



ST. FRANCIS INSTITUTE OF TECHNOLOGY (ENGINEERING COLLEGE)

(Roman Catholic Christian Minority Educational Institute)
(Approved by AICTE & Govt. of Maharashtra with permanent Affiliation to University of Mumbai)

P. B. No. 8456, Mt. Poinzur, S.V.P. Road, Borivli (West), Mumbai - 400 103.
Tel.: 28908585 / 28928585 Fax : 28954787 E-mail : sfedu@sfit.ac.in Website : www.sfit.ac.in

Ref:

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Sl No	ID	Name of the Full-time teacher	PAN	Designation	Qualification	date of Joining	Name of the Department	Total years of Experience in the same institution	Whether still in service/ date of leaving	Comment
Year-1 (2020-21)										
1	000311	Dr. Poonam Hemnani	ACMPH1495A	Asso. Prof – Chem. – F.E. Coordinator	Ph.D. – Organic Chemistry	13-07-2006	Basic sciences and Humanities	15	Yes	
2	000172	Ms. Rekha Ajikumar	AIHPR4812J	Asst. Prof – Physics	M.Sc. - Physics B.Sc. - Physics	07-10-2002		18.8	Yes	
3	000337	Ms. Preethi Colaco	AHYPD0866E	Asst. Prof – Chem. / Phy.	M.Sc. – Chemistry / B.Sc. - Physics	11-08-2008		12.10	Yes	
4	000349	Ms. Belinda Misquitta	AOVPD1395J	Asst. Prof - Maths	M.Sc. Maths / B.Sc. Maths	23-06-2008		13	Yes	
5	000350	Ms. Grishalda Dsouza	BDFPM5131H	Asst. Prof - Maths	M.Sc. Maths / B.Sc. Maths	16-01-2010		11.5	Yes	
6	000348	Ms. Astrid Dsouza	BDFPM5134C	Asst. Prof - Maths	M.Sc. Maths / B.Sc. Maths	16-01-2010		11.5	Yes	
7	000344	Ms. Arti Bhatnagar	AUXPB4585A	Asst. Prof – Chem.	M.Sc. – Chemistry / B.Sc. - Chemistry	01-07-2010		11	Yes	
8	140011	Ms. Deepa Panakkal	AUPPA9060K	Asst. Prof – CS.	SET qualified / M.A. Literature	01-07-2014		7	Yes	
9	160003	Mr. Faiz Mhd	AVVPA3618A	Asst. Prof – Maths	SET qualified / M.Sc. Maths	01-07-2016		5	Yes	
10	150009	Mr. Sainath Ghosalkar	AVJPG3690C	Asst. Prof – Maths	SET qualified / M.Sc. Maths	06-07-2015		6	Yes	
11	180005	Mr. Praveen Mathew	DFSPK8131J	Asst. Prof – CS	SET qualified / M.A. Literature	02-07-2018		3	Yes	
12	190010	Ms. Neha Agnihotri	BLTPA7255C	Asst. Prof – CS	SET qualified / M.A. Literature	01-07-2019		2	Yes	
13	170024	Ms. Asma Hazir ^s	AMDPH0259H	Asst. Prof. - Maths	SET qualified / M.Sc. Maths	11-02-2021		0.7	Yes	
14	190011	Dr. Harashada Jadhav ^s	AVEPJ9117C	Asst. Prof. Phy	Ph.D. Physics	18-01-2021	0.8	Yes	90% load	
15	200018	Ms. Rebecca George ^s	CCAPD2251A	Asst. Prof – CS	M.A. Literature	26-03-2021	0.6	Yes		
16	200023	Mr. Sanjeevkumar Mandai ^s	CGYPM4508H	Asst. Prof - Maths	M.Sc. Maths	26.03-2021	0.6	Yes		
17	000283	Dr. Kavita Sonawane	BRUPS4459K	Prof & HOD	Ph.D CMPN	25-06-2005	P.G. Program in Computer Engineering	16	Yes	
18	000011	Dr. Nazneen Ansari	AGKPA9052G	Asso. Prof	Ph.D CMPN	03-08-2001	U.G. Program in Computer Engineering	19.10	Yes	
19	000126	Ms. Bidisha Roy	AFZPR2872K	Asso. Prof	M.E. CMPN Pursuing Ph.D.	01-07-2002	U.G. Program in Computer Engineering	19	*Yes - On study leave from 01-01-2021 to 30-06-2021	



Two programs at UG level are NBA Accredited
(ISO - 9001:2015 CERTIFIED)

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20	000288	Mr. Rajkumar Shende	AKJPS5426R	Asso. Prof	M.E. INFT	03-01-2006	P.G. Program in Computer Engineering	15.5	Yes	
21	000252	Ms. Anuradha G.	AICPG7045F	Asso. Prof	M.E. CMPN	15-01-2004	U.G. Program in Computer Engineering	17.5	Yes	
22	000280	Ms. Vincy E. Joseph	AGOPJ8913D	Asst. Prof	M.E. CMPN	04-08-2004	U.G. Program in Computer Engineering	16.10	Yes	
23	000297	Ms. Dakshata Panchal	AHKPG8720E	Asst. Prof	M.E. CMPN Pursuing Ph.D.	01-02-2006	U.G. Program in Computer Engineering	15.5	Yes	
24	000299	Mr. Shamsuddin Khan	AQUPK1647D	Asst. Prof	M.E. CMPN	18-01-2005	P.G. Program in Computer Engineering	16.5	Yes	
25	000309	Ms. Pradnya Rane	AMDPR6401R	Asst. Prof	M.Tech CMPN	19-12-2005	U.G. Program in Computer Engineering	15.6	Yes	
26	000325	Ms. Nidhi Gaur	AMFPG9629L	Asst. Prof	M.E. CMPN	14-01-2008	U.G. Program in Computer Engineering	13.5	Yes	
27	000345	Ms. Priya K.	AZSPK0309D	Asst. Prof	M.E. CMPN	01-07-2010	U.G. Program in Computer Engineering	11	Yes	
28	000361	Ms. Jayashri Mittal	AHDPD6405F	Asst. Prof	M.E. CMPN	01-07-2011	U.G. Program in Computer Engineering	10	Yes	
29	000373	Ms. Safa Hamdare	ATXPM3564H	Asst. Prof	M.E. INFT	02-07-2012	U.G. Program in Computer Engineering	9	Yes	
30	000368	Ms. Varsha Nagpurkar	AFVPN8553P	Asst. Prof	M.E. CMPN	02-07-2012	U.G. Program in Computer Engineering	9	Yes	
31	133913	Ms. Snehal Kulkarni	AYZPK0472F	Asst. Prof	M.E. CMPN	02-01-2012	U.G. Program in Computer Engineering	9	Yes	
32	133946	Mr. Rupesh Mishra	ATLPM6486C	Asst. Prof	M.E. CMPN	16-12-2013	U.G. Program in Computer Engineering	7.6	Yes	
33	133916	Ms. Ankita Karia	AXJPK7208E	Asst. Prof	M.E. CMPN	01-07-2010	U.G. Program in Computer Engineering	11	Yes	
34	150022	Ms. Varsha Shrivastava	ALPPN6763P	Asst. Prof	M.E. CMPN	16-07-2015	U.G. Program in Computer Engineering	5.11	Yes	
35	150038	Ms. Priya Chaudhari	ARKPC0976E	Asst. Prof	M.E. CMPN	25-01-2021	U.G. Program in Computer Engineering and BSH	0.7	Yes	90% load
NA	200032	Ms. Snehal Kathale	BUSPK1151P	Asst. Prof	M.Tech CSE	30-03-2021	U.G. Program in Computer Engineering	0	*Yes- against Ms Bidisha Roy	
NA	200016	Ms. Pratiksha Deshmukh	BCOPD0148K	Asst. Prof	M.E. CMPN	16-02-2021	U.G. Program in Computer Engineering	0	*No - left 30/03/2021, against Ms Bidisha Roy	
36	000063	Dr. Gautam Shah	ABHPS8347J	Prof. & HOD	Ph.D. EXTC	06-08-2001	U.G. Program in Electronics and Telecommunication Engineering	19.10	Yes	
37	000287	Dr. Deepak Jayaswal	AFCPJ5661H	Prof	Ph.D. CMPN M.Tech. Communication engg.	09-08-2005	P.G. Program in Electronics and Telecommunication Engineering	15.1	Yes	
38	000375	Dr. Uday Pandit Khot	AKXPK6517H	Prof	Ph.D.	17-07-2012	U.G. Program in Electronics and Telecommunication Engineering	9	Yes	
39	000037	Dr. Kevin P. Noronha	AFEPN8969E	Prof	Ph.D.	12-07-2000	P.G. Program in Electronics and Telecommunication Engineering	20	Yes	
40	000195	Dr. Ravindra Chaudhari	AGDPC2736N	Asso. Prof	Ph.D.	03-07-2003	U.G. Program in Electronics and Telecommunication Engineering	18	Yes	

