



DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING


The Society For Collegiate Education
(Affiliated to Andhra University & Approved by AICTE)
52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.
Ph : Off : 0891-2703293, 2703296
Email : principal@lbce.edu.in Website : www.lbce.edu.in

List of Full-time Teachers

Academic Year : 2023-24

S.No	Name of Full-Time Teacher	Qualification	Designation	Department
1	Dr. V.Radha Devi	Ph.D	Professor	BS&H
2	Dr. K.Kishore Varma	Ph.D	Professor	BS&H
3	Mr. G.Srinivas Kumar	M.Phil	Assistant Professor	BS&H
4	Prof. G.Lokeswara Reddy	Ph.D	Professor	BS&H
5	Dr. N.Swathi	Ph.D	Sr.Assistant Professor	BS&H
6	Mr. T.Brahmananda Reddy	M.Sc	Assistant Professor	BS&H
7	Dr. B.Rama Rao	Ph.D	Professor	BS&H
8	Dr. D.Deena Bandhu	Ph.D	Associate Professor	BS&H
9	Mrs. S.Siva Jyothi	M.Sc	Assistant Professor	BS&H
10	Dr. G.Satyanarayana	Ph.D	Associate Professor	BS&H
11	Dr. B.Pardha Saradhi	Ph.D	Associate Professor	BS&H
12	Dr. G.V.Vijayalakshmi	Ph.D	Sr.Assistant Professor	BS&H
13	Mr. K.Sasidhar	M.Phil	Assistant Professor	BS&H
14	Ms. U.Hilda Sharon	M.A	Assistant Professor	BS&H
15	Dr. G.T.Naidu	Ph.D	Professor	CE
16	Dr. Arunima Mahapatra	Ph.D	Sr.Assistant Professor	CE
17	Dr. M.Amareswari Reddy	Ph.D	Sr.Assistant Professor	CE
18	Mrs. Ch.Shilpa	M.Tech	Assistant Professor	CE
19	Mr. G.Giridhar	M.E.	Assistant Professor	CE
20	Mrs. M.Himangeswari	M.E.	Assistant Professor	CE
21	Mrs. P.Sridevi	M.Tech	Assistant Professor	CE
22	Ms. D.V.Vara Manasa	M.Tech	Assistant Professor	CE
23	Mrs. B.Ramya	M.Tech	Assistant Professor	CE
24	Mr. D.V.V.Satyanarayana Murthy	M.Tech	Assistant Professor	CE
25	Mr. Y.Rajesh	M.Tech	Assistant Professor	CE
26	Prof. D.Madhavi	Ph.D	Professor	CSE
27	Prof. D.Raja Kishor	Ph.D	Professor	CSE
28	Mr. Syed Mujib Rahaman	M.Tech	Associate Professor	CSE
29	Dr. G.Vamsi Krishna	Ph.D	Associate Professor	CSE

30	Mr. Md.Farhatullah	M.Tech	Assistant Professor	CSE
31	Dr. K.Anuradha	Ph.D	Assistant Professor	CSE
32	Mrs. P.Rajyalakshmi	M.Tech	Assistant Professor	CSE
33	Mrs. G.Kavya	M.Tech	Assistant Professor	CSE
34	Mrs. T. Aruna	M.Tech	Assistant Professor	CSE
35	Mr. B.Santos Kumar	M.Tech	Assistant Professor	CSE
36	Mrs. K.N.Satya Chitra	M.Tech	Assistant Professor	CSE
37	Mrs. V.Sarada	M.Tech	Assistant Professor	CSE
38	Ms. NAF.Namratha	M.Tech	Assistant Professor	CSE
39	Ms. S.Sravani	M.Tech	Assistant Professor	CSE
40	Mrs. G.Sandhya	M.Tech	Assistant Professor	CSE
41	Dr. Soloman J V Gotham	Ph.D	Professor	ECE
42	Dr. J Babu	Ph.D	Professor	ECE
43	Dr. K.V.Ramana Rao	Ph.D	Associate Professor	ECE
44	Mrs. M.Sravani	M.Tech	Assistant professor	ECE
45	Mrs. K.Lalitha	M.Tech	Assistant professor	ECE
46	Mr. R.Santosh Sai	M.Tech	Assistant professor	ECE
47	Mr. K.Rajesh Kumar	M.Tech	Assistant professor	ECE
48	Mrs. K.V Jayalakshmi	M.Tech	Assistant professor	ECE
49	Mrs. Razia Begum	M.Tech	Assistant professor	ECE
50	Mrs. R.Sharon Fragrance	M.Tech	Assistant professor	ECE
51	Mrs. V.Yojana Rupa Kalpana	M.Tech	Assistant professor	ECE
52	Ms. M.Shilpa Raj	M.Tech	Assistant professor	ECE
53	Mr. P.Sahitya Kiran	M.Tech	Assistant professor	ECE
54	Mr. B.Sangeeth Kumar	M.Tech	Assistant Professor	ECE
55	Ms. S.Sravani	M.Tech	Assistant professor	ECE
56	Mrs. Sailakshmi Kumari Narava	M.Tech	Assistant Professor	ECE
57	Prof. D.Deepak Chowdary	Ph.D	Professor	EEE
58	Dr. Anand Gondesi	Ph.D	Associate Professor	EEE
59	Mr. B.Satish Naidu	M.E.	Assistant Professor	EEE
60	Mr. Ch.Arun Kumar	M.E.	Assistant Professor	EEE
61	Mrs. S.Hema	M.Tech	Assistant Professor	EEE
62	Mrs. S.Varalakshmi	M.Tech	Assistant Professor	EEE
63	Mr. Ch.Ravi Kumar	M.E.	Assistant Professor	EEE
64	Mrs. D.Gowramma	M.Tech	Assistant Professor	EEE
65	Mr. Ch.Vinodh	M.Tech	Assistant Professor	EEE
66	Mrs. K.A.Ganeswari	M.Tech	Assistant Professor	EEE


PRINCIPAL
PRINCIPAL
 Dr. Lakshapalli Bulakayya College of Engineering
 Door No. 52-14-75, Resapurvanipale
 Visakhapatnam-530013
 Andhra Pradesh



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn. Office : Survey No. 44, D No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel : +91 891 2701818 / Fax : +91 891 2714423, E-mail : lbcadmn@gmail.com

Website : www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 25.08.2010

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.

Ref: Report of the Selection Committee meeting held on 20-06-2010.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 20.06.2010, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Smt. V. Radha Devi** is appointed as **Assistant Professor** in the **Department of English**, in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 10-09-2010. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure, signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.


SECRETARY & CORRESPONDENT

Principal

Dr Lankapalli Bullayya College of
Engineering (For Women)
D.No 52-14-75, Resapuvanipalem
Visakhapatnam-530 013, A.P.

Communicated to:
Smt. V. Radha Devi.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Assistant Professor in English**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Basic Pay is fixed at **Rs.15,600/-**
4. Additional pay and allowances shall be as per current structure in force and subject to modifications from time to time
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

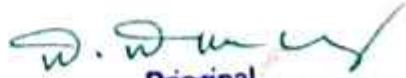
6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Medical Fitness:

7. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

8. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal . 2/6
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

9. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
10. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
11. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

12. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:


13. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

14. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

15. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
16. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal | 3/6
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

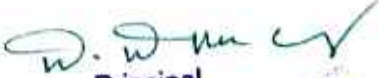
17. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
18. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
19. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
20. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.


Confidentiality:

21. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
22. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
23. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

24. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
25. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.


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26. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and hereby acknowledge and convey my acceptance.

Signature : *V. RADHA V. Radha Devi*
Name : V. RADHA DEVI
Date : 2 Sep 2010
Reporting Date : 2 Sep 2010


Principal
Deenabandur Pillay College of
Engineering & Technology
D. No. 52-14-75, P. O. Puvvuripalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Active Office: Survey No: 44, D.No: 52-14-75, Rajupalem Road, Visakhapatnam-530 013, A.P.

Tel: +91 891 2704010/7 Fax: +91 891 2714423, E-mail: Sec@lbcet.ac.in

Website: www.lbcet.ac.in

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 25.04.2011

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.
Ref: Report of the Selection Committee meeting held on 02-04-2011.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 02.04.2011, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Sri G. Srinivas Kumar** is appointed as **Assistant Professor** in the **Department of English**, in **Dr.L.Bullayya College of Engg (for Women)**.

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the **Principal/Director/Dean** concerned immediately but not later than **05-05-2011**. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Communicated to:

Sri G. Srinivas Kumar

Principal

Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Rajupalem
Visakhapatnam-530 013.A.P.

ANNEXURE:

DR. L. BULLAYYA COLLEGE OF ENGG FOR WOMEN
VISAKHAPATNAM-13

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Assistant Professor in Department of English**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Basic Pay is fixed at: **Rs.15,600/-**
4. Additional pay and allowances shall be as per current structure in force and subject to modifications from time to time
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No. 52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

10. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner, endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

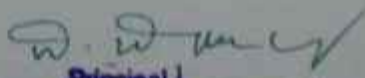
14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'.

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013.A.P.

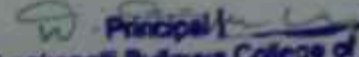
18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

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Principal
Dr. Lanikapalli Bullayya College of
Engineering (For Women)
D No 52-14-75, Respuvanipalem
Vizakhapatnam-530 013, A.P.

27 you will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you

Handwritten Signature
Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and hereby acknowledge and convey my acceptance.

Signature : *Handwritten Signature*
Name : G. S. RINIVAS KUMAR
Date : 10-04-2011
Reporting Date : 10-04-2011

Handwritten Signature
Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Raspuvanipalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

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Admn. Office: Survey No. 44, D.No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel: +91 891 2701818 / Fax: +91 891 2714423, E-mail: lbcadmn@gmail.com

Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 25.08.2010

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.
Ref: Report of the Selection Committee meeting held on 20-06-2010.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 20.06.2010, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Dr. K. Kishore Varma** is appointed as **Associate Professor** in the **Department of English**, in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 10-09-2010. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

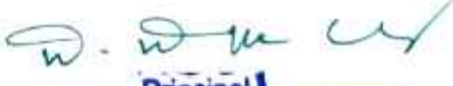
A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure, signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.


Secretary and Correspondent

Communicated to:
Dr. K. Kishore Varma.


Principal
Dr. Lankapalli Bullayya College of Engineering (For Women)
D.No:52-14-75, Respuvanipalem, Visakhapatnam-530 013, A.P.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Associate Professor in English**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Basic Pay is fixed at **Rs.21,200/-**
4. Additional pay and allowances shall be as per current structure in force and subject to modifications from time to time
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Loave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.


Medical Fitness:

7. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

8. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.

2/6


Principal
**Dr.Lankapalli Bullayya College of
Engineering (For Women)**
D.No:52-14-75, Raspuvanipalem
Visakhapatnam-530 013,A.P.

9. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
10. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
11. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

12. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

13. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.


Transferability:

14. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

15. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
16. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.

3/6


Principal I
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.


17. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
18. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
19. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
20. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

21. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
22. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
23. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

24. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
25. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


^{4/6}
Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.


26. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and hereby acknowledge and convey my acceptance.

Signature : 
Name : DR. K. KISHORE VARMA
Date : 02-09-2010
Reporting Date : 02-09-2010


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment
Ref: Report of the Selection Committee meeting held on 20-05-2010

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 20-05-2010, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, Dr.G.Lokeswara Reddy is appointed as Professor in the Department of Engineering Chemistry, in Dr. L. Bullayya College of Engg (for Women)

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the Annexure to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 30-09-2011. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.


Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.


SECRETARY & CORRESPONDENT

Communicated to:

Dr.G.Lokeswara Reddy


Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

ANNEXURE

DR. L. BULLAYYA COLLEGE OF ENGINEERING
(FOR WOMEN)

TERMS AND CONDITIONS OF EMPLOYMENT

1. Appointment

1. This is an appointment of a **Professor of Food and Nutrition** in the **Department of Food and Nutrition** in the **Dr. L. Bullayya College of Engineering (For Women)**, **Respuvanipalem**, **Visakhapatnam** and shall be for a period of **one year**.

2. Salary & Benefits:

1. Your Basic Pay is fixed at **Rs.29,600/-**
2. Additional pay and allowances shall be as per annual award in force at the time of your appointment from time to time
3. The management shall apply Other Contributions & Deductions as per the applicable provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

3. Leave:

3. As per the prevailing leave rules of **Dr. L. Bullayya College** (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

4. Probation:

7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of **Dr. Lankapalli Bullayya College** by a written order subject to rules of the College.

5. Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

6. Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of **Dr. L. Bullayya College**, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal
Dr. Lankapalli Bullayya College of Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

2. To enhance his/her skills and proficiency, every official or employee shall be required to attend courses of knowledge, conducting research and projects, or any other work assigned to him/her and employees under the overall supervision of the college.

Up-gradation of Skills:

- 13. You may be required to upgrade your skills to suit changing needs of academic Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

- 14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

- 15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

- 16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
- 17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal |
Dr. Lankapalli Bullayya College of Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.


- 17. The College Management may terminate your services without assigning reasons in the event of (i) your resignation or (ii) your failure to report for duty in the opinion of the Management make you liable to pay the cost.
- 18. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory, your services may be terminated without assigning any reason or notice thereof at any time.
- 19. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall rest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 20. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

- 22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
- 23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.


 Principal
 Dr. Lankapalli Bullayya College of
 Engineering (For Women)
 D.No:52-14-75, Respuvanipalem
 Visakhapatnam-530 013, A.P.

26. You will be responsible for the safe keeping and good condition of all property of Dr. L. Bullayya Colleges that may be in your left custody. In the event of loss of any property, Dr. L. Bullayya College will have the right to access it on its own basis and recover the damages of all such material from you.

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Mally
Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and hereby acknowledge and convey my acceptance.

Signature : *[Signature]*
Name : *Prof. Lakshmi Devi*
Date : *21-10-2011*
Reporting Date : *21-10-2011*

[Signature]
Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013.A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn. Office - Survey No. 44, D.No. 52-14-75, Resapurvanipaluri, Visakhapatnam-530 013, A.P.

Tel. +91 891 2701818 / Fax +91 891 2714421. E-mail: lbcadmn@gmail.com

Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 25.08.2010

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment

Ref: Report of the Selection Committee meeting held on 20.06.2010

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 20.06.2010, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Sri T. Brahmananda Reddy** is appointed as **Assistant Professor** in the **Department of Engineering Chemistry**, in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 10-09-2010. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

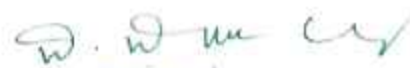
A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure, signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.


SECRETARY & CORRESPONDENT

Communicated to:
Sri T. Brahmananda Reddy.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No 52-14-75, Resapurvanipaluri
Visakhapatnam-530 013, A.P.

1/6

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Assistant Professor in Engineering Chemistry**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Basic Pay is fixed at **Rs.15,600/-**
4. Additional pay and allowances shall be as per current structure in force and subject to modifications from time to time
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:


6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Medical Fitness:

7. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

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Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

9. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
10. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
11. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

12. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

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Termination:

15. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
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Principal

3/6

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem,
Visakhapatnam-530 013, A.P.

17. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
18. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
19. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
20. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

21. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
22. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
23. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

24. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
25. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal

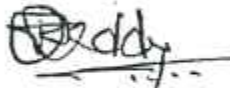
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem,
Visakhapatnam-530 013,A.P.

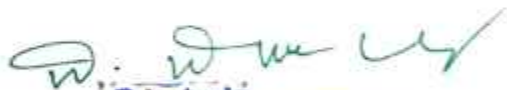
26. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and hereby acknowledge and convey my acceptance.

Signature : 
Name : U. T. Brahma Mananda Reddy
Date : 02/09/2010.
Reporting Date : 02/09/2010.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn Office Survey No 44, D No 52-14-75, Resapuvanipalem, Visakhapatnam 530 013, A.P

Tel +91 891 2701818 / Fax +91 891 2714423, E-mail lbcadmn@gmail.com

Website : www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 29.04.2011

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.

Ref: Report of the Selection Committee meeting held on 31-03-2011.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 31.03.2011, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Sri G. Satyanarayana** is appointed as **Assistant Professor in Engineering Mathematics, in Dr.L.Bullayya College of Engg (for Women).**

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

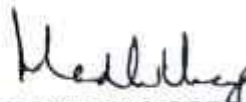
The appointee should report to the Principal/Director/Dean concerned immediately but not later than 05-05-2011. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.


