांच्या ६२ वर्षांच्या सेवेनंतर त्यांच्या कामकाजाचा आढावा घेऊन पुढे त्यांच्या सेवानिवृत्तीच्या नियत वयोमानात वाढ करण्याचा निर्णय घेण्यासाठी आढावा समिती नियुक्त करण्यात आलेली आहे.

२. सदर समितीची बैठक विद्यापीठ स्तरावर झाली असून या बैठकीमध्ये उक्त शासन निर्णयातील तरतूदी विचारात घेऊन **विभागीय सहसंचालक, उच्च शिक्षण, पुणे विभाग, पुणे** यांच्या अधिनस्त असलेल्या खालील महाविद्यालयातील प्राचार्यांच्या सेवानिवृत्तीच्या नियत वयोमानात तीन वर्षे वाढ करण्याचा निर्णय घेण्यात आला. त्यास शासन मान्यता देण्यात येत आहे.

अ.क्र.	प्राचार्यांचे नांव	महाविद्यालय/विद्यापीठाचे नांव	सेवानिवृत्तीचा दिनांक	मुदतवाढीचा कालावधी
१.	डॉ. गुलशन गिडवाणी.	साधु वासवाणी मिशनचे सेंट मिराज, महाविद्यालय फोर गल्स, पुणे	दि.३०.०४.२०१८	दि.०१.०५.२०१८ ते दि.३०.०४.२०२१

महाराष्ट्राचे राज्यपाल यांच्या आदेशानुसार व नावाने,

  
(विजय साबळे)

अवर सचिव, महाराष्ट्र शासन

प्रति,

१. संचालक, उच्च शिक्षण, महाराष्ट्र राज्य, पुणे.
२. विभागीय सह संचालक, उच्च शिक्षण, पुणे विभाग, पुणे,
३. महालेखापाल, (लेखा व अनुज्ञेयता), महाराष्ट्र-१, मुंबई,
४. अधिदान व लेखा अधिकारी, मुंबई,
५. कुलसचिव, सावित्रीबाई फुले पुणे विद्यापीठ, पुणे,
६. प्राचार्य, साधु वासवाणी मिशनचे सेंट मिराज, महाविद्यालय फोर गल्स, पुणे,
७. निवड नस्ती (वि.शि.-१).



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]  
Ph./ Fax : 6124846 E-mail: mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

College Code No. : 013

FORM FOR APPOINTMENT OF A TEACHER

REF.NO.E-3(K)/15

DATE:1.8.2003

TO,

Miss Elizabeth Kanade,

Sub:Appointment to the post of LECTURER  
in MERCANTILE LAW ( subject)

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, on contract basis @ Rs. 8,000/- p.m.with effect from 23.6.2003, as per Government Resolution no.Sakran/1002(553/2001)Asna-1 dt.19.7.03

1. Your services will be governed by the Maharashtra Universities Act 1994, Statutes, Code of Conduct, Ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
- 2.(a). You are appointed in clear vacancy as full-time on contract basis on probation for a period of 1 year for the academic year 2003 - 04.
- (b). Your appointment is purely temporary for a period of 1 i.e. from \_\_\_\_\_ to \_\_\_\_\_
- (c). Your appointment is on the leave vacancy for the period of from \_\_\_\_\_ to \_\_\_\_\_
- (d). The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.
- (e). The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.
- (f). This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_
- (g). Your appointment is on part-time/clock hour basis only.



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]  
Ph./ Fax : 6124846 E-mail: mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

College Code No. : 013

2

3. (I) You will be paid basic pay of Rs. \_\_\_\_\_ per month in the scale indicated above.  
You will also be entitled to Dearness allowance, House Rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.
- (II) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/per hour.
- (III) Your appointment and salary shall be subject to approval by the University of Pune and Director of Technical Education / Director of Medical Education and Research / Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or the State Government/ UGC or the Central Council pertaining to your faculty within the stipulated period.
- (b) You shall have to acquire the qualification \_\_\_\_\_ ( M.Phil/Ph.D., M.D./M.S., M.E. etc. as prescribed by the University/ State Govt. or the Central Councils concerned within the \_\_\_\_\_ period
5. Your appointment is subject to the minimum number of students and the work load prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, marksheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties
7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of :-
- (I) Two passport size photographs,
- (II) Character Certificate from two eminent persons, one should be a Govt. Gazetted Officer.
- (III) Discharge Certificate from previous employer (if any).
9. You shall undergo medical examination by the approved medical officer or by the Civil Surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the college/institution.

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]  
Ph./ Fax : 6124846 E-mail: mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

College Code No. : 013

3

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given, shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions or private coaching classes.
12. You will not engage yourself in any other job paid full-time, part time or otherwise during, the continuance of your service, without the permission of the competent authority/Management
13. Your services are transferable to any other college/institutions run by the Management.
14. Your appointment may be terminated, at any time, by either side/party, by giving one month's notice or one months pay in lieu of notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

This appointment order supercedes order no. E-3(K)/13 dt. 21.6.03

Yours faithfully

*G. H. Gidwani*

Secretary/Principal  
Principal

St. Mira's College For Girls

- To: 1. Miss Elizabeth Kanade.  
2. The Chairperson, St. Mira's College Board.  
3. The Secretary, St. Mira's College Board.  
4. Accounts Section.



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]  
Ph./ Fax : 26124846 E-mail: mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

College Code No. : 013

No. E-3(k)/25

12.7.04

**OFFICE ORDER**

St. Mira's College for Girls Board, Pune, is pleased to confirm the services of Miss Elizabeth Kanade, full-time lecturer, in her existing post w.e.f. 21.6.2004, subject to the approval of the Joint Director, Higher Education, Pune Region, Pune -1, and University of Pune.

She will be entitled and admitted to the benefits of the General Provident Fund.

*G.H. Gidwani*  
Dr. G.H. GIDWANI  
Principal

To

- 1) Miss Elizabeth Kanade.
- 2) The Chairperson, St. Mira's College Board.
- 3) The Secretary, St. Mira's College Board.
- 4) Accounts Section.

# University of Pune

Telephone Nos :

5696061

5690060

5690062

Telegraph : 'UNIPUNE'

Fax : 020-5693899

Ganeshkhind.  
PUNE - 411 007.



Ref No 110/5973

Date 28/10/2004

The Principal,  
SVM's St Mira's College for Girls  
(Arts, Commerce & Science)  
6, Koregaon Road,  
Pune-411 001

Subject - Approval to the appointment of college teachers.....

Sir,

With reference to your letter No U-3/2004-05/2 dated 28-9-2004 regarding the proposal for approval to the appointments of teachers of your college, I am directed to inform you that the appointments of the following teachers are hereby approved as indicated below :-

Sr No	Name of the teachers	Post	Subject	Date and period of approval
1	Smt.Kanade Elizabeth Ashok	Lecturer (Full Time)	Mercantile Law	Wef 21-6-2004.
2	Smt.Buche Dimple Vinayak	Lecturer (Full Time)	Commerce	Wef 21-6-2004 to the end of the Academic Year 2004-05 only on contract basis.
3	Smt.Pingle Madhu	Lecturer (Full Time)	Commerce	Wef 21-6-2004 to 20-6-2006 only on leave vacancy.
4	Smt.Masurkar Snehal Anant	Lecturer (Full Time)	Economics	Wef 21-6-2004 to 20-6-2006 only on leave vacancy.
5	Smt.Mirchandani Sujata	Lecturer (Full Time)	Psychology	Wef 5-7-2004 to 31-10-2004 (end of the first term) of the Academic Year 2004-05 only (leave vacancy).
6	Smt.Kedari Anjali Sandeep	Lecturer (Full Time)	Psychology	Wef 21-6-2004

Yours faithfully,

for Director  
B.C.U.D.

Copy forwarded with compliments to -

1. All concerned teachers
2. The Deputy Registrar, Reservation Cell,  
University of Pune, Pune 411 007

E. R. SCOPPA

Elizabeth  
V. ...



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]

Ph. / Fax : 26124846 E-mail: mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI**  
Principal

No. E-3 (A)/41

PU/PN/AC/015/(1962)  
College Code No. : 013  
17.6.06

**OFFICE ORDER**

Mrs. Dimple Buche is requested to note that since she has completed two years of her full-time service as lecturer, on contract basis, as per Government Resolution No. Sakrani 2003/143 Vishi - 4 dated 23.1.04, her services are continued w.e.f. 19.6.2006, in the scale of 8000-275-13500.

*G.H. Gidwani*  
**Dr. G.H. GIDWANI**  
Principal

Mrs. Dimple Buche

Accounts Section.

# University of Pune

40

Ref. Nos. :  
20- 25691233  
25601101  
25601102



ACADEMIC SECTION  
Ganeshkhind, PUNE-411007, INDIA  
Telegraph : 'UNIPUNE'  
Fax : 020-25693899  
Website : www.unipune.ernet.in  
e-mail :

Ref. No. : CCO/8423

Date : 29/11/06

To,  
The Principal,  
St. Mira's college for Girls  
Arts, Commerce & Science  
6, Koregaon Road,  
Pune- 411 001.

2543  
29/11/06  
4.3  
Vandana

Pl file  
15/12  
Respectable  
Case was given to  
all Teachers

**Subject :-** Approval to the appointment of college teachers.....

Sir/ Madam,

With reference to your letter No.U-3/2006-2007/2 dated 29/09/2006 regarding the proposal for approval to the appointment of teachers of your college, I am directed to inform you that the appointments of the following teachers are hereby approved as indicated below :-

Sr No.	Name of the teachers	Post	Subject	Date and period of approval
1.	Smt. Pingie Madhu Nikhil	Lecturer (Full Time)	Commerce	Wef. 21.6.2006.
2.	Smt. Barthwale Ineet Shail	Lecturer (Full Time)	Psychology	Wef. 24.6.2006. to the end of Acd year 2006-2007.
3.	Smt. Buche Dimple Vinayak	Lecturer (Full Time)	Commerce	Wef. 19.6.2006.
4.	Smt. Devinder Kaur	Lecturer (Full Time)	Librarian	Wef. 2.5.2006.
5.	Smt. Pimpalkhare Manisha Viraj	Lecturer (Full Time)	Economics	Wef. 1 .7.2006. to the end of Acd year 2006-2007.

CP/13

20/11/2006  
21/12/06

21/12/2006

## APPOINTMENT ORDER

BBA (A)/2010-11/1e

Mrs. Deepanjali Mazumdar

22/11/10

### Sub: Appointment to the post of FULL TIME LECTURER in Bachelor of Business Administration Degree Course

The Management is pleased to appoint you on the above stated post w.e.f 22<sup>nd</sup> November, 2010 – 31<sup>st</sup> March 2011, (this period may be extended up to 15<sup>th</sup> April' 2011, through prior notification), on a consolidated salary of Rs.20000/- per month (Twenty Thousand only). You will be entitled to 4 days casual leave during this period. No other emoluments or conveyance allowance will be paid for this post.

You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given shall be deemed to have been acknowledged duly signed by you.

You are requested to acknowledge and communicate the acceptance of this Appointment Order within three days from the date of receipt failing which; the order shall be treated as cancelled.

#### Job Profile:

The job entails pedagogical efforts, conducting internal exams and assessment thereof, organizing and conducting seminars and extra curricular activities and any other administrative work assigned.

Your appointment will be subject to following conditions:

1. Submission of two passport size photographs and original as well as certified true copies of documents mentioned in Annexure I of this appointment order.
2. You are advised to undergo a medical examination and submit 'Job Fitness Certificate' by an approved Medical Practitioner.
3. A detailed Session Plan describing your pedagogical efforts.

You would also be required to strictly adhere to the clauses mentioned under Annexure II of this appointment order.

Exit Clause:

Your services may be terminated:

1. In the event of unsatisfactory services after serving you a notice period of one month.
2. Automatically in the event of your absence from duty without permission for thirty continuous days or more and / or in the event of violation of Employment Terms and Conditions, you may in addition be liable for disciplinary action detailed in the University of Pune Statutes and/or as decided by the College Management.
3. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.

We welcome you to the organization and wish you success!

*D. H. Gidwan*  
D. G.H. GIDWANI  
Principal

To

- 1) Mrs. Deepanjali Mazumdar
- 2) Accounts Section

*Accepted*  
*Deepanjali Mazumdar*  
*26/11/10*

# University of Pune



No. :  
25691233  
25601258  
25601259  
25601257

CCO/627

ACADEMIC SECTION  
Ganeshkhind, PUNE-411007, INDIA  
Telegraph : 'UNIPUNE'  
Fax : 020-25691233  
Webside : www.unipune.ac.in  
e-mail : dyracademic@unipune.ac.in

Date : 14-2-2012

To,  
The Principal,  
Sadhu Vaswani Mission's  
St. Mira's College of Girls,  
Arts, Commerce & Science,  
6, Koregaon Road, Pune-411 001.  
ID.NO:PU/PN/AC/015/1962.

**Subject: Approval to the Appointment of teachers.**

Sir,

With reference to your letter No. UBBA/11-12, Dated: 31/01/2012 regarding the proposal for approval to the appointments of teachers appointed at your College, I am directed to inform you that the appointments of the following teachers are hereby approved as indicated below :-

Sr. No	Name of the Teachers	Post	Subject	Date and period of approval
1.	Smt. Kankariya Rekha	Assistant Professor (Full Time)	B.B.A.	W.e.f. 20/12/2011
2.	Smt. Mazumder Deepanjali Babu	Assistant Professor (Full Time)	B.B.A.	W.e.f. 20/12/2011

Yours Faithfully,

*[Signature]*  
For Director  
B.C.U.D.

Copy to:-

1. All Concerned Teachers.
2. The Deputy Registrar, Reservation Cell, University of Pune, Pune-411 007

ST. MIRA'S COLLEGE OF GIRLS

Principal *[Signature]*  
Inward 2410  
Date 18/2/2012  
File No UBBA  
To be *[Signature]*



Tel. : Off. 65073  
Resi 67162

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ ARTS & COMMERCE ]  
[ Founder : Sadhu T. L. VASWANI ]

6, KOREGAON ROAD,  
PUNE-411 001, [ INDIA ]

NO. 3 (200)/2

Dated : 16.7.88

APPOINTMENT ORDER

With reference to her/his application dated 25.4.88 Smt/~~Sri~~ Lalwani  
~~Shalini Jotsingh~~ is requested to note that the Executive Committee of St.  
Mira's College for Girls, Poona, have been pleased to appoint her/his as a temporary  
Full-time Lecturer of Economics wef 20.7.88 (or from the date of joining)  
on Rs 700/- p.m. in the scale of 700-40-1100-50-1390-Ass-50-1600 plus allowances as  
sanctioned by the Government from time to time.

In terms of Government Resolution, Education & Employment Department No. USG  
5079/151912-UNI-3 dated 30 Mar 81 read with Vice-Chancellor's Order dated 15 May 81,  
the appointment is made on a purely temporary basis initially for a period of 12  
months as a stop-gap arrangement since the vacancy pertains to reserved category.  
(i.e. to end of the current academic year 1988 - 1989 ). Either party desiring to  
terminate services, will give a month's notice or a month's salary in lieu of the  
notice.

The appointment is subject to the approval of the University of Poona and Dy.  
Director of Education, Maharashtra State, Poona.

Further it is subject to good conduct and satisfactory work, failing which it  
may be terminated without notice and without assigning any reason even earlier.

No T.A. or any allowance will be paid to you for joining the appointment.

Smt/~~Sri~~ Lalwani Shalini Jotsingh is requested kindly to give her/his  
acceptance in writing.

Mrs. R.A. VASWANI  
Principal and Secretary of  
the Executive Committee of St. Mira's College  
for Girls, Poona

To : Smt/~~Sri~~ Lalwani Shalini Jotsingh

Copy forwarded w.c.s. to the Secretary, Executive Committee of St. Mira's College for  
Girls, Poona - for information.

Accounts Section

SILVER JUBILEE YEAR : 1986-87

He truly serves who serves for the love of God !

(76)

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file  
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side

No. S-3 (aaa)/26

30.6.90

air  
2

OFFICE ORDER

The Executive Committee of St. Mira's College for girls, is pleased to confirm Miss Shalini Lalwani, in her existing post w.e.f. 20.7.90, subject to the approval of the University of Poona and Director of Education.

104  
101

She will be admitted to the benefits of Provident Fund.

R.P.V.

Mrs. R.A. YASHWANI  
Principal

Miss Shalini Lalwani

Copy forwarded w.ca. to: The Secretary,  
Executive Committee of St. Mira's  
College for Girls, Poona.

Accounts Section.

*Shalini Lalwani*  
18/6/90

Miss Rajni - Please note 3p

*[Handwritten initials]*

UNIVERSITY OF POONA

Telephone Nos. :

Office : 20001, 20002, 20003.  
Exam. : 54240, 54248, 55272.

Telegram : UNIPUNA

Ganeshkhind,  
PUNE - 411 007.



Ref. No. : CCO/61/1 <sup>118</sup>

Date : 6-1-1989

To  
The Principal  
St. Mira's College for Girls,  
6, Koregaon Road  
Pune - 411001

Subject : Approval to the appointment of college

Professor/Lecturer in the subject Economics

Sir,

I am directed to inform you that the appointment of  
Shri/Smt. Lalwani Shalini Jotsingh

(a) is hereby approved W e - 4 - 29/7/1988

(b) is hereby approved, subject to the condition that the  
teacher will be required to acquire the M.Phil./M.E. quali-  
fication within 8 years from the date of his/her appointment  
failing which he/she shall not be allowed to earn any future  
increments. The teacher may be informed accordingly.

(c) is hereby approved for the period from.....  
to..... only. The college is  
required to follow the requisite procedure for selection and  
appointment of a duly qualified teacher as early as possible.

(d) is not approved since the teacher does not possess the  
minimum qualifications laid down in this behalf.

Copy to --

ST. MIRAS COLLEGE FOR

Yours faithfully,

*[Administrative routing table with handwritten marks]*

*[Signature]*  
for Registrar.

File  
J-813  
Registrar

SP



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ ARTS & COMMERCE ]  
[ Founder : Sadhu T. L. Vaswani ]

Tel. : Off. 66 5073  
Resi. 66 71 82

MRS. R. A. VASWANI  
Principal

6, KOREGAON ROAD,  
PUNE 411 001, [INDIA]

FORM FOR APPOINTMENT OF A TEACHER

No: E-3 (am)/2

Date : 14.9.95.

To,  
Shri/Sat **Rupa Kamat**  
1178, Jadhav Wada, Shedge Lane  
Sadashiv Peth, PUNE 411 030.

Sub: Appointment to the post of Lecturer  
in Economics (Subject)

Sir/Madam,

In response to our advertisement dated \_\_\_\_\_ you had applied for the post of Lecturer in Economics. You were interviewed for the above post by the Selection Committee appointed by the Management under Statute No. 15 of the University of Pune ~~constituted by the Management.~~ **Constituted by the Management.**

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune - 1, in the scale of Rs. 2200-75-2800-100-4000 with effect from 15.9.95. Your appointment is subject to the following terms and conditions :-

1. Your services will be governed by the Maharashtra Universities Act, 1994, Statutes, Code of Conduct, Ordinances and Rules and Regulations laid down by the University of Pune and State Government from time to time.

2. (a) You are appointed in clear vacancy on full time basis on probation for a period of two (year(s)) from the date of joining. **subject to her clearing SET/NET by 31.3.96.**

(b) Your appointment is purely temporary for a period of \_\_\_\_\_ i.e. from \_\_\_\_\_ to \_\_\_\_\_.

(c) Your appointment is on the leave vacancy for the period of from \_\_\_\_\_ to \_\_\_\_\_.

(d) The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.

(e) The post is reserved for \_\_\_\_\_. Since you do not belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.

(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full-time on purely temporary basis for a period of \_\_\_\_\_.

(g) Your appointment is on part-time/clock hour basis only.

**SADHU VASWANI MISSION'S**  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ ARTS & COMMERCE ]  
[ Founder : Sadhu T. L. Vaswani ]

Tel. : 01  
Resi.

3

**MRS. R. A. VASWANI**  
Principal

**6, KOREGAON ROAD,**  
**PUNE 411 001, [INDIA]**

- 2 -

3. (i) You will be paid basic pay of Rs. 2200/- per month in the scale indicated above. You will also be entitled to Dearness Allowance, House Rent Allowance and C.L.A. at the rates prescribed by the State Government from time to time. In case you are appointed for a period of more than one year, you shall earn annual increment.
- (ii) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/ per hour.
- (iii) Your appointment and salary shall be subject to approval by the University of Pune and Director of Technical Education/ Director of Medical Education & Research/Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or State Government/UGC or the Central Council pertaining to your faculty within the stipulated period.
- (b) You shall have to acquire the qualifications \_\_\_\_\_ (M.Phil/Ph.D., M.A./M.S., M.D.S., M.E. etc.) as prescribed by the University/State Govt. or the Central Councils concerned within the \_\_\_\_\_ period.
5. Your appointment is subject to the minimum number of students and the workload prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, marksheets, experience certificate, discharge/relieving certificate, last Pay Certificate, Caste certificate, change of name certificate (if any), etc. before joining your duties.
7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of :-
  - (i) Two passport size photographs,
  - (ii) Character Certificate from two eminent persons, one of them should be a Govt. Gazetted Officer.
  - (iii) Discharge Certificate from previous employer (if any).
9. You shall undergo medical, examination by the approved Medical Officer or by the Civil Surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of Medical Certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College/institution.

**SADHU VASWANI MISSION'S**  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ ARTS & COMMERCE ]  
[ Founder : Sadhu T. L. Vaswani ]

Tel. : Off. 66 50 73  
Resi. 66 71 62

MRS. R. A. VASWANI  
Principal

6, KOREGAON ROAD,  
PUNE 411 001, [INDIA]

- 3 -

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given, shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions or private coaching classes.
12. You will not engage yourself in any other job paid full-time, part-time or otherwise, during the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transfereable to any other college/institutions run by the Management.
14. Your appointment may be terminated, at any time, by either side/party, by giving one month's notice or one month's pay in lieu of notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

Yours faithfully,

*[Signature]*  
Secretary/Principal.

- To: 1. ~~Miss. Rupa Kanat~~
2. The Secretary, St. Mira's College for Girls Board, Pune - 411 001.
  3. Accounts Section.

No. 3 (22)/49  
32

12.1.98

OFFICE ORDER

St. Mira's College for Girls, Board, Pune, is pleased to confirm the services of Miss Rupa Kemat, Lecturer, in her existing post w.e.f. 15.9.97, subject to the approval of the Joint Director, Higher Education, Pune Region, Pune 1, and University of Pune.

She will be entitled and admitted to the benefits of the General Provident Fund.

  
Mrs. ANU A. JETHWANI  
Principal

Copy to:

- 1) Miss Rupa Kemat.
- 2) The Secretary, St. Mira's College for Girls, Board.
- 3) The Chairperson, St. Mira's College Board, Pune.
- 4) Accounts Section.

Passed in college Board meeting dated 10.12.97.

Telegaph : 'UNIPUNA'  
Telex : 0145 7719 UNIP IN  
Fax : 0212 353899



Ref. No.:  
Ref.No.CCO/ F-7/4257

Date : 16/10/96

To,

St.Mira's College  
For Girls,  
5, Koregaon Road,  
Pune-411001.

783  
30/10/96

U.3

for file

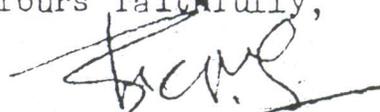
Subject :- Approval to the appointment of  
College Teachers.

Sir,

With reference to your letter No.21 dated 29/4/96 regarding the proposal for approval to the appointment of teachers of your college. I am directed to inform you that the appointments of the followings teachers are hereby approved as indicated below.

Sr. No.	Name of the Teacher	Post	Subject	Date & period of approval
1	2	3	4	5
1.	Smt.Kamat Rupa Narayan	Lecturer (Full-Time)	Economics	1.4.96 to the end of academic year 95-96 only & 15.6.96 to the end of academic year 96-97 only. (For NET/SET Exam w.e.f. 3/9/96 to 30/10/96)
2.	Smt.Jagtap Manisha Shivaji	Lecturer (Full-Time)	Economics	(Leave Vacancy) 15/6/96 to end of academic year 96-97 only. (Leave vacancy) 5/8/96 to 5/10/96.
3.	Smt.Waghmare Meenakshi Shrirang	Lecturer (Full-Time)	Commerce	(Leave vacancy) 15/6/96 to the end of the academic year 95-97 only. (For NET/SET)
4.	Smt.Damle Jasmine Y.	Lecturer (Full-Time)	Sociology	(Leave vacancy) 15/6/96 to the end of the academic year 95-97 only. (For NET/SET)
5.	Smt.Jugadar Manju Arun	Director	Physical Education	(Leave vacancy) 15/6/96 to the end of the academic year 95-97 only. (For NET/SET)

Yours faithfully,

  
for Registrar.

Copy forwarded with compliments to :-

- 1) Smt.Kamat Rupa N.
- 2) Smt.Jagtap Manisha S.
- 3) Smt.Waghmare Meenakshi S.
- 4) Smt.Damle Jasmine Y.



Telegraph : 'UNIPUNA'  
Telex : 0145 7719 UNIP IN  
Fax : 0212 353899

Ref. No. : COO/F-7 / 625

Date : 6-3-1997.....

To

The ~~Secretary~~ / Principal,  
St. Mira's College for Girls  
6, Koregaon Road,  
Pune-411001.

Sub. : Approval to the appointment of Lecturer (Full-Time)  
Ref. : Your letter No. U-3/96-97... Dated 16-12-96.....

Sir / Madam,

With reference to the subject mentioned above. I am directed to inform you that the appointment of ~~Sri./Smt./Dx~~ Kamat. Rupa.....  
Narayan..... as Lecturer (Full-Time)  
for the subject Economics..... is hereby

- (a) approved with effect from July 1996.....
- (b) approved for a period of .....

i. e. from ..... to ..... only.

The College / Institute is required to follow the requisite procedure for selection and appointment of a duly qualified teacher immediately.

Thanking You,

Yours faithfully,

1300  
14/3/97  
U-3  
M

for Registrar

Copy to :

- (1) The Principal, .....  
.....
- (2) ~~Sri./Smt./Dx~~ Kamat. Rupa. Narayan.....  
St. Mira's College for Girls  
6, Koregaon Road,  
Pune-411001.
- (3) The Deputy Registrar, Reservation Cell,  
University of Pune, Pune-411007.

NAME OF THE TEACHER : MRS. ARWA/MADAN

Designation of the post in which to be fixed as on 1.1.1996. : Lecturer

12

Date of Option : 1.1.1996.