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41	000292	Ms. Jayasudha K	ARNPK5367L	Asso. Prof	M.Tech (Electronics) Pursuing Ph.D.	25-06-2005	P.G. Program in Electronics and Telecommunication Engineering	21	Yes	
42	000293	Mr. Vaqar Ansari	AGCPA6853H	Asst. Prof	ME Electronics, Pursuing Ph.D.	25-06-2005	U.G. Program in Electronics and Telecommunication Engineering	21	Yes	
43	000310	Dr. Anjali Chaudhari	ALTPB9806B	Asst. Prof	Ph.D. EXTC	28-12-2005	U.G. Program in Electronics and Telecommunication Engineering	15.6	Yes	
44	000331	Ms. Monika Cheema	AFUPB2561G	Asst. Prof	ME EXTC	16-06-2008	U.G. Program in Electronics and Telecommunication Engineering	13	Yes	
45	000359	Mr. Santosh Chapaneri	ADIPC5326Q	Asst. Prof	MS ECE, Pursuing Ph.D.	01-06-2011	U.G. Program in Electronics and Telecommunication Engineering	10	Yes	
46	000371	Ms. Savita Kulkarni	CKNPK5799P	Asst. Prof	M. Tech Electronics	01-06-2011	U.G. Program in Electronics and Telecommunication Engineering	10	Yes	
47	131403	Ms. Pallavi Y. Patil	AKTPM6339H	Asst. Prof	M.E. EXTC	02-06-2012	U.G. Program in Electronics and Telecommunication Engineering	9	Yes	
48	133905	Ms. Qunaitah Shaikh	BXZPS5980E	Asst. Prof	ME Electroni	04-07-2011	U.G. Program in Electronics and Telecommunication Engineering	10	Yes	
49	133910	Ms. Snehal Lopes	AEDPL8028C	Asst. Prof	M.E. EXTC	02-07-2014	U.G. Program in Electronics and Telecommunication Engineering	7	Yes	
50	140031	Ms. Shilpa Chaman	AJHPC6739L	Asst. Prof	ME (Digital	02-01-2015	U.G. Program in Electronics and Telecommunication Engineering	6.6	Yes	
51	133909	Ms. Jovita Serrao	CIPPS2663N	Asst. Prof	ME EXTC	01-07-2013	U.G. Program in Electronics and Telecommunication Engineering	8	Yes	
52	150001	Mr. Ramjee Yadav	ADGPY1215Q	Asst. Prof	M.E (EXTC)	01-07-2015	U.G. Program in Electronics and Telecommunication Engineering	6	Yes	
53	150006	Mr. Kevin D'Souza	ALQPD4543A	Asst. Prof	M.E (EXTC)	11-07-2016	U.G. Program in Electronics and Telecommunication Engineering	5	Yes	
54	200029	Ms. Valentina Basker ^s	BTFPB6604Q	Asst. Prof	ME (EXTC)	26-03-2021	U.G. Program in Electronics and Telecommunication Engineering and BSH	0.5	Yes	90% load
55	200019	Ms. Renia Dias ^s	AKUPL8123D	Asst. Prof	ME (EXTC)	26-03-2021	U.G. Program in Electronics and Telecommunication Engineering and BSH	0.5	Yes	
56	000108	Dr. Joanne Gomes	AETPG8263J	Prof & HOD	Ph.D. EXTC	03-06-2002	U.G. Program in Information Technology	19	Yes	
57	000170	Dr. Prachi Raut	AXNPS2815F	Prof	Ph.D. Electronics	09-06-2003	U.G. Program in Information Technology	18	Yes	
58	000055	Dr. Nitika Rai	AHSPR3755Q	Asso. Prof	Ph.D. Electronics	26-07-2001	U.G. Program in Information Technology	19.11	Yes	
59	000277	Dr. Vaishali Jadhav	AAQPW2130D	Asso. Prof	Ph.D.	16-06-2005	U.G. Program in Information Technology	16	Yes	
60	000222	Dr. Minal Lopes	AHAPG8819J	Asst. Prof	Ph.D. Electronics	14-06-2004	U.G. Program in Information Technology	17	Yes	

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61	000296	Ms. Vandana Patil	APDPP1783K	Asst. Prof	M.E. CMPN Pursuing Ph.D.	01-06-2006	U.G. Program in Information Technology	15	Yes	
62	000301	Ms. Shree Jaswal	AIUPJ8162A	Asst. Prof	M.S. System Software	16-06-2006	U.G. Program in Information Technology	15	Yes	
63	000326	Ms. Grinal Tuscano	APRPM0317G	Asst. Prof	M.E. INFT	02-06-2008	U.G. Program in Information Technology	13	Yes	
64	000322	Ms. Amrita Mathur	AARPU6448D	Asst. Prof	M.E. CMPN	02-06-2008	U.G. Program in Information Technology	13	Yes	
65	000323	Mr. Vaibhav Kala	ARXPK2570R	Asst. Prof	M.E. INFT	02-06-2008	U.G. Program in Information Technology	13	Yes	
66	000352	Ms. Purnima Kubde	AJCPT4283D	Asst. Prof	M.E. CMPN	01-07-2010	U.G. Program in Information Technology	11	Yes	
67	133941	Ms. Mrinmoyee Mukherjee	AKCPM2239D	Asst. Prof	M.E. EXTC	02-07-2014	U.G. Program in Information Technology	7	Yes	
68	140007	Ms. Prajyoti D'Silva	AGGPL1743F	Asst. Prof	M.E. CMPN	11-07-2015	U.G. Program in Information Technology	6	Yes	
69	160005	Ms. Alvina Alphonso	ARYPA2389R	Asst. Prof	M.E. CMPN	01-07-2016	U.G. Program in Information Technology	5	Yes	
70	133917	Ms. Priyanca Gonsalves*	ABHPP4515H	Asst. Prof	M.E. CMPN	04-07-2016	U.G. Program in Information Technology	5	*Yes - Maternity Leave 22-12-2020 to 30-06-2021 (EVEN Sem)	
71	200006	Ms. Monika Pal ^s	ASOPP8213G	Asst. Prof.	M.Tech INFT	visiting 02-11-2020 to 31-12-2020 temporary apt 25-01-2021	U.G. Program in Information Technology and BSH-FE	0.5	Yes	90% load
72	200008	Ms. Mayuri Rathi ^s	CYVPS6802D	Asst. Prof.	M.Tech VLSI	25-01-2021	U.G. Program in Information Technology and BSH-FE	0.5	No-Left - 30-06-2021	
73	200007	Ms. Aruna Pawate	AMIPG1088L	Asst. Prof.	M.E. CMPN	25-01-2021	U.G. Program in Information Technology and DSE (Diploma)	0.5	Yes	
NA	200012	Ms. Vaishali Salvi	CWZPS9058P	Asst. Prof.	M.E. INFT	01-02-2021	U.G. Program in Information Technology	0	*No-Left - 30-06-2021, against Ms. Priyanca Gonsalves	
74	180003	Ms. Megha Fernandes	AAXPF0867F	Asst. Prof.	M.E. Electrical	02-07-2018	U.G. Program in Electrical Engineering	3	Yes	
75	189999	Ms. Josna Jose	BDKPJ0101K	Asst. Prof.	M.Tech. Electrical & Electronics	01-07-2019	U.G. Program in Electrical Engineering	2	Yes	
76	190016	Mr. Pratik Rahate	BFKPR8714J	Asst. Prof.	M.E. Electrical	01-07-2019	U.G. Program in Electrical Engineering	2	Yes	
77	190017	Ms. Varsha Thandassary	APXPV1609J	Asst. Prof.	M.Tech Electrical	01-07-2019	U.G. Program in Electrical Engineering	2	Yes	
78	200014	Ms. Misbah Khan	CDXPK0320D	Asst. Prof.	M.E. Electrical	08-02-2021	U.G. Program in Electrical Engineering and DSE	0.5	Yes	90% load
79	200017	Ms. Amisha Joshi ^s	AOCPP6614B	Asst. Prof.	M.E. Electrical	26-03-2021	U.G. Program in Electrical Engineering and BSH	0.7	Yes	90% load
80	200028	Ms. Prajakta Pawaskar ^s	BLEPP6028D	Asst. Prof.	M.E. Electrical	26-03-2021	U.G. Program in Electrical Engineering and BSH	0.7	Yes	