SECRETARY & CORRESPONDENT

Communicated to:

Sri G. Satyanarayana


Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

ANNEXURE:

DR. L.BULLAYYA COLLEGE OF ENGG FOR WOMEN
VISAKHAPATNAM-13

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Assistant Professor in Engineering Mathematics**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Basic Pay is fixed at **Rs.15,600/-**
4. Additional pay and allowances shall be as per current structure in force and subject to modifications from time to time
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L .Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:


7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013.A.P.

10. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

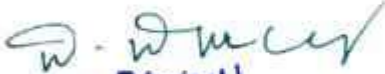
14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.


18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.


27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and hereby acknowledge and convey my acceptance.

Signature : G. Satyanarayana
Name : G. SATYANARAYANA
Date : 10-4-2011
Reporting Date : 10-4-2011.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)
Admin Office: Survey No. 44 D No. 52-14-75, Respuvanipalem, Visakhapatnam-530013, A.P.
Tel: +91 894 2701816 / Fax: +91 894 2714429, E-mail: bulayya@rediffmail.com
Website: www.bulayyaengg.edu

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 28.06.2013

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.
Ref: Report of the Selection Committee meeting held on 21.06.2013.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 21.06.2013, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **N. Swathi** is appointed as **Asst. Professor in Engineering Chemistry** in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

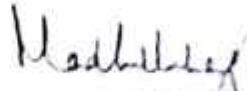
The appointee should report to the Principal/Director/Dean concerned immediately but not later than 28-07-2013. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.


Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.


SECRETARY & CORRESPONDENT

Communicated to:

N. Swathi


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Asst. Professor in Engineering Chemistry.**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Pay is fixed at **Rs.14,000/-**
4. The above pay is as per current structure in force and subject to modifications from time to time. --
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

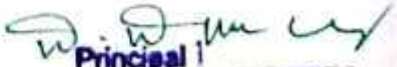
7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal

**Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

10. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:


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Transferability:

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Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
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Principal
Dr. Lankepalli Bullayya College of
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D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

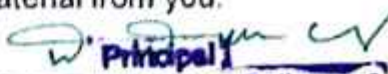
18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
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21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
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General:

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26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No.52-14-75, Puvaniapalem

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

Modhulataf
Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature : *N. Swathi*
Name : *N. SWATHI*
Date : *18-07-2013*
Reporting Date : *18-07-2013*

Received N-Swathi

N. Swathi
Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn. Office: Survey No. 44, D No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel: +91 891 2701818, 2703293 / Fax: +91 891 2714423, E-mail: lbcadmn@gmail.com

Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 29.04.2011

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.

Ref: Report of the Selection Committee meeting held on 03-04-2011.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 03.04.2011, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Dr. B. Rama Rao** is appointed as **Associate Professor** in the **Department of Engineering Physics**, in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 05-05-2011. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Communicated to:
Dr. B. Rama Rao

Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women),
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

Received a
copy of this

B. Rama Rao
30/4/11

ANNEXURE:

DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Associate Professor in Engineering Physics**.
2. The designation assigned to you is subject to change depending upon your work assignment and as decided by the management from time to time

Pay & Benefits:

3. Your Basic Pay is fixed at **Rs.21,200/-**
4. Additional pay and allowances shall be as per current structure in force and subject to modifications from time to time
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:


7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

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Principal
Dr. Lankapalli Bullayya College of
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Up-gradation of Skills:

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Exclusivity:

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Termination:

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Principal
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D.No.52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.


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19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
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Principal
**Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

[Handwritten Signature]

Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and hereby acknowledge and convey my acceptance.

Signature : *B. Rama Rao*
Name : *Dr. B. Rama Rao*
Date : *30-4-2011*
Reporting Date : *01-6-2011*

[Handwritten Signature]
Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No. 52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Assistant Professor in Engineering Physics**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Basic Pay is fixed at **Rs.15,600/-**
4. Additional pay and allowances shall be as per current structure in force and subject to modifications from time to time
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:


6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Medical Fitness:

7. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

8. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal
**Dr.Lankapalli Bullayya College of
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D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

- 9 Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
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- 11 Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

- 12 You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

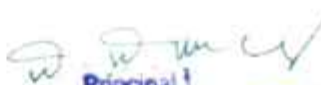
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D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 012 A.C


17. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
18. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
19. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
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 Principal
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 Engineering (For Women)
 D.No:52-14-75, Respuranipalem
 Visakhapatnam-530 013, A.P.

26. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

Madhup
Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and hereby acknowledge and convey my acceptance.

Signature

D. Deenabandhu

Name

: D. DEENABANDHU

Date

: 02-09-2010

Reporting Date

: 02-09-2010

D. J. S. S.
Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Address: Office Survey No. 44, D.No. 52-14-75, Respuvanipalem, Visakhapatnam-530 013, A.P.

Tel: +91 891 2701818 / Fax: +91 891 2714424 / Email: lbceadm@gmail.com

Website: www.bullayyacollege.edu

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 25.08.2010

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment
Ref: Report of the Selection Committee meeting held on 20-06-2010

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 20.06.2010, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Smt. S. Sivajyothi** is appointed as **Assistant Professor** in the **Department of Engineering Physics**, in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 10-09-2010. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure, signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Communicated to:
Smt. S. Sivajyothi

Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No: 52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Assistant Professor in Engineering Physics**
2. The designation assigned to you is subject to change depending upon your work assignment and as decided by the management from time to time

Pay & Benefits:

3. Your Basic Pay is fixed at **Rs.15,600/-**
4. Additional pay and allowances shall be as per current structure in force and subject to modifications from time to time
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:


6. As per the prevailing leave rules of Dr. L. Bullayya College (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Resuvanipalem
Visakhapatnam-530 013, A.P.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.
10. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

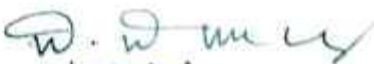
14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after


Principal
Dr. Lankapalli B. Bullayya College
Engineering (For Women)
D.No: 52-14-
Visakhapatnam


you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.

17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.
18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

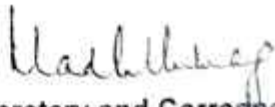
Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No: 52-14-75, Respuvanipalem 4/6
Visakhapatnam-530 013, A.P.


25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.
27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and hereby acknowledge and convey my acceptance.

Signature : *S. Siva Jyothi*
Name : *S. SIVA JYOTHI*
Date : *06.09.2010*
Reporting Date : *06.09.2016*


Principal
**Dr. Lankapalli Bullayya College of
Engineering (For Women)**
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn. Office - Survey No. 44, D.No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel : +91 891 2701816 / Fax : +91 891 2714423, E-mail : bcadmin@gmail.com

Website : www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech, Ph.D.

Secretary & Correspondent

Date: 28.05.2012

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.

Ref: Report of the Selection Committee meeting held on 25.04.2012.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 25.04.2012, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **B. Pardha Saradhi** is appointed as **Asst. Professor** in the **Department of Engineering Mathematics** in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 01-07-2012. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Communicated to:
B. Pardha Saradhi

Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75 Resapuvanipalem
Visakhapatnam-530 013 A.P.

ANNEXURE:

DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Asst. Professor in Engineering Mathematics**.
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Pay is fixed at **Rs.15,600/-**.
4. The above pay is as per current structure in force and subject to modifications from time to time
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions) Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

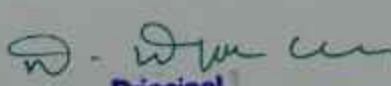
7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

10. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

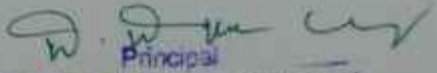
14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No.52-14-75 Respuvanipalem
Visakhapatnam-530 013, A.P.

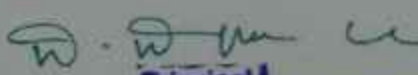
18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

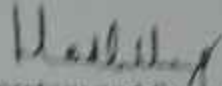
22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No: 52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

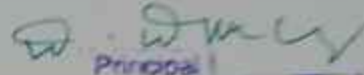
27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance

Signature : B. Partha Sarathi
Name : B. PAROMA SARADHAI
Date : 22/6/2012
Reporting Date : 22/6/2012


Principal
Dr.Lankapathi Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013 A.P.

O/c

Dr. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM -530 013
ADMN.OFFICE
INTER OFFICE COMMUNICATION
LBC/IOC/JULY/02/2018, dt.02.07.2018.

Sub:- Establishment – Teaching Staff – Transfer of individual – reg.

I am by direction to convey that, while reviewing the functioning of institutions, it has become necessary for the management to effect relocated and transfer of individual in the institution as required:

1. Dr. G.V.Vijaya Lakshmi, presently placed as Lecturer in Mathematics UG is transferred to Department of Mathematics, Dr.Lanakpalli Bullayya College of Engineering (for Women) with effect from 01.07.2018 and will report to the Principal, Dr.Lanakpalli Bullayya College of Engineering (for Women).

The HOI as listed below requested to record necessary entries under intimation to the undersigned.

[Signature]
Director-Academics & Admn.

Copy to:

1. The Principal, Dr. Lankapalli Bullayya College.
2. The Dean, Arts, Science, Commerce & Mangement-U.G.
3. The Asst. Dean, Arts & Science-UG.
4. The Principal, Dr.Lanakpalli Bullayya College of Engineering (for Women).

To

The Individual. *Received*

Copy submitted to -

The Secretary & Correspondent for f/o information.

[Signature]
Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No.52-14-72, Puzosuvaniapalem
Visakhapatnam-530 013.A.P

[Signature]



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 01.04.2022.

To
Dr. G.V. Vijayalakshmi,
Flat No.403, Ramaplaza Apartments,
Opp. Dr.Reddy Hospital, Seethammapeta,
VISAKHAPATNAM-530016.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 14.06.2016.

Vide Selection Committee Report referred above; the management is pleased to appoint **Dr. G.V.Vijayalakshmi** as **Assistant Professor in Engineering Mathematics** in the Department of Engineering Mathematics, Dr. Lankapalli Bullayya College of Engineering with effect from **01.04.2022**.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 01.04.2022. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed G.V.V. Date 1-4-2022

Name Dr G. V. Vijaya Lakshmi

Principal

Dr. Lankapalli Bullayya College of Engineering,
D.No 52-14-75, Resapuvanipalem
Visakhapatnam-530013, Andhra Pradesh



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:01.04.2022.

Details of Appointment

Name : Dr. G.V. Vijayalakshmi
Date of birth : 29.03.1981
Qualifications : M.Sc., Ph.D.
Designation : Assistant Professor
Date of appointment : 01.04.2022

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds; as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed Guvvili Date 1-4-2022

Name Dr. G. V. Vijayalakshmi

Principal

Dr. Lankapalli Bullayya College of Engineering
D.No.52-14-75, Resapuvanipalem
Visakhapatnam-530013, Andhra Pradesh

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'



Principal

Dr. Lankapalli Bullayya College of Engineering,
D.No.52-14-75, Resabuvanipalem
Visakhapatnam-530013 Andhra Pradesh

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.


Principal

Dr. Leetopati Bultaya College of Engineering,
D.No.52-14-75, Resenduvathipalem
Vizakhapatnam-530013 Andhra Pradesh

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed Guvbl on 1-4-2022 (date)

Name: Dr G.V. Vijaya Lakshmi

Tel: _____ Mobile: 9885511888 Email: vijayalakshmigurlinka@gmail.com

Current mailing address: _____
Date of Reporting _____



Principal
Dr. Lankapalli Bullayya College of Engineering
D.No.52-14-75, Resapuraniapalem
Vijayabapatnam-530013, Andhra Pradesh



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admin Office Survey No 44, D.No 52-14-75, Resapurvanipalem, Visakhapatnam-530 013, A.P.

Tel: +91 891 2701818, 2703293 / Fax: +91 891 2714423, E-mail: lbadmin@gmail.com

Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.

Secretary & Correspondent

Date: 23.07.2019.

To
Mr Kuravi Sasidher
Flat No 201, MK Bliss,
Lawsons bay colony
VISAKHAPATNAM-530017.

Letter of Appointment

Sub: Establishment Teaching Staff in Dr. Lankapalli Bullayya College of Engineering (for Women)
Ref: Selection Committee Report dated 26.04.2018.

Vide Selection Committee Report referred above, the management is pleased to appoint Kuravi Sasidher as Lecturer in SNC in the Department of SNC, Dr. Lankapalli Bullayya College of Engineering (for Women) with effect from 23.07.2019. In addition Mr Kuravi Sasidher is nominated as Coordinator online examinations and to take the responsibility to enable students and teachers for online Certifications.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering (for Women).

You should report to the Director/Dean/Principal concerned not later than 23.07.2019. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering (for Women) and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Dr. Lankapalli Bullayya College of Engineering (for Women)

Enclosed: Annexures 1 & 2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed K. Sasidher, Date 23/7/2019

Name K. Sasidher

Principal

Dr. Lankapalli Bullayya College of
Engineering (for Women)
D.No: 52-14-75, Resapurvanipalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn Office : Survey No. 44, D.No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel : +91 891 2701818, 2703293 / Fax +91 891 2714423, E-mail : lbcadmn@gmail.com

Website : www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

ANNEXURE-1

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING (FOR WOMEN)
VISAKHAPATNAM-13

Date: 23.07.2019

Details of Appointment

Name : Kuravi Sasidher
Date of birth : 26.12.1974
Qualifications : M.A.
Designation : Lecturer in SDC
Date of appointment : 23.07.2019

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent

Dr. Lankapalli Bullayya College of Engineering (for Women)

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed K. Sasidher Date 23/7/2019

Name K. Sasidher

Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No: 52-14-75, Resapuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING (FOR WOMEN)
VISAKHAPATNAM-13

Designation:

Terms & Conditions of Appointment

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

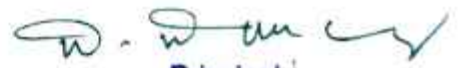
- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'


Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

Up-gradation of Skills:

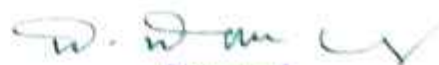
- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation, if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

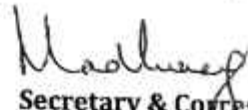

Principal
Dr. Lankapalli Bulayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent

Dr. Lankapalli Bullayya College of Engineering (for Women)

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed K. Sasidhar on 23/7/2019 - (date)

Name: K. Sasidhar

Tel: _____ Mobile: 9333871336 Email: sasidhar336@gmail.com

Current mailing address:

Date of Reporting 23/7/2019


Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.



Dr. LANKAPALLI BULLAYYA COLLEGE

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE & NAAC Accredited with "A"

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2551198, 2768405, 2701819, 2561635

Email : principal@lbc.edu.in Website : www.lbc.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 15.11.2021.

To
Ms.Uppada Hilda Sharon,
D.No.50-24-5,# 201, SRC Residency,
TPT Colony, Seethammadhara,
VISAKHAPATNAM-530013.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College.
Ref: Selection Committee Report dated 25.09.2021.

Vide Selection Committee Report referred above; the management is pleased to appoint **Ms.Uppada Hilda Sharon** as Lecturer in SDC in the Department of SDC, Dr. Lankapalli Bullayya College with effect from 15.11.2021.

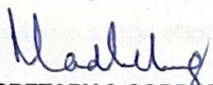
Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College.

You should report to the Principal concerned not later than 15.11.2021. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.


SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed _____ Date _____

Name _____



Dr. LANKAPALLI BULLAYYA COLLEGE

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE & NAAC Accredited with "A"

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2551198, 2768405, 2701819, 2561635

Email : principal@lbc.edu.in Website : www.lbc.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13

Date: 15.11.2021

Details of Appointment

Name : Ms.Uppada Hilda Sharon
Date of birth : 29.04.1995
Qualifications : M.A.,
Designation : Lecturer in SDC
Date of appointment : 15.11.2021

Probation:

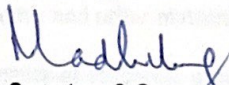
Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.


Secretary & Correspondent
Dr. Lankapalli Bullayya College

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed _____ Date _____

Name _____

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

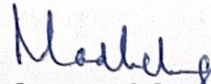
- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, polices and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



**Secretary & Correspondent
Dr. Lankapalli Bullayya College**

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed _____ on _____ (date)

Name:

Tel: _____ Mobile: _____ Email: _____

Current mailing address:

Date of Reporting _____



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P)

Admin. Office - Survey No. 44, D.No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P

Tel: +91 891 2701818, 2703293 / Fax: +91 891 2714423, E-mail: lgcaidm@gmail.com

Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 26.04.2019

To
Prof. G.Tirupathi Naidu,
HIG -15, Madhavadhara VUDA Colony,
Marripalem,
VISAKHAPATNAM-530018.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr Lankapalli Bullayya College of Engineering (for Women).
Ref: Selection Committee Report dated 19.11.2018

Vide Selection Committee Report referred above, the management is pleased to appoint **G.Tirupathi Naidu** as Professor in Civil Engineering in the Department of Civil Engineering, Dr. Lankapalli Bullayya College of Engineering (for Women) with effect from 26.04.2019.