S.NO.	ITEM	SUBSTANTIVE
1.	Existing scale/scales of the post (where there is more than one scale and the scales are merged in the single revised scale. The particular scale in which the employee was drawing pay should be specified).	2200-75-2800-100 4000
2.	Existing emoluments as on 1.1.1996	Rs. 2200/-
	A) Basic pay (vide Rule 7 -2(1)(A)	-
	B) Special pay (Where the special pay is merged in the revised scale) vide Rule 5 -2(1)(B)	-
	C) Dearness Allowance, appropriate to basic pay/basic pay plus special pay (where special pay is merged in the revised scale) admissible as on 1.1.1996.	Rs. 3256/-
	D) Amount of First Interim Relief	Rs. 100/-
	E) Amount of Second Interim Relief	Rs. 220/-
3.	Total existing emoluments (A) to (E)	Rs. 5776/-
4.	Fitment weightage 40% of the Basic Pay	Rs. 880/-
5.	Total of Items No.3 and 4.	Rs. 6656/-
6.	Revised scale corresponding to existing scale/scales shown against Item No.1 above.	8000-275-13500
7.	(1) Revised pay as fixed under Rule 5 -2(1)(A)(ii) at the stage in the revised scale next above the amount against No.5.	Rs. 8000/-
	(2) Number of increments due on account of bunching (Note below sub rule 1 of rule 5)	-
	(3) Stage in the revised scale of pay at which pay is to be fixed including the benefit on account of bunching.	Rs. 8000/-

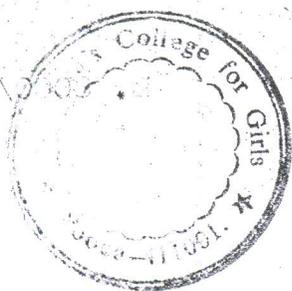
so as to ensure at least one increment in the revised scale for every three increments in the pre-revised scale (Note 4 below sub Rule 1 of 5)

- 8. Pay fixed in the applicable revised scale of pay (stage of pay at 5, No. 7(3) or (4) whichever is higher) Rs. 8000/-
- 9. Amount of special pay (A) sub rule 1 of Rule 5.
- 10. Pay as per Rule 5, Sub Rule 2, (2) under third provision of rule.
- 11. Revised emoluments to be shown as Rs. 8000/-
  - 1) Revised pay
  - 2) Special pay (vide Rule 5 (2) (C), unrevised rate may be shown.
  - 3) Personal pay (vide Rule 5, (2) 1 (A).
- 12. Date of next increment under Rule 5 (2) sub rule 1(A) Note 2. 1-9-1996

<u>Date of Increment</u>	<u>Pay after Increment</u>	Any other relevant information
1.1.1996	8000/-	
1.9.1996	8275/-	Increment released from 25.10.96 i.e. date on which SET was cleared (vide G.R. NGC/1794 dated 22.12.95)
1.9.1997	8550/-	
1.9.1998	8825/-	
1.9.1999	9100/-	

2000  
-10008

*G.H. Gidwani*  
DR. G.H. GIDWANI  
PRINCIPAL  
ST. MIRA'S COLLEGE FOR GIRLS, PUNE.



As per Govt. Resol. No. 1100/4319/UNI-4 dated 11-12-1995  
Designation Asst. Prof.  
Re. 5000 in the scale of Rs. 5000-13500  
Increment is 1.9.96  
Joint Director

PROFORMA FOR FIXATION OF PAY

[ For Assistant professors and Equivalent Posts & Readers/ Lecturer (SG) / equivalent posts not completed 3/5 years as on 01.01.2006 ]

14  
12

Name of the College / Institution : St. Mira's College for Girls

Name of the Teacher : Shri/ Smt. Arwah Madan

Sr.No.	Description	Relevant Information
1	Designation of the post in which pay is to be fixed as on 01.01.2006	Asstt. Porfessor
2	Status (Substantive / Officiating)	Substantive
3	Pre-revised Designation and Pay Scale	Lecturer (SS) 10000-15200
	Existing emolument as on 01.01.2006	
	a) Basic Pay (including stagnation increment, if any )	11,625
	b) Dearness Pay	5,975
	c) Dearness Allowance	3,764
	d) Total [(a) to (c)]	21,364
5	Revised Pay Band & AGP/GP corresponding to the pre-revised scale at Sr.No. 4 above	15600-39100 AGP - 7000
6	Pay in the revised Pay Band with reference to the prerevised basic shown at Sr.No. 4(a)	21,630
7	Academic Grade pay (AGP) applicable	7,000
8	Stepped up pay with reference to the revised pay of junior, if applicable (Name & pay of the junior also to be indicated distinctly)	----
9	Revised pay with reference to the sbustantive pay in cases where the pay fixed in the officiating post is lower than the pay fixed in the substantive post, if applicable.	----
10	Personal pay, if any	----
11	Revised emoluments after fixation of pay	
	a) Pay in the revised Pay Brand (as per Sr.No. 7 or 9 or 10 above wihchever is applicable)	21,630
	b) Academic Grade Pay (Sr.No. 8)	7,000
	c) Special Pay, if admissible	----
	d) Personal Pay, if admissible	----

Arwah M.

12 Date of next increment and pay after increment

Sr.No.	Date of increment	Pay after increment		
		Pay in Pay Band	AGP/GP	Basic Pay
1	1 <sup>st</sup> July 2006	22490	7000	29490
2	1 <sup>st</sup> July 2007	23380	7000	30380

13 Any other relevant information :

Date

Place - Pune

*G.H. Gidwan*  
Signature & seal of Principal/Director  
Principal  
St. Mira's College For Girls

Attached herewith : 1 Form of option

2. Service Agreement

3. Undertaking

तपासले

कुलसचिव

पुणे विद्यापीठ, पुणे-७

As Per Govt. Resolution No.

NGC 2009/(243/09)- UNI-1, dated

12<sup>th</sup> of August, 2009 the pay of

Shri/Smt. *Arwah Madan*

Designation *Asstt Professor*

Fixed as on 1.1.2006 Rs. *21630*

In the pay band *15600 - 39100*

And Grade Pay Rs. *7000*

And his / her date of next increment

Is 1<sup>st</sup> July *2008*

Verified

*[Signature]*  
Accounts Officer,  
(Higher Education Grants)  
Pune Region, Pune

*[Signature]*  
Joint Director  
(Higher Education)  
Pune Regional Office  
Pune-411 001

**PROFORMA FOR FIXATION OF PAY**

[ of Assistant professors and Equivalent Posts & Readers/ Lecturer (SG) / equivalent posts not completed 8/5 years as on 01.01.2006 ]

Name of the College / Institution : St. Mira's College for Girls

Name of the Teacher : Shri / Smt. Arwah Madan

Sr.No.	Description	Relevant Information
1	Designation of the post in which pay is to be fixed as on 25.10.2007	Asst. Professor
2	Status (Substantive / Officiating)	Substantive
3	Pre-revised Designation and Pay Scale	Lecturer (SG) 12000-18500
4	Existing emolument as on 25.10.2007	
	a) Basic Pay (including stagnation increment, if any )	12,420
	b) Dearness Pay	6,210
	c) Dearness Allowance	8,818
	d) Total [(a) to (c)]	27,448
5	Revised Pay Band & AGP/GP corresponding to the pre-revised scale at Sr.No. 4 above	15600-39100 AGP - 8000
6	Pay in the revised Pay Band with reference to the prerevised basic shown at Sr.No. 4(a)	23380 (23,110)
7	Academic Grade pay (AGP) applicable	8,000
8	Stepped up pay with reference to the revised pay of junior, if applicable (Name & pay of the junior also to be indicated distinctly)	----
9	Revised pay with reference to the sbustantive pay in cases where the pay fixed in the officiating post is lower than the pay fixed in the substantive post, if applicable.	----
10	Personal pay, if any	----
11	Revised emoluments after fixation of pay	
	a) Pay in the revised Pay Brand (as per Sr.No. 7 or 9 or 10 above whichever is applicable)	23380 (23,110)
	b) Academic Grade Pay (Sr.No. 8)	8,000
	c) Special Pay, if admissible	----
	d) Personal Pay, if admissible	----

} N.A

## 12 Date of next increment and pay after increment

Sr.No.	Date of increment	Pay after increment		
		Pay in Pay Band	AGP/GP	Basic Pay
1	1 <sup>st</sup> July 2008	24330 24050	8000	32330 (32050)
2	1 <sup>st</sup> July 2009 25300	25020	8000	33300 (33020)

## 13 Any other relevant information :

Completed 5 years in SS on 25.10.2007.

Grade pay changes hence separate sheet attached.

Date

Place - Pune

*G. H. Gidwan*  
Principal

St. Mira's College For Girls, Poona

Signature & seal of Principal / Director

Attached herewith : 1 Form of option

2. Service Agreement

3. Undertaking

तपासले  
*[Signature]*  
कुलसचिव  
पुणे विद्यापीठ, पुणे-७

As Per Govt. Resolution No.

NGC 2009/(243/09)- UNI-1, dated

12<sup>th</sup> August, 2009 the pay of

Shri/Smt. *Arwah Madani*

Designation *Asstt Professor*

Fixed as on *25-10-07* Rs. *23380*

In the pay band *15700 - 39100*

And Grade Pay Rs. *8000*

And his / her date of next increment

Is 1<sup>st</sup> July *2008*

*[Signature]*  
Joint Director  
(Higher Education)  
Pune Regional Office  
Pune-411 001

Verified

*[Signature]*  
Accounts Officer,  
(Higher Education Grants)  
Pune Region, Pune

FORM OF PAY FIXATION

Set-25-10-96  
SR grade on Recheck 15.9.2001

AS PER THE GOVERNMENT RESOLUTION NO NGC/1200/73396/(15)/2000 6.8.09

VISHI - 4 DT. 12 JUNE 2000

- 1) Name of the Teacher : Mrs. Arwah Madan
- 2) Existing pay scale : 8000-275-13500
- 3) Pay in the Existing scale as on - 15.9.2001 : Rs. 9650/- 9925  
*15-9-2002*
- 4) Date of placement : 15.9.2001\* *15-9-2002*
- 5) Pay scale after the placement : 10000-325-15200
- 6) Pay in the scale of Rs.10000-325-15200 : Rs. 10000/-
- 7) Date of next increment : 1.9.2002
- 8) Pay after the increment : Rs. 10325/-

\*As per U.G.C.No.F-1/2002/PS/exemp dt. 31.7.2002

Place Pune

Date

*G.H. Gidwani*  
Signature of the Principal

PAY APPROVED AS UNDER

Rs. 10000/- - *25-10-2001* (5.9.2001) *25-10-2002* 15.9.2002  
 Rs. 10325/- - (1.9.2002) *1-10-2003* 1-10.2002



*hmb*  
*315/03*  
Administrative Officer  
to Joint  
Pune Region

*[Signature]*  
Joint Director  
(Higher Education)  
Pune Regional Office  
PUNE-411 001.

**Verified**  
*[Signature]*  
Accounts Officer,  
(Higher Education Grants)  
Pune Region, Pune

315-03

## ASSESSMENT COMMITTEE REPORT

### REPORT OF THE SELECTION COMMITTEE APPOINTED TO IMPLEMENT THE PROCESS OF SELECTION FOR PROMOTION OF A TEACHER TO THE SELECTION GRADE

Name of the College : ST. MIRA'S COLLEGE FOR GIRLS; PUNE 1  
Name of the Teacher : Dr. Arwah A. Madan  
Subject : Economics

A meeting of the Selection Committee appointed to consider and evaluate the performance of the teacher as related in the Self Appraisal Form for promotion to the Selection Grade of Rs. 12000-420-18300 was held at Ness Wadia College of Commerce, Pune-1 on 24-3-2007. The following members were present: -

1. Mrs. R. A. Vaswani Chairman of the Governing Body/his Nominee.
2. Dr. G. H. Lichawane Principal of the College.
3. Mrs. Shalini Jyee Head of the Department of the College in the concerned subject.
4. A. B. Gosavi Vice Chancellor's Nominee
5. Dr. Pastane Santosh Vice Chancellor's Nominee-Subject Expert
6. Dr. Shirsode Subject Expert
7. Dr. Mrs. Kavay Yajama Subject Expert
8. Dr. R. R. Deshpande Government Nominee

The Committee carefully considered and scrutinized the Self Appraisal Form of Prof. Dr. Arwah A. Madan alongwith the supporting documents attached to the Self Appraisal Form in the light of the conditions laid down by the Government in this behalf vide GR No. NGC-1298 (4619) UNI-4 dt. 11.12.1999.

After taking into consideration the information given by the teacher in his Self Appraisal Form regarding his academic qualifications and other achievements, the Committee unanimously recommends as under :-

That Prof. Dr. Arwah A. Madan fulfils all the conditions laid down by the Government vide GR No. NGC-1298 (4619) UNI-4 dt. 11.12.1999 for the scale of Rs. 12000-420-18300 and therefore be placed in the Selection Grade.

Contd....2/-

The Committee further recommends that Prof. Dr. Anwah Madam placed in the scale of Rs. 12000-420-18300 with effect from 15-9-2006 subject to completion of one refresher course before 30.06.2007.

(Undertaking attached)

Dr. A. Vaswami

1. (Chairman of the Governing Body / His Nominee)



G. H. Gidwani

2. (Principal of the College)

St. Mira's College For Girls

Malini eiser

3. (Head of the Department of the College in the Concerned subject)

A. S. Gorin

4. (Vice-Chancellor's Nominee)

S. K. Dasgupta

5. (Vice-Chancellor's Nominee-Subject-Expert)

[Signature]

6. (Subject Expert)

[Signature]

7. (Subject Expert)

[Signature]

GOVERNMENT NOMINEE

Date : 24/2/2007

Place: Pune.

FORM OF PAY FIXATION (FOR SELECTION GRADE)  
ACCOMPANIMENT OF GOVERNMENT NOTIFICATION  
HIGHER & TECHNICAL EDUCATION, DEPARTMENT  
MANTRALAYA : MUMBAI  
PROFORMA OF PLACEMENT  
VISHI - 4 DT .12 JUNE 2000

1	Name of the Teacher	Dr.Arwah Madan
2	Existing Post	Assistant Prof
3	Existing Pay Scale and pay Band	15600 - 39100 AGP 8000
4	Selection grade sanction on 25.10.2007	Rs. 23380+AGP 8000
5	Date of Placement As Associate Prof	25.10.2010
6	Pay Scale after the Placement	37400 - 67000 + AGP 9000
7	Pay admissible as on 25.10.2010 in the pay band/scale for serial no 7	37400 + AGP 9000
8	Date of Next Increment	1.7.2011
9	Pay after next increment	38800 + AGP 9000



*G.H. Gidwani*

DR. G.H.GIDWANI  
PRINCIPAL

Principal

St. Ann's College for Girls, Pune

*R. S. Chaudhary*  
Administrative Officer  
Joint Director Higher Education  
Pune Region, Pune-411 001.

*shy*  
Joint Director  
(Higher Education)  
Pune Regional Office  
Pune 411 001



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ARTS & COMMERCE]  
[FOUNDER : SADHU T. L. VASWANI]

Ph. / Fax : 6124846  
College Code No. : 013

Dr. G. H. GIDWANI  
Principal

6, Koregaon Road  
Pune - 411 001. [INDIA]

FORM FOR APPOINTMENT OF A TEACHER

REF NO E-11 CV2

DATE 5 8 2002

TO  
Shri/Smt  
Miss Meenakshi Waghmare.

Sub Appointment to the post of LECTURER  
in ECONOMICS ( subject)

Sir/Madam,

In response to our advertisement dated 7.6.2002 you had applied for the post of LECTURER. You were interviewed for the above post by the Selection Committee Constituted by the Management

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1 in the scale of Rs. 8000-275-13500 with effect from 6.8.2002. Your appointment is subject to the following terms and conditions -

1 Your services will be governed by the Maharashtra Universities Act 1994, Statutes, Code of Conduct, Ordinances and rules and regulations laid down by the University of Pune and State Government from time to time

2 (a) You are appointed in clear vacancy on full-time basis on probation for a period of 2 year(s) from the date of joining

(b) Your appointment is purely temporary for a period of                      i.e. from                      to                     .

(c) Your appointment is on the leave vacancy for the period of from                      to                     .

(d) The post is reserved for                     . Since you belong to the said category, you are appointed on full-time basis on probation for a period of                      year(s) from the date of joining.

(e) The post is reserved for                     . Since you belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period of                     . You shall not have any claim on the said post in future.

(f) This temporary vacancy is caused by                     . Hence you are appointed full time on purely temporary basis for a period of                     .

(g) Your appointment is on part-time/clock hour basis only



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ARTS & COMMERCE]  
[FOUNDER : SADHU T. L. VASWANI]

Ph. / Fax : 6124846  
College Code No. : 013

**Dr. G. H. GIDWANI**  
Principal

6, Koregaon Road  
Pune - 411 001. [INDIA]

2

3. (I) You will be paid basic pay of Rs 8,000/- per month in the scale indicated above. You will also be entitled to Dearness allowance, House Rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.
- (II) You will be paid remuneration at the rate of Rs \_\_\_\_\_ per lecture/per hour
- (III) Your appointment and salary shall be subject to approval by the University of Pune and ~~Director of Technical Education / Director of Medical Education and Research / Joint Director of Higher Education~~ as the case may be.
4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or the State Government/ UGC or the Central Council pertaining to your faculty within the stipulated period.
- (b) You shall have to acquire the qualification \_\_\_\_\_ ( M.Phil/Ph.D./M.D./M.S./M.E. etc as prescribed by the University/ State Govt. or the Central Councils concerned within the \_\_\_\_\_ period
5. Your appointment is subject to the minimum number of students and the work load prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, marksheet, experience certificate, discharge/relieving certificate, last pay certificate, Caste certificate, change of name certificate (if any, etc. before joining your duties)
7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the statutes at the time of joining the duties
8. You will be allowed to join the duties on producing of :-
  - (I) Two passport size photographs.
  - (II) Character Certificate from two eminent persons, one of them should be a Govt. Gazetted Officer
  - (III) Discharge Certificate from previous employer (if any).
9. You shall undergo medical examination by the approved medical officer or by the Civil Surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the college/institution.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ARTS & COMMERCE]  
[FOUNDER : SADHU T. L. VASWANI]

Ph. / Fax : 6124846  
College Code No. : 013

*Dr. G. H. GIDWANI*  
Principal

6, Koregaon Road  
Pune - 411 001. [INDIA]

3

- 10 You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given, shall be deemed to have been acknowledged duly signed by you.
- 11 You will not conduct or engage yourself in any private tuitions or private coaching classes.
- 12 You will not engage yourself in any other job paid full-time, part time or otherwise during the continuance of your service, without the permission of the competent authority/Management.
- 13 Your services are transferable to any other college/institutions run by the Management.
- 14 Your appointment may be terminated, at any time, by either side/party, by giving one month's notice or one months pay in lieu of notice period in case the period spent in service is more than six months.
- 15 If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
- 16 You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.



Yours faithfully

*G. H. Gidwani*

Secretary/Principal

Principal,  
St. Mira's College for Girls, Pune

- To 1. Miss Meenakshi Waghmare  
2. The Chairperson, St. Mira's College  
for Girls Board, Pune-411001.  
3. The Secretary, St. Mira's College  
for Girls Board, Pune - 411001.  
4. Accounts Section

# University of Pune

Telephone Nos. ~~XXXXXXXXXX~~ 56 96 06 1  
~~XXXXXXXXXX~~ 56 9006 2  
~~XXXXXXXXXX~~ 56 9006 0



Ganeshkhind,  
PUNE-411 007.

Telegraph - 'UNIPUNE'  
Fax - 020-~~XXXXXXXX~~ 56 938 99

Ref. No. CCO/61

Date 3.1.2003

To  
The Secretary / Principal,  
St. Mira's College for Girls  
Arts & Commerce  
6, Koregaon Rd., Pune-1.

Sub. : Approval to the appointment of Lecturer (Full-time)

Ref. : Your letter No. U-3/2002-03/1 Dated 23.9.2002

Sir / Madam,

With reference to the subject mentioned above, I am directed to inform you that the appointment of Smt. Waghmare Minakshi Shrirang as Lecturer for the subject Business Economics is hereby

(a) approved with effect from 6.8.2002

(b) approved for a period of .....

i.e. from ..... to ..... only

The College / Institute is required to follow the requisite procedure for selection and appointment of a duly qualified teacher immediately, if required.

Thanking you,

Yours faithfully,

  
for Registrar

Copy to :

(1) The Principal, .....

(2) Smt. Waghmare Minakshi Shrirang  
Address : St. Mira's College for Girls,  
6, Koregaon Rd., Pune-1.

(3) The Deputy Registrar, Reservation Cell, University of Pune, Pune-411007.

# UNIVERSITY OF PUNE

Telephone Nos. : 356061  
350060, 350065  
351063, 350066  
356064, 350067

Telegraph : 'UNIPUNA'  
Telex : 0145 7719 UNIP IN  
Fax : 0212 353899

Ganeshkhind,  
PUNE-411007.



Ref. No.: CC/1036

Date: 15/3/1996  
28

To

The Secretary / Principal,  
St. Mira's College for Girls  
6, Koregaon Road,  
Pune-411001.

Sub. : Approval to the appointment of Lecturer  
Ref. : Your letter No. 15 Dated 29.1.1996

Sir / Madam,

With reference to the subject mentioned above, I am directed to inform you that the appointment of Shri./Smt./Dr. Rama Venkatachalam as Lecturer

for the subject Commerce is hereby

(a) approved with effect from 20.12.1995

(b) approved for a period of

i. e. from to only.

The College / Institute is required to follow the requisite procedure for selection and appointment of a duly qualified teacher immediately.

Thanking You,

Yours faithfully

for Registrar

Copy to :

(1) The Principal,

(2) Shri. / Smt. / Dr. Rama Venkatachalam

St. Mira's College for Girls

6, Koregaon Road,

Pune-411001.

(3) The Deputy Registrar



SADHDU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS & COMMERCE]

[FOUNDER : SADHU T. L. VASWANI]

Off : 62484  
Resi. : 68039

6, Koregaon Road  
Pune - 411 001. [INDIA]

Mrs. A. A. JETHWANI  
Principal

No.E-1(U)/29

11.12.97

OFFICE ORDER

St. Mira's College for Girls Board, Pune, is pleased to confirm the services of Mrs. Rama Venkatachalam, Lecturer, in her existing post w.e.f. 20.12.97, subject to the approval of the Joint Director, Higher Education, Pune Region, Pune 1, and University of Pune.

She will be entitled and admitted to the benefits of the General Provident Fund.

*Aruna Jethwani*  
Mrs. ARUNA JETHWANI  
Principal

- To: 1) Mrs. R. Venkatachalam.  
2) The Secretary, St. Mira's College for Girls Board.  
3) The Chairperson, St. Mira's College Board, Pune.  
4) Accounts Section.

*G.H. Gadwani* appointed in  
Place of *Dr. K. K. Kulkarni*

177/10

178

177

215(11)

Ph. / Fax : 624846  
College Code No. : 013



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS & COMMERCE]  
[FOUNDER : SADHU T. L. VASWANI]

6, Koregaon Road,  
Pune - 411 001. [INDIA]

**Dr. G.H. GIDWANI**  
Principal

FORM FOR APPOINTMENT OF A TEACHER

REF. NO. **E-1(bbb)/II/178**

DATE: 15.9.2000

To,  
Shri/Smt. **Jyothy Vardappa**  
XXXXXX

Sub: Appointment to the post of Lecturer  
in Commerce (Subject)

Sir/Madam,

In response to our advertisement dated 28.8.2000 you had applied for the post of Lecturer in Commerce. You were interviewed for the above post by the Selection Committee Constituted by the Management.

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune 1, in the scale of Rs. 8000-275-13500 with effect from 16.9.2000. Your appointment is subject to the following terms and conditions:-

1. Your services will be governed by the Maharashtra Universities Act, 1994, Statutes, Code of Conduct, Ordinances and Rules and Regulations laid down by the University of Pune and State Government from time to time.
- 2.a. You are appointed in clear vacancy on full-time basis on probation for a period of 2 year(s) from the date of joining.
- b. Your appointment is purely temporary for a period of \_\_\_\_\_ i.e. from \_\_\_\_\_ to \_\_\_\_\_.
- ✓ c. Your appointment is on the leave vacancy for the period of from 16.9.2000 to 15.9.2002.
- d. The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.
- e. The post is reserved for \_\_\_\_\_. Since you do not belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.
- f. This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full-time on purely temporary basis for a period of \_\_\_\_\_.
- g. Your appointment is on part-time/clock hour basis only.



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS & COMMERCE]  
[FOUNDER : SADHU T. L. VASWANI]

Dr. (Miss) G.H. GIDWANI

Principal

= 2 =

Ph. / Fax : 624846  
College Code No. : 013

6, Koregaon Road,  
Pune - 411 001. [INDIA]

4. (1) You will be paid basic pay of Rs. 8,000/- per month in the scale indicated above. You will also be entitled to Dearness Allowance, House Rent Allowance and C.L.A. at the rates prescribed by the State Government from time to time. In case you are appointed for a period of more than one year, you shall earn annual increment.
- (ii) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/per hour.
- (iii) Your appointment and salary shall be subject to approval by the University of Pune and ~~Director of Technical Education/~~ Director of Medical Education & Research/Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or State Government/UGC or the Central Council pertaining to your faculty within the stipulated period.
- (b) You shall have to acquire the qualifications (M.Phil/Ph.D., M.D./M.S., M.D.S., M.E. etc.) as prescribed by the University/State Govt. or the Central Councils concerned within the \_\_\_\_\_ period.
5. Your appointment is subject to the minimum number of students and the workload prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, marksheets, experience certificate, discharge/relieving certificate, last Pay Certificate, Caste certificate, change of name certificate (if any), etc. before joining your duties.
7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of :-
- (i) Two passport size photographs,
- (ii) Character Certificate from two eminent persons, one of them should be a Govt. Gazetted Officer.
- (iii) Discharge Certificate from previous employer (if any).
9. You shall undergo medical examination by the approved Medical Officer or by the Civil Surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of Medical Certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College/institution.



*G.H. Gidwan appointed in place of Dr. Vaswani* (177)

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS & COMMERCE]

[FOUNDER : SADHU T. L. VASWANI]

Ph. / Fax : 624846  
College Code No. : 013

*Dr. (Miss) G.H. GIDWANI*  
Principal

6, Koregaon Road,  
Pune - 411 001. [INDIA]

- 3 -

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given, shall be deemed to have been acknowledged duly signed by you,
11. You will not conduct or engage yourself in any private tuitions or private coaching classes.
12. You will not engage yourself in any other job paid full-time, part-time or otherwise, during the continuance of your service, without the permission of the competent authority/Management.
13. Your service are transfereable to any other college/institutions run by the Management.
14. Your appointment may be terminated, at any time, by either side/party, by giving one month's notice or one month's pay in lieu of notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

Yours faithfully,

*G.H. Gidwan*  
Secretary/Principal.

- In off. appt. order signed by G.H. Gidwan on 15.9.2000*
- To: 1. Miss Jyothy Vardappa.  
2. The secretary, St. Mira's College for Girls Board, Pune 411 001.  
3. Accounts Section.  
4. The Chairperson, Sadhu Vaswani Mission Pune 411 001.