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81	000049	Dr. C. Hariprasad	AFAPC8467N	Prof - Engg. Mech. Dean - Students Affairs	Ph.D. Resource Engg. M.Tech - Environmental Engg.	12-02-2001	U.G. Program in Mechanical Engineering	20.4	Yes	
82	000308	Mr. Sunil Pansare	AIPPP6050J	Asst. Prof	M.Tech - Mechanical Engg. Pursuing Ph.D.	14-07-2006	U.G. Program in Mechanical Engineering	15	Yes	
83	000360	Mr. Ravindra K. Garmode	AMSPG5854A	Asst. Prof	M.E. - Thermal Engg. Pursuing Ph.D.	01-07-2011	U.G. Program in Mechanical Engineering	10	Yes	
84	000378	Mr. Bysani Malakondaiah	AAIPB9113D	Asst. Prof	M.E. - Thermal Engg.	02-08-2012	U.G. Program in Mechanical Engineering	8.11	Yes	
85	190013	Mr. Yunus Dalal	ARMPD3292Q	Asst. Prof	M.E. Mechanical	01-07-2019	U.G. Program in Mechanical Engineering	2	Yes	
86	190012	Mr. Magesh Kumar	AFJPN8394J	Asst. Prof	M.E. Mechanical	10-07-2019	U.G. Program in Mechanical Engineering	2	Yes	
87	200030	Mr. Nandakumar N ^s	ANRPN3927F	Asst. Prof	M.Tech Manufacturing	26-03-2021	U.G. Program in Mechanical Engineering and BSH	0.5	Yes	90% load
88	200013	Mr. Sanjay Ghaskatta ^s	AGYPG8153E	Asst. Prof	M.E. Production	03-02-2021	U.G. Program in Mechanical Engineering and BSH	0.5	Yes	
89	200022	Mr. Siddharth S ^s	EIJPS4788G	Asst. Prof	M.E. Mechanical	26-03-2021	U.G. Program in Mechanical Engineering and BSH	0.5	Yes	
90	200024	Mr. Nilesh G ^s	APZPG7305J	Asst. Prof	M.E. Manufacturing	27-03-2021	U.G. Program in Mechanical Engineering and BSH	0.5	Yes	


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Criteria - 2.4.3

Experience certificate of Full-Time Teachers

Sl nos. 4, 9, 14, 19, 24, 29, 34

Sl No from faculty list of AY 2020-21	Faculty Name	Joining Date	Years of Experience as on July 2021
4	Ms Belinda Misquita	23-06-2008	13
9	Mr Faiz Mhd	01-07-2016	5
14	Dr Harshada Jadhav	18-01-2021	0.7
19	Ms Bidisha Roy	01-07-2002	19
24	Ms Shamsuddin Khan	18-01-2005	16.5
29	Ms Safa Hamdare	02-07-2012	9
34	Ms Varsha Shrivastva	16-07-2015	6



Dr Sincy George
Principal SFIT

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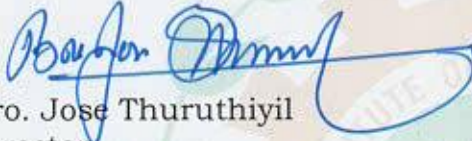
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Date :

25/03/2022

TO WHOM IT MAY CONCERN

This to certify that Ms. Belinda Misquitta, is a bonafide faculty member of our Institute and is in our service since 23/06/2008, teaching Mathematics in the Basic Science and Humanities.



Bro. Jose Thuruthiyil
Director

DIRECTOR
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TO WHOM IT MAY CONCERN

This to certify that Mr. Mohammad Faiz Ansari, is a bonafide faculty member of our Institute and is in our service since 01/07/2016, teaching Mathematics in the Basic Science and Humanities.


Bro. Jose Thuruthiyil
Director

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This to certify that Dr. Harshada Jadhav, is a bonafide faculty member of our Institute and is in our service since 18/01/2021, teaching Physics in the Basic Science and Humanities.


Bro. Jose Thuruthiyil
Director

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This to certify that Ms. Bidisha Roy, is a bonafide faculty member of our Institute and is in our service since 01/07/2002, teaching in the Computer Engineering department.


Bro. Jose Thuruthiyil
Director

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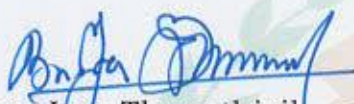
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This to certify that Mr. Shamsuddin Khan, is a bonafide faculty member of our Institute and is in our service since 18/01/2005, teaching in the Computer Engineering department.


Bro. Jose Thuruthiyil
Director

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Date: 25/03/2022

TO WHOM IT MAY CONCERN

This to certify that Ms. Safa Hamdare, is a bonafide faculty member of our Institute and is in our service since 02/07/2012, teaching in the Computer Engineering department.


Bro. Jose Thuruthiyil
Director

DIRECTOR
St. Francis Institute
of Technology (Engg-College)
Mount Painsur, S.V.P. Road,
Borivli (West), Mumbai-400 103.





ST. FRANCIS INSTITUTE OF TECHNOLOGY (ENGINEERING COLLEGE)

(Roman Catholic Christian Minority Educational Institute)
(Approved by AICTE & Govt. of Maharashtra with permanent Affiliation to University of Mumbai)

P. B. No. 8456, Mt. Poinsur, S.V.P. Road, Borivli (West), Mumbai - 400 103.
Tel.: 28908585 / 28928585 Fax : 28954787 E-mail : sfedu@sfit.ac.in Website : www.sfit.ac.in


Ref:

Date :

25/03/2022

TO WHOM IT MAY CONCERN

This to certify that Ms. Varsha Shrivastava, is a bonafide faculty member of our Institute and is in our service since 16/07/2015, teaching in the Computer Engineering department.


Bro. Jose Thuruthiyil
Director

DIRECTOR
St. Francis Institute
of Technology (Engg-College)
Mount Poinsur, S.V.P. Road,
Borivli (West), Mumbai-400 103.



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Phone: 2890 8585 / 2892 8585 Fax: 28954787 E-mail: sftilib@vsnl.com Website: sfitengg.org

Ref:

Date:

11th January, 2010

Ms. Grishalda Gildas Mathos,
Pokharniwadi, Tamtalao,
Vasai (W), Thane Dist. - 401201
Tel: 0250-2322536 / 9730545025

Dear Ms. Grishalda Gildas Mathos,

With reference to your application dated 9th January 2010 and the subsequent interview held on the same day, this is to inform you that, you are hereby appointed to the full-time post of **Lecturer in Applied Mathematics**, in the 'Basic Sciences and Humanities Department' of our College on the starting pay of **Rs. 8000/-** per month in the pay scale of **Rs. 8000 - 275 - 13,500** with effect from 16th January 2010 for a period of five months on the following terms and conditions.

Your services will be governed by the provisions of the Maharashtra Universities' Act 1994 and the Statutes, Ordinances, Regulations and the Rules of the University for the time being in force and as will be amended from time to time and the rules of the Governing Council of this college not inconsistent with the Act, Statutes, Ordinances, Regulations and Rules of the University.