Details of appointment pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering (for Women).

You should report to the Director/Dean/Principal concerned not later than 26.04.2019. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering (for Women) and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Dr. Lankapalli Bullayya College of Engineering (for Women)

Enclosed: Annexures 1&2

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed G.T.P. Naidu Date 26.04.2019

Name G.TIRUPATHI NAIDU

Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Resapuvanipalem,
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admin. Office : Survey No. 44, D.No. 52-14-75, Respuvanipalem, Visakhapatnam-530 013, A.P.

Tel : +91 891 2701818, 2703293 / Fax : +91 891 2714423, E-mail : lucanm@gmail.com

Website : www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

ANNEXURE-1

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING (FOR WOMEN)
VISAKHAPATNAM-13

Date: 26.04.2019

Details of Appointment

Name : Prof.G.Tirupathi Naidu
Date of birth : 01.06.1962
Qualifications : M.Tech., Ph.D.
Designation : Professor in Civil Engineering
Date of appointment : 26.04.2019

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent

Dr. Lankapalli Bullayya College of Engineering (for Women)

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed G.T.Naidu Date 26.04.2019

Name Dr. G. TIRUPATHI NAIDU

Principal

Dr. Lankapalli Bullayya College of
Engineering (for Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING (FOR WOMEN)
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

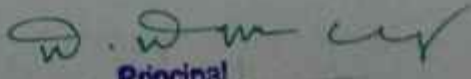
- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

Up gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employer may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
- to indulge in gross misconduct, indiscipline or negligence
 - to have joined employment through false certificates/ credentials
 - to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.


Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Resuvanipalem
Visakhapatnam-530 013 A.P.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.

Madhya

Secretary & Correspondent

Dr. Lankapalli Bullayya College of Engineering (for Women)

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed G. T. P. Naidu on 26.04.2019 (date)

Name Dr. G. TIRUPATHI NAIDU

Tel: 2559783 Mobile: 949045346 Email: gtpnaidu@gmail.com

Current mailing address:

Date of Reporting 26.04.2019

Dr. Lankapalli Bullayya
 Principal
 Dr. Lankapalli Bullayya College of
 Engineering (For Women) . .
 D.No: 52-14-75, Respuvanipalem
 Visakhapatnam-530 013 A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admin. Office, Survey No. 44, D.No. 52-14-75, Respuvanipalem, Visakhapatnam-530 013, A.P.

Ph: +91 831 2701878 Fax: +91 831 2714421 E-mail: Ricadms@gmail.com

Website: www.bullayyaengg.edu

Dr. G. Madhu Kumar, B.Tech. Ph.D.
Secretary & Correspondent

Date: 28.05.2012

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.
Ref: Report of the Selection Committee meeting held on 27.04.2012.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 27.04.2012, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Arunima Mahapatra** is appointed as **Asst. Professor** in the **Department of Civil Engineering** in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 01-07-2012. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Communicated to:
Arunima Mahapatra

Principal
Dr. Lankapalli Bullayya College of Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Asst. Professor in Civil Engineering.**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Pay is fixed at **Rs.14,000/-**
4. The above pay is as per current structure in force and subject to modifications from time to time.
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.



Principal

**Dr.Lankapalli Bullayya College of
Engineering (For Women)**

D.No:52-14-75, Respuvanipalem

Visakhapatnam-530 013.A.P.

10 Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.

11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.

12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'.

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.

17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.


18. The College Management at any time may dispenso with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

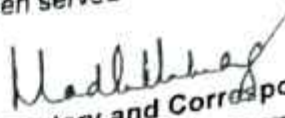
22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

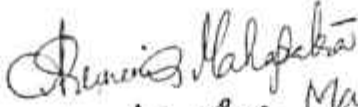
I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.


Signature

Name

Date

Reporting Date


: Mrs. Arunima Mahapatra
: 16/6/12
: 18/6/12


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No: 52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)
Admn. Office Survey No. 44, D No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.
Tel. +91 891 2701818 / Fax +91 891 2714423, E-mail: lbcadm@gmail.com
Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.

Secretary & Correspondent

To

SHILPA CH

Date: 12-12-2017.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr. Lankapalli Bullayya College of Engineering for Women.

Ref: Selection Committee Report dated 11-12-2017.

Vide Selection Committee Report referred above; the management is pleased to appoint **SHILPA CH.** as Assistant Professor in the Department of Civil Engineering, Dr. Lankapalli Bullayya College of Engineering for Women with effect from 12-12-2017.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering for Women.

You should report to the Director/Dean/Principal concerned not later than 12-12-2017. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering for Women and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Dr. Lankapalli Bullayya College of Engineering for Women

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed Ch. Shilpa Date 12/12/2017

Name Ch. Shilpa

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE-1

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING FOR WOMEN
VISAKHAPATNAM-13

Date: 12-12-2017.

Details of Appointment

Name : SHILPA CH.
Date of birth : 13-07-1981
Qualifications : B.Tech (Civil Engineering), M.E (Structural Engineering)
Designation : Assistant Professor
Date of appointment : 12-12-2017

Probation:

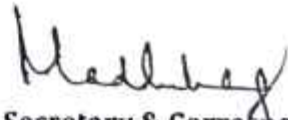
Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.15,600/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.



Secretary & Correspondent

Dr. Lankapalli Bullayya College of Engineering for Women

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed _____ Date _____

Name _____

Contact details (Address, Tel, Mobile, Email):

Date of Reporting _____



Principal
Dr. Lankapalli Bullayya College of

ANNEXURE-2

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING FOR WOMEN
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:


- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
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Visakhapatnam-530 013, A.P.

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.


Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013 A.P.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, polices and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.


Secretary & Correspondent

Dr. Lankapalli Bullayya College of Engineering for Women

Acceptance of Terms of Appointment & Declaration by Candidate:


I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed ch. shilpa on 12/12/2011 (date)

Name: ch. Shilpa

Tel: _____ Mobile: 8297800311 Email: shilpa.ashuu@gmail.com

Current mailing address:


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No: 52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn. Office: Survey No. 44, D No. 52-14-75, Respuvanipalem, Visakhapatnam-530 013, A.P.

Tel: +91 891 2701818, 2703293 / Fax: +91 891 2714423, E-mail: lcadmn@rediffmail.com

Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

ANNEXURE - I

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING (FOR WOMEN)
VISAKHAPATNAM - 13

Date: 10.06.2019

Details of Appointment

Name : Ms. Madem Amareswari Reddy
Date of birth : 23.03.1984
Qualifications : M.Tech.
Designation : Assistant Professor in Civil Engineering
Date of appointment : 03.07.2019

Probation:

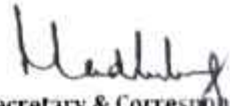
Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.


B. Paid leave is applicable as per college policy. Details may be obtained from college office.


Secretary & Correspondent


Dr. Lankapalli Bullayya College of Engineering (for Women)

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed  Date 3/7/19

Name M. Amareswari Reddy


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No.52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING (FOR WOMEN)
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

Up-gradation of Skills:


- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

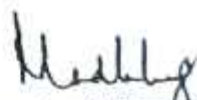

Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women) •
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P. ,

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent

Dr. Lankapalli Bullayya College of Engineering (for Women)

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed M. Amareeswari Reddy on 3/7/19 (date)


Name: M. Amareeswari Reddy

Tel: _____ Mobile: 9603453897 Email: amareeswari-modern@yahoo.co.in

Current mailing address:

amareeswari-modern@yahoo.co.in

Date of Reporting 3/7/19


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women) •
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.



Dr. L. Bullayya College of Engineering

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)
Admin Office, Door No. 44, 52-14-75, Resapurvanipalem, Visakhapatnam-530013, A.P.
Tel: +91 891 2301818, Fax: +91 891 2311424, E-mail: vcce@drllbcollege.ac.in
Website: www.drllbcollege.ac.in

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 01.01.2021

To
Ms.M.Himangeswari Thayar,
D.No.6-27, Siddaridh Nagar,
P.M.Palem, Last Bus Stop, Madhurawada,
VISAKHAPATNAM.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering
Ref: Selection Committee Report dated 29.12.2020.

Vide Selection Committee Report referred above; the management is pleased to appoint Ms.M Himangeswari as Assistant Professor in Civil Engineering in the Department of Civil Engineering, Dr. Lankapalli Bullayya College of Engineering with effect from 01.01.2021.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 01.01.2021. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed M. Himangeswari Date 01-01-2021

Name M. HIMANGESWARI THAYARU

PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapurvanipalem
Visakhapatnam-530013
Andhra Pradesh

Dr. L. Bullayya College of Engineering

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn. Office: Survey No. 44, D No. 52-14-75, Resapuvanipalem, Visakhapatnam-530013, A.P.

Tel: +91 891 2701818 / Fax: +91 891 2714423, E-mail: lbcadmn@gmail.com

Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.

Secretary & Correspondent

ANNEXURE-1 DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING (FOR WOMEN) VISAKHAPATNAM-13

Date: 01.01.2021

Details of Appointment

Name : Ms.M.Himangeswari Thayaru
Date of birth : 18.11.1989
Qualifications : M.E.
Designation : Assistant Professor in Civil Engineering
Date of appointment : 01.01.2021

Probation:

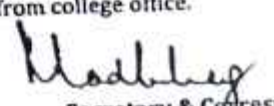
Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed M. Himangeswari Date 01-01-2021

Name M. HIMANGESWARI THAYARU


PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering,
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Designation: Terms & Conditions of Appointment

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

Up-gradation of Skills:


- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.


PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.

Maddur

Secretary & Correspondent

Dr. Lankapalli Bullayya College of Engineering

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed R. Himangeshwar on 01-01-2021 (date)

Name:

Tel: _____ Mobile: 8985405123 Email: munnamhima@gmail.com

Current mailing address:

Date of Reporting 01-01-2021

D-10, b-24, Siddardhnagar,
PM-palem (last Bus stop, madhurawada,
V.S.P.

PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem,
Visakhapatnam-530013
Andhra Pradesh



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 01.05.2021.

To
Mrs.P.Sridevi,
D.No.9-32-15/7,
Flat No.102, Satyam Residency,
VISAKHAPATNAM-530003.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report date: 28.04.2021.

Vide Selection Committee Report referred above; the management is pleased to appoint **Mrs.P.Sridevi** as Assistant Professor in Civil Engineering in the Department of Civil Engineering, Dr. Lankapalli Bullayya College of Engineering with effect from 01.05.2021.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 01.05.2021. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed P. Sridevi Date 01-05-2021

Name P. Sridevi

Principal
Dr. Lankapalli Bullayya College of Engineering
D.No.52-14-75, Resapuvanipalem
Visakhapatnam-530013, Andhra Pradesh



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapurvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:01.05.2021.

Details of Appointment

Name : Mrs.P.Sridevi
Date of birth : 15.11.1976
Qualifications : M.Tech.,
Designation : Assistant Professor in Civil Engineering
Date of appointment : 01.05.2021

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed P. Sridevi Date 01-05-2021

Name P. Sridevi

Principal
Dr. Lankapalli Bullayya College of Engineering
D.No.52-14-75, Resapurvanipalem
Visakhapatnam-530013, Andhra Pradesh

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Designation: Terms & Conditions of Appointment

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'


Principal

Dr. Lankapalli Bullayya College of Engineering
D.No.52-14-75, Resapurvanipalem
Visakhapatnam-530013, Andhra Pradesh

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.



Principal

Dr. Lakshpati Ballya College of Engineering

D.No.52-14-75, Resapuraniapalem


Visakhapatnam-530013, Andhra Pradesh

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, polices and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed P. S. Devi on 01-05-2021 (date)

Name: P. S. Devi

Tel: _____ Mobile: 9492821181 Email: sreedevipadi@gmail.com

Current mailing address:

Date of Reporting 01-05-2021


Principal
Dr. Lankapalli Bullayya College of Engineering
D.No.52-14-75, Resapuvanipalem
Vizakhapatnam-530013, Andhra Pradesh



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 06.06.2022.

To
Ms.D.V.Vara Manasa,
MIG 442, Midhilapuri VUDA Colony,
Madhurawada,
VISAKHAPATNAM-530041.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 03.06.2022.

Vide Selection Committee Report referred above; the management is pleased to appoint **Ms.D.V.Vara Manasa** as Assistant Professor in Civil Engineering in the Department of Civil Engineering, Dr. Lankapalli Bullayya College of Engineering with effect from 06.06.2022.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 06.06.2022. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.


SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed  Date 09-06-2022

Name D.V. VARA MANASA



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

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Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:06.06.2022.

Details of Appointment

Name : Ms.D.V.Vara Manasa
Date of birth : 09.04.1998
Qualifications : M.Tech.,
Designation : Assistant Professor in Civil Engineering
Date of appointment : 06.06.2022

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed  Date 06-06-2022

Name D.V.VARA MANASA

PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

Up-gradation of Skills:


- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

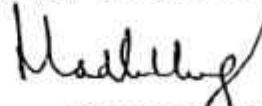

PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering,
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed  on 06-06-2022 (date)

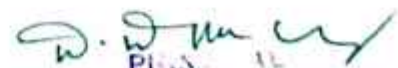
Name: D.V. VARA MANASA

Tel: _____ Mobile: 7075202914 Email: dvvaramanasa@gmail.com

Current mailing address:

MIG 442, MIDHILAPURI VUDA COLONY
(OPPOSITE SHIVALAYAM), MADHURAVADA
VISAKHAPATNAM 530041.

Date of Reporting 06-06-2022


Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipatnam
Visakhapatnam-530013
Andhra Pradesh



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

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Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 03.08.2023.

To
Sri Yernagula Rajesh,
D.No.39-22-20/1, Kalinga nagar,
Madhavadhara,
VISAKHAPATNAM.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 23.06.2023.

Vide Selection Committee Report referred above; the management is pleased to appoint **Sri Yernagula Rajesh** as Assistant Professor in Civil Engineering in the Department of Civil Engineering, Dr. Lankapalli Bullayya College of Engineering with effect from 03.08.2023.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 03.08.2023. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed _____ Date _____

Name _____



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

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Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:03.08.2023.

Details of Appointment

Name : Sri Yernagula Rajesh
Date of birth : 08.08.1991
Qualifications : M.Tech.,
Designation : Assistant Professor in Civil Engineering
Date of appointment : 03
.08.2023

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed _____ Date _____

Name _____

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials

- c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



**Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering**

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed _____ on _____ (date)

Name:

Tel: _____ Mobile: _____ Email: _____



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education
Affiliated to Andhra University, Approved by AICTE
52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.
Ph : 0891-2703293, 2703296
Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 02.08.2023.

To
Sri D.V.V.Satyanarayana Murthy,
MIG-47, D.No.10-131,
P.M.Palem,
VISAKHAPATNAM-530041.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 23.06.2023.

Vide Selection Committee Report referred above; the management is pleased to appoint Sri D.V.V.Satyanarayana Murthy as Assistant Professor in Civil Engineering in the Department of Civil Engineering, Dr. Lankapalli Bullayya College of Engineering with effect from 02.08.2023.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 02.08.2023. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed D.V.V. Satyanarayana Murthy Date 2.8.23

Name D.V.V. SATYANARAYANA MURTY



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education
Affiliated to Andhra University, Approved by AICTE
52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.
Ph : 0891-2703293, 2703296
Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1 DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING VISAKHAPATNAM-13

Date:02.08.2023.

Details of Appointment

Name : Sri D.V.V.Satyanarayana Murthy
Date of birth : 28.08.1976
Qualifications : M.Tech.,
Designation : Assistant Professor in Civil Engineering
Date of appointment : 02.08.2023

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.


Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed D.V.V Satyanarayana Murthy Date 02.8.23

Name D.V.V SATYA NARAYANA MURTY

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

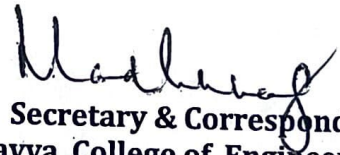
- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, polices and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed D.V.V. Satyanarayana Murthy on 02.8.23 (date)

Name: DVV SATYA NARAYANA MURTY

Tel: _____ Mobile: 8179144729 Email: dvsmurty@lbcd.edu.in

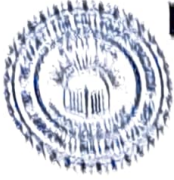
Current mailing address:

MIG-47, D.NO.10-131

R.M. PALEM

V.S.P - 530041

Date of Reporting 02-8-23



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education
Affiliated to Andhra University, Approved by AICTE
52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.
Ph : 0891-2703293, 2703296
Email : principal@lbcce.edu.in Website : www.lbcce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 01.04.2023.

To
Mrs.B.Ramya,
D.No.13-1476, Arlova,
Near Durgamma Temple,
VISAKHAPATNAM-530040.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 20.07.2022.

Vide Selection Committee Report referred above, the management is pleased to appoint **Mrs.B.Ramya** as Assistant Professor in Civil Engineering in the Department of Civil Engineering, Dr. Lankapalli Bullayya College of Engineering with effect from 01.04.2023.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 01.04.2023. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment:

Signed B. Ramya Date 11/4/2023

Name B. Ramya



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education
Affiliated to Andhra University, Approved by AICTE
52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.
Ph : 0891-2703293, 2703296
Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1 DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING VISAKHAPATNAM-13

Date:01.04.2023.

Details of Appointment

Name	: Mrs.B.Ramya
Date of birth	: 12-12-1990
Qualifications	: M.Tech.,
Designation	: Assistant Professor in Civil Engineering
Date of appointment	: 01.04.2023

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed B. Ramya Date 14/4/2023

Name B. Ramya

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

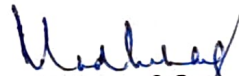
- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed B. Ramya on 1/4/2023 (date)

Name: B. Ramya

Tel: _____ Mobile: 850094344 Email: _____

Current mailing address: _____

Date of Reporting 1/4/2023



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admin. Office - Survey No 44, D.No 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel +91 891 2701818 / Fax +91 891 2714423, E-mail: lbcadmn@gmail.com

Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 27.01.2015

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.
Ref: Report of the Selection Committee meeting held on 25.01.2015.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 25.01.2015, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Sri G. Giridhar** is appointed as **Asst. Professor** in **Civil Engineering** in Dr. Lankapalli Bullayya College of Engineering for Women.

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College.

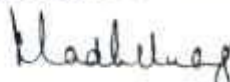
The appointee should report to the Principal/Director/Dean concerned immediately but not later than 01-02-2015. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.


SECRETARY & CORRESPONDENT

Communicated to
Sri G. Giridhar



Principal
Dr. Lankapalli Bullayya College of
Engineering (for Women)
D.No: 52-14-75, Resapuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Asst. Professor in Civil Engineering**.
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Pay is fixed at **Rs.15,600/-**
4. Additional pay and allowances shall be as per current structure in force and subject to modifications from time to time.
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. Lankapalli Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. Lankapalli Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.



Principal

**Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Res: Jvanipalem
Visakhapatnam-530 013,A.P.**

10. Dr. Lankapalli Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:


14. You will devote your entire time to the work of Dr. Lankapalli Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. Lankapalli Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination & Relief:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months' salary after confirmation.
18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-0, Respuvanipalem
Visakhapatnam-530 013.A.P.


19. Your appointment is subject to verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. Lankapalli Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. Lankapalli Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. Lankapalli Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.



Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

Madhavi

Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature : *G. Giridhar*
Name : G. GIRIDHAR
Date : 01/02/15
Reporting Date : 01/02/15

W. D. ...

Principal
Dr. Lankapalli Bullayya College of
Engineering (for Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013.A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn. Office - Survey No. 44, D.No. 52-14-75, Respuvanipalem, Visakhapatnam-530 013, A.P.

Tel: +91 891 2701818 / Fax: +91 891 2714423, E-mail: lbadmin@gmail.com

Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 28.06.2013

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.

Ref: Report of the Selection Committee meeting held on 18.06.2013.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 18.06.2013, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Dr. D. Madhavi** is appointed as **Professor in Computer Science & Engineering (CSE)** in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 01-07-2013. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Communicated to:
Dr. D. Madhavi

Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Professor in Computer Science & Engineering**.
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Basic Pay is fixed at **Rs.37,400/-**
4. Additional pay and allowances shall be as per current structure in force and subject to modifications from time to time
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:


7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal
**Dr. Lankapalli Bullayya College of
Engineering (For Women)**
**D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

10. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:


14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women)
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Visakhapatnam-530 013,A.P.

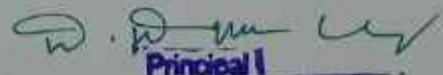
18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal

**Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

Madhavi

Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature : *Madhavi*
Name : Dr. D. MADHAVI
Date : 01-07-2013
Reporting Date : 01-07-2013.

Received
Madhavi

W. W. Srinivas
Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No.52-14-75, Respuranigalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women).

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn. Office : Survey No. 44, D.No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel : +91 891 2701818, 2703293 / Fax : +91 891 2714423, E-mail : lbcadm@gmail.com

Website : www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent:

Date : 05.07.2018.

To

Mr. Raja Kishor Duggirala
Professor
Department of CSE,
Dr. L.B. College of Engineering for Women,
Visakhapatnam.

**Sub: Establishment - Teaching Staff - Appointment of Teaching Staff in
Dr. Lankapalli Bullayya College of Engineering for Women
- Letter of Appointment - Issued.**

Ref: Selection Committee Report dt 27 June 2018.

Vide Selection Committee Report referred above, the management is pleased to appoint **Mr. Raja Kishor Duggirala** as **Professor** in **CSE**, Department of CSE, Dr. Lankapalli Bullayya College of Engineering for Women.

Details of appointment Pay and Benefits are contained in Annexure-1 appended to this letter. This appointment is subject to the Terms and Conditions and the Disciplinary Rules and Regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering for Women. The details are in Annexure 2 (enclosed).

You should report to the Director/Dean/Principal concerned immediately but not later than **05.07.2018**. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment. You are required to submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted to be kept in your service file.

Please sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

We welcome you to Dr. Lankapalli Bullayya College of Engineering for Women and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Dr. Lankapalli Bullayya College of Engineering for Women

Enclosed: Annexures 1 & 2

Acceptance of Appointee: I have read, understood and accept without any reservations the above appointment.

Signed D. Raja Kishor Date 05/07/2018 Name D. RAJA KISHOR

Principal

Dr. Lankapalli Bullayya College of
Engineering (for Women)
D.No.52-14-75, Resapuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13

Date: 05/07/2018

Details of Appointment

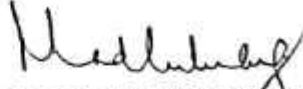
Name : Mr. Raja Kishor Duggirala
Date of birth : 28 April 1969
Qualifications : Ph.D (CSE)
Designation : Professor in CSE
Date of appointment: 05-07-2018

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs. 15,600/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay may be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.


Secretary & Correspondent
Dr. Lankapalli Bullayya College


Acceptance of Employee:

I have read, understood and accept without any reservations the above details of confirmation.

Signed D. Raja Kishor Date 05-07-2018

Name D. RAJA KISHOR

Contact details (Address, Tel, Mobile, Email):


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-15, Respuvanipalem
Visakhapatnam-530 013.A.P.

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.

5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.

6) Duties shall include teaching courses assigned to you in a systematic manner, endeavouring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.

7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Probation:

8) You will be initially placed on probation for a period of two years. It may be extended or reduced at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.



Principal
Dr. Lankapalli Bullayya College of
Engineering (for Women)
D No.52-14-75, Rospavanipalem
Visakhapatnam-530 013, A.P.

Transferability:

9) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

10) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.

11) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Termination:

12) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.

13) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.

14) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.

15) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found to indulge in gross misconduct, indiscipline or negligence. -



Principal |

**Dr. Lankapalli Bullayya College of
Engineering (For Women)
D No 52-14, Spunipalem
Visakhapatnam-530 013, A.P.**

- a) to have joined employment through false certificates/ credentials
- b) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

16) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.

17) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.

18) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

19) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.

20) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.

21) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.

22) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.

Maddhug

Secretary & Correspondent
Dr. Lankapalli Bullayya College

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed D. Rajan Kishor on 05-07-2018 (date)
Name: D. RATA KISHOR Mobile: 8008267690 Email: rajakishor@gmail.com

W. W. M. U.

Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-15, Respuvanipalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

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Admn. Office - Survey No. 44, D.No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel : +91 891 2701818 / Fax : +91 891 2714423, E-mail : lbcadm@gmail.com

Website : www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 25.08.2010

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.
Ref: Report of the Selection Committee meeting held on 20-06-2010.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 20.06.2010, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Sri Syed Mujib Rahaman** is appointed as **Associate Professor** in the **Department of Computer Science Engineering**, in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 10-09-2010. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure, signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Communicated to:
Sri Syed Mujib Rahaman.

Principal
**Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.**

1/6

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Associate Professor in Comp. Science Engineering**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Basic Pay is fixed at **Rs.26,800/-**
4. Additional pay and allowances shall be as per current structure in force and subject to modifications from time to time
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:


6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Medical Fitness:

7. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

8. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women) *
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

9. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
10. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
11. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

12. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

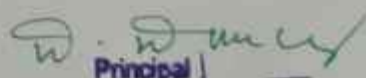
13. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

14. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

15. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
16. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal

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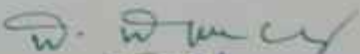
17. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
18. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
19. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
20. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

21. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
22. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
23. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

24. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
25. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.



Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.


26. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and hereby acknowledge and convey my acceptance.

Signature : 
Name : Syed Mujib Rahman
Date : 02.07.2010
Reporting Date : 02.07.2010


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn. Office: Survey No. 44, D.No. 52-14-75, Respuvanipalem, Visakhapatnam-530013, A.P.

Tel: +91 891 2701818 / Fax: +91 891 2714421 E-mail: lbcadmn@bunilab.com

Website: www.bullayyacollege.edu

Dr. G. Madhu Kumar, B.Tech., Ph.D.

Secretary & Correspondent

Date: 28.06.2013

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment

Ref: Report of the Selection Committee meeting held on 18.06.2013.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 18.06.2013, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Dr. K. Anuradha** is appointed as **Asst. Professor in Computer Science & Engineering (CSE)** in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 01-07-2013. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.


A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.


SECRETARY & CORRESPONDENT

Communicated to:
Dr. K. Anuradha


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No.52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Asst. Professor in Computer Science & Engineering.**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Pay is fixed at **Rs.15,600/-**
4. The above pay is as per current structure in force and subject to modifications from time to time.
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L .Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No.52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

10. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner, endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'.

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal
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D.No.52-14-75, Raspuvanipalem
Visakhapatnam-530 013, A.P.


18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal | _____
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

27 You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

Wadhwa
Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature : *K.A. dha*
Name : DY K. ANOJASIVA
Date : 1-7-2013
Reporting Date : 1-7-2013

Received
K.A. dha

W. Wadhwa
Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No.52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admin Office Survey No 44, D No 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel +91 891 2701818 / Fax +91 891 2714423, E-mail : lbcadm@gmail.com

Website : www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 29.09.2015.

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.

Ref: Report of the Selection Committee meeting held on 08.09.2015.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 08.09.2015, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **GURUGUBELLI VAMSIKRISHNA** is appointed as **Asst. Professor in Computer Science Engineering (CSE)** in Dr. Lankapalli Bullayya College of Engg for Women.

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the Annexure to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 30-09-2015. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Communicated to:
Sri Gurugubelli Vamsikrishna

Principal
Dr. Lankapalli Bullayya College of Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as Asst. Professor in Computer Science Engineering (CSE).
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Pay is fixed at Rs.15,600/-
4. The above pay is as per current structure in force and subject to modifications from time to time.
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. Lankapalli Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. Lankapalli Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal
Dr. Lankapalli Bullayya College of
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D.No:52-14-75, Respuvanipalem
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10. Dr. Lankapalli Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:


14. You will devote your entire time to the work of Dr. Lankapalli Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. Lankapalli Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate Education'

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
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Principal
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D.No: 52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.


18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

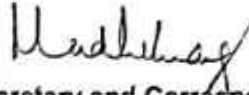
22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. Lankapalli Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. Lankapalli Bullayya College that may be in your use, custody, care or charge. In the event of loss of any property, Dr. Lankapalli Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.

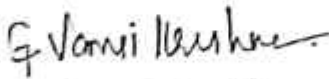

Principal!
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D No 52-14-75, Respurampalem
Visakhapatnam-530 013, A.P.

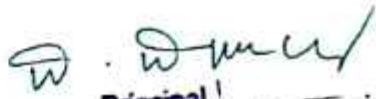
27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature : 
Name : G. Vamsi Krishna
Date : 08/10/2015
Reporting Date : 08/10/2015


Principal!
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admin. Office: Survey No. 44, D.No. 52-14-75, Respuvanipalem, Visakhapatnam-530 013, A.P.

Tel: +91 891 2701818 / Fax: +91 891 2714423; E-mail: lbcadmnng@gmail.com

Website: www.bullayyacollege.org

Dr. G. Madhu Kumar, B.Tech., Ph.D.

Secretary & Correspondent

Date: 28.06.2013

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.

Ref: Report of the Selection Committee meeting held on 18.06.2013.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 18.06.2013, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **P. Rajyalaxmi** is appointed as **Asst. Professor** in **Computer Science & Engineering (CSE)** in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 28-07-2013. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Communicated to:

P. Rajyalaxmi

Principal

**Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Asst. Professor in Computer Science & Engineering.**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Pay is fixed at **Rs.14,000/-**
4. The above pay is as per current structure in force and subject to modifications from time to time.
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.

(Signature)
Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No 52-14-75, Resuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Asst. Professor in Computer Science & Engineering.**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time

Pay & Benefits:

3. Your Pay is fixed at **Rs.14,000/-**
4. The above pay is as per current structure in force and subject to modifications from time to time
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

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Principal
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Visakhapatnam-530 013,A.P.

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11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
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Principal

**Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**


18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

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26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No.52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you

Madhulini
Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature : *P. Rajyalaxmi*
Name : P. Rajyalaxmi
Date : 15-7-13
Reporting Date : 15-7-13

Received.
P. Rajyalaxmi

Principal
Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No: 52-14-15, Respuvanipalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)
Admn. Office: Survey No. 44, D.No. 52-14-75, Resavanipalem, Visakhapatnam-530 013, A.P.
Tel: +91 891 2701818 Fax: +91 891 2714423 E-mail: lbcadmn@gmail.com
Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech, Ph.D.
Secretary & Correspondent

Date: 28.05.2012

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.
Ref: Report of the Selection Committee meeting held on 26.04.2012.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 26.04.2012, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Md. Farahtullah** is appointed as **Asst. Professor** in the **Department of C.S.E.**, in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 01-07-2012. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.


SECRETARY & CORRESPONDENT

Communicated to:
Md. Farahtullah

Received
Appointment Order



Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No.52-14-75, Resavanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE:

DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Asst. Professor in Computer Science & Engineering**.
2. The designation assigned to you is subject to change depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Pay is fixed at **Rs.15,600/-**.
4. The above pay is as per current structure in force and subject to modifications from time to time.
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal

Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

10. Dr. L. Bullayya College expects you to work with high standards of energy, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered or its behalf.
11. The duties shall include teaching the course assigned to you, in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counselling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'.

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013.A.P.

18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.



Principal

**Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No.52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you


Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature :

Name :

Date :


Reporting Date :



MOHAMMAD FARHATULLAH

18.6.2012

18.6.2012


Principal
Dr.Lankapalli Bultayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admin Office, Survey No. 44, D.No. 52-14-75, Respuvanipalem, Visakhapatnam-530 013, A.P.

Tel: +91 891 271818 / Fax: +91 891 271442 E-mail: students@bullayya.org

Website: www.bullayya.org

Dr. G. Madhu Kumar, B.Tech, Ph.D
Secretary & Correspondent

Date: 22/07/2016

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.

Ref: Report of the Selection Committee meeting held on 09.07.2016.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 09.07.2016, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Ms. KAVYA GUDIMETLA** is appointed as **Asst. Professor in Computer Science Engineering (CSE)** in Dr. Lankapalli Bullayya College of Engg for Women.

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 16-07-2016. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

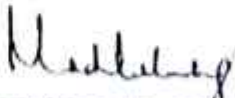
All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.


A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

Communicated to:
Ms. KAVYA GUDIMETLA,


SECRETARY & CORRESPONDENT


Principal
**Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013.A.P.**

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as Asst. Professor in Computer Science Engineering (CSE).
2. The designation assigned to you is subject to change depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits.