OFFICE ORDER

St. Mira's College for Girls Board, Pune, is pleased to confirm the services of Miss Jyoti Vardappa, Full-time, Lecturer in her existing post w.e.f. 16.9.2002 subject to the approval of the Joint Director, Higher Education, Pune Region, Pune-1, and University of Pune.

She will be entitled and admitted to the benefits of the General Provident Fund.

*G.H.S*  
Dr. G.H.GIDWANI  
Principal

- 1) Miss Jyoti Vardappa
- 2) The Secretary, St. Mira's College for girls, Board.
- 3) The Chairperson, St. Mira's College Board, Pune.
- 4) Accounts Section

*resolution passed  
in board meeting  
dated 17/3/03*

*G.H.S*  
Principal

*[Signature]*  
for Registrar

Copy to :

(1) The Principal, .....

8

# University of Pune

AS : ~~8688061~~ 5696061  
060 ~~8650062~~ 5690062  
1068 ~~8630272~~ 5690060



Ganeshkhind,  
PUNE-411 007.

29

aph : 'UNIPUNE'  
020-~~8683899~~ 5693899.

Ref. No. : COO/230

Sl. No.

1144  
181103  
A-3  
M  
N

Date : 10-1-2003.  
17

To  
The ~~Secretary~~/Principal,  
Sadhu Vaswani Mission's  
St. Mira's College for Girls (Arts and Commerce),  
6, Koregaon Road, Pune - 411 001.

Registrar

Sub. : Approval to the appointment of Lecturer (Full-time)

Ref. : Your letter No. U-3/2000-2001/17 Dated 1-10-2002

Sir / Madam,

With reference to the subject mentioned above, I am directed to inform you that the appointment of ~~Box/Smt./Box~~ Vardappa Jyothy Narayan as Lecturer (Full-time) for the subject Commerce is hereby

- (a) approved with effect from 16-9-2000
  - (b) approved for a period of -
- i.e. from - to - only.

The College / Institute is required to follow the requisite procedure for selection and appointment of a duly qualified teacher immediately, if required.

Thanking you,

Yours faithfully,

*[Signature]*  
for Registrar

Copy to :

- (1) The Principal, -
- (2) ~~Smt./Smt.~~ Vardappa Jyothy Narayan  
S V Mission's St. Mira's College for

Ref. No. E-3 (dt) (ii) / 60

DATE: 4.10.2010

To,

Miss Rajni Singh,  
Taruna Singh,  
Gref Centre,  
Dighi Camp,  
Pune 411 015.

Sub: Appointment to the post of Full-time Lecturer  
In Commerce in Degree College.

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, in the scale of Rs. 15600-39100-6000 with effect from 8.10.2010. Your appointment is subject to the following terms and conditions:-

3. Your services will be governed by the Maharashtra Universities Act 1994, statutes, code of conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
4. (a) You are appointed in clear vacancy as full-time lecturer on probation for a period of two years from the date of joining.  
(b) Your appointment is purely temporary for a period from \_\_\_\_\_ to \_\_\_\_\_.  
(c) Your appointment is in leave vacancy for the period from \_\_\_\_\_ to \_\_\_\_\_.  
(d) The post is reserved for \_\_\_\_\_. since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.  
(e) The post is reserved for \_\_\_\_\_. since you do not belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period. You shall not have any claim on the said post in future.  
(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.  
(g) Your appointment is on part-time/clock hour basis only.

Rajni Singh  
16/10/2010



TRUE COPY

*Rajni Singh*  
सौ. रेखा चंद्रकांत टिगरे  
सभासद पुणे महानगरपालिका

...2....

3. (a) You will be paid consolidated pay of Rs. \_\_\_\_\_ per month in the scale as indicated above. You will also be entitled to dearness allowance, house rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.

(b) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/per hour.

(c) Your appointment and salary shall be subject to approval by the University of Pune and Joint Director of Higher Education as the case may be.

4. (a) You shall have to qualify the NET/SET or similar test (as the case may be) laid down by the University or the state Government/UGC or the Central Council pertaining to your faculty within the stipulated period.

(b) You shall have to acquire the qualification \_\_\_\_\_ (M.Phil/Ph.D., M.D./M.S., M.E. etc. as prescribed by the University/state govt or the Central Councils concerned within the \_\_\_\_\_ period.

5. Your appointment is subject to the minimum number of students and the work-load prescribed for the post.

6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties.

7. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.

8. You will be allowed to join the duties on producing of:-

- Two passport size photographs,
- Character Certificate from two eminent persons, one should be a Govt. Gazetted officer
- Discharge certificate from previous employer (if any).

9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious. Disease and that you are physically fit for employment on the staff of the College.

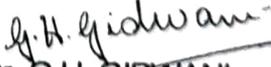


TRUE COPY

सौ. रेखा चंद्रकांत दिगरे  
सभासद पुणे महानगरपालिका

.....3.....

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions /coaching classes.
12. You will not engage yourself in any other job paid full-time, part time or otherwise during, the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other college/institution run by the Management.
14. Your appointment may be terminated, at any time, by either side/party, by giving one month's working notice or one month's pay in lieu of the notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

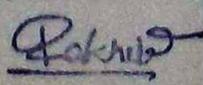
  
Dr. G.H. GIDWANI  
Principal

To:-

- a. Ms. Rajni Singh Meena ~~Sumant~~
- b. The Chairperson, St. Mira's College Board.
- c. The Secretary, St. Mira's College Board.
- d. Accounts Section.



TRUE COPY





# University of Pune

Telephone Nos. :  
020- 25691233  
25601258  
25601259



ACADEMIC SECTION  
Ganeshkhind, PUNE-411007, INDIA  
Telegraph : 'UNIPUNE'  
Fax : 020-25698007  
Website : www.unipune.ernet.in  
e-mail : dyacademic@unipune.ernet.in

Date : 28/01/2011

Ref. No. : CC0/1578

To,  
The Principal,  
St. Mira's College for Girls,  
Arts, Commerce & Sciences,  
6, Korgaon Road, Pune- 411 001.

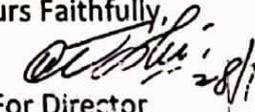
## Subject: Approval to the Appointment of teachers.

Sir,

With reference to your letter No. U-3/ 2010-11, Dated:22/11/2010 regarding the proposal for approval to the appointment of teachers appointed at your College, I am directed to inform you that the appointments of the following teachers are hereby approved as indicated below :-

Sr No	Name of the teachers	Post	Subject	Date and period of approval
1.	Smt. Shanthi Fernandes	Assistant Professor (Full Time)	Commerce	W.e.f. 19/11/2010
2.	Smt. Rajni Singh	Assistant Professor (Full Time)	Commerce	W.e.f. 08/10/2010
3.	Smt. Sangeeta Deshmukh	Assistant Professor (Full Time)	Marathi	W.e.f. 15/06/2010
4.	Smt. Hasina Shaikh	Assistant Professor (Full Time)	Education	W.e.f. 15/06/2010 (Subject to the condition of NET Verification)

Yours Faithfully,

  
For Director  
B.C.U.D.

Copy to:-

1. All Concerned Teachers.
2. The Deputy Registrar, Reservation Cell, University of Pune, Pune-411 007

\\Sandip\administrator\My Documents\phansalkar\Teaheer Approval.docxTeacher Approval

4/2/11



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]

Ph. / Fax : 26124846 E-mail : mira\_college@yahoo.co.in

KINDLE THE LIGHT

**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

Ref. No. 8/2010-11/2

DATE: 18.11.2010

To,

Miss Shanti Fernandes,  
A-4 202 Sitadel Enclave,  
B.T. Kawade Road,  
Mundwa, PO  
Pune-36

Sub: Appointment to the post of Full-time Lecturer  
In Commerce in Degree College.

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, in the scale of Rs.15600-39100-6000 with effect from 19.11.2010. Your appointment is subject to the following terms and conditions:-

3. Your services will be governed by the Maharashtra Universities Act 1994, statutes, code of conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
4. (a) You are appointed in clear vacancy as full-time lecturer on probation for a period of two years from the date of joining.  
(b) Your appointment is purely temporary for a period from \_\_\_\_\_ to \_\_\_\_\_.  
(c) Your appointment is in leave vacancy for the period from \_\_\_\_\_ to \_\_\_\_\_.  
(d) The post is reserved for \_\_\_\_\_. since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.  
(e) The post is reserved for \_\_\_\_\_. since you do not belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period. You shall not have any claim on the said post in future.  
(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.  
(g) Your appointment is on part-time/clock hour basis only.



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]

Ph. / Fax : 26124846 E-mail : mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

...2....

3. (a) You will be paid consolidated pay of Rs. \_\_\_\_\_ per month in the scale as indicated above. You will also be entitled to dearness allowance, house rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.

(b) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/per hour.

(c) Your appointment and salary shall be subject to approval by the University of Pune and Joint Director of Higher Education as the case may be.

4. (a) You shall have to qualify the NET/SET or similar test (as the case may be) laid down by the University or the state Government/UGC or the Central Council pertaining to your faculty within the stipulated period.

(b) You shall have to acquire the qualification \_\_\_\_\_ (M.Phil/Ph.D., M.D./M.S., M.E. etc. as prescribed by the University/state govt or the Central Councils concerned within the \_\_\_\_\_ period.

✓ 5. Your appointment is subject to the minimum number of students and the work-load prescribed for the post.

6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties.

7. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.

8. You will be allowed to join the duties on producing of:-

- Two passport size photographs,
- Character Certificate from two eminent persons, one should be a Govt. Gazetted officer
- Discharge certificate from previous employer (if any).

9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious. Disease and that you are physically fit for employment on the staff of the College.



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]

Ph. / Fax : 26124846 E-mail : mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

.....3.....

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.

11. You will not conduct or engage yourself in any private tuitions /coaching classes.

12. You will not engage yourself in any other job paid full-time, part time or otherwise during, the continuance of your service, without the permission of the competent authority/Management.

13. Your services are transferable to any other college/institution run by the Management.

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15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.

16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

  
Dr. G. H. GIDWANI  
Principal

To:-

- Ms. Fernandes Shanti Mark
- The Chairperson, St. Mira's College Board
- The Secretary, St. Mira's College Board
- Accounts Section.

# University of Pune

Telephone Nos. :

020- 25691233

25601258

25601259



ACADEMIC SECTION  
Ganeshkhind, PUNE-411007, INDIA

Telegraph : 'UNIPUNE'

Fax : 020-25698007

Website : www.unipune.ernet.in

e-mail : dyacademic@unipune.ernet.in

Ref. No. : CCO/1578

Date : 28/01/2011

To,  
The Principal,  
St. Mira's College for Girls,  
Arts, Commerce & Sciences,  
6, Korgaon Road, Pune- 411 001.

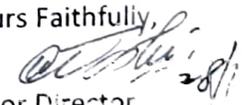
## Subject: Approval to the Appointment of teachers.

Sir,

With reference to your letter No. U-3/ 2010-11, Dated:22/11/2010 regarding the proposal for approval to the appointment of teachers appointed at your College, I am directed to inform you that the appointments of the following teachers are hereby approved as indicated below :-

Sr No	Name of the teachers	Post	Subject	Date and period of approval
1.	Smt. Shanthi Fernandes	Assistant Professor (Full Time)	Commerce	W.e.f. 19/11/2010
2.	Smt. Rajni Singh	Assistant Professor (Full Time)	Commerce	W.e.f. 08/10/2010
3.	Smt. Sangeeta Deshmukh	Assistant Professor (Full Time)	Marathi	W.e.f. 15/06/2010
4.	Smt. Hasina Shaikh	Assistant Professor (Full Time)	Education	W.e.f. 15/06/2010 (Subject to the condition of NET Verification)

Yours Faithfully,

  
For Director

B.C.U.D.

Copy to:-

1. All Concerned Teachers.
2. The Deputy Registrar, Reservation Cell, University of Pune, Pune-411 007

4/2/11



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[An Autonomous College Affiliated to the Savitribai Phule Pune University]

[ARTS, COMMERCE, SCIENCE, BBA, BCA]

6, Koregaon Road, Pune - 411001.[INDIA]

Ph./Fax : 26124846 E-mail : mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

Ref.No.E-3/2015-2016/ 2

19.11.2015

To  
Ms. Deepa Krishnamurthi  
C/o V. K. Ayyar, Flat No. 206,  
1436, Shukrawar Peth,  
Omkar Swarup Complex,  
Pune-2.

Subject: Appointment to the post of Full-time Assistant Professor in Mathematics and Statistics

Dear Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, in the scale of BP 15600-39100-AGP 6000 with effect from 20.11.2015 in clear vacancy on probation for 1 year. Your appointment is subject to the approval by the University of Pune, UGC and Joint Director and subject to the following terms and conditions:

1. Your services will be governed by the Maharashtra Universities Act 1994, Statutes, Code of Conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy on full-time basis on probation for a period of 1 year from the date of joining.  
(b) ~~Your appointment is purely temporary for a period of i.e. from \_\_\_\_\_ to \_\_\_\_\_.~~  
(c) ~~Your appointment is on the leave vacancy for the period of from 10.9.2014 to \_\_\_\_\_.~~  
(d) ~~The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full time basis on probation for a period of \_\_\_\_\_ year (s) from the date of joining.~~  
(e) ~~The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed full time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.~~  
(f) ~~This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.~~  
(g) ~~Your appointment is on part time/clock basis only.~~

Please visit: [www.dadavaswanisbooks.org](http://www.dadavaswanisbooks.org)

3. (i) You will be paid basic pay of Rs.15600+6000 per month in the scale indicated above. You will also be entitled to Dearness Allowance, House Rent Allowance, and CLA at the rates prescribed by the State Government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.

(ii) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/ per hour.

~~(iii) Your appointment and salary shall be subject to approval by the University of Pune and Director of Technical Education/Director of Medical Education and Research/Joint Director of Higher Education as the case may be.~~

~~4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or the State Government/ UGC or the Central Council pertaining to your faculty within the stipulated period.~~

~~(b) You shall have to acquire the qualification \_\_\_\_\_ (M.Phil/PhD. /M.S. /M.E. etc as prescribed by the University/State Government or the Central Councils concerned with the \_\_\_\_\_ period.~~

5. Your appointment is subject to the minimum number of students and the work load prescribed for the post.

6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark sheet, experience certificate, discharge certificate, last pay certificate. Change of name (if any), before joining your duties.

7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the Statutes at the time of joining the duties.

8. You will be allowed to join the duties on producing of;

(i) Two passport size photographs

(ii) Two character certificate from eminent persons, one should be a Govt. Gazetted Officer,

(iii) Discharge Certificate from Previous employer ( if any).

9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the college/institution.

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledge Due (READ) on the address given, shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions or private coaching classes.
12. You will not engage yourself in any other job paid full time, part time or otherwise during the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other College/institutions run by the Management. You will accept the workload (within the prescribed limit) as decided by the authorities.
14. Your appointment may be terminated, at any time in the event of unsatisfactory services after serving you a notice period of one month. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

  
Dr. G.H. Gidwani  
Principal

To

1. Ms. Deepa Krishnamurthi
2. Accounts section

# Savitribai Phule Pune University

(Formerly University of Pune)

Telephone Nos. :

020 - 25691233

25601258

25601259

25601257



ACADEMIC SECTION  
Ganeshkhind, Pune - 411007, INDIA

Telegraph : 'UNIPUNE'

Fax : 020-25691233

Website : www.unipune.ac.in

E-mail : approval@unipune.ac.in

Ref. No. : CCO/ 180

Date : 10/02/2016

To,  
The Principal,  
Sadhu Vaswani Mission's,  
ST. Mira's College For Girls,  
6, Koregaon Road, Pune - 411 001.

**Subject : Approval to the Appointment of Teacher...**

Sir,

With reference to your letter No. U-3/2015-2016/, Date : 15.12.2015, regarding the proposal for approval to the appointment of teacher at your College, I am directed to inform you that the appointment of the following teacher is hereby approved as indicated below :-

Sr. No.	Name of the Teacher	Post	Subject	Date and Period of approval
1	Smt. Deepa Krishnamurthi	Assistant Professor (Full Time)	Mathematics	W.e.f. 20.11.2015.

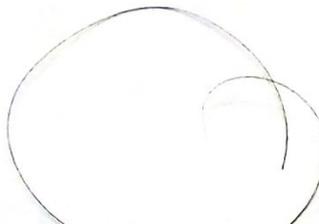
Yours sincerely,

  
for Director  
(B.C.U.D.)

Copy to :-

✓ 1. Smt. Deepa Krishnamurthi.

2. The Deputy Registrar, Reservation Cell, Savitribai Phule Pune University, Pune-411 007.



APPOINTMENT ORDER

With reference to her application dated 3.12.94, Miss Sonia Chavan, M.A. M.Phil, is requested to note that St. Mira's College Board Pune, has been pleased to appoint her as a full-time lecturer of Economics w.e.f. 5.12.94 (or from the date of joining) on Rs.2,275/- in the scale of 2200-75-2800-100-4000 plus allowances as sanctioned by the Government from time to time.

Your appointment is on probation for a period of one year. Please note that during this period of your probation your services may be terminated at any time by giving notice of one month or one month's pay in lieu of such notice without assigning any reason. Similarly, you may also, if you so desire, resign during the period of your probation by giving notice of one month or pay in lieu of such notice.

Your attention is specifically invited to Statute 417 according to which you will have to submit six monthly assessment reports during the period of your probation through proper channel.

Your services will be governed by the Poona University Act 1974, and Statutes, Ordinances, Regulations, Rules made thereunder for the time being in force and as may be amended or modified from time to time and orders issued by the competent authority from time to time.

The ~~appointed~~ appointment is subject to the approval of the University of Poona and Joint Director, H.E.G., Pune Region, Pune 1.

You shall have to undergo a medical examination within three months from the date of joining the post. Your appointment shall be conditional pending the receipt of physical fitness certificate from the doctor.

No T.A. or any allowances will be paid for joining the appointment.

Miss Chavan Sonia is requested to kindly give her acceptance in writing.

*Rac*  
Mrs. R.A. VASWANI  
Principal

To: Miss Sonia Chavan  
The Secretary, St. Mira's College  
Board, Pune.  
Accounts Section.

\* An advance increment for  
having done M.Phil.



UNIVERSITY OF POONA

Nos.

: 336061, 336062, 336063



Telegram : UNIPUNA  
Ganeshkhind,  
PUNE-411 007.

Ref. No. : CCO/ 741

Date: 9/3/1995

To

The Principal / Secretary,  
St. Mira's College for Girls  
Arts & Commerce,  
6 Koregaon Road, Pune-411001.

Subject : Approval to the appointment of College  
Lecturer in the subject : Economics

Sir / Madam,

I am directed to inform you that the appointment of  
Shri./Smt. Chavan Soniya Ganpatrao

(a) is hereby approved w.e. from 5.12.1994

(b) is hereby approved for the period

from to only.

college is required to follow the requisite  
procedure for selection and appointment of a duly  
qualified teacher as early as possible.

(c) is not approved since the teacher does not  
possess the minimum qualifications laid down  
in the behalf.

Copy to:

(1) The Principal

(2) Smt. Chavan S.G.

(3) The Deputy Registrar,  
Reservation Cell,

University of Poona, Pune-7.

Yours faithfully,

for Registrar.



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]  
Ph. / Fax : 26124846 E-mail: mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

FORM FOR APPOINTMENT OF A TEACHER

Ref: No. E-3(F)/12

DATE: 15.6.07

To,

Mrs. Manisha Pimpalkhare,

Sub: Appointment to the post of Full-time LECTURER  
In ECONOMICS (subject)

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, in the scale of Rs. 8000-275-13500 with effect from 15.6.07. Your appointment is subject to the following terms and conditions:-

1. Your services will be governed by the Maharashtra Universities Act 1994, statutes, code of conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy as full-time lecturer on probation for a period of two years from the date of joining.  
(b) Your appointment is ~~purely temporary~~ for a period from \_\_\_\_\_ to \_\_\_\_\_.  
(c) Your appointment is in ~~leave vacancy~~ for the period from \_\_\_\_\_ to \_\_\_\_\_.  
(d) The post is reserved for \_\_\_\_\_ since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.  
(e) The post is reserved for \_\_\_\_\_ since you do not belong to the said category, you are appointed full-time on ~~temporary~~ basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.  
(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.  
(g) Your appointment is on ~~part-time/clock hour~~ basis only.



**SADHU VASWANI MISSION'S**  
**ST. MIRA'S COLLEGE FOR GIRLS**  
**[ARTS, COMMERCE & SCIENCE]**

6, Koregaon Road, Pune - 411 001. [INDIA]  
Ph. / Fax : 26124846 E-mail: mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI** ...2.....  
**Principal**

**PU/PN/AC/015/(1962)**  
**College Code No. : 013**

3. (a) You will be paid basic pay of Rs. 8000/- per month in the scale indicated above. You will also be entitled to dearness allowance, house rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.  
(b) You will be paid remuneration at the rate of Rs.      per lecture/per hour.  
(c) Your appointment and salary shall be subject to approval by the University of Pune and Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET/SET or similar test (as the case may be) laid down by the University or the state Government/UGC or the Central Council pertaining to your faculty within the stipulated period.  
(b) You shall have to acquire the qualification      (M. Phil /Ph.D., M.D./M.S., M.E. etc. as prescribed by the University/state govt. or the Central Councils concerned within the      period.
5. Your appointment is subject to the minimum number of students and the work- load prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties
7. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of:-
  - (a) Two passport size photographs,
  - (b) Character Certificate from two eminent persons, one should be a Govt. Gazetted officer
  - (c) Discharge certificate from previous employer (if any).
9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College.



**SADHU VASWANI MISSION'S**  
**ST. MIRA'S COLLEGE FOR GIRLS**  
**[ARTS, COMMERCE & SCIENCE]**

6, Koregaon Road, Pune - 411 001. [INDIA]  
Ph. / Fax : 26124846 E-mail: mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI** .....3.....  
**Principal**

**PU/PN/AC/015/(1962)**  
**College Code No. : 013**

10. You are required to give the correct mailing address as soon as you join and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions /coaching classes.
12. You will not engage yourself in any other job paid full-time, part time or otherwise during, the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other college/institution run by the Management.
14. Your appointment may be terminated, at any time, by either side/party, by giving one month's notice or one month's pay in lieu of the notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

*G.H. Gidwani*  
Dr. G.H. GIDWANI  
Principal

To:-

- 1) Mrs. Manisha Pimpalkhare.
- 2) The Chairperson, St. Mira's College Board.
- 3) The Secretary, St. Mira's College Board.
- 4) Accounts Section.



# University of Pune

Telephone Nos :

25696061

25690060

25690062

Telegraph : 'UNIPUNE'

Fax No. : 25693899

Ganeshkhind,

PUNE-411 007.

Ref. No. : CCO/App/ 144  
Date : 15/10/2007

To,

The Principal,  
Sadhu Vaswani Mission's  
St. Mira's College for Girls,  
Pune-411 001

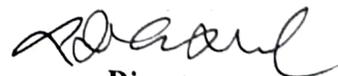
**Subject : Approval to the Appointment of College Teachers.**

Sir,

With reference to your letter No. U-3/2007-08, dated 13/9/2007 regarding the proposal for approval to the appointment of teachers of your College, I am directed to inform you that the appointments of the following teachers are hereby approved as indicated below :

Sr. No.	Name of the Teachers	Post	Subject	Date & period of Approval
1.	Smt. Ujjwala Deshpande	Lecturer (Full Time)	Sociology	Wef. 15/6/2007. (Subject to condition of NET Verification)
2.	Smt. Pimpalkhare Manisha Viraj	Lecturer (Full Time)	Economics	Wef. 15/6/2007.

Yours faithfully,

  
For **Director**  
**B.C.U.D.**

**Copy forwarded with compliments to :**

1. All Concerned Teachers.
2. The Deputy Registrar, Reservation Cell, University of Pune, Pune-411 007.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]

Ph. / Fax : 26124846 E-mail : mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

**FORM FOR APPOINTMENT OF A TEACHER**

Ref. No.

DATE: 21.06.09

To,

Miss Meenal Sumant,  
189, Kasba Peth, Flat No.3,  
Pratibha Vihar,  
Mujumdar Lane, Pune - 11.

Sub: Appointment to the post of Full-time Lecturer  
In Economics (subject) in Degree College.

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, in the scale of Rs.8000-275-13500 with effect from 22.06.09. Your appointment is subject to the following terms and conditions:-

1. Your services will be governed by the Maharashtra Universities Act 1994, statutes, code of conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy as full-time lecturer on probation for a period of two years from the date of joining.  
(b) Your appointment is purely temporary for a period from \_\_\_\_\_ to \_\_\_\_\_.  
(c) Your appointment is in leave vacancy for the period from \_\_\_\_\_ to \_\_\_\_\_.  
(d) The post is reserved for \_\_\_\_\_, since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.  
(e) The post is reserved for \_\_\_\_\_, since you do not belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period. You shall not have any claim on the said post in future.  
(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.  
(g) Your appointment is on part-time/clock hour basis only.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]

Ph. / Fax : 26124846 E-mail : mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

...2....

3. (a) You will be paid consolidated pay of Rs. \_\_\_\_\_ per month in the scale as indicated above. You will also be entitled to dearness allowance, house rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.
- (b) You will be paid remuneration at the rate of Rs. \_\_\_\_ per lecture/per hour.
- (c) Your appointment and salary shall be subject to approval by the University of Pune and Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET/SET or similar test (as the case may be) laid down by the University or the state Government/JGC or the Central Council pertaining to your faculty within the stipulated period.
- (b) You shall have to acquire the qualification \_\_\_\_\_ (M.Phil/Ph.D., M.D./M.S., M.E. etc. as prescribed by the University/state govt or the Central Councils concerned within the \_\_\_\_\_ period.
5. Your appointment is subject to the minimum number of students and the work- load prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties.
7. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of-
- (a) Two passport size photographs,  
(b) Character Certificate from two eminent persons, one should be a Govt. Gazetted officer  
(c) Discharge certificate from previous employer (if any).
9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]

Ph. / Fax : 26124846 E-mail : mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

.....3.....

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal . It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tutions /coaching classes.
12. You will not engage yourself in any other job paid full-time, part time or otherwise during, the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other college/institution run by the Management.
14. Your appointment may be terminated, at any time, by either side/party, by giving one month's working notice or one month's pay in lieu of the notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

*G.H. Gidwani*  
Dr. G.H. GIDWANI  
Principal

To:-

- 1) Miss.Meenal Sumant
- 2) The Chairperson, St. Mira's College Board.
- 3) The Secretary, St. Mira's College Board.
- 4) Accounts Section.

# University of Pune

Telephone Nos. :

020- 25691233

25601258

25601259



ACADEMIC SECTION  
Ganeshkhind, PUNE-411007, INDIA

Telegraph : 'UNIPUNE'

Fax : 020-25698007

Webside : www.unipune.ernet.in

e-mail : dyacademic@unipune.ernet.in

Ref. No. : CC0/1890

Date : 01/03/2011

PN-15

To,  
The Principal,  
St. Mira's College for Girls,  
Arts, Commerce & Sciences,  
6, Korgaon Road, Pune- 411 001.