This appointment is further subject to the following conditions: -

1. The appointment will be effective from the date of your joining.
2. This appointment is on an ad-hoc basis until 31/05/2010 from the date of joining at the end of which it shall stand terminated automatically without any notice. It is also subject to the approval of the University of Mumbai.
3. During this period, if your services are not found suitable your services can be terminated at any time without mentioning any reason or giving any extra remuneration other than the salary for the period you have worked.
4. "In the event you desire to leave the services of this Institute, before the expiry of period, then it should be,
 - a. at the end of an academic term, in the interest of the students and in order to prevent the disruption of academic and related activities, and

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[Signature]



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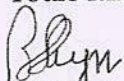
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Date:

upon completion of all instructional and term work requirements, to the satisfaction of Principal and Director and upon handing over charge to the Principal / Director or any person duly designated / notified by them and only after giving one calendar months' notice in writing, provided that in special / exceptional circumstances as deemed fit by the Director; any of the above said conditions may be waived by the Director by a written order.

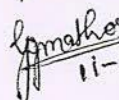
- b. However, in such an event, you will be required to deposit an amount equal to one calendar months' salary alongwith your written application / resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate."
5. You shall carry out academic, developmental, departmental and College administrative and such other duties as will be assigned to you by your superiors, from time to time.
6. You shall be required to attend staff developmental programmes / special lectures etc whenever organised by the college authorities either within the college or in an outside institution.
7. In the event you are required to attend the College on institutional holidays for duties related to your appointment i.e. staff development programmes, special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations etc, you shall attend duties without fail and no extra remuneration will be payable nor any compensatory leave may be given for such attendance.
8. The appointment is a full time one and does not permit you to engage yourself in any outside business, consultation, teaching in other institutions, Private Coaching / Tuitions and / or such other outside work either with or without remuneration, without the express sanction of the college authorities.
9. You will be paid your salary through the Catholic Syrian Bank, Extension Counter where, with the help of the College Office, you will have to open your individual account.
10. The College authorities reserve to themselves the right to amend, modify, alter or rectify the terms and conditions of services attached to this appointment including pay-scales which if and when modified, altered or rectified shall be binding on you.


Yours faithfully,


Director



Accepted


11-1-2010

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Phone: 2890 8585 / 2892 8585 Fax: 28954787 E-mail: sfitlib@vsnl.com Website: sfitengg.org

Ref:

Date:

17/05/10

To,
Ms. Grishalda Gildas Mathos,
Pokharniwadi, Tamtalao,
Vasai (W), Thane Dist. - 401201
Tel: 0250-2322536 / 9730545025


Dear Ms. Grishalda Gildas Mathos,

With reference to your application dated 16th April, 2010 and based on the interview held on 30th April, 2010, I am pleased to inform you on behalf of the Governing Body of the College, that you are hereby appointed to the full-time post of "Lecturer in Applied Mathematics" in the Department of Basic Sciences and Humanities of our College on the starting pay of Rs. 8,000/- per month in the pay scale of Rs. 8000 - 275 - 13,500, with effect from 1st July, 2010.

Your appointment is on probation and shall be for a period not exceeding 24 months. The Management shall have the right to terminate your appointment at any time during the said period of probation if you are found unsuitable for the post for which you are recruited without assigning any reasons, by giving you one month's notice or by paying you salary for the said notice period. However, during the first three months, if your services are not found suitable your services can be terminated at any time without mentioning any reason or giving any extra remuneration other than the salary for the period you have worked.

1. On completion of the period of probation, your appointment shall be reviewed and if your services are satisfactory, you may be confirmed, provided your appointment is approved by the University of Mumbai. If however, your services are not found satisfactory or if your appointment is not approved by the University of Mumbai, your services shall be terminated.
2. Your appointment on probation shall not be deemed as confirmed unless you are issued with an order of confirmation at the end of your probation.
3. You should give a calendar month's notice to the authorities while on probation if you leave the services of the college, provided always that in case of default on your part for giving the required notice, the college authorities may claim from you an amount not exceeding the salary for the required notice period.

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Ref:

Date:

4. "In the event you desire to leave the services of this Institute, before the expiry of your probation period, then it should be,
- at the end of an academic term, in the interest of the students and in order to prevent the disruption of academic and related activities, and
 - upon completion of all instructional and term work requirements, to the satisfaction of Principal and Director and upon handing over charge to the Principal / Director or any person duly designated / notified by them and only after giving one calendar months' notice in writing, provided that in special / exceptional circumstances as deemed fit by the Director, any of the above said conditions may be waived by the Director by a written order.

However, in such an event, you will be required to deposit an amount equal to one calendar months' salary along with your written application / resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.

- In case you accept the appointment, you shall have to submit discharge certificate (s) from your present employer (s), if any, S.S.C. Passing Certificate, mark sheets of H.S.C., Bachelors and Masters degrees, and M. Phil / Ph.D degree, (in original and one attested copy) and six passport size photographs to the college office.
- You shall carry out academic, developmental, departmental and College administrative and such other duties as will be assigned to you by your superiors, from time to time.
- You shall be required to attend staff developmental programmes / special lectures etc whenever organised by the college authorities either within the college or in an outside institution.
- In the event you are required to attend the college on institutional holidays for duties related to your appointment i.e. staff development programmes, special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations etc, you shall attend duties without fail and no extra remuneration will be payable nor any compensatory leave may be given for such attendance.
- The appointment is a full time one and does not permit you to engage yourself in any outside business, consultation, teaching in other institutions, Private Coaching / Tuitions and / or such other outside work either with or without remuneration, without the express sanction of the college authorities.
- Your services will be governed by the provisions of the Maharashtra University Act, 1994 and the Statutes, Ordinances, Regulations and Rules of the University of Mumbai for the time being in force and as may be amended from time to time, and the Rules of the Governing Body of the College not inconsistent with the Act, Statutes, Ordinance, Regulations and Rules of the University.
- You will be entitled to receive the allowances as per rules.

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Ref:

Date:

12. You will be paid your salary through the Catholic Syrian Bank, Extension Counter where, with the help of the College Office, you will have to open your individual account.
13. You shall produce before joining necessary fitness certificate from a Registered Medical Practitioner on the panel of the Institute within a month of your joining service.
14. In case a teacher, who participated in the Faculty Development Programme (FDP) organised by the College desires to leave before the expiry of the two year period, they are required to refund the expense incurred on the FDP which is about Rs. 4000/-. Similarly, the expenses incurred for sponsoring the teachers for Seminars, Workshop, etc. too have to be reimbursed.
15. Kindly note:
 - a. That we offer you this post on the basis of the assessment of the existing workload in the department. If we find that this work-load, as assessed by the college authorities subsequently diminishes, as a result of change of syllabus, removal of certain subjects from scheme of instruction, decrease in the enrolment of students, or of migration of students, or any such other eventualities, then your appointment will have to be discontinued without any notice.
 - b. That you are aware that the Government requires Managements of private colleges to reserve 50% of the total number of posts of teaching staff for persons belonging to various sections of scheduled castes, scheduled tribes, and backward communities. Our college being a minority institution, it is our contention that the said requirement is not applicable to our college and this stand has been upheld by the Hon'ble Courts. However, if inspite of the aforesaid, the Government insists on the aforesaid reservation, the same could lead to refusal of approval of your appointment by the University / Government. Your appointment is subject to the above and in event of non-receipt of the said approval, at any time, this appointment shall be terminated.
16. The College authorities reserve to themselves the right to amend, modify, alter or rectify the terms and conditions of services attached to this appointment including pay-scales which if and when modified, altered or rectified shall be binding on you.
17. Kindly acknowledge receipt of this letter.

Yours faithfully,


Director


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Accepted.


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Tel.: 28908585 / 28928585 Fax : 28954787 E-mail : sfedu@sfit.ac.in Website : www.sfit.ac.in

Ref:

Date :

23/02/2021

To,
Ms. Asma Tasnim Hazir,
Room No. 9, Dargah Galli,
Behind Jama Masjid, S.V. Road,
Bandra (W), Mumbai - 400 050
E-mail: hazirasma@gmail.com
Mob: 9819737354

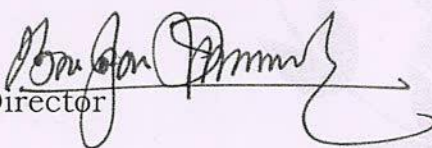
Dear Ms. Asma Hazir,

This has reference to our letter dated 10/02/2021, engaging your services as Assistant Professor - Applied Maths in the Basic Science and Humanities (F.E.) till 30/06/2021.