3. Your Pay is fixed at Rs.15,600/-
4. The above pay is as per current structure in force and subject to modifications from time to time
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc

Leave:

6. As per the prevailing leave rules of Dr. Lankapalli Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unused leave may qualify for encashment subject to the discretion of the management.

Probation:

7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. Lankapalli Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal

**Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013.A.P.**

10. Dr. Lankapalli Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.

11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.

12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

14. You will devote your entire time to the work of Dr. Lankapalli Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. Lankapalli Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate Education'.

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.

17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No.52-14-75, Pespuvanipalem
Visakhapatnam-530 013, A.P.

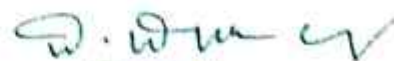
18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. Lankapalli Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. Lankapalli Bullayya College that may be in your use, custody, care or charge. In the event of loss of any property, Dr. Lankapalli Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.



Principal |

**Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

Madduraj

Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature : *G. Kavya*
Name : *G. KAVYA*
Date : *21-7-16*

D. D. ...

Principal

**Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.**



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admin. Office - Survey No. 44, D.No. 52-14-75, Respuranipalem - Visakhapatnam - 530 013, A.P.
Tel: +91 891 2701818/19, Fax: +91 891 2714423, E-mail: bsce@bullayya.org
Website: www.bullayyacollege.org

Dr. G. Madhu Kumar, B.Tech, Ph.D.
Secretary & Correspondent

To
ARUNA THETHALI

Date: 07-02-2018

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr. Lankapalli Bullayya College of Engineering for Women.

Ref: Selection Committee Report dated 05-02-2018.

Vide Selection Committee Report referred above; the management is pleased to appoint **ARUNA THETHALI** as Assistant Professor in the Department of CSE, Dr. Lankapalli Bullayya College of Engineering for Women with effect from 07-02-2018.

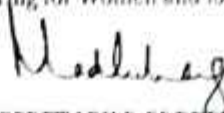
Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering for Women.

You should report to the Director/Dean/Principal concerned not later than 12-02-2018. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering for Women and look forward to a mutually beneficial association.


SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering for Women


Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed  Date 7-2-2018

Name ARUNA THETHALI


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuranipalem
Visakhapatnam-530 013, A.P.

ANNEXURE - I

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING FOR WOMEN
VISAKHAPATNAM - 13

Date: 07-02-2018

Details of Appointment

Name : ARUNA THETHALI
Date of birth : 15-09-1983
Qualifications : B.Tech (Computer Science & Engineering),
M.Tech (Computer Science & Technology)
Designation : Assistant Professor
Date of appointment : 07-02-2018

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.15,600/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.



Secretary & Correspondent

Dr. Lankapalli Bullayya College of Engineering for Women

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed Aruna Thethali Date 7-2-2018

Name ARUNA THETHALI

Contact details (Address, Tel, Mobile, Email):

54-11-17, ADITYANAGAR

Near VS Krishna College
ISUKATHOTA

VISAKHAPATNAM - 530022

Phno : 9700016606

Date of Reporting 7-2-2018



Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

ANNEXURE 2

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING, FOR WOMEN
VISAKHAPATNAM - 13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change depending upon work assignment and as decided by the management from time to time

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'


Principal

Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

10) Graduation of Skills:

- a) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET, SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards, departments/ agencies etc.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.



Principal

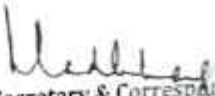
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Pespunanipalem
Visakhapatnam-530 013, A.P.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research methods, techniques, policies and activities of college and its administration etc
- 16) Any new techniques and methods developed, results of research, projects implemented consultancy undertaken etc (executed by you or a team in which you are a member), shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.


Secretary & Correspondent

Dr. Lankapalli Bullayya College of Engineering for Women

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed  on 7-2-2018 (date)


Name: ARUNA THETHALI

Tel: 991-2553286 Mobile: 9700016606 Email: arunathethali1@gmail.com

Current mailing address: 54-11-17, ADITYA NAGAR

ISUKATHOTA, Near VS KRISHNA COLLEGE

VISAKHAPATNAM-530022


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D. No: 52-14-75, Resuvanahalli
Visakhapatnam-530014



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn. Office : Survey No. 44, D No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel : +91 891 2701818, 2703293 / Fax : +91 891 2714423, E-mail : lbcadmn@gmail.com

Website : www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.

Secretary & Correspondent

To

Date : 01.07.2018.

Mr. Santoskumar Bhagavathi,
Assistant Professor,
Department of CSE,
Dr. L.B. College of Engineering for Women,
Visakhapatnam.

**Sub: Establishment - Teaching Staff - Appointment of Teaching Staff in
Dr. Lankapalli Bullayya College of Engineering for Women
- Letter of Appointment - Issued.**

Ref: Selection Committee Report dt 27 June 2018.


Vide Selection Committee Report referred above, the management is pleased to appoint **Mr. Santoskumar Bhagavathi** as Assistant Professor in CSE, Department of CSE, Dr. Lankapalli Bullayya College of Engineering for Women.

Details of appointment pay and benefits are contained in Annexure-1 appended to this letter. This appointment is subject to the terms and conditions and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering for Women. The details are in Annexure 2 (enclosed).

You should report to the Director/Dean/Principal concerned immediately but not later than **01.07.2018**. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment. You are required to submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted to be kept in your service file.

Please sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

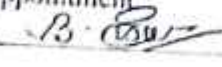
We welcome you to Dr. Lankapalli Bullayya College of Engineering for Women and look forward to a mutually beneficial association.

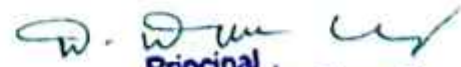

SECRETARY & CORRESPONDENT

Dr. Lankapalli Bullayya College of Engineering for Women

Enclosed: Annexures 1 & 2.

Acceptance of Appointee: I have read, understood and accept without any reservations the above appointment.

Signed  Date 2/07/18 Name B. SANTOS KUMAR


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13

Date: 01/07/2018

Details of Appointment

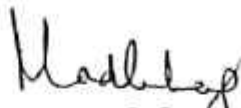
Name : Mr. Santoskumar Bhagavathi
Date of birth : 21 September 1991
Qualifications : M. Tech (CST)
Designation : Assistant Professor in CSE
Date of appointment: 01-07-2018

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs. 15,600/-
- Personal Basic Pay (PDP): In addition to Basic pay, additional pay may be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.


Secretary & Correspondent
Dr. Lankapalli Bullayya College

Acceptance of Employee:

I have read, understood and accept without any reservations the above details of confirmation.

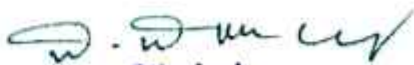
Signed  Date 2/07/18

Name B. SANTOSKUMAR

Contact details (Address, Tel, Mobile, Email): # 39-16-8, Madhavadhara
Visakhapatnam - 07

9010888807

Santoskumarbhagavathi@gmail.com


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.

5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.

6) Duties shall include teaching courses assigned to you in a systematic manner endeavouring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.

7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Probation:

8) You will be initially placed on probation for a period of two years. It may be extended or reduced at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.



Principal

**Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

Transferability:

9) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

10) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.

11) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc

Termination:

12) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.

13) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.

14) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.

15) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found to indulge in gross misconduct, indiscipline or negligence.


Principal

**Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-1, Respuvanipalem
Vankarapalem-520 013, A.P.**

- a) to have joined employment through false certificates/ credentials
- b) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies

Confidentiality:

- 16) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 17) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 18) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:


- 19) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 20) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 21) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 22) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.


 Secretary & Correspondent
 Dr. Lankapalli Bullayya College

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations

Signed B. Sankar Kumar on 2/07/18 (date)
 Name B. SANKAR KUMAR Mobile 901088807 Email Sankarskumarbhatla@gmail.com


 Principal
 Dr. Lankapalli Bullayya College of
 Engineering (For Women)
 D.No:52-14-15 Respuvanipalem
 Visakhapatnam-530 013,A.P.



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 06.07.2023.

To
Mrs.K.N.Satya Chitra,
D.No.46-5-69, Pulivasi Street,
Dondaparthi,
VISAKHAPATNAM-530016.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 20.06.2023.

Vide Selection Committee Report referred above; the management is pleased to appoint **Mrs.K.N.Satya Chitra** as Assistant Professor in CSE in the Department of CSE, Dr. Lankapalli Bullayya College of Engineering with effect from 06.07.2023.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 06.07.2023. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed _____ Date _____

Name _____



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

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Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:06.07.2023.

Details of Appointment

Name : Mrs.K.N.Satya Chitra
Date of birth : 25.12.1989
Qualifications : M.Tech.,,
Designation : Assistant Professor in CSE
Date of appointment : 06.07.2023

Probation:

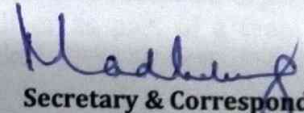
Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed _____ Date _____

Name _____

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



**Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering**

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed _____ on _____ (date)

Name:

Tel: _____ Mobile: _____ Email: _____

Current mailing address:

Date of Reporting _____



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 02.08.2023.

To
Mrs.V.Sarada,
D.No.53-18-19/1, Kanakamma vari Street,
Maddilapalem,
VISAKHAPATNAM-530013.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 20.06.2023.

Vide Selection Committee Report referred above; the management is pleased to appoint **Mrs.V.Sarada** as Assistant Professor in CSE in the Department of CSE, Dr. Lankapalli Bullayya College of Engineering with effect from 02.08.2023.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 02.08.2023. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed _____ Date _____

Name _____



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:02.08.2023.

Details of Appointment

Name : Mrs.V.Sarada
Date of birth : 01.11.1987
Qualifications : M.Tech., ,
Designation : Assistant Professor in CSE
Date of appointment : 02.08.2023

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed _____ Date _____

Name _____

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed _____ on _____ (date)

Name: _____

Tel: _____ Mobile: _____ Email: _____

Current mailing address: _____

Date of Reporting _____



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 21.08.2023.

To
Mrs.N.A.F. Namratha,
Flat No.101,Jayasurya Residency Apartments,
Yendada,
VISAKHAPATNAM-530045.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 09.08.2023.

Vide Selection Committee Report referred above; the management is pleased to appoint **Mrs.N.A.F. Namratha** as Assistant Professor in CSE in the Department of CSE, Dr. Lankapalli Bullayya College of Engineering with effect from 21.08.2023.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 21.08.2023. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed *Namratha* Date 21/8/23

Name NAF Namratha



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

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Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:21.08.2023.

Details of Appointment

Name : Mrs.N.A.F.Namratha
Date of birth : 22.05.1993
Qualifications : M.Tech., ,
Designation : Assistant Professor in CSE
Date of appointment : 21.08.2023

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed N.A.F. Namratha Date 20/8/23

Name N.A.F. Namratha

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

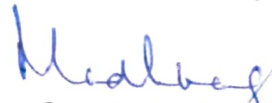
- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, polices and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



**Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering**

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed  on 21/8/23 (date)

Name: NAF Nameelha

Tel: 9392355583 Mobile: 9392355583 Email: namrataffora@gmail.com

Current mailing address:

Date of Reporting 21/8/23



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

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Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date:21.08.2023.

To
Ms.Sanapala Sravani,
D.No.4-10, Old Dairy Form ,
Sundar nagar,
VISAKHAPATNAM-530040.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 09.08.2023.

Vide Selection Committee Report referred above; the management is pleased to appoint **Ms.Sanapala Sravani** as Assistant Professor in CSE in the Department of CSE, Dr. Lankapalli Bullayya College of Engineering with effect from 21.08.2023.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 21.08.2023. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed S. Sravani Date 21/8/23

Name S. Sravani



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Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:21.08.2023.

Details of Appointment

Name : Ms.Sanapala Sravani
Date of birth : 11.08.1999
Qualifications : M.Tech.,,
Designation : Assistant Professor in CSE
Date of appointment : 21.08.2023

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed S. Sravani Date 21/8/23

Name S. Sravani

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed S. Sravani on 21/8/23 (date)

Name: S. Sravani

Tel: _____ Mobile: 7731844045 Email: Sravanis@lbce.edu.in

Current mailing address:

RO-4-10, A,
Old dairy farm,
Sundari Nagar,
Visakhapatnam - 530040.

Date of Reporting 21/8/23



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

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52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date:22.08.2023.

To

Mrs.G.Sandhya,
Flat No.302,T.P.T.Colony ,
Seethammadhara,
VISAKHAPATNAM.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 09.08.2023.

Vide Selection Committee Report referred above; the management is pleased to appoint **Mrs.G.Sandhya** as Assistant Professor in CSE in the Department of CSE, Dr. Lankapalli Bullayya College of Engineering with effect from 22.08.2023.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 22.08.2023. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed G. Sandhya Date 22/8/23

Name G. Sandhya



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

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Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:22.08.2023.

Details of Appointment

Name : Mrs.G.Sandhya
Date of birth : 21.05.1990
Qualifications : M.Tech., ,
Designation : Assistant Professor in CSE
Date of appointment : 22.08.2023

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed G. Sandhya Date 22/8/23

Name G. Sandhya

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



**Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering**

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed _____ on _____ (date)

Name:

Tel: _____ Mobile: _____ Email: _____

Current mailing address:

Date of Reporting _____



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn. Office : Survey No. 44, D.No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel : +91 891 2701818 / Fax : +91 891 2714423, E-mail : lbcadm@gmail.com

Website : www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 13.08.2016.

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.

Ref: Report of the Selection Committee meeting held on 09.07.2016.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 09.07.2016, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Sri SOLOMON J V GOTHAM** is appointed as **Associate Professor in ECE, Department of Electronics & Communication Engineering** in Dr. Lankapalli Bullayya College of Engg for Women.

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 16-07-2016. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.


A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.


SECRETARY & CORRESPONDENT

Communicated to:
Sri SOLOMON J V GOTHAM.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Associate Professor in ECE.**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Pay is fixed at **Rs.15,600/-**
4. The above pay is as per current structure in force and subject to modifications from time to time.
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. Lankapalli Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. Lankapalli Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.



Principal

**Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

10. Dr. Lankapalli Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

14. You will devote your entire time to the work of Dr. Lankapalli Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. Lankapalli Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate Education'

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal

Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

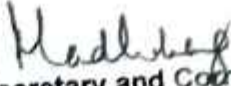
General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. Lankapalli Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. Lankapalli Bullayya College that may be in your use, custody, care or charge. In the event of loss of any property, Dr. Lankapalli Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal

**Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.**

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature




Name

Sobina G

Date

18/8/2015


Principal |
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14/2015, Chintavanipalem
Visakhapatnam - 531 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admin. Office - Society No: 44, D.No: 52-14-75, Respuvanipalem, Visakhapatnam-530 013, A.P.

Tel: +91 891 2711875 Fax: +91 891 2714423 E-mail: lbcadmin@gmail.com

Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech. Ph.D.

Secretary & Correspondent

Date: 28.05.2012

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment

Ref: Report of the Selection Committee meeting held on 25.04.2012

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 25.04.2012, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **M. Sravani** is appointed as **Asst. Professor** in the **Department of E.C.E.** in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 01-07-2012. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.


Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

Received appointment order
21-06-2012.

M. Sravani
Communicated to:
M. Sravani


SECRETARY & CORRESPONDENT


Principal
Dr. Lankapalli Bullayya College of Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Asst. Professor in Electronics & Communication Engineering.**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Pay is fixed at **Rs.14,000/-**
4. The above pay is as per current structure in force and subject to modifications from time to time.
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal

**Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

10. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal

Dr. Lankapalli Bullayya College of
Engineering (Autonomous)

C.No 52-1a/15, Rajapuram

N. Channarayana, 030 013 A.P.


27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

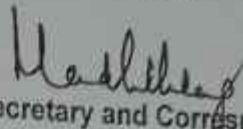
Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature : *M. Shavani*
Name : *M. Shavani*
Date : *21-06-2012*
Reporting Date : *21-06-2012*

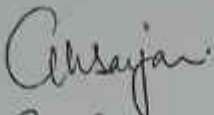

Principal ;
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-76 Respuvanipalem
Visakhapatnam - 530 013,A.P.

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature : 
Name : G. Ganga Sarojani
Date : 05-12-12
Reporting Date : 05-12-12



Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admin. Office - Survey No 44, D.No. 52-14-75, Respuvanipalem, Visakhapatnam-530 013, A.P.