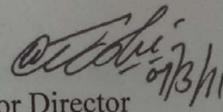
**Subject: Approval to the Appointment of teachers.**

Sir,

With reference to your letter No.U-3/2010-11, Dated: 22/11/2010 regarding the proposal for approval to the appointment of teachers appointed at your College, I am directed to inform you that the appointments of the following teacher is hereby approved as indicated below :-

Sr No	Name of the teachers	Post	Subject	Date and period of approval
1.	Smt. Meenal Sumant	Assistant Profssor (Full Time)	Economics	W.e.f. 15/07/2010.

Yours Faithfully,

  
For Director  
B.C.U.D.

Copy to:-

1. Smt. Meenal Sumant.
2. The Deputy Registrar, Reservation Cell, University of Pune, Pune-411 007

\\sandip\Administrator\My Documents\phansalkar\Teaher Approval.docxTeacher Approval



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]

Ph. / Fax : 26124846 E-mail : mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

APPOINTMENT ORDER OF ASSISTANT PROFESSOR

Ref: No. E-2 (b)

DATE : 28-05-2010

To,  
Mrs. Hasina Shaikh,  
800/52, Bhagwandas Chawl,  
Bhawani Peth,  
Pune - 411042.

Sub: Appointment to the post of Full Time LECTURER  
In EDUCATION (subject)

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, in the scale of PB 15600-39100 + AGP 6000 with effect from 15.05.2010. Your appointment is subject to the approval by the University of Pune and Joint Director and subject to the following terms and conditions:-

1. Your services will be governed by the Maharashtra Universities Act 1994, statutes, code of conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy as full time Assistant Professor on probation for a period of two years from the date of joining  
(b) Your appointment is purely temporary for a period from \_\_\_\_\_ to \_\_\_\_\_.  
(c) Your appointment is in leave vacancy for the period from \_\_\_\_\_ to \_\_\_\_\_.  
(d) The post is reserved for \_\_\_\_\_. since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.  
(e) The post is reserved for \_\_\_\_\_. since you do not belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.  
(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.  
(g) Your appointment is on part-time/clock hour basis only.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]

Ph. / Fax : 26124846 E-mail : mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

3. (a) You will be paid basic pay of Rs. 15600 + 6000 (21600) per month in the scale indicated above  
You will also be entitled to dearness allowance, house rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.
- (b) You will be paid remuneration at the rate of Rs. \_\_\_ per lecture/per hour.
- (c) Your appointment and salary shall be subject to approval by the University of Pune and Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET/SET or similar test (as the case may be) laid down by the University or the state Government/UGC or the Central Council pertaining to your faculty within the stipulated period.
- (b) You shall have to acquire the qualification \_\_\_\_\_ (M. Phil /Ph.D., M.D./M.S.,M.E. etc. as prescribed by the University/state govt. or the Central Councils concerned within the \_\_\_\_\_ period.
5. Your appointment is subject to the minimum number of students and the work- load prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties.
7. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.
9. You will be allowed to join the duties on producing of:-
- (d) Two passport size photographs,  
(e) Character Certificate from two eminent persons, one should be a Govt. Gazetted officer  
(f) Discharge certificate from previous employer (if any).
9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College.



KINDLE THE LIGHT

SADIH VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

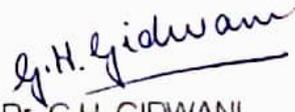
6, Koregaon Road, Pune - 411 001. [INDIA]

Ph. / Fax : 26124846 E-mail : mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions /coaching classes.
12. You will not engage yourself in any other job paid full-time, part time or otherwise during the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other college/institution run by the Management.
14. Your appointment may be terminated at any time, by either side/party, by giving three month's working notice or three month's pay in lieu of the notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/ Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

  
Dr. G.H. GIDWANI  
Principal

To:-

- 1) Mrs. Hasina Shaikh.
- 2) The Chairperson, St. Mira's College Board.
- 3) The Secretary, St. Mira's College Board.
- 4) Accounts Section.

# University of Pune

Telephone Nos. :  
020- 25691233  
25601258  
25601259



ACADEMIC SECTION  
Ganeshkhind, PUNE-411007, INDIA  
Telegraph : 'UNIPUNE'  
Fax : 020-25698007  
Website : www.unipune.ernet.in  
e-mail : dyacademic@unipune.ernet.in

Date : 28/01/2011

Ref. No. : CC0/1578

To,  
The Principal,  
St. Mira's College for Girls,  
Arts, Commerce & Sciences,  
6, Korgaon Road, Pune- 411 001.

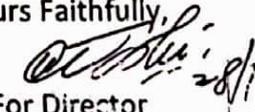
## Subject: Approval to the Appointment of teachers.

Sir,

With reference to your letter No. U-3/ 2010-11, Dated:22/11/2010 regarding the proposal for approval to the appointment of teachers appointed at your College, I am directed to inform you that the appointments of the following teachers are hereby approved as indicated below :-

Sr No	Name of the teachers	Post	Subject	Date and period of approval
1.	Smt. Shanthi Fernandes	Assistant Professor (Full Time)	Commerce	W.e.f. 19/11/2010
2.	Smt. Rajni Singh	Assistant Professor (Full Time)	Commerce	W.e.f. 08/10/2010
3.	Smt. Sangeeta Deshmukh	Assistant Professor (Full Time)	Marathi	W.e.f. 15/06/2010
4.	Smt. Hasina Shaikh	Assistant Professor (Full Time)	Education	W.e.f. 15/06/2010 (Subject to the condition of NET Verification)

Yours Faithfully,

  
For Director  
B.C.U.D.

Copy to:-

1. All Concerned Teachers.
2. The Deputy Registrar, Reservation Cell, University of Pune, Pune-411 007

\\Sandip\administrator\My Documents\phansalkar\Teaheer Approval.docxTeacher Approval

4/2/11



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001, [INDIA]

Ph. / Fax : 26124846 E-mail : mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

Ref: No. E-3/

DATE: 24.1.2011

Ms. Sataravala Snober Jehan,  
30/B Forest Castle,  
81/1 Mundhwa Road,  
Pune 411 036

Sub: Appointment to the post of Full-time Lecturer  
In English.

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, in the scale of PB 15600-39100-AGP 6000 with effect from 24.1.2011 in clear vacancy on probation for 2 years. Your appointment is subject to the approval by the University of Pune and Joint Director and subject to the following terms and conditions: -

Your services will be governed by the Maharashtra Universities Act 1994, statutes, code of conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.

7. (a) You are appointed in clear vacancy as full-time lecturer on Contract basis on probation for a period of two years from the date of joining.
- (b) Your appointment is purely temporary for a period from 1.12.10 till date of formal interviews.
- (c) Your appointment is in leave vacancy for the period from \_\_\_\_\_ to \_\_\_\_\_.
- (d) The post is reserved for \_\_\_\_\_ since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.
- (e) The post is reserved for \_\_\_\_\_ since you do not belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period. You shall not have any claim on the said post in future.
- (f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.
- (g) Your appointment is on part-time/clock hour basis only.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

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**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

...2....

3. (a) You will be paid basic pay of Rs. 15600 + 6000 per month in the scale indicated above

You will also be entitled to dearness allowance, house rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.

(b) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/per hour.

(c) Your appointment and salary shall be subject to approval by the University of Pune and Joint Director of Higher Education as the case may be.

4. (a) You shall have to qualify the NET/SET or similar test (as the case may be) laid down by the University or the state Government/UGC or the Central Council pertaining to your faculty within the stipulated period.

(b) You shall have to acquire the qualification \_\_\_\_\_ (M.Phil/Ph.D., M.D./M.S., M.E. etc.) as prescribed by the University/state govt or the Central Councils concerned within the \_\_\_\_\_ period.

5. Your appointment is subject to the minimum number of students and the work-load prescribed for the post.

6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties.

7. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.

8. You will be allowed to join the duties on producing of:-

j. Two passport size photographs,

k. Character Certificate from two eminent persons, one should be a Govt. Gazetted officer

l. Discharge certificate from previous employer (if any).

9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious. Disease and that you are physically fit for employment on the staff of the College.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]

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**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

.....3.....

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.

11. You will not conduct or engage yourself in any private tuitions /coaching classes.

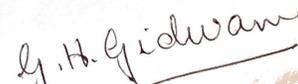
12. You will not engage yourself in any other job paid full-time, part time or otherwise during, the continuance of your service, without the permission of the competent authority/Management.

13. Your services are transferable to any other college/institution run by the Management.

14. Your appointment may be terminated, at any time, by either side/party, by giving one month's working notice or one month's pay in lieu of the notice period in case the period spent in service is more than six months.

15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.

16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

  
Dr. G.H. GIDWANI  
Principal

To:-

- 1 Ms.Satarwala Snober Jehan
- 2 The Chairperson, St. Mira's College Board.
- 3 The Secretary, St. Mira's College Board.
- 4 Accounts Section.

# University of Pune

Telephone Nos. :

020- 25691233

25601258

25601259



ACADEMIC SECTION  
Ganeshkhind, PUNE-411007, INDIA

Telegraph : 'UNIPUNE'

Fax : 020-25698007

Webside : www.unipune.ernet.in

e-mail : dyacademic@unipune.ernet.in

Ref. No. : CC0/1879

Date : 01/03/2011

To,  
The Principal,  
Sadhu Vaswani Mission's,  
St. Mira's College for Girls,  
6, Koregaon Road,  
Pune - 411 001.

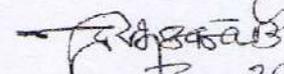
**Subject : Approval to the Appointment of teachers.**

Sir,

With reference to your letter No.U-3/2010-2011, Dated:04/02/2011 regarding the proposal for approval to the appointment of teachers appointed at your College, I am directed to inform you that the appointment of the following teacher is hereby approved as Indicated below :-

Sr No	Name of the teachers	Post	Subject	Date and period of approval
1.	Mrs. Sataravala Snober Jehan	Lecturer (Full Time)	English	W.e.f. 24/01/2011.

Yours Faithfully,

  
for Director 26/2  
B.C.U.D.

Copy to:-

1. Mrs. Sataravala Snober Jehan.
2. The Deputy Registrar, Reservation Cell, University of Pune, Pune-411 007.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[An Autonomous College Affiliated to the Savitribai Phule Pune University]  
[ARTS, COMMERCE, SCIENCE, B.Sc.(COMPUTER SCIENCE) BBA, BCA]  
6, Koregaon Road, Pune - 411 001. [India]  
Ph./Fax : 26124846 E-mail : mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

PU/PN/AC/015/(1962)  
College Code No.: 013

Ref.No.E-3/2015-2016/ 2

15.4.2016

To  
Mrs. Azavedo Suhaile Christopher,  
67, Hermes Heritage Phase 1,  
Nagar Road,  
Pune-6.

Subject: Appointment to the post of Full-time Assistant Professor in English (Degree College)

Dear Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, in the scale of BP 15600-39100-AGP 6000 with effect from 15.4.2016 in clear vacancy on probation for 1 year. Your appointment is subject to the approval by the University of Pune, UGC and Joint Director and subject to the following terms and conditions:

1. Your services will be governed by the Maharashtra Universities Act 1994, Statutes, Code of Conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy on full-time basis on probation for a period of 1 year from the date of joining.  
(b) Your appointment is purely temporary for a period of i.e. from \_\_\_\_\_ to \_\_\_\_\_.  
(c) Your appointment is on the leave vacancy for the period of from 10.9.2014 to \_\_\_\_\_.  
(d) The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year (s) from the date of joining.  
(e) The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.  
(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full-time on purely temporary basis for a period of \_\_\_\_\_.  
(g) Your appointment is on part-time/clock basis only.

Please visit: [www.dadavaswanibooks.org](http://www.dadavaswanibooks.org)

3. (i) You will be paid basic pay of Rs.15600-6000 per month in the scale indicated above. You will also be entitled to Dearness Allowance, House Rent Allowance, and CLA at the rates prescribed by the State Government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.

(ii) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/per hour.

(iii) Your appointment and salary shall be subject to approval by the University of Pune and Director of Technical Education/Director of Medical Education and Research/Joint Director of Higher Education as the case may be.

4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or the State Government/UGC or the Central Council pertaining to your faculty within the stipulated period.

(b) You shall have to acquire the qualification \_\_\_\_\_ (M.Phil/PhD./M.S./M.E. etc as prescribed by the University/State Government or the Central Councils concerned with the \_\_\_\_\_ period.

5. Your appointment is subject to the minimum number of students and the work load prescribed for the post.

6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark sheet, experience certificate, discharge certificate, last pay certificate. Change of name (if any), before joining your duties.

7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the Statutes at the time of joining the duties.

8. You will be allowed to join the duties on producing of;

(i) Two passport size photographs

(ii) Two character certificate from eminent persons, one should be a Govt. Gazetted Officer,

(iii) Discharge Certificate from Previous employer ( if any).

9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the college/institution.

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledge Due (READ) on the address given, shall be deemed to have been acknowledged duly signed by you.

11. You will not conduct or engage yourself in any private tuitions or private coaching classes.

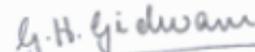
12. You will not engage yourself in any other job paid full time, part time or otherwise during the continuance of your service, without the permission of the competent authority/Management.

13. Your services are transferable to any other College/institutions run by the Management. You will accept the workload (within the prescribed limit) as decided by the authorities.

14. Your appointment may be terminated, at any time in the event of unsatisfactory services after serving you a notice period of one month. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.

15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.

16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

  
D. G. H. Gidwani  
Principal

To

1. Mrs. Suhailc Azavedo
2. Accounts section

# Savitribai Phule Pune University

(Formerly University of Pune)

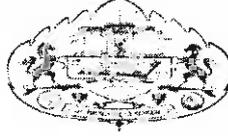
Telephone Nos. :

020 - 25691233

25601258

25601259

25601257



ACADEMIC SECTION

Ganeshkhind, Pune - 411007, INDIA

Telegraph : 'UNIPUNE'

Fax : 020-25691233

Website : [www.unipune.ac.in](http://www.unipune.ac.in)

E-mail : [approval@unipune.ac.in](mailto:approval@unipune.ac.in)

Ref. No. : CCO/ 831

Date : 25/5/2016

To,  
The Principal,  
Sadhu Vaswani Mission's,  
St. Mira's College for Girls,  
6, Koregaon Raod, Pune-411 001

**Subject : Approval to the Appointment of Teacher**

Sir,

With reference to your letter No. U-3/2015-2016, Dtd:- 15.05.2016 regarding the proposal for approval to the appointment of teacher appointed at your College, I am directed to inform you that the appointment of the following teacher is hereby approved as indicated below:-

Sr. No.	Name of the teacher	Post	Subject	Date and period of approval
1.	Smt. Azavedo Suhaile Christopher	Assistant Professor (Full Time)	English	W.e.f. 15/04/2016 Subject to Condition of NET verification

If any suggestion / correction in the content of this approval letter, then please notify the same in writing within a period of three months from the date of issuance of this letter to the undersigned. No communication will be entertained thereafter. The copy of approval letter may be issued to the concerned teacher.

Yours sincerely,

for Director  
B.C.D.

Copy to:-

1. Smt. Azavedo Suhaile Christopher

2. The Deputy Registrar, Reservation Cell, Savitribai Phule Pune University, Pune-411 007.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[An Autonomous College Affiliated to the Savitribai Phule Pune University]  
[ARTS, COMMERCE, SCIENCE, B.Sc.(COMPUTER SCIENCE) BBA, BCA]  
6, Koregaon Road, Pune - 411 001. [India]  
Ph./Fax : 26124846 E-mail : mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

PU/PN/AC/015/(1962)  
College Code No.: 013

Ref.No.E-3/2017-18/2

19.6.2017

To  
Ms. Komal Tujare

Subject: Appointment to the post of Assistant Professor for the subject English (Degree College)

Dear Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, in the scale of BP 15600-39100-AGP 6000 with effect from 15.6.2017 in clear vacancy on probation for 1 year. Your appointment is subject to the approval by the University of Pune, UGC and Joint Director and subject to the following terms and conditions:

1. Your services will be governed by the Maharashtra Universities Act 1994, Statutes, Code of Conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy on full-time basis on probation for a period of 1 year from the date of joining.  
(b) Your appointment is purely temporary for a period of i.e. from \_\_\_\_\_ to \_\_\_\_\_.  
(c) Your appointment is on the leave vacancy for the period of from 10.9.2014 to \_\_\_\_\_.  
(d) The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full time basis on probation for a period of \_\_\_\_\_ year (s) from the date of joining.  
(e) The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed full time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.  
(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.  
(g) Your appointment is on part-time/clock basis only.

Please visit: [www.dadavaswanisbooks.org](http://www.dadavaswanisbooks.org)

3. (i) You will be paid basic pay of Rs.15600-6000 per month in the scale indicated above. You will also be entitled to Dearness Allowance, House Rent Allowance, and CLA at the rates prescribed by the State Government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.

(ii) You will be paid remuneration at the rate of Rs.----- per lecture/ per hour;

(iii) Your appointment and salary shall be subject to approval by the University of Pune and Director of Technical Education/Director of Medical Education and Research/Joint Director of Higher Education as the case may be.

4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or the State Government/UGC or the Central Council pertaining to your faculty within the stipulated period.

(b) You shall have to acquire the qualification----- (M.Phil/PhD./M.S./M.E. etc as prescribed by the University/State Government or the Central Councils concerned with the-----period.

5. Your appointment is subject to the minimum number of students and the work load prescribed for the post.

6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark sheet, experience certificate, discharge certificate, last pay certificate, Change of name (if any), before joining your duties.

7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the Statutes at the time of joining the duties.

8. You will be allowed to join the duties on producing of;

(i) Two passport size photographs

(ii) Two character certificate from eminent persons, one should be a Govt. Gazetted Officer,

(iii) Discharge Certificate from Previous employer ( if any).

9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the college/institution.

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledge Due (READ) on the address given, shall be deemed to have been acknowledged duly signed by you.

11. You will not conduct or engage yourself in any private tuitions or private coaching classes.

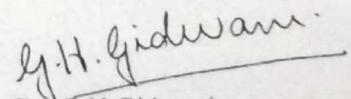
12. You will not engage yourself in any other job paid full time, part time or otherwise during the continuance of your service, without the permission of the competent authority/Management.

13. Your services are transferable to any other College/institutions run by the Management. You will accept the workload (within the prescribed limit) as decided by the authorities.

14. Your appointment may be terminated, at any time in the event of unsatisfactory services after serving you a notice period of one month. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.

15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.

16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

  
Dr. G.H. Gidwani  
Principal

To

1. Ms. Komal Tujare
2. Accounts section



17000891

**Savitribai Phule Pune University**  
(formerly University of Pune)



Telephone Nos. :  
020-25691233  
25601257  
25601258  
25601259

ACADEMIC SECTION  
Ganeshkhind, Pune-411 007,  
INDIA  
Telegraph : 'UNIPUNE'  
Fax: 020-25691233  
Website : www.unipune.ac.in  
Email : approval@unipune.ac.in

Date: 21/8/17

Ref.No. CC011454

To,

The Principal/Director ,  
Sadhu Vaswani Mission  
St.Mira's College for Girls  
Addr: 6, Koregaon Road  
Ta: Haweli(excluding Corporation Area)  
Dist: Pune

**Subject : Approval to the Appointment of Teacher...**

Sir/Madam

With reference to the Selection Committee report of teacher submitted by the college authorities to the Academic Section of the University and your subsequent letter No. U-3/2017-18/6, Dated : 17/07/2017 regarding the proposal for seeking teacher approval, I am directed to inform you that the appointment of following teacher is hereby approved with following particular:-

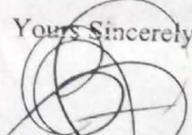
Sr.No	Name of the teacher	Post	Subject	Date and period of approval
1	Ms. Komal Vinayak Tujare  170700930	Assistant Professor (Full Time)	English	W.e.f 15.06.2017

The above said approval is issued on the basis of the certificate issued by the college authorities regarding fulfillment of all prescribed eligibility criteria, such as qualifications, experience (if essential), etc. by the candidate before calling them for interview and the recommendations made by the Selection Committee to the University for according approval to the appointment of candidate recommended by it.

If any suggestion / correction in the content of this approval letter, then please notify the same in writing within a period of three months from the date of issuance of this letter to the undersigned. No communication will be entertained thereafter.

In the event of any information or document submitted by the college authorities being found false or incorrect at any stage, an appropriate action will be initiated against the college authorities and the candidate concerned.

Yours Sincerely,

  
for Deputy Registrar  
(Academic Section)

Copy to:-

1. Ms. Komal Vinayak Tujare
2. The Deputy Registrar, Reservation Cell, Savitribai Phule Pune University, Pune-411007



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
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[ARTS, COMMERCE, SCIENCE, B.Sc.(COMPUTER SCIENCE) BBA, BCA]  
6, Koregaon Road, Pune - 411 001. [India]  
Ph./Fax : 26124846 E-mail : mira\_college@yahoo.co.in

(1)

Dr. G. H. GIDWANI  
Principal

PU/PN/AC/015/(1962)  
College Code No.: 013

Ref: No.: S-6(b)/2017-18/1

15.6.2017

To,  
Ms. Dar Roma,

Subject: **Appointment to the post of Full Time Teacher in English**

Madam,

I have the pleasure to inform you that you are hereby appointed as a Full Time Teacher in English from 15.6.2017

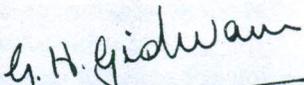
1. Your appointment is purely temporary for the academic term 2017-2018 i.e. till 30.4.2018.
2. Your appointment may be terminated, at any time in the event of unsatisfactory services after serving you a notice period of one month. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof.
3. You will be governed by the service rules as prescribed by the government in the S.S.Code and Maharashtra Employees of Private School (Conditions of service) rules 1981.
4. You shall have to undergo a medical examination by a Registered Medical Practitioner within three months from the date of joining the post. Your appointment shall be conditional pending the receipt of physical fitness from the doctor.
5. You will be allowed to join the duties on producing of:-
  - (a) Two passport size photographs,
  - (b) Discharge certificate from previous employer (if any).
6. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.

*Roma*

Please visit: [www.dadavaswanisbooks.org](http://www.dadavaswanisbooks.org)

\*  
111117

7. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
8. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.
9. You will accept the workload (within the prescribed limit) as decided by the authorities.
10. You are required to deposit all original marksheets with the College. These will be returned only on compliance of exit clause mentioned in point 2 above.
11. During your period of appointment you will not be allowed to apply for any outside post without routing your application through the proper channel.

  
Dr. G. H. Gidwani  
Principal

To:-

- 1) Ms. Dar Roma
- 2) Accounts Section.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[An Autonomous College Affiliated to the Savitribai Phule Pune University]  
[ARTS, COMMERCE, SCIENCE, BBA, BCA]  
6, Koregaon Road, Pune - 411001.[INDIA]  
Ph./Fax : 26124846 E-mail : mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013  
9.2.2015

Ref.No.E-3/2014-2015/ 2

To  
Ms. Kenchi Veena Harish,  
Aqshar No. 46, Vinkar Society,  
Padmavati,  
Dhankawdi, Pune-43.

Subject: Appointment to the post of Full-time Assistant Professor in Political Science.

Dear Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, in the scale of BP 15600-39100-AGP 6000 with effect from 10.2.2015 in clear vacancy on probation for 2 years. Your appointment is subject to the approval by the University of Pune, UGC and Joint Director and subject to the following terms and conditions:

1. Your services will be governed by the Maharashtra Universities Act 1994, Statutes, Code of Conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy on full-time basis on probation for a period of 1 year from the date of joining.  
(b) ~~Your appointment is purely temporary for a period of i.e. from \_\_\_\_\_ to \_\_\_\_\_.~~  
(c) ~~Your appointment is on the leave vacancy for the period of from 10.9.2014 to \_\_\_\_\_.~~  
(d) ~~The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full time basis on probation for a period of \_\_\_\_\_ year (s) from the date of joining.~~  
(e) ~~The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed full time on temporary basis against the reserved post for a period of \_\_\_\_\_.~~ You shall not have any claim on the said post in future.  
(f) ~~This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.~~  
(g) ~~Your appointment is on part-time/clock basis only.~~

Please visit: [www.dadavaswanisbooks.org](http://www.dadavaswanisbooks.org)

3. (i) You will be paid basic pay of Rs.15600+6000 per month in the scale indicated above. You will also be entitled to Dearness Allowance, House Rent Allowance, and CLA at the rates prescribed by the State Government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.

(ii) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/ per hour.

(iii) Your appointment and salary shall be subject to approval by the University of Pune and Director of Technical Education/Director of Medical Education and Research/Joint Director of Higher Education as the case may be.

4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or the State Government/ UGC or the Central Council pertaining to your faculty within the stipulated period.

(b) You shall have to acquire the qualification \_\_\_\_\_ (M.Phil/PhD. /M.S. /M.E. etc as prescribed by the University/State Government or the Central Councils concerned with the \_\_\_\_\_ period.

5. Your appointment is subject to the minimum number of students and the work load prescribed for the post.

6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark sheet, experience certificate, discharge certificate, last pay certificate. Change of name (if any), before joining your duties.

7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the Statutes at the time of joining the duties.

8. You will be allowed to join the duties on producing of;

(i) Two passport size photographs

(ii) Two character certificate from eminent persons, one should be a Govt. Gazetted Officer,

(iii) Discharge Certificate from Previous employer ( if any).

9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the college/institution.

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledge Due (READ) on the address given, shall be deemed to have been acknowledged duly signed by you.

11. You will not conduct or engage yourself in any private tuitions or private coaching classes.

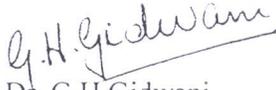
12. You will not engage yourself in any other job paid full time, part time or otherwise during the continuance of your service, without the permission of the competent authority/Management.

13. Your services are transferable to any other College/institutions run by the Management. You will accept the workload (within the prescribed limit) as decided by the authorities.

14. Your appointment may be terminated, at any time in the event of unsatisfactory services after serving you a notice period of one month. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.

15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.

16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

  
Dr. G.H. Gidwani  
Principal

To

1. Ms. Veena Kenchi
2. Accounts section

31

**Savitribai Phule Pune University**  
(Formerly University of Pune)

Telephone Nos. :  
020 - 25691233  
25601258  
25601259  
25601257



ACADEMIC SECTION  
Ganeshkhind, Pune - 411007, INDIA  
Telegraph : 'UNIPUNE'  
Fax : 020-25691233  
Website : www.unipune.ac.in  
E-mail : approval@unipune.ac.in

Ref. No. : CCO/ Approval Comp/1083

Date : 11/5/2015

To,  
The Principal,  
Sadhu Vaswani Mission's,  
St. Mira's College for Girls,  
Arts, Commerce, Science, BBA, BCA,  
Koregaon Road, Pune - 411001.