We are pleased to inform you that your remuneration will be increased to Rs. 42,000/- per month with effect from 1st March, 2021.


All other terms and conditions of your engagement remain unchanged.

Yours faithfully,


Director

Ans

received
Asma-Hazir
04/03/21.


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(ENGINEERING COLLEGE)

P. B. No. 8456, Mount Poincur, S. V. P. Road, Borivli (West), Mumbai 400 103.

Ref.:

Date : 25/05/04

To
Ms. G. Anuradha,
C - 601, Kanti Park, Shimpoli Road,
Borivli (W), Mumbai - 400 092


Dear Ms. Anuradha,

With reference to your application dated 18th March 2004 and based on the interview held on 15th May 2004, I am pleased to inform you, on behalf of the Governing Body of the college, that you are hereby appointed to the full-time post of **Lecturer in Electronics and Telecommunication subjects in the department of Information Technology** in our college on the starting pay of **Rs.8, 000/-** per month in the pay scale of **Rs. 8,000 - 275 - 13,500** with effect from **19th June 2004.**

Your appointment is on probation and shall be for a period not exceeding 24 months. The management shall have the right to terminate your appointment at any time during the said period of probation if you are found unsuitable for the post for which you are recruited without assigning any reasons, by giving you one month's notice or by paying you salary for the said notice period. However, during the first three months, if your services are not found suitable your services can be terminated at any time without mentioning any reason or giving any extra remuneration other than the salary for the period you have worked.

1. On completion of the period of probation, your appointment shall be reviewed and if your services are satisfactory, you may be confirmed, provided your appointment is approved by the University of Mumbai. If however, your services are not found satisfactory or if your appointment is not approved by the University of Mumbai, your services shall be terminated.
2. Your appointment on probation shall not be deemed as confirmed unless you are issued with an order of confirmation at the end of your probation.
3. You should give a calendar month's notice to the authorities while on probation if you leave the services of the college, provided always that in case of default on your part for giving the required notice, the college authorities may claim from you an amount not exceeding the salary for the required notice period.




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Ref.:

Date :

4. You shall carry out academic, developmental, departmental and College administrative and such other duties as will be assigned to you by your superiors, from time to time.
5. You shall be required to attend staff developmental programmes / special lectures etc whenever organised by the college authorities either within the college or in an outside institution.
6. In the event you are required to attend the college on institutional holidays for duties related to your appointment i.e. staff development programmes, special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations etc, you shall attend duties without fail and no extra remuneration will be payable nor any compensatory leave may be given for such attendance.
7. The appointment is a full time one and does not permit you to engage yourself in any outside business, consultation, teaching in other institutions, Private Coaching / Tuitions and / or such other outside work either with or without remuneration, without the express sanction of the college authorities.
8. Your services will be governed by the provisions of the Maharashtra University Act, 1994 and the Statutes, Ordinances, Regulations and Rules of the University of Mumbai for the time being in force and as may be amended from time to time, and the Rules of the Governing Body of the College not inconsistent with the Act, Statutes, Ordinance, Regulations and Rules of the University.
9. You will be entitled to receive the allowances as per rules.
10. If your acceptance is not received by 31st May 2004 your appointment is liable to be cancelled.
11. In case you accept the appointment, you shall have to submit discharge certificate (s) from your present employer (s), if any, S.S.C. Passing Certificate, mark sheets of H.S.C., Bachelors and Masters degrees, and M. Phil / Ph.D degree, and two passport size photographs to the college office.

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Date :

12. You will be paid your salary through the Catholic Syrian Bank, Extension Counter where, with the help of the College Office, you will have to open your individual account.
13. You shall produce before joining necessary fitness certificate from a Registered Medical Practitioner on the panel of the Institute within a month of your joining service.
14. Kindly note:
 - a. That we offer you this post on the basis of the assessment of the existing workload in the department. If we find that this work-load, as assessed by the college authorities subsequently diminishes, as a result of change of syllabus, removal of certain subjects from scheme of instruction, decrease in the enrolment of students, or of migration of students, or any such other eventualities, then your appointment will have to be discontinued without any notice.
 - b. That you are aware that the Government requires Managements of private colleges to reserve 50% of the total number of posts of teaching staff for persons belonging to various sections of scheduled castes, scheduled tribes, and backward communities. Our college being a minority institution, it is our contention that the said requirement is not applicable to our college and this stand has been upheld by the Hon'ble Courts. However, if inspite of the aforesaid, the Government insists on the aforesaid reservation, the same could lead to refusal of approval of your appointment by the University / Government. Your appointment is subject to the above and in event of non-receipt of the said approval, at any time, this appointment shall be terminated.
15. The college authorities reserve to themselves the right to amend, modify, alter or rectify the terms and conditions of services attached to this appointment including pay-scales which if and when modified, altered or rectified shall be binding on you.
16. Please acknowledge.

Yours faithfully,

Bro. Melchior Tom
Dy. Director

SR
PRINCIPAL

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Borivli (West), Mumbai - 400 103.

Recd. Service Rules
Offredhe

Accepted
G. Anuradha
G. ANURADHA
26/5/04





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P.B. No. 8456, Mount Poincur, S.V.P. Road, Borivli (West), Mumbai - 400 103

Phone: 2890 8585 / 2892 8585 Fax: 28954787

E-mail: sfitlib@vsnl.com Website: sfitengg.org

(Approved by AICTE & Govt. of Maharashtra & Affiliated to University of Mumbai)

Ref:

Date:
16/06/06

To
Ms. G. Anuradha,
B- 605, Leena Enclave,
S.V. Road, (Opp. Kandivli Telephone Exchange),
Kandivli (W), Mumbai – 400 067
Mob: 9833133067

Dear Ms. Anuradha,

This is in continuation to our appointment letter dated 25/05/04, appointing you on Probationary basis. The management is pleased to inform you that it has been decided to confirm you in the services of the Institution with effect from 19/06/06. Your employment is on the following terms and conditions in addition to those set out in our above letter except to the extent specially modified hereinafter.

1. You shall be entitled to a monthly remuneration as fixed for unaided Engineering Colleges. In addition, you shall be entitled to facilities and allowances as applicable to other permanent employees.
2. During the period of your employment you will not absent yourself from the duties without sufficient reason and without prior permission.
3. You shall not divulge any particulars, working or methodology of this Engineering College, which you may be in the course of your employment with the Institution to any one else without prior authority and sanction. In case of any unauthorized disclosure the St. Francis Institute of Technology may prosecute you criminally and also reserves its right to recover civil damages.
4. During the tenure of your service, you will not resort to any action which would hamper the functions or working of the colleges nor would you involve in any activity which according to the management is against the interest of the Institution. It is further express agreed that management will be within its rights to terminate your services by giving you one month's notice or wages or salary in lieu thereof if you are found to have committed breach of this clause or clause (3) above.


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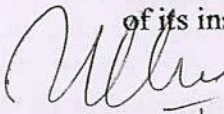
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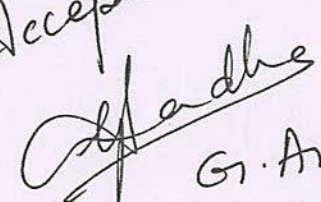
5. In the event you decide to leave the services of this institute, you will ~~require~~ to give 3 calendar months notice to the authorities of the Institute, failing which, the authorities may claim from you an amount not exceeding the salary for the required notice period. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including a service certificate. However, in the interest of the students and in order to prevent disruption of academic and related activities, you may do so only at the end of the academic term, upon completion of all instructional and term work requirements, to the satisfaction of Principal and Director and upon handing over charge to the Principal / Director or any person duly designated / notified by them.
6. You will observe the Rules and Regulations in force from time to time for the running of this Institution.
7. Your performance shall be reviewed periodically. If your performance is not up to the mark and even after affording you an opportunity to improve the Institution shall be within its rights to terminate this contract of service with three months notice or salary in lieu thereof.
8. Your further promotion and increment, if any, shall be subject to proper performance of your duties and the recommendation of the concerned departmental head.
9. Your services shall be governed by the provisions of Rules and Regulations that may be in force from time to time.
10. For carrying out the Academic work of the college you will not only be required to work in the premises of the college at St. Francis Institute of Technology but you will also be required to work in the premises of other Institution under the same management and you will always carry out whatever work is assigned to you at such places as may be required as per the instructions / directions of the management from time to time.
11. The management shall have the right to transfer your service and you will have to work as per the instructions / directions of the management of the Society in any of its institutions situated in India.