Tel: +91 891 2701818 / Fax: +91 891 2714423, E-mail: academ@signal.com

Website: www.l-bullayyacollege.edu

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 28.06.2013

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.
Ref: Report of the Selection Committee meeting held on 19.06.2013.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 19.06.2013, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **R. Santosh Sai** is appointed as **Astt. Professor in Electronics and Communication Engineering (ECE)** in **Dr. L. Bullayya College of Engg (for Women)**.

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of **Dr. L. Bullayya College**.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 01-07-2013. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to **Dr. Lankapalli Bullayya College** and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Communicated to:
R. Santosh Sai

Principal

**Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.**

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Asst. Professor in Electronics and Communication Engineering.**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Pay is fixed at **Rs.11,000/-**
4. The above pay is as per current structure in force and subject to modifications from time to time.
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

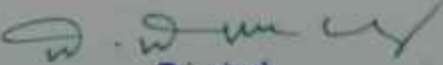
7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal

**Dr. Lankapalli Bullayya College of
Engineering (for Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

10. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.

11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.

12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.


Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.

17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal

**Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

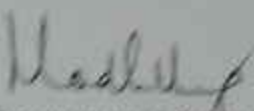
25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.



Principal

**Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

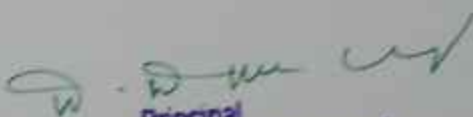

Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature : R. Santosh Saini
Name : R. SANTOSH SAINI
Date : 01/07/2013
Reporting Date : 01/07/2013

Received
R. Santosh Saini


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D No 52-14-75, Rospuvanipalem
Visakhapatnam-530 013 A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admin. Office: Survey No. 44, D.No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel: +91 891 2701818 / Fax: +91 891 2714423, E-mail: lbacadron@gmail.com

Website: www.bullayyacollege.edu

Dr. G. Madhu Kumar, B.Tech., Ph.D.

Secretary & Correspondent

Date: 25.06.2015

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment
Ref: Report of the Selection Committee meeting held on 20.06.2015.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 20.06.2015, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, Sri K. Rajesh Kumar is appointed as **Asst. Professor in Electronics and Communication Engineering (ECE)** in Dr. L. Bullayya College of Engg for Women.

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr.Lankapalli Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 30-06-2015. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr.Lankapalli Bullayya College and look forward to a mutually beneficial association.

Communicated to:
Sri K. Rajesh Kumar

(M)

Handwritten signature of Secretary & Correspondent

SECRETARY & CORRESPONDENT

Handwritten signature of Principal

Principal

Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Resapuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as Asst. Professor in Electronics and Communication Engineering (ECE).
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Pay is fixed at Rs.19,500/-
4. The above pay is as per current structure in force and subject to modifications from time to time.
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. Lankapalli Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. Lankapalli Bullayya College from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal

**Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, R. S. Puvani Palem
Visakhapatnam-530 013, A.P.**

10. Dr. Lankapalli Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf
11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

14. You will devote your entire time to the work of Dr. Lankapalli Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. Lankapalli Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No.52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.


18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. Lankapalli Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. Lankapalli Bullayya College that may be in your use, custody, care or charge. In the event of loss of any property, Dr. Lankapalli Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

[Handwritten Signature]
Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature : K. Rajesh Kumar
Name : K. RAJESH KUMAR
Date : 01/07/2015
Reporting Date : 01/07/2015

[Handwritten Signature]
Principal |
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 21.02.2022.

To
Mrs.K.V.Jayalakshmi,
D.No.52-14-18/9,
Resapuvanipalem,
VISAKHAPATNAM.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 27.12.2021.

Vide Selection Committee Report referred above; the management is pleased to appoint **Mrs.K.V.Jayalakshmi** as Assistant Professor in ECE in the Department of ECE, Dr. Lankapalli Bullayya College of Engineering with effect from 12102.2022.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 21.02.2022. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed Jay Date 21/2/22

Name KOLLI V JAYALAKSHMI

PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

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52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:21.02.2022.

Details of Appointment

Name : Mrs.K.V.Jayalakshmi
Date of birth : 08.09.1988
Qualifications : M.Tech.,
Designation : Assistant Professor in ECE
Date of appointment : 21.02.2022

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed Jay Date 21/2/22

Name KOLLI V JAYALAKSHMI.

PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Revapadu, Visakhapatnam
Visakhapatnam - 531 001
Society for Collegiate Education

Up-gradation of Skills:


- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

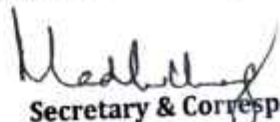

PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, polices and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent

Dr. Lankapalli Bullayya College of Engineering

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed Jay on 21/2/22 (date)

Name: KOLLI V JAYALAKSHMI

Tel: _____ Mobile: 9247868888 Email: jayalakshmi.403@gmail.com

Current mailing address:

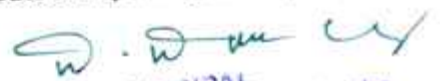
D NO: 52-14-18/9,

Resapuvanipalem,

Visakhapatnam,

530013.

Date of Reporting 21/2/22



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013

Ph. Off. 0891-2703291/2703296

Email: principal@lbce.edu.in Website: www.lbce.edu.in

Dr.G.Madhu Kumar
Secretary & Correspondent

Date: 16.11.2022.

To
Dr.Jetti Babu,
D.No.1-107-7, Flat No.504, Ozone Apartments,
Sector-8, M.V.P.Colony,
VISAKHAPATNAM-530017.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 08.07.2022.

Vide Selection Committee Report referred above, the management is pleased to appoint **Dr.Jetti Babu** as Professor in ECE in the Department of ECE, Dr. Lankapalli Bullayya College of Engineering with effect from 16.11.2022.


Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 16.11.2022. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.


SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering


Enclosed: Annexures 1&2

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed _____ Date _____

Name _____



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh



DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING,

The Society For Collegiate Education

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52-14-75, Resapuvanipalem, Visakhapatnam - 530013

Ph. Off. 0891 2761271, 2761276

Email: principal@lbce.edu.in Website: www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE 1

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING,
VISAKHAPATNAM-13

Date: 16.11.2022

Details of Appointment

Name : Dr. Jetti Babu
Date of birth : 22.11.1973
Qualifications : M.Tech., Ph.D.,
Designation : Professor in ECE
Date of appointment : 16.11.2022

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.


Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed _____ Date _____

Name: _____



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

ANNEXURE -2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING,
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and is decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Ravipatnamipalem
Visakhapatnam - 530013
Andhra Pradesh

Up gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic progress and to participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SLET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.


Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

Confidentiality

- 16) At any time during the current employment or after leaving the organization you shall not disclose to any person or organization or make public any information that you become aware of that comes to your notice regarding various aspects of teaching, research, methods, processes, policies, and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, project reports, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one for other than the original purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed _____ on _____ (date)

Name: _____

Tel: _____ Mobile: _____ Email: _____

Current mailing address: _____

Date of Reporting _____



Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education
Affiliated to Andhra University, Approved by AICTE
52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.
Ph : 0891-2703293, 2703296
Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 01.10.2022.

To
Ms. M.Shilpa Raj,
203, Sri Badari Nivas,
Ushodhaya Junction, M.V.P.Colony,
VISAKHAPATNAM-530017.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 30.08.2022.

Wise Selection Committee Report referred above; the management is pleased to appoint Ms.M.Shilpa Raj as Assistant Professor in ECE in the Department of ECE, Dr. Lankapalli Bullayya College of Engineering with effect from 01.10.2022.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 01.10.2022. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed M. Shilpa Raj Date 1-10-2022

Name M. SHILPA RAI

PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Jr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:01.10.2022.

Details of Appointment

Name : Ms. M.Shilpa Raj
Date of birth : 05.10.1995
Qualifications : M.Tech.,
Designation : Assistant Professor in ECE
Date of appointment : 01.10.2022

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed M. Shilpa Raj Date 1-10-2022

Name M. SHILPA RAJ



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

Up-gradation of Skills:

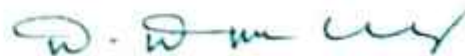
- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
- a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.



PRINCIPAL

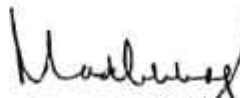
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam - 530013
Andhra Pradesh

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.


Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed Shilpa Raj on 1-10-2022 (date)


Name: M. SHILPA RAJ

Tel: 0891-2707897 Mobile: 8008265605 Email: Shilparaj05@gmail.com

Current mailing address:

203#1 Sri Badasi Nivas,
Ushodhaya Junction, Sector-8 MVP,
Behind Sarwan Sweet Shop,
Visakhapatnam - 530017

Date of Reporting 1-10-2022


PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 08.09.2022.

To
Ms. Razia Begum,
D.No.24-330-41,
Ambusarang Street, Old Post Office,
VISAKHAPATNAM-530001.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 30.08.2022.

Vide Selection Committee Report referred above; the management is pleased to appoint **Ms.Razia Begum** as Assistant Professor in ECE in the Department of ECE, Dr. Lankapalli Bullayya College of Engineering with effect from 08.09.2022.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 08.09.2022. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed Date 08-09-22

Name Razia Begum

PRINCIPAL

Dr. Lankapalli Bullayya College of Engineering
Door No 52-14-75, Resapuvanipalem,
Visakhapatnam

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Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

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52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:08.09.2022.

Details of Appointment

Name : Ms. Razia Begum
Date of birth : 05.01.1983
Qualifications : M.Tech.,
Designation : Assistant Professor in ECE
Date of appointment : 08.09.2022

Probation:

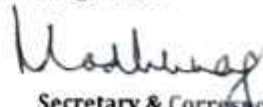
Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed  Date 08.09.22

Name Razia Begum



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, G. Subrahmanyapuram,
Visakhapatnam - 531 001
Andhra Pradesh

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

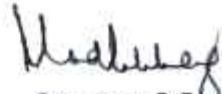

PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed  on 08.09.22 (date)

Name: RAZIA Begum

Tel: _____ Mobile: 9885604514 Email: begum.razia@gmail.com,

Current mailing address:

24-24-4, Ambusarang street
Old Post Office
Visakhapatnam - 530001

Date of Reporting 08.09.22



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 14.09.2022.

To
Mrs.R.Sharon Fragrance,
H.No.18-180,
Adarsh nagar Colony, Seethammadhara,
VISAKHAPATNAM-530022.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 30.08.2022.

Vide Selection Committee Report referred above; the management is pleased to appoint **Mrs.R.Sharon Fragrance** as Assistant Professor in ECE in the Department of ECE, Dr. Lankapalli Bullayya College of Engineering with effect from 14.09.2022.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 14.09.2022. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed Date 14/9/22

Name R. Sharon Fragrance

PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh



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Jr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Details of Appointment

Date:14.09.2022.

Name : Mrs.R. Sharon Fragrance
Date of birth : 18.05.1984
Qualifications : M.Tech.,
Designation : Assistant Professor in ECE
Date of appointment : 14.09.2022

Probation:

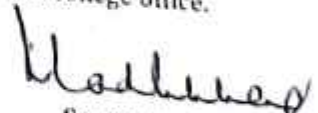
Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

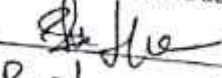
- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.


Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed  Date 14/9/22

Name R. Sharon Fragrance



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

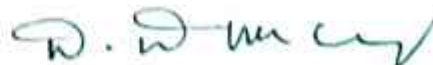
- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'



PRINCIPAL
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Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

Up-gradation of Skills:

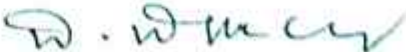
- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.



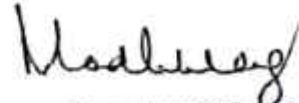
PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, ResapuraniPalom
Visakhapatnam-530013
Andhra Pradesh

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed  on 14/9/22 (date)


Name: R. Sharani Pragnanee

Tel: 8272245008 Mobile: 8272245008 Email: sharonc38@gmail.com

Current mailing address:

W/O R. James Sunilkumar
18-150, Adarsh Nagar Colony
Gouthamacharya - Vijaya - 22

Date of Reporting 14/9/22


PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Rasapuvanipalem
Visakhapatnam-530013
Andhra Pradesh



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Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 22.09.2022.

To
Ms. V.Yojana Rupa Kalpana,
D.No.10-10-15,
Ram Nagar,
VISAKHAPATNAM-530001.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 30.08.2022.

Vide Selection Committee Report referred above; the management is pleased to appoint **Ms.V.Yojana Rupa Kalpana** as Assistant Professor in ECE in the Department of ECE, Dr. Lankapalli Bullayya College of Engineering with effect from 22.09.2022.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 22.09.2022. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed V. Y. R. Kalpane Date 22/9/2022

Name V. Yojana Rupa Kalpana

PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh



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Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date: 22.09.2022.

Details of Appointment

Name	: Ms. V.Yojana Rupa Kalpana
Date of birth	: 20.06.1991
Qualifications	: M.Tech.,
Designation	: Assistant Professor in ECE
Date of appointment	: 22.09.2022

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed V.Y.R. Kalpana Date 22-9-22

Name V. Yojana Rupa Kalpana

PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'



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Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

Up-gradation of Skills:


- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.


PRINCIPAL
Dr. Lankapalli Bulayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.

Medhureg

**Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering**

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed V. Y. R. Kalpane on 22/9/22 (date)

Name: V. Yojana Rupa Kalpane

Tel: _____ Mobile: 8985882784 Email: rupakalpana 44@gmail.com

Current mailing address: Do. No - 10-10-15
Ram Nagal
USP - 530002

Date of Reporting 22/9/22

W. D. M. C. V.

PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

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52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 02.08.2023.

To
Dr. K.V.Ramana Rao,
Flat No.301B, Cosmos Enclave,
Abid nagar, Akkayyapalem,
VISAKHAPATNAM-530016.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 19.06.2023.

--

Vide Selection Committee Report referred above; the management is pleased to appoint **Dr.K.V.Ramana Rao** as Associate Professor in ECE in the Department of ECE, Dr. Lankapalli Bullayya College of Engineering with effect from 02.08.2023.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 02.08.2023. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed Dr. K.V. Ramana Rao Date 02.08.2023

Name Dr. K.V. Ramana Rao



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:02.08.2023.

Details of Appointment

Name : Dr.K.V.Ramana Rao
Date of birth : 12.08.1971
Qualifications : M.Tech., Ph.D.,
Designation : Associate Professor in ECE
Date of appointment : 02.08.2023

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed  Date 02.08.2023

Name Dr. K.V. Ramana Rao

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:


- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



**Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering**

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed  on 02-08-2023 (date)

Name: Dr. K.V. Ramana Rao

Tel: _____ Mobile: 9440974007 Email: lcvaramana02018@gmail.com

Current mailing address:

Date of Reporting 02-08-2023



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn. Office: Survey No 44, D No 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel: +91 891 2701818 / Fax: +91 891 2714423; E-mail: lbadmin@gmail.com

Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 28.05.2012

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.
Ref: Report of the Selection Committee meeting held on 25.04.2012.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 25.04.2012, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Lalitha Koyya** is appointed as **Asst. Professor** in the **Department of E.C.E.**, in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 01-07-2012. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

Received Appointment order

L. Koyya
21/05/2012

Communicated to:
Lalitha Koyya


SECRETARY & CORRESPONDENT


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Asst. Professor in Electronics & Communication Engineering.**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Pay is fixed at **Rs.14,000/-**
4. The above pay is as per current structure in force and subject to modifications from time to time.
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.



Principal

Dr.Lankapalli Bullayya College of
Engineering (For Women)
No-52-14-75, Resuvanipalem
Visakhapatnam-530 013,A.P.

10. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal

Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.


18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No 52-14-75, Respuvanipalem
Visakhapatnam-530 011 A.P

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature : *K. Lalitha*
Name : K LALITHA
Date : 21/06/2012
Reporting Date : 21/06/2012



Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuranipalem
Visakhapatnam-530 013,A.P.



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 24.07.2023.

To

Sri B.Sangeeth Kumar,
D.No.14-81, MIG 476,
P.M.Palem, Madhurawada,
VISAKHAPATNAM-530041.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 19.06.2023.

Vide Selection Committee Report referred above; the management is pleased to appoint **Sri B.Sangeeth Kumar** as Assistant Professor in ECE in the Department of ECE, Dr. Lankapalli Bullayya College of Engineering with effect from 24.07.2023.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 24.07.2023. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed _____ Date _____

Name _____



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

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Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:24.07.2023.