**Sub - Approval to the appointment of college teacher...**

Sir,

With reference to your letter No. U-3/2014-15, Dated: 27.02.2015, regarding the proposal for approval to the appointments of teachers of your college, I am directed to inform you that the appointments of the following teachers are hereby approved as indicated below :-

Sr. No.	Name of the Teacher	Post	Subject	Date and Period of approval
1.	Smt. Veena Kenchi	Assistant Professor (Full Time)	Political Science	W.e.f. 10.02.2015
2.	Dr. Sandhya Sharad Pandit	Assistant Professor (Full Time)	History	W.e.f. 16.02.2015

**ST. MIRA'S COLLEGE FOR GIRLS**  
PUNE

Principal \_\_\_\_\_  
Inward No. \_\_\_\_\_ 159  
Date \_\_\_\_\_ 11/5/2015  
File No. \_\_\_\_\_ U-3  
To be dealt by \_\_\_\_\_ Gauri

Yours Sincerely,

for Director  
(B.C.U.D.)

Copy to :-

1. All Concerned Teachers.
2. The Deputy Registrar, Reservation Cell, Savitribai Phule Pune University, Pune 411 007.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]

Ph. / Fax : 26124846 E-mail : mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

APPOINTMENT ORDER OF ASSISTANT PROFESSOR

Ref. No. E-3 (J) 2

DATE : 28-05-2010

To,

Mrs. Sangeeta Deshmukh,  
Lotus - 403, Kumar Suraksha,  
Off NIBM Road, Kondhwa,  
Pune - 411048.

Sub. Appointment to the post of Full Time ASSISTANT PROFESSOR  
In MARATHI (subject)

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, in the scale of PB 15600-39100 + AGP 6000 with effect from 15.06.2010. Your appointment is subject to the approval by the University of Pune and Joint Director and subject to the following terms and conditions:-

1. Your services will be governed by the Maharashtra Universities Act 1994, statutes, code of conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy as full time Assistant Professor on probation for a period of two years from the date of joining.  
(b) Your appointment is purely temporary for a period from \_\_\_\_\_ to \_\_\_\_\_.  
(c) Your appointment is in leave vacancy for the period from \_\_\_\_\_ to \_\_\_\_\_.  
(d) The post is reserved for \_\_\_\_\_, since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.  
(e) The post is reserved for \_\_\_\_\_, since you do not belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.  
(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.  
(g) Your appointment is on part-time/clock hour basis only.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]

Ph. / Fax : 26124846 E-mail : mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

3. (a) You will be paid basic pay of Rs. 15600 + 6000 (21600) per month in the scale indicated above.  
You will also be entitled to dearness allowance, house rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.
- (b) You will be paid remuneration at the rate of Rs. \_\_\_\_ per lecture/per hour.
- (c) Your appointment and salary shall be subject to approval by the University of Pune and Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET/SET or similar test (as the case may be) laid down by the University or the state Government/UGC or the Central Council pertaining to your faculty within the stipulated period.
- (b) You shall have to acquire the qualification \_\_\_\_ (M. Phil /Ph.D., M.D./M.S., M.E. etc. as prescribed by the University/state govt. or the Central Councils concerned within the \_\_\_\_ period.
5. Your appointment is subject to the minimum number of students and the work- load prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties.
7. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of:-
  - (a) Two passport size photographs,
  - (b) Character Certificate from two eminent persons, one should be a Govt. Gazetted officer
  - (c) Discharge certificate from previous employer (if any).
9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]

Ph. / Fax : 26124846 E-mail : mira\_college@yahoo.co.in

**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal . It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions /coaching classes.
12. You will not engage yourself in any other job paid full-time, part time or otherwise during, the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other college/institution run by the Management.
14. Your appointment may be terminated at any time, by either side/party, by giving three month's working notice or three month's pay in lieu of the notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things Which are subversive to the interests of the Society/University/Institute/College/ Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

*G.H. Gidwani*  
Dr. G.H. GIDWANI  
Principal

To:-

- 1) Mrs. Sangeeta Deshmukh.
- 2) The Chairperson, St. Mira's College Board.
- 3) The Secretary, St. Mira's College Board.
- 4) Accounts Section.

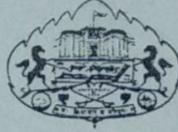
# University of Pune

Telephone Nos. :

020- 25691233

25601258

25601259



ACADEMIC SECTION  
Ganeshkhind, PUNE-411007, INDIA

Telegraph : 'UNIPUNE'

Fax : 020-25698007

Webside : www.unipune.ernet.in

e-mail : dyacademic@unipune.ernet.in

Ref. No. : CCO/1578

Date : 28/01/2011

To,  
The Principal,  
St. Mira's College for Girls,  
Arts, Commerce & Sciences,  
6, Korgaon Road, Pune- 411 001.

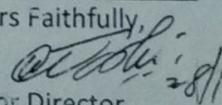
**Subject: Approval to the Appointment of teachers.**

Sir,

With reference to your letter No. U-3/ 2010-11, Dated:22/11/2010 regarding the proposal for approval to the appointment of teachers appointed at your College, I am directed to inform you that the appointments of the following teachers are hereby approved as indicated below :-

Sr No	Name of the teachers	Post	Subject	Date and period of approval
1.	Smt. Shanthi Fernandes	Assistant Professor (Full Time)	Commerce	W.e.f. 19/11/2010
2.	Smt. Rajni Singh	Assistant Professor (Full Time)	Commerce	W.e.f. 08/10/2010
3.	Smt. Sangeeta Deshmukh	Assistant Professor (Full Time)	Marathi	W.e.f. 15/06/2010
4.	Smt. Hasina Shaikh	Assistant Professor (Full Time)	Education	W.e.f. 15/06/2010 (Subject to the condition of NET Verification)

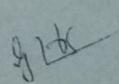
Yours Faithfully,

  
For Director

B.C.U.D.

Copy to:-

1. All Concerned Teachers.
2. The Deputy Registrar, Reservation Cell, University of Pune, Pune-411 007





KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[An Autonomous College Affiliated to the Savitribai Phule Pune University]

[ARTS, COMMERCE, SCIENCE, BBA, BCA]

6, Koregaon Road, Pune - 411001. [INDIA]

Ph./Fax : 26124846 E-mail : mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013  
16.2.2015

Ref.No.E-3/2014-2015/ 2

To  
Dr. Pandit Sandhya Sharad,  
'Tejas', 38/4, Adarsh Nagar,  
Pune - Satara Road,  
Pune - 411 037.

Subject: Appointment to the post of Full-time Assistant Professor in History

Dear Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, in the scale of BP 15600-39100-AGP 6000 with effect from 16.2.2015 in clear vacancy on probation for 1 year. Your appointment is subject to the approval by the University of Pune, UGC and Joint Director and subject to the following terms and conditions:

1. Your services will be governed by the Maharashtra Universities Act 1994, Statutes, Code of Conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy on full-time basis on probation for a period of 1 year from the date of joining.  
(b) ~~Your appointment is purely temporary for a period of i.e. from \_\_\_\_\_ to \_\_\_\_\_.~~  
(c) ~~Your appointment is on the leave vacancy for the period of from 10.9.2014 to \_\_\_\_\_.~~  
(d) ~~The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full time basis on probation for a period of \_\_\_\_\_ year (s) from the date of joining.~~  
(e) ~~The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed full time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.~~  
(f) ~~This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.~~  
(g) ~~Your appointment is on part-time/clock basis only.~~

Please visit: [www.dadavaswanisbooks.org](http://www.dadavaswanisbooks.org)

3. (i) You will be paid basic pay of Rs.15600+6000 per month in the scale indicated above. You will also be entitled to Dearness Allowance, House Rent Allowance, and CLA at the rates prescribed by the State Government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.

(ii) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/ per hour.

(iii) Your appointment and salary shall be subject to approval by the University of Pune and Director of Technical Education/Director of Medical Education and Research/Joint Director of Higher Education as the case may be.

4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or the State Government/ UGC or the Central Council pertaining to your faculty within the stipulated period.

(b) You shall have to acquire the qualification \_\_\_\_\_ (M.Phil/PhD. /M.S. /M.E. etc as prescribed by the University/State Government or the Central Councils concerned with the \_\_\_\_\_ period.

5. Your appointment is subject to the minimum number of students and the work load prescribed for the post.

6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark sheet, experience certificate, discharge certificate, last pay certificate. Change of name (if any), before joining your duties.

7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the Statutes at the time of joining the duties.

8. You will be allowed to join the duties on producing of;

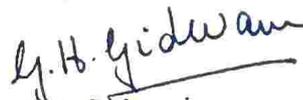
(i) Two passport size photographs

(ii) Two character certificate from eminent persons, one should be a Govt. Gazetted Officer,

(iii) Discharge Certificate from Previous employer ( if any).

9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the college/institution.

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledge Due (READ) on the address given, shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions or private coaching classes.
12. You will not engage yourself in any other job paid full time, part time or otherwise during the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other College/institutions run by the Management. You will accept the workload (within the prescribed limit) as decided by the authorities.
14. Your appointment may be terminated, at any time in the event of unsatisfactory services after serving you a notice period of one month. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

  
Dr. G.H.Gidwani  
Principal

To

1. Dr. Pandit Sandhya Sharad
2. Accounts section

31

**Savitribai Phule Pune University**  
(Formerly University of Pune)

Telephone Nos. :  
020 - 25691233  
25601258  
25601259  
25601257



ACADEMIC SECTION  
Ganeshkhind, Pune - 411007, INDIA  
Telegraph : 'UNIPUNE'  
Fax : 020-25691233  
Website : www.unipune.ac.in  
E-mail : approval@unipune.ac.in

Ref. No. : CCO/Approval Comp/1083

Date : 11/5/2015

To,  
The Principal,  
Sadhu Vaswani Mission's,  
St. Mira's College for Girls,  
Arts, Commerce, Science, BBA, BCA,  
Koregaon Road, Pune - 411001.

**Sub - Approval to the appointment of college teacher...**

Sir,

With reference to your letter No. U-3/2014-15, Dated: 27.02.2015, regarding the proposal for approval to the appointments of teachers of your college, I am directed to inform you that the appointments of the following teachers are hereby approved as indicated below :-

Sr. No.	Name of the Teacher	Post	Subject	Date and Period of approval
1.	Smt. Veena Kenchi	Assistant Professor (Full Time)	Political Science	W.e.f. 10.02.2015
2.	Dr. Sandhya Sharad Pandit	Assistant Professor (Full Time)	History	W.e.f. 16.02.2015

**ST. MIRA'S COLLEGE FOR GIRLS**  
PUNE

Principal \_\_\_\_\_  
Inward No. \_\_\_\_\_ 159  
Date \_\_\_\_\_ 11/5/2015  
File No. \_\_\_\_\_ U-3  
To be dealt by \_\_\_\_\_ Gauri

Yours Sincerely,

for Director  
(B.C.U.D.)

Copy to :-

- All Concerned Teachers.
- The Deputy Registrar, Reservation Cell, Savitribai Phule Pune University, Pune 411 007.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[An Autonomous College Affiliated to the Savitribai Phule Pune University]

[ARTS, COMMERCE, SCIENCE, B.Sc.(COMPUTER SCIENCE) BBA, BCA]

6, Koregaon Road, Pune - 411 001. [India]

Ph./Fax : 26124846 E-mail : mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

PU/PN/AC/015/(1962)  
College Code No.: 013

Ref.No.E-3/2017-18/2

19.6.2017

To  
Ms. Ekta Jadhav

Subject: Appointment to the post of Director of Physical Education.

Dear Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, in the scale of BP 15600-39100-AGP 6000 with effect from 19.6.2017 in clear vacancy on probation for 1 year. Your appointment is subject to the approval by the University of Pune, UGC and Joint Director and subject to the following terms and conditions:

1. Your services will be governed by the Maharashtra Universities Act 1994, Statutes, Code of Conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy on full-time basis on probation for a period of 1 year from the date of joining.  
(b) Your appointment is purely temporary for a period of i.e. from \_\_\_\_\_ to \_\_\_\_\_.  
(c) Your appointment is on the leave vacancy for the period of from 10.9.2014 to \_\_\_\_\_.  
(d) The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year (s) from the date of joining.  
(e) The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.  
(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full-time on purely temporary basis for a period of \_\_\_\_\_.  
(g) Your appointment is on part-time/clock basis only.
3. (i) You will be paid basic pay of Rs.15600-6000 per month in the scale indicated above. You will also be entitled to Dearness Allowance, House Rent Allowance, and CIA at the rates prescribed by the State Government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.

Please visit: [www.dadavaswanibooks.org](http://www.dadavaswanibooks.org)

gg

4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or the State Government/UGC or the Central Council pertaining to your faculty within the stipulated period.  
(b) You shall have to acquire the qualification \_\_\_\_\_ (M.Phil/PhD./M.S./M.E. etc as prescribed by the University/State Government or the Central Councils concerned with the \_\_\_\_\_ period.
5. Your appointment is subject to the minimum number of students and the work load prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark sheet, experience certificate, discharge certificate, last pay certificate. Change of name (if any), before joining your duties.
7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the Statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of;
- (i) Two passport size photographs
  - (ii) Two character certificate from eminent persons, one should be a Govt. Gazetted Officer,
  - (iii) Discharge Certificate from Previous employer ( if any).
9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the college/institution.
10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledge Due (READ) on the address given, shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions or private coaching classes.
12. You will not engage yourself in any other job paid full time, part time or otherwise during the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other College/institutions run by the Management. You will accept the workload (within the prescribed limit) as decided by the authorities.

14. Your appointment may be terminated, at any time in the event of unsatisfactory services after serving you a notice period of one month. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.

15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.

16. You will have to execute a bond to serve the College for a period of minimum 3 years from the date of joining and that you will not be allowed to apply for any outside post for a period of 3 years from the date of joining.

17. Before joining the above mentioned post she will have to execute an agreement bond in the name of the Principal of this College on a Stamp Paper of Rs.100/-. The draft agreement, Deed of Contract of Service is enclosed with this appointment order. You will be allowed to join the duties only after execution of the agreement.

18. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

  
Dr. G.H.Gidwani  
Principal

To

1. Ms. Ekta Jadhav
2. Accounts section



17001014

**Savitribai Phule Pune University**  
(formerly University of Pune)

Telephone Nos. :  
020-25691233  
25601257  
25601258  
25601259



ACADEMIC SECTION  
Ganeshkhind, Pune-411 007,  
INDIA  
Telegraph : 'UNIPUNE'  
Fax: 020-25691233  
Website : www.unipune.ac.in  
Email : approval@unipune.ac.in

Date:-01/10/2017

Ref.No. CCO/App-Camp/1727

To,

The Principal/Director ,  
Sadhu Vaswani Mission  
St.Mira's College for Girls  
Addr: 6, Koregaon Road  
Ta: Haweli(excluding Corporation Area)  
Dist: Pune

**Subject : Approval to the Appointment of Teacher...**

Sir/Madam

With reference to the Selection Committee report of teacher submitted by the college authorities to the Academic Section of the University and your subsequent letter No. U-3/17-18/7, Dated : 17/07/2017 regarding the proposal for seeking teacher approval, I am directed to inform you that the appointment of following teacher is hereby approved with following particular:-

Sr.No	Name of the teacher	Post	Subject	Date and period of approval
1	Ms. Ekta Ashok Jadhav  170700867	Physical Director (Full Time)	-	W.e.f 19.06.2017

The above said approval is issued on the basis of the certificate issued by the college authorities regarding fulfillment of all prescribed eligibility criteria, such as qualifications, experience (if essential), etc. by the candidate before calling them for interview and the recommendations made by the Selection Committee to the University for according approval to the appointment of candidate recommended by it.

If any suggestion / correction in the content of this approval letter, then please notify the same in writing within a period of three months from the date of issuance of this letter to the undersigned. No communication will be entertained thereafter.

In the event of any information or document submitted by the college authorities being found false or incorrect at any stage, an appropriate action will be initiated against the college authorities and the candidate concerned.

Yours Sincerely,

  
for Deputy Registrar  
(Academic Section)

Copy to:-

1. Ms. Ekta Ashok Jadhav

2. The Deputy Registrar, Reservation Cell, Savitribai Phule Pune University, Pune-411007



Off : 624846  
Resi. : 680392  
College Code No. : 013

SADHDU VASWANI MISSION'S  
ST. MIRA'S COLLEGE FOR GIRLS

[ARTS & COMMERCE]  
[FOUNDER : SADHU T. L. VASWANI]

Mrs. A. A. JETHWANI

Principal

6, Koregaon Road  
Pune - 411 001. [INDIA]

FORM FOR APPOINTMENT OF A TEACHER

REF. NO. E-3/(h)/2

Date : 14.6.99

To,  
Shri/Smt **Jaya Rajagopalan,**  
A/2, Kshitija Society,  
Yerwada, Pune 411 006.

Sub: Appointment to the post of LECTURER  
in PSYCHOLOGY (Subject)

Sir/Madam,

In response to our advertisement dated 2.5.99 you had applied for the post of Lecturer in Psychology. You were interviewed for the above post by the Selection Committee Constituted by the Management.

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune - 1, in the scale of Rs. 2200-75-2800-100-4000 with effect from 15.6.1999. Your appointment is subject to the following terms and conditions :-

1. Your services will be governed by the Maharashtra Universities Act, 1994, Statutes, Code of Conduct, Ordinances and Rules and Regulations laid down by the University of Pune and State Government from time to time.

2. (a) You are appointed in clear vacancy on full-time basis on probation for a period of two year(s) from date of joining.

~~(b) Your appointment is purely temporary for a period of \_\_\_\_\_ i.e. from \_\_\_\_\_ to \_\_\_\_\_.~~

~~(c) Your appointment is on the leave vacancy for the period of from \_\_\_\_\_ to \_\_\_\_\_.~~

~~(d) The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.~~

~~(e) The post is reserved for \_\_\_\_\_. Since you do not belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.~~

~~(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full-time on purely temporary basis for a period of \_\_\_\_\_.~~

~~(g) Your appointment is on part-time/clock hour basis of \_\_\_\_\_.~~



SADHU VASWANI MISSION'S  
ST. MIRA'S COLLEGE FOR GIRLS

[ ARTS & COMMERCE ]

[ Founder : Sadhu T.L. Vaswani ]

Mrs. A. A. JETHIWANI = 2 =

6, Koregaon Road,

Pune - 411 001 [INDIA]

3. (i) You will be paid <sup>Principal</sup> basic pay of Rs. 2,200/- per month in the scale indicated above. You will also be entitled to Dearness Allowance, House Rent Allowance and C.L.A. at the rates prescribed by the State Government from time to time. In case you are appointed for a period of more than one year, you shall earn annual increment.
- (ii) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/per hour.
- (iii) Your appointment and salary shall be subject to approval by the University of Pune and Director of Technical Education/ Director of Medical Education & Research/Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or State Government/UGC or the Central Council pertaining to your faculty within the stipulated period.
- (b) You shall have to acquire the qualifications \_\_\_\_\_ (M.Phil/Ph.D., M.D./M.S., M.D.S., M.E. etc.) as prescribed by the University/State Govt. or the Central Councils concerned within the \_\_\_\_\_ period.
5. Your appointment is subject to the minimum number of students and the workload prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, marksheets, experience certificate, discharge/relieving certificate, last Pay Certificate, Caste certificate, change of name certificate (if any), etc. before joining your duties.
7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of :-  
(i) Two passport size photographs,  
(ii) Character Certificate from two eminent persons, one of them should be a Govt. Gazetted Officer.  
(iii) Discharge Certificate from previous employer (if any).
9. You shall undergo medical examination by the approved Medical Officer or by the Civil Surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of Medical Certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College/institution.



Off. : 624846  
Resi. : 680392

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ ARTS & COMMERCE ]  
[ Founder : Sadhu T.L. Vaswani ]

Mrs. A. A. JETHWANI  
Principal

6, Koregaon Road,  
Pune - 411 001. [INDIA]

- 3 -

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAAD) on the address given, shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions or private coaching classes.
12. You will not engage yourself in any other job paid full-time, part-time or otherwise, during the continuance of your service; without the permission of the competent authority/Management.
13. Your services are transfereable to any other college/institutions run by the Management.
14. Your appointment may be terminated, at any time, by either side/party, by giving one month's notice or one month's pay in lieu of notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interest of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management Institution within seven days from the date of receipt Order of Appointment, failing which your appointment will be cancelled.

Yours

Secretary

- To: 1. Ms. Jaya Rajagoplan  
2. The Secretary, St. Mira's College  
for Girls Board, Pune - 411 001.  
3. Accounts Section.  
4. The Chairperson, Sadhu Vaswani  
Mission, Pune 411 001.

SKK/-

Ph. / Fax : 6124846  
College Code No. : 013

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ARTS & COMMERCE]  
[FOUNDER : SADHU T. L. VASWANI]

6, Koregaon Road  
Pune - 411 001. [INDIA]

THE LIGHT *Dr. G. H. GIDWANI*  
Principal

No.E-3(h)/39

1/6/01

OFFICE ORDER

St. Mira's College for Girls Board, Pune, is pleased to confirm the services of Miss Jaya Rajagopalan, Full-time, Lecturer, in her existing post w.e.f. 15-6-2001, subject to the approval of the Joint Director, Higher Education, Pune Region, Pune 1, and University of Pune.

She will be entitled and admitted to the benefits of the General Provident Fund w.e.f. 15.6.1999.

*G. H. Gidwani*  
Dr. G.H. Gidwani  
Principal

- 1) Miss Jaya Rajagopalan *JR*
- 2) The Secretary, St. Mira's College for Girls Board.
- 3) The Chairperson, St. Mira's College Board Pune.
- 4) Accounts Section.

# University of Pune

12

Ganeskhind,  
PUNE - 411 007.



2/11/99

nos. :  
061  
06062  
56060

graph : 'UNIPCNA'  
lex : 0145 719 UNIP IN  
fax : 020 353899

Ref. No. : CCO/22

Date : 7-12-1999...

To,

The Principal  
St.Mira's College for Girls  
6, Kopergaon Road  
Pune - 411 001.

Subject - Approval to the appointment of College Teachers.

Sir,

With reference to your letter No.U-3/99/2000/4 dated 11-10-1999 regarding the proposal for approval to the appointment of teachers of your college. I am directed to inform you that the appointments of the following teachers are hereby approved as indicated below :

Sr.No.	Name of the Teachers	Post	Subject	Date & Period of approval
1)	Smt.Karur Anila Thomas	Lecturer (F.T.)	Commerce	5-8-1999 <i>Anil Thomas</i>
2)	Smt. Suryanarayan Hema	--"--	--"--	15-6-1999 to 14-6-2001 <i>S.H.</i> (Leave Vacancy)
3)	Smt. Wadhvani Bharati	--"--	--"--	16-7-1999 to 30-10-1999 (Leave Vacancy)
4)	Smt. Thadani Milan	--"--	English	22-6-1999 to 14-6-2001 <i>Milani</i> (Leave Vacancy) 9/12/99
5)	Smt. Rajgopalan Jaya	--"--	Psychology	15-6-1999 <i>Rajgopalan</i>
6)	Smt. Kulkarni Sadhana	--"--	Politics	15-6-1999 <i>Sadhana</i>
7)	Smt. Diwekar Vaishali	--"--	Sociology	15-6-1999 <i>Vaishali</i>
8)	Smt. Mohanty Suchismita	--"--	Economics	20-9-1999 to 10-12-1999 <i>Suchismita</i> (Leave Vacancy)

Yours faithfully,

Copy f.w.cs. to:-

1. All concerned teachers

For Registrar

*[Signature]*  
9/12/99



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[An Autonomous College Affiliated to the Savitribai Phule Pune University]  
[ARTS, COMMERCE, SCIENCE, B.Sc.(COMPUTER SCIENCE) BBA, BCA]  
6, Koregaon Road, Pune - 411 001. [India]  
Ph./Fax : 26124846 E-mail : mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

PU/PN/AC/015/(1962)  
College Code No. 013

**APPOINTMENT ORDER**

Ref No. E-3(TTT)/2016-17

24.6.2016

To,  
Mrs. Palstia Sharmin Zarir,  
A-1002, Parsi Colony,  
Lullanagar,  
Pune-40

Sub: **Appointment to the post of Full-time Lecturer in Psychology Degree College**

Madam,

I have the pleasure to inform you that you are hereby appointed **on adhoc basis** as Lecturer in Degree College (Psychology) from 24.6.2016 or the date of report for duty. Your appointment is purely temporary till the end of the academic year 2016-2017 upto 30.4.2017.

1. Your appointment may be terminated, at any time in the event of unsatisfactory services after serving you a notice period of one month. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.
2. You will be governed by the service rules as prescribed by the government in the S.S.Code and Maharashtra Employees of Private School (Conditions of service) rules 1981.
3. You shall have to undergo a medical examination by a Registered Medical Practitioner within three months from the date of joining the post. Your appointment shall be conditional pending the receipt of physical fitness from the doctor.
4. You will be allowed to join the duties on producing of:-
  - (a) Two passport size photographs,
  - (b) Discharge certificate from previous employer (if any).

Please visit: [www.dadavaswanisbooks.org](http://www.dadavaswanisbooks.org)

5. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (R.A.D) on the address given shall be deemed to have been acknowledged duly signed by you.
6. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
7. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.
8. You are required to deposit all original marksheets with the College. These will be returned only on compliance of exit clause mentioned in point 2 above.

  
Dr. G. H. Gudwani  
Principal

To -

- 1) Mrs. Palstia Sharmin Zarir
- 2) The Chairperson, St. Mira's College Board
- 3) The Secretary, St. Mira's College Board
- 4) Accounts Section



SADHU VASWANI MISSION'S  
ST. MIRA'S COLLEGE FOR GIRLS

[ ARTS & COMMERCE ]  
[ Founder : Sadhu T.L. Vaswani ]

Mrs. A. A. JETHWANI  
Principal

Off. : 624846  
Resi. : 680392

6, Koregaon Road,  
Pune - 411 001. [INDIA]

FORM FOR APPOINTMENT OF A TEACHER

REF.NO.E-3/eee/11

Date ; 8.6.99

To,  
Shri/Smt Vaishali Diwakar,  
Flat No.18, Punset Angan,  
Pune - 7.

Sub: Appointment to the post of Lecturer  
in Sociology (Subject)

Sir/Madam,

In response to our advertisement dated 2.5.99 you had applied for the post of Lecturer in Sociology. You were interviewed for the above post by the Selection Committee constituted by the Management.