Director 19/06/06

I have read the aforesaid terms and conditions or / the aforesaid terms and conditions have been explained by the Director to me in the language I understand and in token of having accepted the original letter and in acceptance of the said terms and conditions I have put my signature impression on this letter.




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Mount Poincur, S. V. P. Road,
Borivli (West), Mumbai - 400 103.

Accepted

G. Anuradha
19/6/06



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P.B. No. 8456, Mount Poincur, S.V.P. Road, Borivli (West), Mumbai - 400 103

Phone: 2890 8585 / 2892 8585 Fax: 28954787 E-mail: sfedu@sfitengg.org Website: sfitengg.org

Ref:

Date:

18th May, 2012

To,
Ms. Safa Salman Hamdare,
C- 214, Diamond Apts,
S.V. Road, Jogeshwari (W),
Mumbai - 400102
Tel: 26780385 / 9819737130
Email: safahamdare@yahoo.in

Dear Ms. Safa Salman Hamdare,


With reference to your application dated 17th April, 2012 and based on the interview held on 12th May 2012, I am pleased to inform you on behalf of the Governing Body of the College, that you are hereby appointed to the full-time post of **Assistant Professor in Computer Engineering Department** in our College in the **Pay Band of 15,600 - 39,100** with a basic pay of **Rs. 22,900/- (Pay in Pay Band = Rs.16,900/- + AGP of Rs. 6,000/-)** with effect from **2nd July, 2012**.

Your appointment is on probation and shall be for a period not exceeding 24 months. The Management shall have the right to terminate your appointment at any time during the said period of probation if you are found unsuitable for the post for which you are recruited without assigning any reasons, by giving you one month's notice or by paying you salary for the said notice period. However, during the first three months, if your services are not found suitable your services can be terminated at any time without mentioning any reason or giving any extra remuneration other than the salary for the period you have worked.

1. Your performance will be reviewed periodically and on completion of the period of probation, if your services are found satisfactory, you may be confirmed, provided your appointment is approved by the University of Mumbai. If however, your services are not found satisfactory or if your appointment is not approved by the University of Mumbai, your services shall be terminated.
2. Your appointment on probation shall not be deemed as confirmed unless you are issued with an order of confirmation at the end of your probation.
3. You should give a calendar month's notice to the authorities while on probation if you leave the services of the college, provided always that in case of default your part for giving the required notice, the college authorities may claim from you an amount not exceeding the salary for the required notice period.

1/3




PRINCIPAL
St. Francis Institute
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Mount Poincur, S. V. P. Road,
Borivli (West), Mumbai - 400 103.





ST. FRANCIS INSTITUTE OF TECHNOLOGY (ENGINEERING COLLEGE)

(Roman Catholic Christian Minority Educational Institute)

(Approved by AICTE & Govt. of Maharashtra & Affiliated to University of Mumbai)

P.B. No. 8456, Mount Poincur, S.V.P. Road, Borivli (West), Mumbai - 400 103

Phone: 2890 8585 / 2892 8585 Fax: 28954787 E-mail: sfedu@sfitengg.org Website: sfitengg.org

Ref:


Date:

4. "In the event you desire to leave the services of this Institute, before the expiry of your probation period, then it should be,
- at the end of an academic term, in the interest of the students and in order to prevent the disruption of academic and related activities, and
 - upon completion of all instructional and term work requirements, to the satisfaction of Principal and Director and upon handing over charge to the Principal / Director or any person duly designated / notified by them and only after giving one calendar months' notice in writing, provided that in special / exceptional circumstances as deemed fit by the Director, any of the above said conditions may be waived by the Director by a written order.

However, in such an event, you will be required to deposit an amount equal to one calendar months' salary alongwith your written application / resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.

5. In case you accept the appointment, you shall have to submit discharge certificate (s) from your present employer (s), if any, S.S.C. Passing Certificate, mark sheets of H.S.C., Bachelors and Masters degrees, and M. Phil / Ph.D degree, (in original and one attested copy) and six passport size photographs to the college office. The original certificates will be retained with the college till the completion of probation period.
6. You shall carry out academic, departmental, research & development (R&D), College administrative work and such other duties as will be assigned to you by your superiors, from time to time.
7. You shall be required to attend staff developmental programmes / special lectures etc whenever organised by the college authorities either within the college or in an outside institution.
8. In the event you are required to attend the college on institutional holidays for duties related to your appointment i.e. staff development programmes, special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations etc, you shall attend duties without fail and no extra remuneration will be payable nor any compensatory leave may be given for such attendance.
9. The appointment is a full time one and does not permit you to engage yourself in any outside business, consultation, teaching in other institutions, Private Coaching / Tuitions and / or such other outside work either with or without remuneration, without the express sanction of the college authorities.
10. Your services will be governed by the provisions of the Maharashtra University Act, 1994 and the Statutes, Ordinances, Regulations and Rules of the University of Mumbai for the time being in force and as may be amended from time to time, and the Rules of the Governing Body of the College not inconsistent with the Act, Statutes, Ordinance, Regulations and Rules of the University.
11. You will be entitled to receive the allowances as per rules.




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Phone: 2890 8585 / 2892 8585 Fax: 28954787 E-mail: sfedu@sfitengg.org Website: sfitengg.org

Ref:

Date:

02/07/2014

To,
Ms. Safa Salman Hamdare,
C- 214, Diamond Apts,
S.V. Road, Jogeshwari (W),
Mumbai - 400102
Tel: 26780385 / 9819737130
Email: safahamdare@yahoo.in

Dear Ms. Safa Hamdare,

This has reference to our letter dated 18/05/2012 appointing you on probation as Assistant Professor for a period of 24 months with effect from 2nd July, 2012. The Management is now pleased to inform you that it has been decided to confirm you in the services of the institution as **Assistant Professor** with effect from 2nd July, 2014 on the following terms and conditions, in addition to those set out in the appointment letter referred above, except to the extent specially modified hereinafter.

1. You shall be entitled to a monthly remuneration as fixed for unaided Engineering Colleges. In addition, you shall be entitled to facilities and allowances as applicable to other permanent employees.
2. During the period of your employment, you will not absent yourself from the duties without sufficient reason and without prior permission.
3. You shall not divulge any particulars, working or methodology of this Institute, which you may be in the course of your employment with the Institution to anyone else without prior authority and sanction. In case of any breach the Management may prosecute you for criminality and also reserves its right to recover civil damages.
4. During the tenure of your service, you will not resort to any action which would hamper the functioning or working of the College nor would you involve in any activity which according to the Management is against the interest of the Institution. It is further expressly agreed that Management will be within its rights to terminate your services by giving you one month's notice or wages / salary in lieu thereof if you are found to have committed breach of this clause or clause (3) above.
5. In the event you decide to leave the services of this Institute, you should give 3 calendar months' notice in writing to the authorities of the Institute. However, you will have the following options:
 - a. To serve the Institute for full 3 months' notice period from the date your resignation is accepted by the Director OR
 - b. To serve the Institute for a minimum of at least 1 month from the date your resignation is accepted and pay equivalent salary for the short fall in the prescribed notice period.