Details of Appointment

Name	: Sri B.Sangeeth Kumar
Date of birth	: 01.08.1971
Qualifications	: M.Tech.,,
Designation	: Assistant Professor in ECE
Date of appointment	: 24.07.2023

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed _____ Date _____

Name _____

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



**Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering**

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed _____ on _____ (date)

Name: _____

Tel: _____ Mobile: _____ Email: _____

Current mailing address: _____

Date of Reporting _____



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education
Affiliated to Andhra University, Approved by AICTE
52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.
Ph : 0891-2703293, 2703296
Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 01.08.2023.

To
Mrs. N.Sailakshmi Kumari,
Flat No.C9, Block-B, Srinivasa Paradise,
P.M.Palem,
VISAKHAPATNAM-530041.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 19.06.2023.

Vide Selection Committee Report referred above; the management is pleased to appoint **Mrs.N.Sailakshmi Kumari** as Assistant Professor in ECE in the Department of ECE, Dr. Lankapalli Bullayya College of Engineering with effect from 01.08.2023.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 01.08.2023. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed _____ Date _____

Name _____



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:01.08.2023.

Details of Appointment

Name : Mrs. N.Sailakshmi Kumari
Date of birth : 26.06.1988
Qualifications : M.Tech.,,
Designation : Assistant Professor in ECE
Date of appointment : 01.08.2023

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed _____ Date _____

Name _____

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



**Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering**

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed _____ on _____ (date)

Name: _____

Tel: _____ Mobile: _____ Email: _____

Current mailing address: _____

Date of Reporting _____



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 19.07.2023.

To
Sri P.Sahitya Kiran,
D.No.39-27-35, Flat No.401,
VJR Residency, Marripalem,
VISAKHAPATNAM.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 19.06.2023.

Vide Selection Committee Report referred above; the management is pleased to appoint **Sri P.Sahitya Kiran** as Assistant Professor in ECE in the Department of ECE, Dr. Lankapalli Bullayya College of Engineering with effect from 19.07.2023.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 19.07.2023. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed _____ Date _____

Name _____



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

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Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:19.07.2023.

Details of Appointment

Name : Sri P.Sahitya Kiran
Date of birth : 30.07.1987
Qualifications : M.Tech.,,
Designation : Assistant Professor in ECE
Date of appointment : 19.07.2023

Probation:

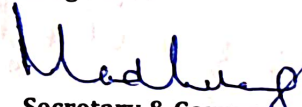
Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.


Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed _____ Date _____

Name _____

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



**Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering**

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed _____ on _____ (date)

Name:

Tel: _____ Mobile: _____ Email: _____

Current mailing address:

Date of Reporting _____

Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING



The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 24.07.2023.

To
Mrs.Saripalli Sravani,
D.No.9-9-64, Mangapuram Colony ,
Maddilapalem,
VISAKHAPATNAM-530017.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 19.06.2023.

--
Vide Selection Committee Report referred above; the management is pleased to appoint **Mrs.Saripalli Sravani** as Assistant Professor in ECE in the Department of ECE, Dr. Lankapalli Bullayya College of Engineering with effect from 24.07.2023.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 24.07.2023. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed _____ Date _____

Name _____



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

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Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:24.07.2023.

Details of Appointment

Name : Mrs.Saripalli Sravani
Date of birth : 18.11.1991
Qualifications : M.Tech.,,
Designation : Assistant Professor in ECE
Date of appointment : 24.07.2023

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed _____ Date _____

Name _____

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



**Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering**

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed _____ on _____ (date)

Name:

Tel: _____ Mobile: _____ Email: _____

Current mailing address:

Date of Reporting _____



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn Office: Survey No 44, D.No 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel: +91 891 2701818, 2703293 / Fax: +91 891 2714423. E-mail: lbcadmn@gmail.com

Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 29.04.2011

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment
Ref: Report of the Selection Committee meeting held on 03-04-2011.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 03.04.2011, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **D. Deepak Chowdary** is appointed as **Associate Professor** in the **Department of E.E.E**, in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 05-05-2011. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Communicated to:
Sri D. Deepak Chowdary

Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

Received copy

D. Deepak Chowdary
14/05/11

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Associate Professor in Electrical & Electronics Engineering.**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Basic Pay is fixed at **Rs.26,800/-**
4. Additional pay and allowances shall be as per current structure in force and subject to modifications from time to time
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

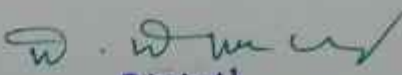
7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal
**Dr.Lankapalli Bullayya College of
Engineering (For Women)**
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

10. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

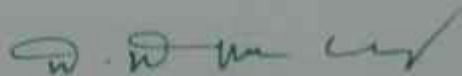
14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.



Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

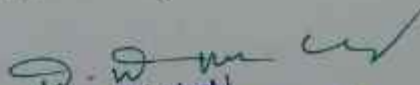
18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

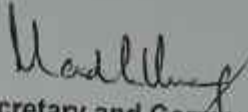
22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.

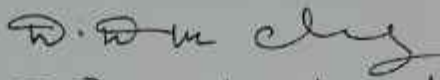

Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Pospuvanipalem
Vidyanagar-530 013, A.P.

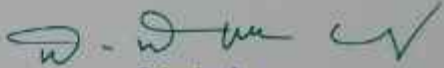
27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and hereby acknowledge and convey my acceptance.

Signature : 
Name : D. Deepak Chowdary
Date : 14/05/11
Reporting Date : 01/06/11


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No: 52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn Office: Survey No. 44, D.No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.
Tel: +91 891 2701818, 2703293 / Fax: +91 891 2714423, E-mail: lbcadmn@gmail.com
Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 29.04.2011

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.
Ref: Report of the Selection Committee meeting held on 03-04-2011.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 03.04.2011, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Sri G. Anand** is appointed as **Assistant Professor** in the **Department of E.E.E**, in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 05-05-2011. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT

Communicated to:

Sri G. Anand.

Received COPY

10/5/11

Principal

Dr. Lankapalli Bullayya College of
Engineering (for Women)
D.No.52-14-75, Resapuvanipalem
Visakhapatnam-530 013, A.P.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation:

1. You will be designated as **Assistant Professor in Electrical & Electronics Engineering.**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Basic Pay is fixed at **Rs.15,600/-**
4. Additional pay and allowances shall be as per current structure in force and subject to modifications from time to time
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:


7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal
**Dr.Lankapalli Bullayya College of
Engineering (For Women)**
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

10. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:


14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
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Principal
Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14, B. Respuvanipalem
Visakhapatnam-530 013,A.P.


18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

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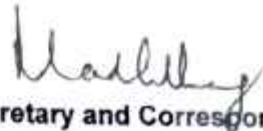
22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
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General:

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26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-... Pospuvanipalem
Visakhapatnam-530 013, A.P.


27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.



Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and hereby acknowledge and convey my acceptance.

Signature : 
Name : Anand Gondeji
Date : 10/5/2011
Reporting Date : 01/06/2011



Principal

Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn Office - Survey No 44, D No 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel : +91 891 2701818 / Fax : +91 891 2714423, E-mail : lbcadm@gmail.com

Website : www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent -

Date: 28.05.2012

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment
Ref: Report of the Selection Committee meeting held on 25.04.2012.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 25.04.2012, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **B. Satish Naidu** is appointed as **Asst. Professor** in the **Department of E.E.E.** in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 01-07-2012. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.


A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.


SECRETARY & CORRESPONDENT

Communicated to:
B. Satish Naidu


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

ANNEXURE:

DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Asst. Professor in Electrical & Electronics Engineering.**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time

Pay & Benefits:

3. Your Pay is fixed at **Rs.14,000/-**
4. The above pay is as per current structure in force and subject to modifications from time to time.
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:


7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

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Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

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Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
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Principal
**Dr. Lankapalli Bullayya College of
Engineering (For Women)**
**D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

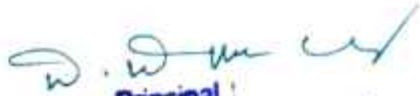
18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D No: 62-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature : B. Satish Naider
Name : B. Satish Naider
Date : 22/06/2012
Reporting Date : 22/06/2012


Principal
Dr Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-1, Pospuvanipalem
Malkajgiri-500 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn. Office - Survey No. 44, D.No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel. +91 891 2701818 / Fax : +91 891 2714423, E-mail: lbcadmin@gmail.com

Website : www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 28.06.2013

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.

Ref: Report of the Selection Committee meeting held on 17.06.2013.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 17.06.2013, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **Ch. Arun Kumar** is appointed as **Asst. Professor** in **Electrical & Electronics Engineering (EEE)** in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 01-07-2013. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.


A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

Communicated to:
Ch. Arun Kumar


SECRETARY & CORRESPONDENT


Principal
**Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No.52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.**

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Asst. Professor in Electrical and Electronics Engineering.**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Pay is fixed at **Rs.14,000/-**
4. The above pay is as per current structure in force and subject to modifications from time to time.
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:


7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal
**Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.**

10. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:


14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.


18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.

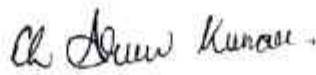

Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

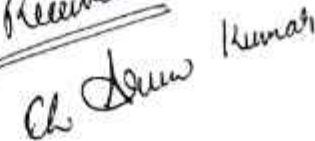
27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

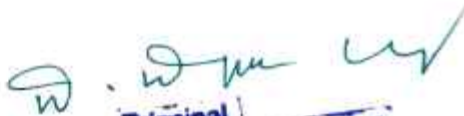

Secretary and Correspondent

Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature : 
Name : CH. ARUN KUMAR
Date : 01/07/2013
Reporting Date : 01/07/2013

Received

Ch. Arun Kumar


Principal
Dr. Lankapalli Bullayya College of
Engineering (for Women)
D.No:52-14-75, Puvaniipalem
Visakhapatnam - 530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn. Office: Survey No. 44, D.No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel: +91 891 2701818 / Fax: +91 891 2714423, E-mail: ipcadmns@gmail.com

Website: www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 28.06.2013

Sub: Establishment – Teaching Staff – Appointment of Teaching Staff by fresh recruitment.
Ref: Report of the Selection Committee meeting held on 17.06.2013.

APPOINTMENT ORDER

On the basis of evaluation of qualifications, experience as well as performance at the interview held on 17.06.2013, the Selection Committee constituted for this purpose has submitted its report of selections for appointments.

As per the above selection, **S. Hema** is appointed as **Asst. Professor in Electrical & Electronics Engineering (EEE)** in Dr. L. Bullayya College of Engg (for Women).

This appointment is effective from the date of joining and is subject to the terms and conditions as contained in the **Annexure** to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. L. Bullayya College.

The appointee should report to the Principal/Director/Dean concerned immediately but not later than 05-07-2013. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment.

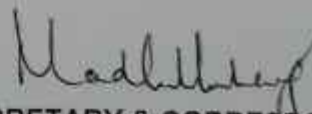
All the original certificates of your educational qualifications and experience must be submitted for further scrutiny. In addition, a set of copies of all the certificates must be submitted for service file records.

A relieving certificate must be produced from the previous organization under signature of a competent authority.

Please sign and return the enclosed copy of this letter and annexure signifying your acceptance and report for duty at the College within the stipulated period.

We welcome you to Dr. Lankapalli Bullayya College and look forward to a mutually beneficial association.

Communicated to:
S. Hema


SECRETARY & CORRESPONDENT


Principal
Dr.Lankapalli Bullayya College of Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013,A.P.

ANNEXURE:

**DR. LANKAPALLI BULLAYYA COLLEGE
VISAKHAPATNAM-13**

TERMS AND CONDITIONS OF APPOINTMENT

Designation

1. You will be designated as **Asst. Professor in Electrical and Electronics Engineering.**
2. The designation assigned to you is subject to change, depending upon your work assignment and as decided by the management from time to time.

Pay & Benefits:

3. Your Pay is fixed at **Rs.11,000/-**
4. The above pay is as per current structure in force and subject to modifications from time to time.
5. The management shall apply Other Contributions & Deductions as per statutory provisions on P.F., E.S.I., Gratuity, Income Tax, Profession Tax etc.

Leave:

6. As per the prevailing leave rules of Dr. L. Bullayya College. (Currently 10 days of casual leave and 5 days sick leave, annual or other vacation as declared by management) Leave or other absence of the individual from duties is permissible only with the prior permission in writing from the Management or by its Officers duly authorized on its behalf. (Emergency situations and sickness supported by medical certification may be considered as exceptions). Unutilized leave may qualify for encashment subject to the discretion of the management.

Probation:

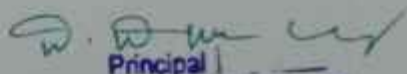
7. You will be initially placed on probation for a period of one year. It may be extended at the discretion of the management on the basis of your performance. On satisfactory completion of probation, you will be confirmed in the services of Dr. Lankapalli Bullayya College by a written order subject to rules of the College.

Medical Fitness:

8. College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

9. The nature of your duties will be as assigned by the management of Dr. L. Bullayya College, from time to time depending on changing requirements. Timings of your duties shall be decided by the management depending upon the exigencies of the college work.


Principal

**Dr.Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013.A.P.**

10. Dr. L. Bullayya College expects you to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
11. The duties shall include teaching the course assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities to the extent that is required by the appropriate authority, counseling students on academic and other matters.
12. Undertake by yourself and participate along with other teachers and students in the pursuit of knowledge, conducting research and publishing results of research, organize workshops and seminars under the overall supervision of assigned heads.

Up-gradation of Skills:

13. You may be required to upgrade your skills to suit changing needs of academics. Management may require you to participate in such programs and you may be required to enter into an agreement to give services for a minimum time period as decided by management.

Exclusivity:

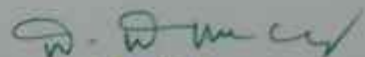
14. You will devote your entire time to the work of Dr. L. Bullayya College and will not undertake any direct/indirect business or work, honorary or remunerative except with prior written permission from the Management in each case.

Transferability:

15. Your services are liable to be transferred by Dr. L. Bullayya College at its discretion to any of its constituent departments/ any other college or organization under the management of its parent body 'Society for Collegiate education'

Termination:

16. If you wish to leave the service of the College at any time, you will be required to give a notice of one month during probation and three months after confirmation. You will be issued a letter of relief after completion of the notice period if there are no pending issues to be settled. You will be permitted to leave the services only after you obtain the letter of relief. The management may take suitable action for recovery of dues and damages if you leave without a notice or letter of relief.
17. The College Management may terminate your services at any time without assigning any reasons, by giving a notice of one month during probation and three months after confirmation. At its discretion, the college management may terminate the services with immediate effect by paying one month salary during probation and three months salary after confirmation.


Principal

Dr. Lankapalli Bullayya College of
Engineering (for Women)
D.No:52-14-70, Resuvanipalem
Visakhapatnam-530 013, A.P.

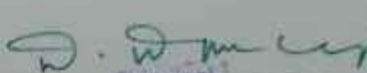
18. The College Management at any time may dispense with the services of the candidate without assigning reasons in the event of gross misconduct, indiscipline or negligence which in the opinion of the Management make you unfit to hold the post.
19. Your appointment is subject to Verification of particulars mentioned in your application. In case these particulars are found unsatisfactory or false, your services are liable to be terminated without assigning any reason or notice thereof at any time.
20. The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period of three months only or by paying salary equivalent to that period. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
21. The college may evaluate your performance on a periodic basis and if such evaluation points to your unsuitability for the post you are holding, your services may be terminated by giving you a suitable notice.

Confidentiality:

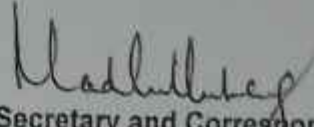
22. You shall not at any time disclose, divulge or make public any information that comes to your notice regarding various aspects of teaching, research and other activities of administration etc.
23. Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
24. You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

25. You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of Dr. L. Bullayya College that may be in force from time to time.
26. You will be responsible for the safe keeping and good condition of all properties of Dr. L. Bullayya Colleges that may be in your use, custody, care or charge. In the event of loss of any property, Dr. L. Bullayya College will have the right to assess on its own basis and recover the damages of all such material from you.


Principal
Dr. Lankapalli Bullayya College of
Engineering (for Women)
C. No 52-14-B, Respuranipalem
Vizakhapatnam-530 013 A.P.

27. You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.


Secretary and Correspondent

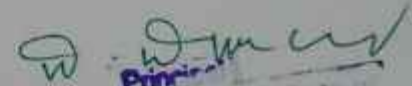
Acceptance of appointment and declaration by the appointee:

I have read and understood the above terms and conditions and having agreed to the above, convey my acceptance.