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune - 1, in the scale of Rs. 2200-75-2800-100-4000 with effect from 15.6.99. Your appointment is subject to the following terms and conditions :-

1. Your services will be governed by the Maharashtra Universities Act, 1994, Statutes, Code of Conduct, Ordinances and Rules and Regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy on Full-time basis on probation for a period of two year(s) from the date of joining.  
(\*) Your appointment is purely temporary for a period of 60 i.e. from 15.6.99 to 15.6.00.  
(c) Your appointment is on the leave vacancy for the period of from 15.6.99 to 15.6.00.  
(d) The post is reserved for SC/ST. Since you belong to the said category, you are appointed on full-time basis on probation for a period of two year(s) from the date of joining.  
(e) The post is reserved for SC/ST. Since you do not belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period of 60. You shall not have any claim on the said post in future.  
(f) This temporary vacancy is caused by resignation. Hence you are appointed full-time on purely temporary basis for a period of 60.  
(g) Your appointment is on part-time/clock hour basis only.



SADHU VASWANI MISSION'S  
ST. MIRA'S COLLEGE FOR GIRLS

[ ARTS & COMMERCE ]  
[ Founder : Sadhu T.L. Vaswani ]

Off. : 624846  
Resi. : 680392

Mrs. A. A. JETHWANI = 2 =

3. (i) You will be paid basic pay of Rs. 2275/- per month in the 6. Koregaon Road, Pune 411 001. [INDIA] scale indicated above. You will also be entitled to Dearness Allowance, House Rent Allowance and G.I.A. at the rates prescribed by the State Government from time to time. In case you are appointed for a period of more than one year, you shall earn annual increment.
- (ii) You will be paid remuneration at the rate of Rs.            per lecture/per hour.
- (iii) Your appointment and salary shall be subject to approval by the University of Pune and Director of Technical Education/ Director of Medical Education & Research/ Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or State Government/UGC or the Central Council pertaining to your faculty within the stipulated period.
- (b) You shall have to acquire the qualifications (M.Phil/Ph.D., M.D./M.S., M.D.S., M.E. etc.) as prescribed by the University/State Govt. or the Central Councils concerned within the            period.
5. Your appointment is subject to the minimum number of students and the workload prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark sheets, experience certificate, discharge/relieving certificate, last Pay Certificate, Caste certificate, change of name certificate (if any), etc. before joining your duties.
7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of :-  
(i) Two passport size photographs,  
(ii) Character Certificate from two eminent persons, one of them should be a Govt. Gazetted Officer.  
(iii) Discharge Certificate from previous employer (if any).
9. You shall undergo medical examination by the approved Medical Officer or by the Civil Surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of Medical Certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College/institution.



SADHU VASWANI MISSION'S  
ST. MIRA'S COLLEGE FOR GIRLS

[ ARTS & COMMERCE ]  
[ Founder : Sadhu T.L. Vaswani ]

Mrs. A. A. JETHWANI  
Principal

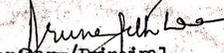
Off. : 624846  
Resi. : 680392

6, Koregaon Road,  
Pune - 411 001. [INDIA]

- 3 -

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAAD) on the address given, shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions or private coaching classes.
12. You will not engage yourself in any other job paid full-time, part-time or otherwise, during the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transfereable to any other college/institutions run by the Management.
14. Your appointment may be terminated, at any time, by either side/party, by giving one month's notice or one month's pay in lieu of notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

Yours faithfully,

  
Secretary/Principal.

- To: 1. Mrs. Vaishali Diwakar
2. The Secretary, St. Mira's College  
for Girls Board, Pune - 411 001.
  3. Accounts Section.
  4. The Chairperson, Sadhu Vaswani  
Mission, Pune - 1.

BKK/-

# University of Pune

Telephone Nos.:  
5656061  
5656062  
5656060



Gaekwad,  
PUNE - 411 007.

Telegraph: 'UNIPUNA'  
Telex: 0145 119 UNIP IN  
Fax: 020 353499

Ref. No.: CGO/ 88

Date: 7-12-1999.

TO,

The Principal  
St. Mira's College for Girls  
6, <sup>Koregaon</sup> ~~Kopergaon~~ Road  
Pune - 411 001.

Subject - Approval to the appointment of College Teachers.

Sir,

With reference to your letter No.U-3/99/2000/4 dated 11-10-1999 regarding the proposal for approval to the appointment of teachers of your college. I am directed to inform you that the appointments of the following teachers are hereby approved as indicated below :

Sr.NO.	Name of the Teachers	Post	Subject	Date & Period of approval
1)	Smt.Karur Anila Thomas	Lecturer (F.T.)	Commerce	5-8-1999
2)	Smt. Suryanarayan Hema	---	---	15-6-1999 to 14-6-2001 (Leave Vacancy)
3)	Smt. Wadhvani Bharati	---	---	16-7-1999 to 30-10-1999 (Leave Vacancy)
4)	Smt. Thadani Milan	---	English	21-6-1999 to 14-6-2001 (Leave Vacancy)
5)	Smt. Rajgopalan Jaya	---	Psychology	15-6-1999
6)	Smt. Kulkarni Sadhana	---	Politics	15-6-1999
7)	Smt. Diwakar Vaishali	---	Sociology	15-6-1999
8)	Smt. Mohanty Suchismita	---	Economics	20-9-1999 to 10-12-1999 (Leave Vacancy)
--				

Yours faithfully,

*[Signature]*  
For Registrar

Copy f.w.cs. to:-



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ARTS & COMMERCE]  
[FOUNDER : SADHU T. L. VASWANI]

6, Koregaon Road,  
Pune - 411 001. [INDIA]

**Dr. G.H.GIDWANI**

Principal

FORM FOR APPOINTMENT OF A TEACHER

REF.NO. E-3(c)/2

DATE: 27.6.2001

To,  
~~Smt.~~ Smt. Vaishali Joshi,  
1, Sayantara Apartments,  
63, Mayur Colony Pune 411 029.

Sub: Appointment to the post of Lecturer  
in Sociology (Subject)

Sir/Madam,

In response to our advertisement dated 22.6.2001 you had applied for the post of Lecturer in Sociology. You were interviewed for the above post by the Selection Committee Constituted by the Management.

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune 1, in the scale of Rs. 8000-275-13500 with effect from 28.6.2001. Your appointment is subject to the following terms and conditions:-

1. Your services will be governed by the Maharashtra Universities Act, 1994, Statutes, Code of Conduct, Ordinances and Rules and Regulations laid down by the University of Pune and State Government from time to time.
- 2.a. You are appointed in clear vacancy on full-time basis on probation for a period of two year(s) from the date of joining.
- b. Your appointment is purely temporary for a period of \_\_\_\_\_ i.e. from \_\_\_\_\_ to \_\_\_\_\_.
- c. Your appointment is on the leave vacancy for the period of from \_\_\_\_\_ to \_\_\_\_\_.
- d. The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.
- e. The post is reserved for \_\_\_\_\_. Since you do not belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.
- f. This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full-time on purely temporary basis for \_\_\_\_\_.



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS & COMMERCE]

[FOUNDER : SADHU T. L. VASWANI]

6, Koregaon Road,  
Pune - 411 001. [INDIA]

*Dr. (Miss) G.H. GIDWANI*

Principal

- 3 -

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given, shall be deemed to have been acknowledged duly signed by you,
11. You will not conduct or engage yourself in any private tuitions or private coaching classes.
12. You will not engage yourself in any other job paid full-time, part-time or otherwise, during the continuance of your service, without the permission of the competent authority/Management.
13. Your service are transfereable to any other college/institutions run by the Management.
14. Your appointment may be terminated, at any time, by either side/ party, by giving one month's notice or one month's pay in lieu of notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

Yours faithfully,

*G.H. Gidwani*  
Secretary/Principal.

- To: 1. Mrs. Vaishali Joshi
2. The secretary, St. Mira's College for Girls Board, Pune 411 001.
  3. Accounts Section.
  4. The Chairperson, Sadhu Vaswani Mission Pune 411 001.

# University of Pune

Telephone Nos. : ~~XXXXXXXX~~ 5696 061  
~~XXXXXXXX~~ 5690 062  
~~XXXXXXXX~~ 5690 060



Ganeshkhind,  
PUNE-411 007.

Telegraph : 'UNIPUNE'

Fax : 020-~~363333~~

Ref. No. : CCO/6  
4-12-2001  
To

Date : 4-12-2001

The ~~Secretary~~ / Principal,  
St. Mira's College for Girls  
(Arts and Commerce),  
6, Koregaon Road, Pune - 411 001.

Sub. : Approval to the appointment of Lecturer (Full-time)

Ref. : Your letter No. U-3/2001-  
2002/5 Dated 18-10-2001

Sir / Madam,

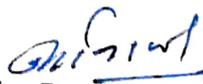
With reference to the subject mentioned above, I am directed to inform you that the appointment of ~~Sri/Smt. Dr.~~ Joshi Vaishali Shivprasad as Lecturer (Full-time) for the subject Sociology is hereby

- (a) approved with effect from 28-6-2001  
(b) approved for a period of -  
i.e. from - to - only.

The College / Institute is required to follow the requisite procedure for selection and appointment of a duly qualified teacher immediately, if required.

Thanking you,

Yours faithfully,

  
for Registrar

Copy to :

(1) The Principal, .....



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
ST. MIRA'S COLLEGE FOR GIRLS

[An Autonomous College Affiliated to the Savitribai Phule Pune University]

[ARTS, COMMERCE, SCIENCE, BBA, BCA]

6, Koregaon Road, Pune - 411001.[INDIA]

Ph./Fax : 26124846 E-mail : mira\_college@yahoo.co.in

2

Dr. G. H. GIDWANI  
Principal

Ref.No.E-3/2015-2016/ 2

PU/PN/AC/015/(1962)  
College Code No. : 013  
20.5.2015

To  
Ms. Kulkarni Manjita Shrikant,  
C/o, S.B. Kulkarni,  
C/13/1, Rajmudra Society,  
Dhankawdi,  
Pune-9.

Subject: Appointment to the post of Full-time Assistant Professor in Sociology.

Dear Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, in the scale of BP 15600-39100-AGP 6000 with effect from 15.6.2015 in clear vacancy on probation for 1 year. Your appointment is subject to the approval by the University of Pune, UGC and Joint Director and subject to the following terms and conditions:

1. Your services will be governed by the Maharashtra Universities Act 1994, Statutes, Code of Conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy on full-time basis on probation for a period of 1 year from the date of joining.  
(b) ~~Your appointment is purely temporary for a period of i.e. from \_\_\_\_\_ to \_\_\_\_\_.~~  
(c) ~~Your appointment is on the leave vacancy for the period of from 10.9.2014 to \_\_\_\_\_.~~  
(d) ~~The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full time basis on probation for a period of \_\_\_\_\_ year (s) from the date of joining.~~  
(e) ~~The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed full time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.~~  
(f) ~~This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.~~  
(g) ~~Your appointment is on part time/clock basis only.~~

Please visit: [www.dadavaswanisbooks.org](http://www.dadavaswanisbooks.org)

20/5/15

3. (i) You will be paid basic pay of Rs.15600-6000 per month in the scale indicated above. You will also be entitled to Dearness Allowance, House Rent Allowance, and CLA at the rates prescribed by the State Government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.

(ii) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/ per hour.

(iii) Your appointment and salary shall be subject to approval by the University of Pune and Director of Technical Education/Director of Medical Education and Research/Joint Director of Higher Education as the case may be.

4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or the State Government/ UGC or the Central Council pertaining to your faculty within the stipulated period.

(b) You shall have to acquire the qualification \_\_\_\_\_ (M.Phil/PhD. /M.S. /M.E. etc as prescribed by the University/State Government or the Central Councils concerned with the \_\_\_\_\_ period.

5. Your appointment is subject to the minimum number of students and the work load prescribed for the post.

6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark sheet, experience certificate, discharge certificate, last pay certificate. Change of name (if any), before joining your duties.

7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the Statutes at the time of joining the duties.

8. You will be allowed to join the duties on producing of;

(i) Two passport size photographs

(ii) Two character certificate from eminent persons, one should be a Govt. Gazetted Officer,

(iii) Discharge Certificate from Previous employer ( if any).

9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the college/institution.

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledge Due (READ) on the address given, shall be deemed to have been acknowledged duly signed by you.

11. You will not conduct or engage yourself in any private tuitions or private coaching classes.

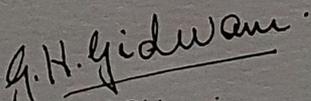
12. You will not engage yourself in any other job paid full time, part time or otherwise during the continuance of your service, without the permission of the competent authority/Management.

13. Your services are transferable to any other College/institutions run by the Management. You will accept the workload (within the prescribed limit) as decided by the authorities.

14. Your appointment may be terminated, at any time in the event of unsatisfactory services after serving you a notice period of one month. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.

15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.

16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

  
Dr. G.H. Gidwani  
Principal

To

1. Ms. Kulkarni Manjita Shrikant
2. Accounts section

Bio

Savitribai Phule Pune University  
(Formerly University of Pune)

Telephone Nos. :  
020 - 25691233  
25601258  
25601259  
25601257



ACADEMIC SECTION  
Ganeshkhind, Pune - 411007, INDIA  
Telegraph : 'UNIPUNE'  
Fax : 020-25691233  
Website : www.unipune.ac.in  
E-mail : approval@unipune.ac.in  
Date : 08.10.2015

Ref. No. : CCO/ 2 2 2 9

To,  
The Principal,  
Sadhu Vaswani Mission's,  
ST. Mira's College For Girls,  
6, Koregaon Road, Pune - 411 001.

Subject : Approval to the Appointment of Teacher ...

Sir,

With reference to your letter No. U-3/2015-2016/2, Date : 15.07.2015, regarding the proposal for approval to the appointment of teacher at your College, I am directed to inform you that the appointment of the following teacher is hereby approved as indicated below :-

Sr. No.	Name of the Teachers	Post	Subject	Date and Period of approval
1	Smt. Kulkarni Manjita Shrikant	Assistant Professor (Full Time)	Sociology	W.e.f. 15.06.2015.

Yours Sincerely,

for Director  
(B.C.U.D.)

Copy forwarded with compliments to :-

1. Smt. Kulkarni Manjita Shrikant
2. The Deputy Registrar, Reservation Cell, Savitribai Phule Pune University, Pune-411 007.

ST. MIRA'S COLLEGE FOR GIRLS  
PUNE

Principal \_\_\_\_\_

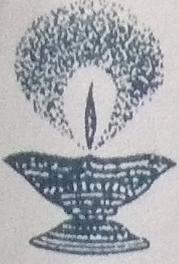
Inward No. 1205

Date 14.10.15

File No. U-3

To be dealt by Gauri

Registrar



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[An Autonomous College Affiliated to the Savitribai Phule Pune University]

[ARTS, COMMERCE, SCIENCE, BBA, BCA]

6, Koregaon Road, Pune - 411001.[INDIA]

Ph./Fax : 26124846 E-mail : mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

Ref: No.: E-1/2020-21/21

18.6.2020

To,  
Mrs. Shital Jadhav,

Subject: Appointment to the post of Assistant Professor for the subject Hindi on Clock Hour Basis

Dear Madam,

I have the pleasure to inform you that you are hereby appointed as a FullTime Teacher in Hindi from 1.7.2020.

1. Your appointment is purely temporary upto the academic term 31.5.2021
2. Your appointment may be terminated, at any time in the event of unsatisfactory services after serving you a notice period of one month. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.
3. You are required to give an undertaking in the prescribed format on Rs.100 Stamp Paper regarding the CHB appointment.
4. You shall have to undergo a medical examination by a Registered Medical Practitioner within three months from the date of joining the post. Your appointment shall be conditional pending the receipt of physical fitness from the doctor.
5. You will be allowed to join the duties on producing of:-
  - (a) Two passport size photographs,
  - (b) Discharge certificate from previous employer (if any).

6. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.
7. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
8. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.
9. You will accept the workload (within the prescribed limit) as decided by the authorities.
10. You are required to deposit all original marksheets with the College. These will be returned only on compliance of exit clause mentioned in point 2 above.
11. During your period of appointment you will not be allowed to apply for any outside post without routing your application through the proper channel.

*G. H. Gidwani*  
D. G. H. Gidwani  
Principal

To:-

- 1) Mrs. Shital Jadhav
- 2) Accounts Section.

4

3.

## APPOINTMENT ORDER

BBA(A)/2009-10/1b

Mrs. Rekha Kankariya

12/06/09

Sub: Appointment to the post of LECTURER in  
Bachelor in Business Administration Degree Course

The Management is pleased to appoint you on the above stated post w.e.f 15<sup>th</sup> June 2009 - 15<sup>th</sup> April 2010, on a consolidated salary of Rs.18,000/- per month (Eighteen thousand only). You will be entitled to fifteen days casual leave during this period. No other emoluments or conveyance allowance will be paid for this post.

### Job Profile:

The job entails pedagogical efforts, conduct<sup>ing</sup> of internal exams and assessment thereof, organising and conducting seminars and extra curricular activities and any other administrative work assigned.

Your appointment will be subject to following conditions:

1. Submission of two passport size photographs and original as well as certified true copies of documents mentioned in Annexure I of this appointment order.
2. You are advised to undergo a medical examination and submit 'Job Fitness Certificate' by an approved Medical Practitioner.
3. Submission of your registered mailing address on which all official correspondence will be sent and presumed to be duly acknowledged by you.
4. A detailed Session Plan describing your pedagogical efforts.

You would also be required to strictly adhere to the clauses mentioned under Annexure II of this appointment order.

( )  
(e) Signature of the father or guardian

**Exit Clause:**

Your services may be terminated:

1. In the event of unsatisfactory services after serving you a notice period of one month.
2. Automatically in the event of your absence from duty without permission for thirty continuous days or more and / or in the event of violation of Employment Terms and Conditions. You may in addition be liable for disciplinary action detailed in the University of Pune Statutes and/or as decided by the College Management.
3. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.

You are requested to communicate the acceptance of this appointment order to the Management/ College within seven days from the receipt of the same, failing which your appointment is liable to be cancelled.

We welcome you to the organization and wish you success!

*G.H. Gidwani*  
Dr. G.H. GIDWANI  
Principal

To *Mk ambh*  
*09/07/09*  
1) Mrs. Rekha Kankariya  
2) Accounts Section

# University of Pune



No. :  
25691233  
25601258  
25601259  
25601257

CCO/627

ACADEMIC SECTION  
Ganeshkhind, PUNE-411007, INDIA  
Telegraph : 'UNIPUNE'  
Fax : 020-25691233  
Webside : www.unipune.ac.in  
e-mail : dyracademic@unipune.ac.in

Date : 14-2-2012

To,  
The Principal,  
Sadhu Vaswani Mission's  
St. Mira's College of Girls,  
Arts, Commerce & Science,  
6, Koregaon Road, Pune-411 001.  
ID.NO:PU/PN/AC/015/1962.

**Subject: Approval to the Appointment of teachers.**

Sir,

With reference to your letter No. UBBA/11-12, Dated: 31/01/2012 regarding the proposal for approval to the appointments of teachers appointed at your College, I am directed to inform you that the appointments of the following teachers are hereby approved as indicated below :-

Sr. No	Name of the Teachers	Post	Subject	Date and period of approval
1.	Smt. Kankariya Rekha	Assistant Professor (Full Time)	B.B.A.	W.e.f. 20/12/2011
2.	Smt. Mazumder Deepanjali Babu	Assistant Professor (Full Time)	B.B.A.	W.e.f. 20/12/2011

Yours Faithfully,

*[Signature]*  
For Director  
B.C.U.D.

Copy to:-

1. All Concerned Teachers.
2. The Deputy Registrar, Reservation Cell, University of Pune, Pune-411 007

ST. MIRA'S COLLEGE OF GIRLS

Principal *[Signature]*  
Inward 2410  
Date 18/2/2012  
File No UBBA  
To be *[Signature]*

# University of Pune

Telephone Nos. :  
020- 25691233  
25601258  
25601259



ACADEMIC SECTION  
Ganeshkhind, PUNE-411007, INDIA  
Telegraph : 'UNIPUNE'  
Fax : 020-25698007  
Website : www.unipune.ernet.in  
e-mail : dyacademic@unipune.ernet.in

Ref. No. : CCO/1027

Date : 17-12-10

To,  
The Principal,  
St. Mira's College for Girls,  
6, Koregaon Road, Pune-411 001.

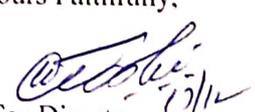
Subject: Approval to the Appointment of teachers.

Sir,

With reference to your letter No.BJSC/H/329/2010-11, Dated: 18/10/2010 regarding the proposal for approval to the appointment of teachers appointed at your College, I am directed to inform you that the appointment of the following teacher is hereby approved as Indicated below:-

Sr. No.	Name of the teachers	Post	Subject	Date and period of approval
1.	Smt. Basu Amrita	Lecturer (Full Time)	B.B.A	W.e.f. 16/07/2010

Yours Faithfully,

  
For Director,  
(B.C.U.D.)

Copy to: -

1. Smt. Basu Amrita.
2. The Deputy Registrar, Reservation Cell, University of Pune, Pune-411 007.

**ST. MIRA'S COLLEGE FOR GIRLS**

P. C. I. No. 1  
In case No. 153  
File No. 231/10  
File No. BBA  
To be dealt by. Kajal

## APPOINTMENT ORDER

BBA (A)/2010-11/1d

16/07/10

Mrs. Amrita Basu

**Sub: Appointment to the post of FULL TIME LECTURER in  
Bachelor of Business Administration Degree Course**

The Management is pleased to appoint you on the above stated post w.e.f 16<sup>th</sup> July 2010 – 31<sup>st</sup> March 2011, (this period may be extended up to 15<sup>th</sup> April' 2011, through prior notification), on a consolidated salary of Rs.23000/- per month (Twenty Three Thousand only). You will be entitled to Twelve days casual leave during this period. No other emoluments or conveyance allowance will be paid for this post.

You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given shall be deemed to have been acknowledged duly signed by you.

You are requested to acknowledge and communicate the acceptance of this Appointment Order within three days from the date of receipt failing which; the order shall be treated as cancelled.

**Job Profile:**

The job entails pedagogical efforts, conducting internal exams and assessment thereof, organizing and conducting seminars and extra curricular activities and any other administrative work assigned.

Your appointment will be subject to following conditions:

1. Submission of two passport size photographs and original as well as certified true copies of documents mentioned in Annexure I of this appointment order.
2. You are advised to undergo a medical examination and submit 'Job Fitness Certificate' by an approved Medical Practitioner.
3. A detailed Session Plan describing your pedagogical efforts.

You would also be required to strictly adhere to the clauses mentioned under Annexure II of this appointment order.

br,

(2)

Exit Clause:

Your services may be terminated:

1. In the event of unsatisfactory services after serving you a notice period of one month.
2. Automatically in the event of your absence from duty without permission for thirty continuous days or more and / or in the event of violation of Employment Terms and Conditions. You may in addition be liable for disciplinary action detailed in the University of Pune Statutes and/or as decided by the College Management.
3. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.

We welcome you to the organization and wish you success!

*G.H. Gidwani*  
Dr. G.H. GIDWANI  
Principal

To

- 1) Mrs. Amrita Basu
- 2) Accounts Section

*Basu.  
29/7/10.  
Received. the  
Appointment Order.*

**FORM FOR APPOINTMENT OF A ASSISTANT PROFESSOR**

BBA (A)/2014-15/4a

06/01/15

Mrs Abhradita M Nahvi,  
A-7, Trinity Court,  
414/415, South Main Road,  
Koregoan Park,  
Pune -411001.

Sub: **Appointment to the post of FULL TIME ASSISTANT PROFESSOR in  
Bachelor of Business Administration Degree Course**

Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, on a consolidated salary of Rs.25,000/-- (Rupees Twenty Five Thousand) per month with effect from 6<sup>th</sup> January'2015 upto the academic term end i.e 30<sup>th</sup> April 2015 No other emoluments or conveyance allowance will be paid for this post.

Your appointment is subject to the following terms and conditions:-

1. Your services will be governed by the Maharashtra Universities Act 1994, statutes, code of conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. ~~(a) You are appointed as full-time Assistant Professor on probation for a period of two years from the date of joining.~~  
~~(b) Your appointment is purely temporary for a period from \_\_\_\_\_ to \_\_\_\_\_.~~  
~~(c) Your appointment is in leave vacancy for the period from \_\_\_\_\_ to \_\_\_\_\_.~~  
~~(d) The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.~~  
~~(e) The post is reserved for \_\_\_\_\_. Since you do not belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.~~  
~~(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full-time on purely temporary basis for a period of \_\_\_\_\_.~~  
~~(g) Your appointment is on part-time/clock hour basis only.~~

3. (a) ~~You will be paid consolidated salary of Rs. \_\_\_\_\_ / per month.~~

~~You will also be entitled to dearness allowance, house rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.~~

~~(b) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/per hour.~~

~~(c) Your appointment and salary shall be subject to approval by the University of Pune and Joint Director of Higher Education as the case may be.~~

4. (a) You shall have to qualify the NET/SET or similar test (as the case may be) laid down by the University or the state Government/UGC or the Central Council pertaining to your faculty within the stipulated period.

(b) You shall have to acquire the qualification \_\_\_\_\_ ( M. Phil / Ph.D. / M.D. / M.S., M.E. etc. as prescribed by the University/state govt. or the Central Councils concerned within the \_\_\_\_\_ period.

5. Your appointment is subject to the minimum number of students and the work load prescribed for the post.

6. You shall submit the **originals** as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheets, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties.

7. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.

8. You will be allowed to join the duties on producing of:-

(d) Two passport size photographs,

(e) Character Certificate from two eminent persons, one should be a Govt. Gazetted officer

(f) Discharge certificate from previous employer (if any).

9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College.

.....3.....

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions /coaching classes.
12. You will not engage yourself in any other job paid full-time, part time or otherwise during, the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other college/institution run by the Management.
14. Your appointment may be terminated, at any time in the event of unsatisfactory services after serving you a notice period of one month. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.
17. You are expressly required to organise and conduct seminars as also extra curricular activities and help in administrative work.

*G.H. Gidwani*  
Dr. G.H. GIDWANI  
Principal

To:-

- 5) Mrs Abhradita M Nahvi *abhradita*
- 6) The Chairperson, St. Mira's College Board.
- 7) The Secretary, St. Mira's College Board.
- 8) Accounts Section. — *Phule V.S.*  
*29-01-15*

**FORM FOR APPOINTMENT OF A ASSISTANT PROFESSOR**

BBA (CA)/2017-18/2c

15/06/2017

Mrs. Kajal Jaisinghani  
A-22, Popular Heights-1,  
Koregoan Park,  
Pune -411001.

Sub: **Appointment to the post of FULL TIME ASSISTANT PROFESSOR in  
Bachelor of Business Administration (Computer Applications) Degree Course**

Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, on a consolidated salary of Rs.25,000/-- (Rupees Twenty Five Thousand) per month with effect from 15<sup>th</sup> June 2017 till the end of academic year No other emoluments or conveyance allowance will be paid for this post.