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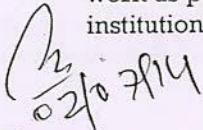
P.B. No. 8456, Mount Poincur, S.V.P. Road, Borivli (West), Mumbai - 400 103

Phone: 2890 8585 / 2892 8585 Fax: 28954787 E-mail: sfedu@sfitengg.org Website: sfitengg.org

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Date:

- c. In both the cases (a) and (b) above, if you decide to serve the Institute full or part of the notice period then your physical attendance in the Institute is compulsory. Consequently all types of accumulated / balance leave if any, even if pre-sanctioned, shall stand automatically forfeited from the date your resignation is accepted. However, in the interest of the students in order to prevent disruption of academic and related activities, you shall be relieved only at the end of the academic term, upon completion of all instructional and term work requirements, to the satisfaction of HOD/ Principal and upon handing over charge to the HOD / Principal / Director or any person duly designated / notified by them.
 - d. In case of default in giving the prescribed notice the Competent Authority may recover the dues from you, an amount equivalent to the required notice period. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including a service certificate.
6. You will observe the Rules and Regulations in force from time to time for the running of this Institute.
 7. Your performance shall be reviewed periodically. If your performance is not up to the mark and even after affording you an opportunity to improve the Institution shall be within its rights to terminate this contract of service with three months' notice or salary in lieu thereof.
 8. Your further promotion and increment, if any, shall be subject to proper performance of your duties and the recommendation of the concerned departmental head.
 9. Your services shall be governed by the provisions of Rules and Regulations that may be in force from time to time.
 10. For carrying out the academic work of the college you will not only be required to work in the premises of the college at St. Francis Institute of Technology but you will also be required to work in the premises of other Institution under the same Management and you will always carry out whatever work is assigned to you at such places as may be required as per the instructions / directions of the Management from time to time.
 11. The Management shall have the right to transfer your service and you will have to work as per the instructions / directions of the Management of the Society in any of its institutions situated in India.


Director

I have read the aforesaid terms and conditions or / the aforesaid terms and conditions have been explained by the Director to me in the language I understand and in token of having accepted the original letter and in acceptance of the said terms and conditions I have put my signature impression on this letter.

Accepted Safa. Handlare .
02/07/2014. ^{2/2}


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Ref:


Date:

12. You will be paid your salary through the Catholic Syrian Bank, with the help of the College Office, you will have to open your individual account.
13. You shall produce before joining necessary fitness certificate from a Registered Medical Practitioner on the panel of the Institute within a month of your joining service.
14. In case a teacher, who participated in the Faculty Development Programme (FDP) organised by the College desires to leave before the expiry of the two year period, they are required to refund the expense incurred on the FDP. Similarly, the expenses incurred for sponsoring the teachers for Seminars, Workshop, etc. too have to be reimbursed.
15. Kindly note:
 - a. That we offer you this post on the basis of the assessment of the existing workload in the department. If we find that this work-load, as assessed by the college authorities subsequently diminishes, as a result of change of syllabus, removal of certain subjects from scheme of instruction, decrease in the enrolment of students, or of migration of students, or any such other eventualities, then your appointment will have to be discontinued without any notice.
 - b. That you are aware that the Government requires Managements of private colleges to reserve 50% of the total number of posts of teaching staff for persons belonging to various sections of scheduled castes, scheduled tribes, and backward communities. Our college being a minority institution, it is our contention that the said requirement is not applicable to our college and this stand has been upheld by the Hon'ble Courts. However, if inspite of the aforesaid, the Government insists on the aforesaid reservation, the same could lead to refusal of approval of your appointment by the University / Government. Your appointment is subject to the above and in event of non-receipt of the said approval, at any time, this appointment shall be terminated.
16. The College authorities reserve to themselves the right to amend, modify, alter or rectify the terms and conditions of services attached to this appointment including pay-scales which if and when modified, altered or rectified shall be binding on you.
16. Kindly acknowledge receipt of this letter.

Yours faithfully,

Director

18/05/12


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St. Francis Institute
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Mount Painsur, S. V. P. Road,
Borivli (West), Mumbai - 400 103.

Accepted
Safa. S. Hamelase
18/05/2012.





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P. B. No. 8456, Mount Poincur, S.V.P. Road, Borivli (West), Mumbai 400 103.
Phone : 2890 8585 / 2892 8585 Fax : 2895 4787
E-mail : sfitlib@vsnl.com Website : sfitengg.org

Ref. :

Date :

25/05/05

To,
Mr. Deepak Jagdish Jayaswal,
Babu Patil Chowk,
Manickpur, Vasai Road,
Dist - Thane - 401 202
Tel: 95250 - 2381537

Dear Mr. Deepak,

With reference to your application dated 12th April 2005 and based on the interview held on 16th May 2005, I am pleased to inform you, on behalf of the Governing Body of the college, that you are hereby appointed to the full-time post of **Assistant Professor in Electronics & Communication in the department of Electronics & Telecommunication** in our college on the starting pay of **Rs.14, 940/-** per month in the pay scale of **Rs. 12,000 – 420 – 18,300** with effect from **9th August 2005**.

Your appointment is on probation and shall be for a period not exceeding 24 months. The management shall have the right to terminate your appointment at any time during the said period of probation if you are found unsuitable for the post for which you are recruited without assigning any reasons, by giving you one month's notice or by paying you salary for the said notice period. However, during the first three months, if your services are not found suitable your services can be terminated at any time without mentioning any reason or giving any extra remuneration other than the salary for the period you have worked.

1. On completion of the period of probation, your appointment shall be reviewed and if your services are satisfactory, you may be confirmed, provided your appointment is approved by the University of Mumbai. If however, your services are not found satisfactory or if your appointment is not approved by the University of Mumbai, your services shall be terminated.
2. Your appointment on probation shall not be deemed as confirmed unless you are issued with an order of confirmation at the end of your probation.
3. As per qualifications prescribed by the AICTE for the post of Assistant Professor, you will be required to obtain Ph.D degree in your relevant specialisation within a period of 7 years from the date of appointment, failing which you will not be entitled to draw further increments.

Received
[Signature]

[Signature]
PRINCIPAL
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Of Technology (Engg-College)
Mount Poincur, S. V. P. Road,
Borivli (West), Mumbai - 400 103.

[Signature]
09/08/05




4. You should give a calendar month's notice to the authorities while on probation if you leave the services of the college, provided always that in case of default on your part for giving the required notice, the college authorities may claim from you an amount not exceeding the salary for the required notice period.
5. "In the event you desire to leave the services of this Institute, before the expiry of your probation period, then it should be
 - a. at the end of an academic term (semester), in the interest of the students and in order to prevent the disruption of academic and related activities, and
 - b. upon completion of all instructional and term work requirements, to the satisfaction of Principal and Director and upon handing over charge to the Principal / Director or any person duly designated / notified by them and only after giving one calendar months' notice in writing, provided that in special / exceptional circumstances as deemed fit by the Director, any of the above said conditions may be waived by the Director by a written order.

However, in such an event, you will be required to deposit an amount equal to one calendar months' salary alongwith your written application / resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate."

6. You shall carry out academic, developmental, departmental and College administrative and such other duties as will be assigned to you by your superiors, from time to time.
7. You shall be required to attend staff developmental programmes / special lectures etc whenever organised by the college authorities either within the college or in an outside institution.
8. In the event you are required to attend the college on institutional holidays for duties related to your appointment i.e. staff development programmes, special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations etc, you shall attend duties without fail and no extra remuneration will be payable nor any compensatory leave may be given for such attendance.
9. The appointment is a full time one and does not permit you to engage yourself in any outside business, consultation, teaching in other institutions, Private Coaching / Tuitions and / or such other outside work either with or without remuneration, without the express sanction of the college authorities.
10. Your services will be governed by the provisions of the Maharashtra University Act, 1994 and the Statutes, Ordinances, Regulations and Rules of the University of Mumbai for the time being in force and as may be amended from time to time, and the Rules of the Governing Body of the College not inconsistent with the Act, Statutes, Ordinance, Regulations and Rules of the University.