Your appointment is subject to the following terms and conditions:-

1. Your services will be governed by the Maharashtra Universities Act 1994, statutes, code of conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) ~~You are appointed as full time Assistant Professor on probation for a period of two years from the date of joining.~~  
(b) ~~Your appointment is purely temporary for a period from \_\_\_\_\_ to \_\_\_\_\_.~~  
(c) ~~Your appointment is in leave vacancy for the period from \_\_\_\_\_ to \_\_\_\_\_.~~  
(d) ~~The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.~~  
(e) ~~The post is reserved for \_\_\_\_\_. Since you do not belong to the said category, you are appointed full time on temporary basis against the reserved post for a period of \_\_\_\_\_.~~  
~~You shall not have any claim on the said post in future.~~  
(f) ~~This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.~~  
(g) ~~Your appointment is on part time/clock hour basis only.~~

Received  
Kajal

Received copy only  
P  
Phule V.S.  
28-06-17

3. (a) ~~You will be paid consolidated salary of Rs. \_\_\_\_\_/ per month.~~

~~You will also be entitled to dearness allowance, house rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.~~

~~(b) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/per hour.~~

~~(c) Your appointment and salary shall be subject to approval by the University of Pune and Joint Director of Higher Education as the case may be.~~

4. (a) ~~You shall have to qualify the NET/SET or similar test (as the case may be) laid down by the University or the state Government/UGC or the Central Council pertaining to your faculty within the stipulated period.~~

~~(b) You shall have to acquire the qualification \_\_\_\_\_ ( M. Phil / Ph.D. / M.D. / M.S., M.E. etc. as prescribed by the University/state govt. or the Central Councils concerned within the \_\_\_\_\_ period.~~

5. ~~Your appointment is subject to the minimum number of students and the work load prescribed for the post.~~

6. You shall submit the **originals** as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheets, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties.

7. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.

8. You will be allowed to join the duties on producing of:-

(a) Two passport size photographs,

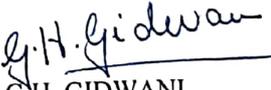
(b) Character Certificate from two eminent persons, one should be a Govt. Gazetted officer

(c) Discharge certificate from previous employer (if any).

9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College.

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given shall be deemed to have been acknowledged duly signed by you.

11. You will not conduct or engage yourself in any private tuitions /coaching classes.
12. You will not engage yourself in any other job paid full-time, part time or otherwise during the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other college/institution run by the Management.
14. Your appointment may be terminated, at any time in the event of unsatisfactory services after serving you a notice period of one month. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.
17. You are expressly required to organise and conduct seminars as also extra- curricular activities and help in administrative work.

  
Dr. G.H. GIDWANI  
Principal

To:-

- 1) Mrs. Kajal Jaisinghani
- 2) Accounts Section.

APPOINTMENT ORDER

29/06/09

BCA (A)/2009-10/1d

Ms. Deepali Agarwal

Sub: Appointment to the post of LECTURER in  
Bachelor of Computer Application Degree Course

The Management is pleased to appoint you on the above stated post w.e.f 1<sup>st</sup> July 2009 - 15<sup>th</sup> April 2010, on a consolidated salary of Rs.8,000/- per month (Eight thousand only). You will be entitled to fifteen days casual leave during this period. No other emoluments or conveyance allowance will be paid for this post.

**Job Profile:**

The job entails pedagogical efforts, conduct<sup>ing</sup> of internal exams and assessment thereof, organising and conducting seminars and extra curricular activities, develop software programmes to ease administrative / academic work and any other administrative work assigned.

Your appointment will be subject to following conditions:

1. Submission of two passport size photographs and original as well as certified true copies of documents mentioned in Annexure I of this appointment order.
2. You are advised to undergo a medical examination and submit 'Job Fitness Certificate' by an approved Medical Practitioner.
3. Submission of your registered mailing address on which all official correspondence will be sent and presumed to be duly acknowledged by you.
4. A detailed Session Plan describing your pedagogical efforts.

You would also be required to strictly adhere to the clauses mentioned under Annexure II of this appointment order.

(2)

Exit Clause:

Your services may be terminated:

1. In the event of unsatisfactory services after serving you a notice period of one month.
2. Automatically in the event of your absence from duty without permission for thirty continuous days or more and / or in the event of violation of Employment Terms and Conditions. You may in addition be liable for disciplinary action detailed in the University of Pune Statutes and/or as decided by the College Management.
3. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.

You are requested to communicate the acceptance of this appointment order to the Management/ College within seven days from the receipt of the same, failing which your appointment is liable to be cancelled.

We welcome you to the organization and wish you success!

*G.H. Gidwani*  
Dr. G.H. GIDWANI  
Principal

To

- 1) Ms. Deepali Agarwal
- 2) Accounts Section

*Agarwal*

APPOINTMENT ORDER

BCA (A)/2009-10/1g

30/11/09

Mrs. Divya Chitre

Sub: Appointment to the post of LECTURER in  
Bachelor of Computer Application Degree Course

The Management is pleased to appoint you on the above stated post w.e.f 1<sup>st</sup> December' 2009 – 31<sup>st</sup> March 2010 (this period may be extended up to 15<sup>th</sup> April'09, through prior notice), on a consolidated salary of Rs.13,000/- per month (Thirteen Thousand only). You will be entitled to four days casual leave during this period. No other emoluments or conveyance allowance will be paid for this post

**Job Profile:**

The job entails pedagogical efforts, conducting internal exams and assessment thereof, organising and conducting seminars and extra curricular activities, 30 practical programmes for each practical course per Semester, developing software programmes to aid administrative / academic work and any other administrative work assigned.

Your appointment will be subject to following conditions:

1. Submission of two passport size photographs and original as well as certified true copies of documents mentioned in Annexure I of this appointment order.
2. You are advised to undergo a medical examination and submit 'Job Fitness Certificate' by an approved Medical Practitioner.
3. Submission of your registered mailing address on which all official correspondence will be sent and presumed to be duly acknowledged by you.
4. A detailed Session Plan describing your pedagogical efforts.

You would also be required to strictly adhere to the clauses mentioned under Annexure II of this appointment order.

Recd

*(Signature)*

(2)

**Exit Clause:**

Your services may be terminated:

- 1. In the event of unsatisfactory services after serving you a notice period of fifteen days.
- 2. Automatically in the event of your absence from duty without permission for thirty continuous days or more and / or in the event of violation of Employment Terms and Conditions. You may in addition be liable for disciplinary action detailed in the University of Pune Statutes and/or as decided by the College Management.
- 3. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months and one month's notice where the total period of employment is less than six months.

You are requested to communicate the acceptance of this appointment order to the Management/ College within seven days from the receipt of the same, failing which your appointment is liable to be cancelled.

We welcome you to the organization and wish you success!

*G.H. Gidwani*  
 DR. G.H. GIDWANI  
 Principal

- To
- 1) Mrs. Divya Chitre
  - 2) Accounts Section

BCA(A)/2010-11/1e

12/7/10

Mrs. Monika Shinde

**APPOINTMENT ORDER****Sub: Appointment to the post of PART TIME LECTURER in  
Bachelor of Computer Application Degree Course**

The Management is pleased to appoint you on the above stated post w.e.f 12<sup>th</sup> July' 2010 – 31<sup>st</sup> March' 2011 (this period may be extended up to 15<sup>th</sup> April'2011, through prior notification), on a consolidated salary of Rs.5,000/- per month (Five Thousand only). You will be entitled to Twelve days casual leave during this period. No other emoluments or conveyance allowance will be paid for this post.

You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given shall be deemed to have been acknowledged duly signed by you.

You are requested to acknowledge and communicate the acceptance of this Appointment Order within three days from the date of receipt failing which; the order shall be treated as cancelled.

**Job Profile:**

The job entails pedagogical efforts, conducting internal exams and assessment thereof, organising and conducting seminars and extra curricular activities, 30 practical programmes for each practical course per Semester, developing software programmes to aid administrative / academic work and any other administrative work assigned.  
Your appointment will be subject to following conditions:

1. Submission of two passport size photographs and original as well as certified true copies of documents mentioned in Annexure I of this appointment order.
2. You are advised to undergo a medical examination and submit 'Job Fitness Certificate' by an approved Medical Practitioner.
3. A detailed Session Plan describing your pedagogical efforts.

You would also be required to strictly adhere to the clauses mentioned under Annexure II of this appointment order.

(2)

**Exit Clause:**

**Your services may be terminated:**

- 1. In the event of unsatisfactory services after serving you a notice period of one month.**
- 2. Automatically in the event of your absence from duty without permission for thirty continuous days or more and / or in the event of violation of Employment Terms and Conditions. You may in addition be liable for disciplinary action detailed in the University of Pune Statutes and/or as decided by the College Management.**
- 3. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.**

**We welcome you to the organization and wish you success!**

*G.H. Gidwani*  
**DR. G.H. GIDWANI**  
**Principal**

**To**  
**1) Ms. Monika Shinde**  
**2) Accounts Section**

*M. Shinde*

*Revi*  
**Received & Accepted**

*for*



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]  
Ph. / Fax : 26124846 E-mail: mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

College Code No. : 013

FORM FOR APPOINTMENT OF A TEACHER

REF.NO.S-6(N)/2

DATE:30.6.2004

TO,

Mrs. Swati Sarwate,

Sub:Appointment to the post of LECTURER  
in ELECTRONICS ( subject)

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, on contract basis @ Rs. 8,500/- p.m. with effect from 1.7.04, as per Government Resolution no.Sakran/1002/(553/2001)Asth-1 dt.19.7.03

1. Your services will be governed by the Maharashtra Universities Act 1994, Statutes, Code of Conduct, Ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.

- 2.(a). You are appointed in clear vacancy as full-time on contract basis on probation for a period of 1 year for the academic year 2004 - 05.
- (b). Your appointment is ~~purely~~ temporary for a period of i.e. from \_\_\_\_\_ to \_\_\_\_\_
- (c). Your appointment is ~~on the~~ leave vacancy for the period of from \_\_\_\_\_ to \_\_\_\_\_
- (d). The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed ~~on full-time~~ basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.
- (e). The post is reserved for \_\_\_\_\_. Since you ~~belong to~~ the said category, you are appointed ~~full-time~~ on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.
- (f). This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on ~~purely temporary~~ basis for a period of \_\_\_\_\_.
- (g). Your appointment in on ~~part-time~~/clock hour basis only.



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Ph. / Fax : 26124846 E-mail: mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

College Code No. : 013

2

3. (I) You will be paid basic pay of Rs. \_\_\_\_\_ per month in the scale indicated above.  
You will also be entitled to Dearness allowance, House Rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.
- (II) You will be paid remuneration at the rate of Rs. — per lecture/per hour.
- (III) Your appointment and salary shall be subject to approval by the University of Pune and Director of Technical Education / Director of Medical Education and Research / Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or the State Government/ UGC or the Central Council pertaining to your faculty within the stipulated period.
- (b) You shall have to acquire the qualification \_\_\_\_\_ ( M.Phil/Ph.D., M.D./M.S., M.E. etc. as prescribed by the University/ State Govt. or the Central Councils concerned within the \_\_\_\_\_ period
5. Your appointment is subject to the minimum number of students and the work load prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, marksheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties
7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of :-
- (I) Two passport size photographs.
- (II) Character Certificate from two eminent persons, one should be a Govt. Gazetted Officer.
- (III) Discharge Certificate from previous employer (if any).
9. You shall undergo medical examination by the approved medical officer or by the Civil Surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the college.



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Principal

College Code No. : 013

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10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given, shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions or private coaching classes.
12. You will not engage yourself in any other job paid full-time, part time or otherwise during the continuance of your service, without the permission of the competent authority/Management
13. Your services are transferable to any other college/institutions run by the Management.
14. Your appointment may be terminated, at any time, by either side/party, by giving one month's notice or one months pay in lieu of notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

Yours faithfully

*G. H. Gidwani*  
Secretary/Principal

- To: 1. Mrs. Swati Sarwate.  
2. The Chairperson, St. Mira's College Board.  
3. The Secretary, St. Mira's College Board.  
4. Accounts Section.

# Savitribai Phule Pune University

(Formerly University of Pune)

Telephone Nos. :  
020 - 25691233  
25601258  
25601259  
25601257



ACADEMIC SECTION  
Ganeshkhind, Pune - 411007, INDIA  
Telegraph : 'UNIPUNE'  
Fax : 020-25691233  
Website : www.unipune.ac.in  
E-mail : [approval@unipune.ac.in](mailto:approval@unipune.ac.in)

Ref. No. : CCO/409

Date : 18/03/2016

To,  
The Principal,  
Sadhu Vaswani Mission's,  
ST. Mira's College for Girls,  
6, Koregaon Road, Pune - 411 001.

**Subject : Approval to the Appointment of Teacher...**

Sir,

With reference to your letter No. U-3/2015-2016/5, Date : 15.10.2015, U-3/2015-2016/19, Date : 04.01.2016, U-3/2015-2016/22, Date : 17.02.2016 & U-3/2015-2016/26, Date : 10.03.2016 regarding the proposal for approval to the appointment of teacher at your College, I am directed to inform you that the appointment of the following teacher is hereby approved as indicated below :-

Sr. No.	Name of the Teacher	Post	Subject	Date and Period of approval
1	Smt. Swati Sarwate	Assistant Professor (Full Time)	Electronics	W.e.f. 11.07.2015

If any suggestion / correction in the content of this approval letter, then please notify the same in writing within a period of three months from the date of issuance of this letter to the undersigned. The copy of approval letter may be issued to the concerned teacher.

No communication will be entertained thereafter.

**Note:- Please treat our letter No. CCO/179, dt.10.02.2016 as a cancelled.**

Yours sincerely,

  
for Director  
(B.C.U.D.)

Copy to :-

- ✓ 1. Smt. Swati Sarwate.
2. The Deputy Registrar, Reservation Cell, Savitribai Phule Pune University, Pune-411 007.



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Dr. G. H. GIDWANI  
Principal

College Code No. : 013

FORM FOR APPOINTMENT OF A TEACHER

REF.NO.S-6(m)/2

DATE:30.6.2004

TO,

Miss Geetanjali Deshpande,

Sub:Appointment to the post of Part-time LECTURER  
in MATHEMATICS ( subject)

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, on contract basis @ Rs. 5,000/- p.m.with effect from 1.7.04, as per Government Resolution no.Sakran/1002/(553/2001)Asth-1 dt.19.7.03

1. Your services will be governed by the Maharashtra Universities Act 1994, Statutes, Code of Conduct, Ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.

- 2.(a). You are appointed in clear vacancy as part-time on contract basis on probation for a period of 1 year for the academic year 2004 - 05.
- (b). Your appointment is ~~purely~~ temporary for a period of ~~i.e.~~ from \_\_\_\_\_ to \_\_\_\_\_
- (c). Your appointment is ~~on the leave~~ vacancy for the period of from \_\_\_\_\_ to \_\_\_\_\_
- (d). The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on ~~full-time~~ basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.
- (e). The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed ~~full-time~~ on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.
- (f). This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on ~~purely temporary~~ basis for a period of \_\_\_\_\_
- (g). Your appointment in on ~~part-time~~/clock hour basis only.



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Principal

College Code No. : 013

2

3. (I) You will be paid basic pay of Rs. \_\_\_\_\_ per month in the scale indicated above. You will also be entitled to Dearness allowance, House Rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.
- (II) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/per hour.
- (III) Your appointment and salary shall be subject to approval by the University of Pune and ~~Director of Technical Education /Director of Medical Education and Research/~~ Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or the State Government/ UGC or the Central Council pertaining to your faculty within the stipulated period.
- (b) You shall have to acquire the qualification \_\_\_\_\_ ( M.Phil/Ph.D.,M.D./M.S., M.E. etc. as prescribed by the University/ State Govt. or the Central Councils concerned within the \_\_\_\_\_ period
5. Your appointment is subject to the minimum number of students and the work load prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, marksheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties
7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of :-
- (I) Two passport size photographs.
- (II) Character Certificate from two eminent persons, one should be a Govt. Gazetted Officer.
- (III) Discharge Certificate from previous employer (if any).
9. You shall undergo medical examination by the approved medical officer or by the Civil Surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the college/institution.



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Dr. G. H. GIDWANI  
Principal

College Code No. : 013

3

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given, shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions or private coaching classes.
12. You will not engage yourself in any other job paid full-time, part time or otherwise during the continuance of your service, without the permission of the competent authority/Management
13. Your services are transferable to any other college/institutions run by the Management.
14. Your appointment may be terminated, at any time, by either side/party, by giving one month's notice or one months pay in lieu of notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

Yours faithfully

*G. H. Gidwani*  
Secretary/Principal

- To: 1. Miss Geetanjali Deshpande.  
2. The Chairperson, St. Mira's College Board.  
3. The Secretary, St. Mira's College Board.  
4. Accounts Section.

FORM FOR APPOINTMENT OF A TEACHER

REF NO S-6(O)/2

TO

DATE: 30.5.2004

Mrs. Anjali Kale,

Sub Appointment to the post of LECTURER  
in STATISTICS (subject)

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, on contract basis @ Rs. 8,500/- p.m. with effect from 1.7.04, as per Government Resolution no. Sakran/1002/(553/2001) Astha-1 dt. 19.7.03

1. Your services will be governed by the Maharashtra Universities Act 1994, Statutes, Code of Conduct, Ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.

- 2.(a). You are appointed in clear vacancy as full-time on contract basis on probation for a period of 1 year for the academic year 2004 - 05.
- (b). Your appointment is ~~purely~~ temporary for a period of i.e. from \_\_\_\_\_ to \_\_\_\_\_
- (c). Your appointment is ~~on~~ the leave vacancy for the period of from \_\_\_\_\_ to \_\_\_\_\_
- (d). The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.
- (e). The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.
- (f). This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_
- (g). Your appointment is on ~~part-time/clock hour~~ basis only.



17000831

**Savitribai Phule Pune University**  
(formerly University of Pune)

Telephone Nos. :  
020-25691233  
25601257  
25601258  
25601259



ACADEMIC SECTION  
Ganeshkhind, Pune-411 007,  
INDIA  
Telegraph : 'UNIPUNE'  
Fax: 020-25691233  
Website : www.unipune.ac.in  
Email : approval@unipune.ac.in

Ref.No. CC0/1512

Date: 29/8/17

To,

The Principal/Director ,  
Sadhu Vaswani Mission  
St.Mira's College for Girls  
Addr: 6, Koregaon Road  
Ta: Haweli(excluding Corporation Area)  
Dist: Pune

**Subject : Approval to the Appointment of Teacher...**

Sir/Madam

With reference to the Selection Committee report of teacher submitted by the college authorities to the Academic Section of the University and your subsequent letter No. U-3/2017-18/8, Dated : 17/07/2017 regarding the proposal for seeking teacher approval, I am directed to inform you that the appointment of following teacher is hereby approved with following particular:-

Sr.No	Name of the teacher	Post	Subject	Date and period of approval
1	Smt. Anjali Dnyandeep Kale  170700951	Assistant Professor (Full Time)	Statistics	W.e.f 15.06.2017

The above said approval is issued on the basis of the certificate issued by the college authorities regarding fulfillment of all prescribed eligibility criteria, such as qualifications, experience (if essential), etc. by the candidate before calling them for interview and the recommendations made by the Selection Committee to the University for according approval to the appointment of candidate recommended by it.

If any suggestion / correction in the content of this approval letter, then please notify the same in writing within a period of three months from the date of issuance of this letter to the undersigned. No communication will be entertained thereafter.

In the event of any information or document submitted by the college authorities being found false or incorrect at any stage, an appropriate action will be initiated against the college authorities and the candidate concerned.

Yours Sincerely,

  
for Deputy Registrar  
(Academic Section)

Copy to:-

1. Smt. Anjali Dnyandeep Kale
2. The Deputy Registrar, Reservation Cell, Savitribai Phule Pune University, Pune-411007



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]  
Ph. / Fax : 26124846 E-mail: mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

**FORM FOR APPOINTMENT OF A TEACHER**

PU/PN/AC/015/(1962)  
College Code No. : 013

Ref. No.S-6(Y)/14

DATE: 30.6.06

To,

Mrs. Vrushali Paranjpe,

Sub: Appointment to the post of Full-time LECTURER  
in MATHEMATICS (Comp Sc.) (subject)

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, on contract basis @ Rs. 8,500/- p.m. with effect from 1.7.06 as per Government Resolution no. Sakran/1002/(553/2001)Asth-1 dt.19.7.03

- Your services will be governed by the Maharashtra Universities Act 1994, statutes, Code of Conduct, Ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
- (a) You are appointed in clear vacancy as full-time lecturer on contract basis on probation for a period of one year for the academic year 2006 - 07.  
(b) Your appointment is ~~purely~~ temporary for a period from \_\_\_\_\_ to \_\_\_\_\_.  
(c) Your appointment is in ~~leave~~ vacancy for the period from \_\_\_\_\_ to \_\_\_\_\_.  
(d) The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full-time ~~basis~~ on probation for a period of \_\_\_\_\_ year(s) from the date of joining.  
(e) The post is reserved for \_\_\_\_\_. Since you do not belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.  
(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.  
(g) Your appointment is on ~~part time/clock~~ hour basis only.



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Dr. G. H. GIDWANI  
Principal

...2....

PU/PN/AC/015/(1962)  
College Code No. : 013

3. (a) You will be paid basic pay of Rs. \_\_\_\_\_ per month in the scale indicated above. You will also be entitled to dearness allowance, house rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.  
(b) You will be paid remuneration at the rate of Rs. \_\_\_\_\_/- per lecture/per hour.  
(c) Your appointment and salary shall be subject to approval by the University of Pune and Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET/SET or similar test (as the case may be) laid down by the University or the state Government/UGC or the Central Council pertaining to your faculty within the stipulated period.  
(b) You shall have to acquire the qualification \_\_\_\_\_ (M. Phil /Ph.D., M.D./M.S., M.E. etc. as prescribed by the University/state govt or the Central Councils concerned within the \_\_\_\_\_ period.
5. Your appointment is subject to the minimum number of students and the work- load prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties.
7. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of:-
  - (a) Two passport size photographs,
  - (b) Character Certificate from two eminent persons, one should be a Govt. Gazetted officer
  - (c) Discharge certificate from previous employer (if any).
9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College.



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
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6, Koregaon Road, Pune - 411 001. [INDIA]  
Ph. / Fax : 26124846 E-mail: mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

.....3.....

PU/PN/AC/015/(1962)  
College Code No. : 013

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal . It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions /coaching classes.
12. You will not engage yourself in any other job paid full-time, part time or otherwise during, the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other college/institution run by the Management.
14. Your appointment may be terminated, at any time, by either side/party, by giving one month's notice or one month's pay in lieu of the notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

  
Dr. G.H. GIDWANI  
Principal

To:-

- 1) Mrs. Vrushali Paranjpe.
- 2) The Chairperson, St. Mira's College Board.
- 3) The Secretary, St. Mira's College Board.
- 4) Accounts Section.

SADHU VASWANI MISSION'S  
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Dr. G. H. GIDWANI  
Principal

College Code No. : 013

B-1( )/2005/

21.6.2005

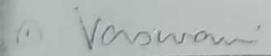
Interviews for the post of Lecturer in Computer Science (Clear Vacancy in  
the College) were held on the Tuesday, 21<sup>st</sup> June, 2005 at 12 Noon in the  
presence of the Principal.

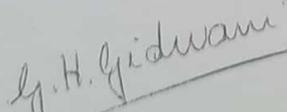
The following members were present :-

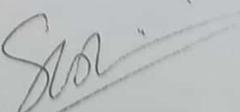
- |                          |                                   |
|--------------------------|-----------------------------------|
| 1. Mrs. R.A. Vaswani     | - Chairperson                     |
| 2. Dr. Shirvaikar        | -Subject Expert                   |
| 3. Dr. G.H.Gidwani       | - Principal.                      |
| 4. Maj. Gen. G.H. Israni | -Member of the College Board      |
| 5. Prof. N.T. Jotwani    | -Member of the College Board      |
| 6. Mrs. Stella Ambrose   | -Vice Principal ( Senior College) |
| 7. Dr. Basant Shuja      | Representative of the Management  |

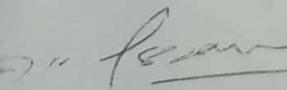
The following candidates have been selected in the order of merit :-

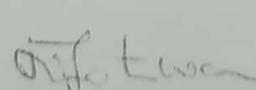
1. Miss Deshpande Ashwini
2. Mrs. S.P. Joshi

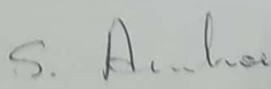
  
Mrs. R.A. Vaswani

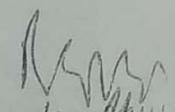
  
Dr. G.H. Gidwani

  
Dr. Shirvaikar

  
Maj. Gen. G.H. Israni

  
Prof. N.T. Jotwani

  
Mrs. Stella Ambrose

  
Dr. Basant Shuja



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ARTS, COMMERCE & SCIENCE]

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Ph./ Fax : 26124846 E-mail: mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

College Code No. : 013

FORM FOR APPOINTMENT OF A TEACHER

Ref. No. S-6(Z)/2

DATE: 5.7.05

To,

Miss Ashwini Deshpande,

Sub: Appointment to the post of Full-time LECTURER  
in COMPUTER SCIENCE (subject).

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, on contract basis @ of Rs. 8,500/- p.m. with effect from 7.7.05, as per Government Resolution no. Sakarni/1002/(553/2001)Asth-1 dt.19.7.03

1. Your services will be governed by the Maharashtra Universities Act 1994, statutes, code of conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy as full-time lecturer on contract basis on probation for a period of one year for the academic year 2005 - 06.  
(b) Your appointment is ~~is~~ purely temporary for a period from \_\_\_\_\_ to \_\_\_\_\_.  
(c) Your appointment is ~~is~~ in leave vacancy for the ~~period~~ from \_\_\_\_\_ to \_\_\_\_\_.  
(d) The post is reserved for \_\_\_\_\_. Since you ~~belong~~ to the said category, you are appointed on full-time basis ~~on~~ probation for a period of \_\_\_\_\_ year(s) from the date of joining.  
(e) The post is reserved for \_\_\_\_\_. Since you do not ~~belong~~ to the said category, you are appointed full-time on temporary basis ~~against~~ the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.  
(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.  
(g) Your appointment is on ~~part-time/clock hour~~ basis only.



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Dr. G. H. GIDWANI  
Principal

... 2 ...

College Code No. : 013

3. (a) You will be paid basic pay of Rs. \_\_\_\_\_ per month in the scale indicated above. You will also be entitled to dearness allowance, house rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.  
(b) You will be paid remuneration at the rate of Rs. \_\_\_\_\_/- per lecture/per hour.  
(c) Your appointment and salary shall be subject to approval by the University of Pune and Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET/SET or similar test (as the case may be) laid down by the University or the state Government/UGC or the Central Council pertaining to your faculty within the stipulated period.  
(b) You shall have to acquire the qualification \_\_\_\_\_ (M. Phil /Ph.D., M.D./M.S., M.E. etc. as prescribed by the University/state govt. or the Central Councils concerned within the \_\_\_\_\_ period.
5. Your appointment is subject to the minimum number of students and the work- load prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties.
7. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of:-
  - (a) Two passport size photographs,
  - (b) Character Certificate from two eminent persons, one should be a Govt. Gazetted officer
  - (c) Discharge certificate from previous employer (if any).
9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College.



SADHU VASWANI MISSION'S  
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Ph. / Fax : 26124846 E-mail: mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

.....3.....

College Code No. : 013

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions /coaching classes.
12. You will not engage yourself in any other job paid full-time, part time or otherwise during, the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other college/institution run by the Management.
14. Your appointment may be terminated, at any time, by either side/party, by giving one month's notice or one month's pay in lieu of the notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

*G. H. Gidwani*  
Dr. G. H. GIDWANI  
Principal

To:-

- 1) Miss Ashwini Deshpande
- 2) The Chairperson, St. Mira's College Board.
- 3) The Secretary, St. Mira's College Board.
- 4) Accounts Section.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S

# ST. MIRA'S COLLEGE FOR GIRLS

[ARTS, COMMERCE, SCIENCE, BBA, BCA]

6, Koregaon Road, Pune - 411001. [INDIA]

Ph./Fax : 26124846 E-mail : mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

8.8.2014

Ref.No.E-3/2014-2015/2

To  
Mrs. Anitha Vinod,

Subject: Appointment to the post of Full Time Assistant Professor in Bachelor of Computer Science Degree Course

Dear Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, with effect 8.8.2014 Your appointment is subject to the approval to the following terms and conditions:

1. Your services will be governed by the Maharashtra Universities Act 1994, Statutes, Code of Conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy on full-time basis on probation for a period of \_\_\_\_\_ years from the date of joining.  
(b) Your appointment is purely temporary for a period of i.e. from \_\_\_\_\_ to \_\_\_\_\_.  
(c) Your appointment is on the leave vacancy for the period of from 10.9.2014 to \_\_\_\_\_.  
(d) The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full time basis on probation for a period of \_\_\_\_\_ year (s) from the date of joining.  
(e) The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed full time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.  
(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.  
(g) Your appointment is on part-time/clock basis only.

Please visit: [www.dadavaswanisbooks.org](http://www.dadavaswanisbooks.org)

~~3. (i) You will be paid basic pay of \_\_\_\_\_ per month in the scale indicated above. You will also be entitled to Dearness Allowance, House Rent Allowance, and CLA at the rates prescribed by the State Government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.~~

~~(ii) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/ per hour.~~

~~(iii) Your appointment and salary shall be subject to approval by the University of Pune and Director of Technical Education/Director of Medical Education and Research/Joint Director of Higher Education as the case may be.~~

~~3. (a) You shall have to qualify the NET or the SET or similar test (as the case may be) laid down by the University or the State Government/UGC or the Central Council pertaining to your faculty within the stipulated period.~~

~~(b) You shall have to acquire the qualification \_\_\_\_\_ (M.Phil/PhD./M.S./M.E. etc as prescribed by the University/State Government or the Central Councils concerned with the \_\_\_\_\_ period.~~

5. Your appointment is subject to the minimum number of students and the work load prescribed for the post.

6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark sheet, experience certificate, discharge certificate, last pay certificate. Change of name (if any), before joining your duties.

7. In case you accept the appointment you shall have to execute Deed of Contract of Service as prescribed in the Statutes at the time of joining the duties.

8. You will be allowed to join the duties on producing of;

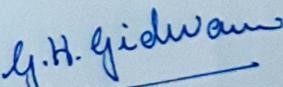
(i) Two passport size photographs

(ii) Two character certificate from eminent persons, one should be a Govt. Gazetted Officer,

(iii) Discharge Certificate from Previous employer ( if any).

9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the college/institution.

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledge Due (READ) on the address given, shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions or private coaching classes.
12. You will not engage yourself in any other job paid full time, part time or otherwise during the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other College/institutions run by the Management. You will accept the workload (within the prescribed limit) as decided by the authorities.
14. Your appointment may be terminated, at any time in the event of unsatisfactory services after serving you a notice period of one month. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

  
Dr. G.H. Gidwani  
Principal

# Savitribai Phule Pune University

(Formerly University of Pune)

32

Telephone Nos. :

020 - 25691233

25601258

25601259

25601257



ACADEMIC SECTION

Ganeshkhind, Pune - 411007, INDIA

Telegraph : 'UNIPUNE'

Fax : 020-25691233

Website : www.unipune.ac.in

E-mail : [approval@unipune.ac.in](mailto:approval@unipune.ac.in)

Date :

11/5/2015

Ref. No. : CCO/1070

To,  
The Principal,  
Sadhu Vaswani Mission's,  
St. Mira's College for Girls,  
Arts, Commerce, Science, BBA, BCA,  
Koregaon Road, Pune - 411001.

## Sub - Approval to the appointment of college teacher...

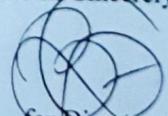
Sir,

With reference to your letter No. U-3/2014-15/26, Dated: 28.04.2015, regarding the proposal for approval to the appointment of teacher of your college, I am directed to inform you that the appointment of the following teacher is hereby approved as indicated below :-

Sr. No.	Name of the Teacher	Post	Subject	Date and Period of approval
1.	Smt. Anitha Vinod Menon	Assistant Professor (Full Time)	Computer Science Electronics	W.e.f. 08.08.2014

Note:- Please treat our letter No. CCO/748, dt.11.04.2015 as a cancelled.

Yours Sincerely,

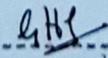
  
for Director  
(B.C.U.D.)

Copy to: -

1. Smt. Anitha Vinod Menon.

2. The Deputy Registrar, Reservation Cell, Savitribai Phule Pune University, Pune 411 007.

ST. MIRA'S COLLEGE FOR GIRLS  
PUNE

Principal \_\_\_\_\_ 

Inward No. \_\_\_\_\_ 160

Date \_\_\_\_\_ 11/5/2015

File No. \_\_\_\_\_ U-3

To be dealt by \_\_\_\_\_ Seema T. Gauri

Registrar



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS, PUNE 411 001.**  
[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]  
Ph./Fax : 26124846 E-mail: mira\_college@yahoo.co.in

PU/PN/AC/015/(1962)  
College Code No. : 013

Dr. G.H. GIDWANI  
Principal

**FORM FOR APPOINTMENT OF A TEACHER**

DATE: 28.6.08

Ref: No. S - 6 (UU)/2

To,

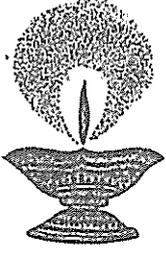
Miss Alka Gadakh,

Sub: Appointment to the post of Full-time LECTURER  
In COMPUTER SCIENCE (subject)

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, consolidated pay basis of Rs.8,500/- p.m. with effect from 28.6.2008, as per Government Resolution no. Sakami/1002/(553/2001)Astha-1 dt.19.7.03.

1. Your services will be governed by the Maharashtra Universities Act 1994, statutes, code of conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy as full-time lecturer on probation for a period of one year upto the end of the academic year 2008 - 09.  
(b) Your appointment is ~~purely temporary~~ for a period from \_\_\_\_\_ to \_\_\_\_\_.  
(c) Your appointment is in ~~leave vacancy~~ for the period from \_\_\_\_\_ to \_\_\_\_\_.  
(d) The post is reserved for \_\_\_\_\_ since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.  
(e) The post is reserved for \_\_\_\_\_. since you do not belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.  
(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.  
(g) Your appointment is on ~~part-time/clock hour~~ basis only.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

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**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

Ref: No. S-6(a)(i)/23

DATE: 12.12.2006

To,  
Miss Smita Borkar,  
568/1, Akanksha,  
Bibwewadi,  
Kondhwa Road,  
Pune-37.

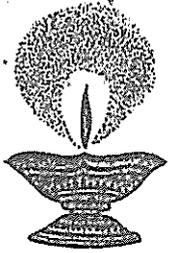
Sub: Appointment to the post of Full-time Lecturer  
in Computer Science.

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, on contract basis @ 8500/- p.m w.e.f. 12.12.2006 as per Government Resolution no. Sakran/1002/(553/2001) Astha - 1 dt 19.7.03.

Your services will be governed by the Maharashtra Universities Act 1994, statutes, code of conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.

5. (a) You are appointed in clear vacancy as full-time lecturer on Contract basis on probation for a period of two years from the date of joining.
- (b) Your appointment is purely temporary for a period from \_\_\_\_\_ to \_\_\_\_\_.
- (c) Your appointment is in leave vacancy for the period from \_\_\_\_\_ to \_\_\_\_\_.
- (d) The post is reserved for \_\_\_\_\_. since you belong to the said category, you are appointed on full-time basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.
- (e) The post is reserved for \_\_\_\_\_. since you do not belong to the said category, you are appointed full-time on temporary basis against the reserved post for a period. You shall not have any claim on the said post in future.
- (f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on purely temporary basis for a period of \_\_\_\_\_.
- (g) Your appointment is on part-time/clock hour basis only.



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**Dr. G. H. GIDWANI**  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

...2.....

3. (a) You will be paid consolidated pay of Rs. \_\_\_\_\_ per month in the scale as indicated above. You will also be entitled to dearness allowance, house rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.

(b) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ per lecture/per hour.

(c) Your appointment and salary shall be subject to approval by the University of Pune and Joint Director of Higher Education as the case may be.

4. (a) You shall have to qualify the NET/SET or similar test (as the case may be) laid down by the University or the state Government/UGC or the Central Council pertaining to your faculty within the stipulated period.

(b) You shall have to acquire the qualification \_\_\_\_\_ (M.Phil/Ph.D., M.D./M.S., M.E. etc. as prescribed by the University/state govt or the Central Councils concerned within the \_\_\_\_\_ period.

5. Your appointment is subject to the minimum number of students and the work-load prescribed for the post.

6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties.

7. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.

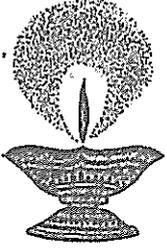
8. You will be allowed to join the duties on producing of:-

d. Two passport size photographs,

e. Character Certificate from two eminent persons, one should be a Govt. Gazetted officer

f. Discharge certificate from previous employer (if any).

9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious. Disease and that you are physically fit for employment on the staff of the College.



KINDLE THE LIGHT

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**Dr. G. H. GIDWANI**  
Principal

.....3.....

PU/PN/AC/015/(1962)  
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10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.

11. You will not conduct or engage yourself in any private tuitions /coaching classes.

12. You will not engage yourself in any other job paid full-time, part time or otherwise during, the continuance of your service, without the permission of the competent authority/Management.

13. Your services are transferable to any other college/institution run by the Management.

14. Your appointment may be terminated, at any time, by either side/party, by giving one month's working notice or one month's pay in lieu of the notice period in case the period spent in service is more than six months.

15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.

16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

*G.H. Gidwani*  
Dr. G.H. GIDWANI  
Principal

To:- 1. .Smita Borkar  
The Chairperson, St. Mira's College Board.  
The Secretary, St. Mira's College Board.  
Accounts Section.



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Dr. G. H. GIDWANI  
Principal

PU/PN/AC/015/(1962)  
College Code No. : 013

**FORM FOR APPOINTMENT OF A TEACHER**

Ref: No.S-6(Z)/2

DATE: 17.7.06

To,

Miss Shubhangi Shitole,

Sub: Appointment to the post of Full-time LECTURER  
in COMPUTER SCIENCE (subject)

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, on contract basis @ Rs. 8,500/- p.m. with effect from 18.7.06 as per Government Resolution no. Sakran/1002/(553/2001)Astha-1 dt. 19.7.03

1. Your services will be governed by the Maharashtra Universities Act 1994, statutes, Code of Conduct, Ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. (a) You are appointed in clear vacancy as full-time lecturer on contract basis on probation for a period of one year for the academic year 2006 - 07.  
(b) Your appointment is ~~purely~~ temporary for a period from \_\_\_\_\_ to \_\_\_\_\_.  
(c) Your appointment is in ~~leave~~ vacancy for the period from \_\_\_\_\_ to \_\_\_\_\_.  
(d) The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on full-time basis ~~on probation~~ for a period of \_\_\_\_\_ year(s) from the date of joining.  
(e) The post is reserved for \_\_\_\_\_. Since you do not belong to the said category, you are appointed full-time ~~on temporary basis~~ against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.  
(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on ~~purely temporary basis~~ for a period of \_\_\_\_\_.  
(g) Your appointment is on ~~part-time~~/clock hour basis only.



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Dr. G. H. GIDWANI  
Principal

...2....

PU/PN/AC/015/(1962)  
College Code No. : 013

3. (a) You will be paid basic pay of Rs. \_\_\_\_\_ per month in the scale indicated above. You will also be entitled to dearness allowance, house rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.  
(b) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ /- per lecture/per hour.  
(c) Your appointment and salary shall be subject to approval by the University of Pune and Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET/SET or similar test (as the case may be) laid down by the University or the state Government/UGC or the Central Council pertaining to your faculty within the stipulated period.  
(b) You shall have to acquire the qualification \_\_\_\_\_ (M. Phil /Ph.D., M.D./M.S., M.E. etc. as prescribed by the University/state govt. or the Central Councils concerned within the \_\_\_\_\_ period.
5. Your appointment is subject to the minimum number of students and the work- load prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties.
7. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of:-
  - (a) Two passport size photographs,
  - (b) Character Certificate from two eminent persons, one should be a Govt. Gazetted officer
  - (c) Discharge certificate from previous employer (if any).
9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College.



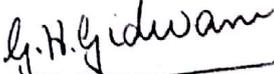
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Dr. G. H. GIDWANI  
Principal .....3.....

PU/PN/AC/015/(1962)  
College Code No. : 013

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal . It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tutions /coaching classes.
12. You will not engage yourself in any other job paid full-time, part time or otherwise during, the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other college/institution run by the Management.
14. Your appointment may be terminated, at any time, by either side/party, by giving one month's notice or one month's pay in lieu of the notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

  
Dr. G.H. GIDWANI  
Principal

To:-

- 1) Miss Shubhangi Shitole.
- 2) The Chairperson, St. Mira's College Board.
- 3) The Secretary, St. Mira's College Board.
- 4) Accounts Section.



KINDLE THE LIGHT

SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[An Autonomous College Affiliated to the Savitribai Phule Pune University]

[ARTS, COMMERCE, SCIENCE, B.Sc.(COMPUTER SCIENCE) BBA, BCA]

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Dr. G. H. GIDWANI

Principal

PU/PN/AC/015/(1962)

College Code No.: 013

**FORM FOR APPOINTMENT OF A TEACHER**

Ref: No. S-6(Q)(i)/2 ✓

DATE: 16.6.2008 ✓

To,

✓ Mrs. Swati Pulate,

Sub: Appointment to the post of Full-time LECTURER  
in Computer Science(subject)

Sir/Madam,

I am pleased to inform you that you are appointed on the said post in St. Mira's College for Girls, Pune-1, on consolidated pay @ Rs. ~~(8,500/-)~~ p.m. with effect from 27.6.08 as per Government Resolution no. Sakran/1002/(553/2001)Asth-1 dt.19.7.03 ✓ 1-7-09

1. Your services will be governed by the Maharashtra Universities Act 1994, statutes, Code of Conduct, Ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.

2. (a) You are appointed in clear vacancy as full-time lecturer on consolidated pay from 27.6.08 to the end of the academic year 2008 - 09.

~~3.~~ (b) Your appointment is ~~purely temporary~~ for a period from \_\_\_\_\_ to \_\_\_\_\_.

(c) Your appointment is in ~~leave~~ vacancy for the period from \_\_\_\_\_ to \_\_\_\_\_.

(d) The post is reserved for \_\_\_\_\_. Since you belong to the said category, you are appointed on ~~full-time~~ basis on probation for a period of \_\_\_\_\_ year(s) from the date of joining.

(e) The post is reserved for \_\_\_\_\_. Since you do not belong to the said category, you are appointed ~~full-time~~ on temporary basis against the reserved post for a period of \_\_\_\_\_. You shall not have any claim on the said post in future.

(f) This temporary vacancy is caused by \_\_\_\_\_. Hence you are appointed full time on ~~purely temporary~~ basis for a period of \_\_\_\_\_.

(g) Your appointment is ~~on part-time/clock hour~~ basis only.

... 2.....

3. (a) You will be paid basic pay of Rs. \_\_\_\_\_ per month in the scale indicated above. You will also be entitled to dearness allowance, house rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.  
(b) You will be paid remuneration at the rate of Rs. \_\_\_\_\_ /- per lecture/per hour.  
(c) Your appointment and salary shall be subject to approval by the University of Pune and Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the NET/SET or similar test (as the case may be) laid down by the University or the state Government/UGC or the Central Council pertaining to your faculty within the stipulated period.  
(b) You shall have to acquire the qualification \_\_\_\_\_ (M. Phil /Ph.D., M.D./M.S., M.E. etc. as prescribed by the University/state gov. or the Central Councils concerned within the \_\_\_\_\_ period.
5. Your appointment is subject to the minimum number of students and the work- load prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties.
7. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of:-
  - (a) Two passport size photographs,
  - (b) Character Certificate from two eminent persons, one should be a Govt. Gazetted officer
  - (c) Discharge certificate from previous employer (if any).
9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College.

10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal . It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions /coaching classes.
12. You will not engage yourself in any other job paid full-time, part time or otherwise during, the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other college/institution run by the Management.
14. Your appointment may be terminated, at any time, by either side/party, by giving one month's working notice or one month's pay in lieu of the notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

*G.H.P.*  
Dr. G.H. GIDWANI  
Principal

*Aym*

*Pulak*  
8/7/08

To:-

- 1) Mrs. Swati Pulate.
- 2) The Chairperson, St. Mira's College Board.
- 3) The Secretary, St. Mira's College Board.
- 4) Accounts Section.



KINDLE THE LIGHT

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Dr. G. H. GIDWANI  
Principal

PU/PN/AC/015/(1962)  
College Code No.: 013

BCS /2018-19

15.6.2018

To,  
Mrs. Joglekar Snehal Datta,  
Building E '1008',  
Palladium Homes,  
Dhanori, Pune.

Subject: Appointment to the post of Full Time Assistant Professor in Bachelor of Computer Science, Degree College

Madam,

I am pleased to inform you that you are hereby appointed on the above post in St. Mira's College for Girls, Pune-1, with effect from 15.6.2018 to 30.4.2019.

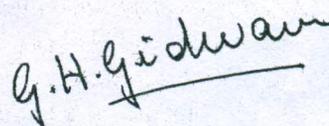
Your appointment is subject to the following terms and conditions:-

1. Your services will be governed by the Maharashtra Universities Act 1994, statutes, code of conduct, ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
2. Your appointment is subject to the minimum number of students and the work- load prescribed for the post.
3. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheets, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties.
4. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.
5. You will be allowed to join the duties on producing of:-
  - (a) Two passport size photographs,
  - (b) Character Certificate from two eminent persons, one should be a Govt. Gazetted officer
  - (c) Discharge certificate from previous employer (if any).
6. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College.

Please visit: [www.dadavaswanisbooks.org](http://www.dadavaswanisbooks.org)

*Handwritten signature and initials in blue ink.*

7. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given shall be deemed to have been acknowledged duly signed by you.
8. You will not conduct or engage yourself in any private tuitions /coaching classes.
9. You will not engage yourself in any other job paid full-time, part time or otherwise during, the continuance of your service, without the permission of the competent authority/Management.
10. Your services are transferable to any other college/institution run by the Management.
11. Your appointment may be terminated, at any time in the event of unsatisfactory services after serving you a notice period of one month. You may terminate your services after serving a notice of three months (excluding holidays and / or vacation period) or reimburse three months salary in lieu thereof where the period spent in service is more than six months.
12. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
13. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.
14. You are expressly required to organize and conduct seminars as also extra-curricular activities and help in administrative work.
15. During your period of appointment you will not be allowed to apply for any outside post without routing your application through the proper channel.

  
Dr. G.H. GIDWANI  
Principal

To:-

- 1) Mrs. Joglekar Snehal Datta
- 2) Accounts Section.



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**

[ARTS, COMMERCE & SCIENCE]

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Dr. G. H. GIDWANI

Principal  
**FORM FOR APPOINTMENT OF A TEACHER**

PU/PN/AC/015/(1962)  
College Code No. : 013

Ref. No. E-3(OO)/4

DATE: 29.4.06

To,

Mrs. Devinder Kaur,

Sub: Appointment to the post of Full-time LIBRARIAN

Sir/Madam,

I am pleased to inform you that the Management has appointed you on the said post in St. Mira's College for Girls, Pune-1, in the scale of Rs. 8000-275-13500 with effect from 2.5.06. Your appointment is subject to the following terms and conditions:-

- Your services will be governed by the Maharashtra Universities Act 1994, statutes, Code of Conduct, Ordinances and rules and regulations laid down by the University of Pune and State Government from time to time.
- (a) You are appointed in clear vacancy as full-time librarian on probation for a period of two years from the date of joining.  
(b) Your appointment is ~~purely temporary~~ for a period from \_\_\_\_\_ to \_\_\_\_\_.  
(c) Your appointment is in ~~leave vacancy~~ for the period from \_\_\_\_\_ to \_\_\_\_\_.  
(d) The post is reserved for \_\_\_\_\_. Since you ~~belong~~ to the said category, you are appointed on full-time basis ~~on probation~~ for a period of \_\_\_\_\_ year(s) from the date of joining.  
(e) The post is reserved for \_\_\_\_\_. Since you do not ~~belong~~ to the said category, you are appointed full-time ~~on temporary~~ basis against the reserved post for a period of \_\_\_\_\_. You shall ~~not~~ have any claim on the said post in future.  
(f) This temporary vacancy is ~~caused~~ by \_\_\_\_\_. Hence you are appointed full time on ~~purely temporary~~ basis for a period of \_\_\_\_\_.  
(g) Your appointment is on ~~part-time/clock~~ hour basis only.



SADHU VASWANI MISSION'S  
**ST. MIRA'S COLLEGE FOR GIRLS**  
[ARTS, COMMERCE & SCIENCE]

6, Koregaon Road, Pune - 411 001. [INDIA]  
Ph. / Fax : 26124846 E-mail: mira\_college@yahoo.co.in

Dr. G. H. GIDWANI  
Principal

...2....

PU/PN/AC/015/(1962)  
College Code No. : 013

3. (a) You will be paid basic pay of Rs. 8,000/- per month in the scale indicated above. You will also be entitled to dearness allowance, house rent allowance, and C.L.A. at the rates prescribed by the state government from time to time. In case you are appointed for a period of more than one year you shall earn annual increment.  
(b) You will be paid remuneration at the rate of Rs      /- per lecture/per hour.  
(c) Your appointment and salary shall be subject to approval by the University of Pune and Joint Director of Higher Education as the case may be.
4. (a) You shall have to qualify the ~~NET/SET~~ or similar test (as the case may be) laid down by the University or the state Government/UGC or the Central Council pertaining to your faculty within the stipulated period.  
(b) You shall have to acquire the qualification      (M. Phil /Ph.D., M.D./M.S., M.E. etc) as prescribed by the University/state govt or the Central Councils concerned within the      period.
5. Your appointment is subject to the minimum number of students and the work- load prescribed for the post.
6. You shall submit the originals as well as certified true copies of relevant testimonials such as birth date certificate, mark-sheet, experience certificate, discharge certificate, last pay certificate, caste certificate, change of name (if any), before joining your duties.
7. In case you accept the appointment you shall have to execute deed of contract of service as prescribed in the statutes at the time of joining the duties.
8. You will be allowed to join the duties on producing of:-
  - (a) Two passport size photographs,
  - (b) Character Certificate from two eminent persons, one should be a Govt. Gazetted officer
  - (c) Discharge certificate from previous employer (if any).
9. You shall undergo medical examination by the approved medical officer or by the civil surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of medical certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the College.



SADHU VASWANI MISSION'S  
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[ARTS, COMMERCE & SCIENCE]

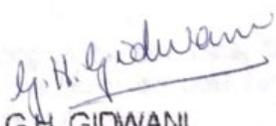
6, Koregaon Road, Pune - 411 001. [INDIA]  
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Dr. G. H. GIDWANI  
Principal

.....3.....

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10. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that any letter sent by Registered Post Acknowledgement Due (READ) on the address given shall be deemed to have been acknowledged duly signed by you.
11. You will not conduct or engage yourself in any private tuitions /coaching classes.
12. You will not engage yourself in any other job paid full-time, part time or otherwise during, the continuance of your service, without the permission of the competent authority/Management.
13. Your services are transferable to any other college/institution run by the Management.
14. Your appointment may be terminated, at any time, by either side/party, by giving one month's notice or one month's pay in lieu of the notice period in case the period spent in service is more than six months.
15. If you are found absent continuously for more than thirty days without permission your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above you will be liable for disciplinary action and punishment decided by the management as provided for in the statutes. During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society/University/Institute/College/Students.
16. You have to communicate your acceptance to the Management/College Institution within seven days from the date of receipt of this Order of Appointment, failing which your appointment is liable to be cancelled.

  
Dr. G. H. GIDWANI  
Principal

To:-

- 1) Mrs. Devinder Kaur.
- 2) The Chairperson, St. Mira's College Board.
- 3) The Secretary, St. Mira's College Board.
- 4) Accounts Section.

# University of Pune

Telephone Nos. :  
020- 25691233  
25601101  
25601102



ACADEMIC SECTION  
Ganeshkhind, PUNE-411007, INDIA  
Telegraph : 'UNIPUNE'  
Fax : 020-25693899  
Webside : www.unipune.ernet.in  
e-mail :

Ref. No. : CCO/8423

Date : 29/11/06

To,  
The Principal,  
St. Mira's college for Girls  
Arts, Commerce & Science  
6, Koregaon Road,  
Pune- 411 001.

**Subject** :- Approval to the appointment of college teachers.....

Sir/ Madam,

With reference to your letter No.U-3/2006-2007/2 dated 29/09/2006 regarding the proposal for approval to the appointment of teachers of your college, I am directed to inform you that the appointments of the following teachers are hereby approved as indicated below :-

Sr No.	Name of the teachers	Post	Subject	Date and period of approval
1.	Smt. Pingle Madhu Nikhil	Lecturer (Full Time)	Commerce	Wef. 21.6.2006.
2.	Smt. Barthwale Ineet Shail	Lecturer (Full Time)	Psychology	Wef. 24.6.2006. to the end of Acd year 2006-2007.
3.	Smt. Buche Dimple Vinayak	Lecturer (Full Time)	Commerce	Wef. 19.6.2006.
4.	Smt. Devinder Kaur	Lecturer (Full Time)	Librarian	Wef. 2.5.2006.
5.	Smt. Pimpalkhare Manisha Viraj	Lecturer (Full Time)	Economics	Wef. 1 .7.2006. to the end of Acd year 2006-2007.