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(ENGINEERING COLLEGE)

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Phone: 2890 8585 / 2892 8585 Fax: 28954787 E-mail: sfitlib@vsnl.com Website: sfitengg.org

Ref:

Date:

April 30, 2011


To,
Dr. Deepak Jagdish Jayaswal,
Richmond Town, Phase - II,
Row H. No. 4, Bhabola Naka,
Near Sunrise Super Market,
Vasai (W), Thane Dist- 401202.
Tel: 95250 - 2381537

Dear Dr. Deepak Jayaswal,

With reference to your application dated 23rd March, 2011 and based on the interview held on 17th April 2011, I am pleased to inform you on behalf of the Governing Body of the College, that you are hereby appointed to the full-time post of Professor in Electronics & Telecommunication Engineering Department in our College in the Pay Band of Rs. 37400 - 67000 with a basic pay of Rs. 62900/- (Pay in Pay Band = Rs. 52900/- + AGP of Rs. 10,000/-) with effect from 1st May 2011.

Your appointment is on probation and shall be for a period not exceeding 24 months. The Management shall have the right to terminate your appointment at any time during the said period of probation if you are found unsuitable for the post for which you are recruited without assigning any reasons, by giving you one month's notice or by paying you salary for the said notice period. However, during the first three months, if your services are not found suitable your services can be terminated at any time without mentioning any reason or giving any extra remuneration other than the salary for the period you have worked.

1. Your performance will be reviewed periodically and on completion of the period of probation, if your services are found satisfactory, you may be confirmed, provided your appointment is approved by the University of Mumbai. If however, your services are not found satisfactory or if your appointment is not approved by the University of Mumbai, your services shall be terminated.
2. Your appointment on probation shall not be deemed as confirmed unless you are issued with an order of confirmation at the end of your probation.
3. You should give a calendar month's notice to the authorities while on probation if you leave the services of the college, provided always that in case of default your part for giving the required notice, the college authorities may claim from you an amount not exceeding the salary for the required notice period.


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4. "In the event you desire to leave the services of this Institute, before the expiry of your probation period, then it should be,
- at the end of an academic term, in the interest of the students and in order to prevent the disruption of academic and related activities, and
 - upon completion of all instructional and term work requirements, to the satisfaction of Principal and Director and upon handing over charge to the Principal / Director or any person duly designated / notified by them and only after giving one calendar months' notice in writing, provided that in special / exceptional circumstances as deemed fit by the Director, any of the above said conditions may be waived by the Director by a written order.

However, in such an event, you will be required to deposit an amount equal to one calendar months' salary along with your written application / resignation. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including your service certificate.

- You shall carry out academic, departmental, research & development (R&D), College administrative work and such other duties as will be assigned to you by your superiors, from time to time.
- You shall be required to attend staff developmental programmes / special lectures etc whenever organised by the college authorities either within the college or in an outside institution.
- In the event you are required to attend the college on institutional holidays for duties related to your appointment i.e. staff development programmes, special lectures, conducting exams, seminars, conferences, sports and games, college day celebrations etc, you shall attend duties without fail and no extra remuneration will be payable nor any compensatory leave may be given for such attendance.
- The appointment is a full time one and does not permit you to engage yourself in any outside business, consultation, teaching in other institutions, Private Coaching / Tuitions and / or such other outside work either with or without remuneration, without the express sanction of the college authorities.
- Your services will be governed by the provisions of the Maharashtra University Act, 1994 and the Statutes, Ordinances, Regulations and Rules of the University of Mumbai for the time being in force and as may be amended from time to time, and the Rules of the Governing Body of the College not inconsistent with the Act, Statutes, Ordinance, Regulations and Rules of the University.
- You will be entitled to receive the allowances as per rules.




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Phone: 2890 8585 / 2892 8585 Fax: 28954787 E-mail: sfitlib@vsnl.com Website: sfitengg.org

Ref:

Date:

11. Kindly note:
- That we offer you this post on the basis of the assessment of the existing workload in the department. If we find that this work-load, as assessed by the college authorities subsequently diminishes, as a result of change of syllabus, removal of certain subjects from scheme of instruction, decrease in the enrolment of students, or of migration of students, or any such other eventualities, then your appointment will have to be discontinued without any notice.
 - That you are aware that the Government requires Managements of private colleges to reserve 50% of the total number of posts of teaching staff for persons belonging to various sections of scheduled castes, scheduled tribes, and backward communities. Our college being a minority institution, it is our contention that the said requirement is not applicable to our college and this stand has been upheld by the Hon'ble Courts. However, if inspite of the aforesaid, the Government insists on the aforesaid reservation, the same could lead to refusal of approval of your appointment by the University / Government. Your appointment is subject to the above and in event of non-receipt of the said approval, at any time, this appointment shall be terminated.
12. The College authorities reserve to themselves the right to amend, modify, alter or rectify the terms and conditions of services attached to this appointment including pay-scales which if and when modified, altered or rectified shall be binding on you.
13. Kindly acknowledge receipt of this letter.

Yours faithfully,

Director

Accept

3/3

Received
30th / April / 2011



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Ref:

SFIT/ RECR/F-07/REVO

01/05/2013

Date:

To,
Dr. Deepak Jagdish Jayaswal,
Richmond Town, Phase - II,
Row H. No. 4, Bhabola Naka,
Near Sunrise Super Market,
Vasai (W), Thane Dist- 401202.
Tel: 95250 - 2381537

Confirmation

Dear Dr. Deepak Jayaswal,

This has reference to our letter dated 30/04/2011 appointing you **Professor** in the **Department of Electronics & Telecommunication Engineering** in our College on probation for a period of two years with effect from 01/05/2011. The Management is now pleased to inform you that it has been decided to **confirm** you in the services of the Institution as **Professor** in the Department of 'Electronics & Telecommunication Engineering' with effect from 01/05/2013 on the following terms and conditions, in addition to those set out in your appointment letter referred above, except to the extent specially modified hereinafter:

1. You shall be entitled to a monthly remuneration as fixed for unaided Engineering Colleges. In addition, you shall be entitled to facilities and allowances as applicable to other permanent employees.
2. During the period of your employment you will not absent yourself from the duties without sufficient reason and without prior permission.
3. You shall not divulge any particulars, working or methodology of this Engineering College, which you may be in the course of your employment with the Institution to anyone else without prior authority and sanction. In case of any unauthorized disclosure the St. Francis Institute of Technology may prosecute you criminally and also reserves its right to recover civil damages.
4. During the tenure of your service, you will not resort to any action which would hamper the functions or working of the colleges nor would you involve in any activity which according to the management is against the interest of the Institution. It is further expressly agreed that management will be within its rights to terminate your services by giving you one month's notice or wages or salary in lieu thereof if you are found to have committed breach of this clause or clause (3) above.

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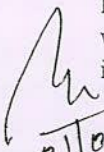
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5. In the event you decide to leave the services of this Institute, you will require to give 3 calendar months' notice to the authorities of the Institute, failing which, the authorities may claim from you an amount not exceeding the salary for the required notice period. In such an exceptional event, the Management shall be at liberty to refrain from issuing any certificate including a service certificate. However, in the interest of the students and in order to prevent disruption of academic and related activities, you may do so only at the end of the academic term, upon completion of all instructional and term work requirements, to the satisfaction of Principal and Director and upon handing over charge to the Principal / Director or any person duly designated / notified by them.
6. You will observe the Rules and Regulations in force from time to time for the running of this Institution.
7. Your performance shall be reviewed periodically. If your performance is not up to the mark and even after affording you an opportunity to improve the Institution shall be within its rights to terminate this contract of service with three months' notice or salary in lieu thereof.
8. Your further promotion and increment, if any, shall be subject to proper performance of your duties and the recommendation of the concerned departmental head subject to the norms and rules laid down by the concerned University/Govt. authorities.
9. Your services shall be governed by the provisions of Rules and Regulations of this Institute that may be in force from time to time.
10. For carrying out the Academic work of the College you will not only be required to work in the premises of the College at St. Francis Institute of Technology but you will also be required to work in the premises of other Institution under the same management and you will always carry out whatever work is assigned to you at such places as may be required as per the instructions / directions of the Management from time to time.
11. The Management shall have the right to transfer your services to any other Institute run by the Society of Franciscan Brothers and you will have to work as per the instructions / directions of the Management of the Society in any of its Institutions situated in India.


01/05/13
Director

I have read the aforesaid terms and conditions or / the aforesaid terms and conditions have been explained by the Director to me in the language I understand and in token of having accepted the original letter and in acceptance of the said terms and conditions I have put my signature impression on this letter.

2/2


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