Signature :
Name : S. Hema
Date : 3rd July, 2013
Reporting Date : 3rd July, 2013

Reviewed

31/7/13


Principal
Dr. Lankapalli
Engineer
D.No:52-14-10
Visakhapatnam-533 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Admn. Office : Survey No. 44, D.No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

Tel : +91 891 2701818, 2703293 / Fax : +91 891 2714423, E-mail : lbcadmn@gmail.com

Website : www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 11.07.2019.

To
Ms. Seerapu Varalakshmi,
D.No.43-5-12/19, Bhanu Apartments,
Railway New Colony,
VISA KHAPATNAM-530016.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr. Lankapalli Bullayya College of Engineering (for Women).
Ref: Selection Committee Report dated 06.07.2019.

Vide Selection Committee Report referred above; the management is pleased to appoint **Seerapu Varalakshmi** as Assistant Professor in EEE in the Department of EEE, Dr. Lankapalli Bullayya College of Engineering (for Women) with effect from 11.07.2019.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering (for Women).

You should report to the Director/Dean/Principal concerned not later than 11.07.2019. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering (for Women) and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering (for Women)

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed S. Varalakshmi Date 11/7/19

Name S. VARALAKSHMI

Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.



Dr. L. Bullayya College of Engineering (for Women)

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Tel : +91 891 2701818, 2703293 / Fax +91 891 2714423, E-mail : bcadmn@gmail.com

Website : www.bullayyacollege.info

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

ANNEXURE-1

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING (FOR WOMEN)
VISAKHAPATNAM-13

Date: 11.07.2019

Details of Appointment

Name : Ms. Seerapu Varalakshmi
Date of birth : 17.09.1991
Qualifications : M.Tech.
Designation : Assistant Professor in EEE
Date of appointment : 11.07.2019

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent

Dr. Lankapalli Bullayya College of Engineering (for Women)

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed S. Varalakshmi Date 11/7/19

Name S. VARALAKSHMI

Principal

Dr. Lankapalli Bullayya College of Engineering (For Women)

D.No. 52-14-75, Resapuvanipalem, Visakhapatnam-530 013, A.P.

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING (FOR WOMEN)
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'



Principal

Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No: 52-14-75, Respuvanipalem
Visakhapatnam-530 013, A.P.

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

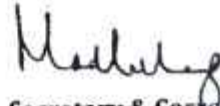

Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Rospuvanipalem,
Visakhapatnam-530 013, A.P.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent

Dr. Lankapalli Bullayya College of Engineering (for Women)

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed S. Varalakshmi on 11/7/19 (date)


Name: S. VARALAKSHMI

Tel: _____ Mobile: 9494669159 Email: varalakshmi_serapu179@gmail.com
6304604503

Current mailing address:

w/o. P. Rambabu
16-510/2, Sector-5
Pragati Nagar, Near ashreya school,
Ailova, Visakhapatnam-40.

Date of Reporting 11/7/19


Principal
Dr. Lankapalli Bullayya College of
Engineering (For Women)
D.No:52-14-75, Respuvanipalem
Visakhapatnam-530 013.A.P.



Dr. L. Bullayya College of Engineering

Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.

Dr. G. Madhu Kumar,
Secretary & Correspondent

Date: 19.11.2020

To
Mr. Chinipilli Ravi Kumar,
Quarter No.4-22-3,
A.U. Quarters, Siripuram,
VISAKHAPATNAM-530003.

Letter of Appointment

Sub Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref Selection Committee Report dated 06.11.2020.

Vide Selection Committee Report referred above, the management is pleased to appoint **Mr.Chinipilli Ravi Kumar** as Assistant Professor in EEE in the Department of EEE, Dr. Lankapalli Bullayya College of Engineering with effect from 19.11.2020.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 19.11.2020. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed CH Date 19/11/2020

Name CH. RAVI KUMAR

PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh



Dr. L. Bullayya College of Engineering

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)
Address: Office No. 52-14-75, Resapuvanipalem, Visakhapatnam-530013, A.P.
Ph: 91-9849233183, Fax: 91-9849231442, E-Mail: sec@bullayyaengg.ac.in
Website: www.bullayyaengg.ac.in

Dr. G. Madhu Kumar, B.Tech. (Elect)
Secretary & Correspondent

ANNEXURE-1
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date: 19.11.2020

Details of Appointment

Name : Mr. Chinipilli Ravi Kumar
Date of birth : 27.05.1990
Qualifications : M.E.
Designation : Assistant Professor in EEE
Date of appointment : 19.11.2020

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed CR Date 19/11/2020

Name CH Ravi Kumar

PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications, such as NET/SLET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.



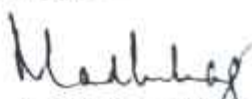
PRINCIPAL
Dr. Lankapalli Bulayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed  on 19/11/2020 (date)

Name: C. Ravikumar

Tel: _____ Mobile: 96185 85005 Email: RAVIKUMAR.Chinipilli@gmail.com

Current mailing address:

Date of Reporting 19/11/2020



PRINCIPAL
Dr. Lankapalli Bullayya College of Engineering
Door No. 52-14-75, Resapuvanipalem
Visakhapatnam-530013
Andhra Pradesh



Dr. L. Bullayya College of Engineering

(Sponsored by The Society for Collegiate Education, Visakhapatnam, A.P.)

Acad. Office, Survey No. 44, D.No. 52-14-75, Resapuraniapalem, Visakhapatnam-530013, A.P.

Tel: +91 891 2714614 / Fax: +91 891 2714423, E-mail: Secadm@bce.edu

Website: www.bullayyacollege.edu

Dr. G. Madhu Kumar, B.Tech., Ph.D.
Secretary & Correspondent

Date: 25.11.2020.

To
Ms. Dekka Gowramma,
Gavarapalem (Village & Post),
K.Kotapadu (Mandal),
VISAKHAPATNAM-District. PIN: 531022.

Sub: Establishment-Teaching Staff-Appointment of Assistant Professor, Department of EEE
(Adhoc), Dr.Lankapalli Bullayya College of Engineering-Letter of Appointment Issued.

Ref: Selection Committee Report dated 06.11.2020.

Vide Selection Committee Report referred above, the management is pleased to appoint Ms. Dekka Gowramma as Assistant Professor in the Department of EEE, Dr. Lankapalli Bullayya College of Engineering with effect from 25.11.2020.

Total Emoluments: Pay: Rs. 21,000/- (Consolidated).

You should report to the Principal concerned immediately but not later than 25.11.2020. Failure to submit the joining report before the stipulated date may result in cancellation of the appointment. You are required to submit all the Original Certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the Certificates must be submitted to be kept in your service file.

Please sign and return the enclosed copy of this letter, conveying your acceptance and report in person for duty at the College.

We welcome you to Dr.Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexure-2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed D. Gowramma Date 25/11/2020

Name Dekka Gowramma

Principal

Dr. Lankapalli Bullayya College of Engineering
D.No.52-14-75, Resapuraniapalem
Visakhapatnam-530013, Andhra Pradesh

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

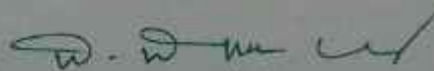
- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'



Principal

Dr. Lankapalli Bullayya College of Engineering
D.No.52-14-75, Resanunipatnam
Visakhapatnam-530013, Andhra Pradesh

Up-gradation of Skills:

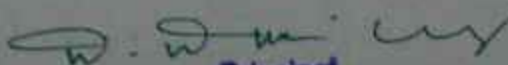
- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.


Principal

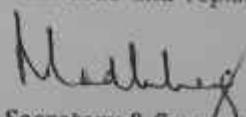
N. Lakshmi Bhattar College of Engineering
D.No.52-14-75, Resapuramipalem
Visakhapatnam-530013, Andhra Pradesh

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

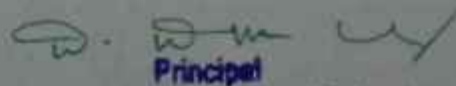
Signed D. Gowamma on 25/11/2020 (date)

Name: Dekka Gowamma

Tel: _____ Mobile: 7660085811 Email: dekkagowamma@gmail.com

Current mailing address:

Date of Reporting 25/11/2020



Principal

Jr. Lankapalli Bullayya College of Engineering
D.No.52-14-75, Resanahalli, Hampi
Visakhapatnam-531001



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 06.07.2023.

To
Sri Chappa Vinodh,
D.No.55-40-15, Simhadripuram ,
H.B.Colony,
VISAKHAPATNAM-530022.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 21.06.2023.

Vide Selection Committee Report referred above; the management is pleased to appoint **Sri Chappa Vinodh** as Assistant Professor in EEE in the Department of EEE, Dr. Lankapalli Bullayya College of Engineering with effect from 06.07.2023.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 06.07.2023. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed _____ Date _____

Name _____



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar

Secretary & Correspondent

ANNEXURE-1

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:06.07.2023.

Details of Appointment

Name : Sri Chappa Vinodh
Date of birth : 18.03.1994
Qualifications : M.Tech.,,
Designation : Assistant Professor in EEE
Date of appointment : 06.07.2023

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed _____ Date _____

Name _____

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

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- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
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 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



**Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering**

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed _____ on _____ (date)

Name:

Tel: _____ Mobile: _____ Email: _____

Current mailing address:

Date of Reporting _____



Dr. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING

The Society For Collegiate Education

Affiliated to Andhra University, Approved by AICTE

52-14-75, Resapuvanipalem, Visakhapatnam - 530 013.

Ph : 0891-2703293, 2703296

Email : principal@lbce.edu.in Website : www.lbce.edu.in

Dr. G. Madhu Kumar
Secretary & Correspondent

Date: 24.08.2023.

To
Mrs. Adi Ganeswari Kale
Flat No.203, Satya Apartments ,
Vidyanagar Colony, Old CBI,
VISAKHAPATNAM-530003.

Letter of Appointment

Sub: Establishment- Teaching Staff in Dr.Lankapalli Bullayya College of Engineering.
Ref: Selection Committee Report dated 21.06.2023.

Vide Selection Committee Report referred above; the management is pleased to appoint **Mrs.Adi Ganeswari Kale** as Assistant Professor in EEE in the Department of EEE, Dr. Lankapalli Bullayya College of Engineering with effect from 24.08.2023.

Details of appointment, pay and benefits are contained in Annexure-1 appended to this letter.

This appointment is subject to the terms and conditions as contained in the Annexure-2 to this letter and the disciplinary rules and regulations framed from time to time by the Governing Body of Dr. Lankapalli Bullayya College of Engineering.

You should report to the Principal concerned not later than 24.08.2023. Failure to join and report before the stipulated date may result in cancellation of the appointment. Sign and return the enclosed copy of this letter and annexures, conveying your acceptance and report in person for duty at the College.

Submit all the original certificates of your educational qualifications and experience for further scrutiny. In addition, a set of copies of all the certificates must be submitted which shall be kept in your service file. Submit a relieving certificate from the previous organization issued by competent authority.

We welcome you to Dr. Lankapalli Bullayya College of Engineering and look forward to a mutually beneficial association.

SECRETARY & CORRESPONDENT
Dr. Lankapalli Bullayya College of Engineering

Enclosed: Annexures 1&2.

Acceptance of Appointee:

I have read, understood and accept without any reservations the above appointment.

Signed J.A.C. Date 24/08/23

Name K.A. Ganeswari



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Dr. G. Madhu Kumar
Secretary & Correspondent

ANNEXURE-1

DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Date:24.08.2023.

Details of Appointment

Name : Mrs.Adi Ganeswari Kale
Date of birth : 26.08.1979
Qualifications : M.E.,
Designation : Assistant Professor in EEE
Date of appointment : 24.08.2023

Probation:

Initial probation period shall be 24 months. It may be extended or reduced at the discretion of the management on the basis of your performance. Upon satisfactory completion of probation, your services will be confirmed by way of a written order.

Pay & Benefits:

A. The following pay structure shall apply.

- Basic Pay: Rs.16,000/-
- Personal Basic Pay (PBP): In addition to Basic pay, additional pay shall be paid based on qualifications and accepted years of experience.
- House Rent Allowance (HRA): @ 20 % of Personal Basic Pay.
- Extra Pay (EP): Applicable for additional administrative and other duties assigned.
- Additional pay: Subject to availability of funds, as per policy decided by management, you may be eligible for incentives pay for superior performance and achievements upon evaluation by the management.
- Other: Management shall contribute towards PF, ESI & GGS as applicable.
- Deductions: Pay will be subjected to deductions as per income tax act, professional tax act, PF, ESI and other statutory provisions.

B. Paid leave is applicable as per college policy. Details may be obtained from college office.

Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering

Acceptance of Appointee:

I have read, understood and accept without any reservations the above details of appointment.

Signed _____ Date _____

Name _____

ANNEXURE-2
DR. LANKAPALLI BULLAYYA COLLEGE OF ENGINEERING
VISAKHAPATNAM-13

Terms & Conditions of Appointment

Designation:

- 1) The designation assigned to you is subject to change, depending upon work assignment and as decided by the management from time to time.

Exclusivity:

- 2) You will devote your entire time to College work only and will not be involved with any other organization and will not undertake any direct/ indirect business or work, honorary or remunerative except with prior written permission from the Management.

Medical Fitness:

- 3) College Management reserves the right to get you medically examined by any certified Medical Practitioner at the time of joining or during the tenure of your services and in case you are found medically unfit to continue, you will lose your lien on the job.

Duties and Responsibilities:

- 4) The nature of your duties will be as assigned by the College Management, from time to time depending on changing requirements. The management depending upon the exigencies of the college work shall decide timings, your duties and place of work on the campus.
- 5) You are expected to work with high standards of integrity, efficiency and excellence in teaching, research and coordinating activities of the college and any other duties assigned to you from time to time by the Management or Officers empowered on its behalf.
- 6) Duties shall include teaching courses assigned to you in a systematic manner endeavoring to attain higher standards, assisting students in co-curricular and extra-curricular activities as required and specified by management, counseling students on academic and other matters.
- 7) Undertake pursuit of knowledge, conduct research and publish results of research, organize workshops and seminars, extend consultancy services by yourself or as part of a team of teachers, students and others under the supervision of assigned heads.

Transferability:

- 8) College Management at its discretion may transfer your services to any department, college or organization associated with its parent body 'Society for Collegiate Education'

Up-gradation of Skills:

- 9) You may be required to upgrade your skills to suit changing needs of academic programs and participate in nominated skill-enhancing schemes arranged by management. To ensure that the new skills are utilized for college purpose, you may be required to enter into an agreement to render services for a minimum time period as decided by management.
- 10) While you may have been temporarily exempted from higher qualifications such as NET/ SET and doctoral level research degree, you will be required to acquire the same in a stipulated time period in order to be considered suitable for continuation in higher education and to comply with requirements of any affiliating/ accreditation/ regulatory bodies, Affiliating University, State Council of Higher Education, UGC, AICTE, NCTE, Government boards/ departments/ agencies etc.

Probation:

Initial probation period is 24 months. The Probation period continues until the candidate acquires NET/SLET qualification. The probation may be extended or reduced on the basis of performance. Upon satisfactory completion of probation, the services will be confirmed by way of a written order.

Termination:

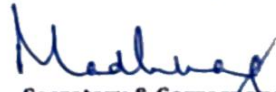
- 11) The college management or the employee may initiate termination of services without assigning any reasons by giving a notice in writing. Relief from duties shall be due at the end of an academic semester in progress or 3 months after the date of receipt of notice, whichever period is longer; this condition is strictly implemented to ensure no disruption to class work and time is available to make alternate arrangement. An academic semester is considered to be in progress from 15 days prior to the official opening date for students till the last official working day.
- 12) The college shall evaluate your performance and suitability on a periodic basis, normally once a year or as deemed necessary from time to time. If your performance is found unsatisfactory, your services may be terminated after giving you a suitable notice.
- 13) The Management is empowered to abolish the post held by you if it becomes surplus or due to the discontinuation of the course in which you are employed. The decision of the Management for abolishing the post will be communicated to the candidate. The Management will endeavor to give a suitable notice prior to the termination of the services subject however to the condition of general termination notice period, longer of three months or till the end of an academic semester. The authority for abolishing the surplus vacancies as and when it is found expedient and necessary shall vest with the management and decision of the management shall be final and binding and you will not have any lien over the job posting or alternate employment.
- 14) Your services are liable to be terminated with immediate effect without any notice period and compensation if you are found
 - a) to indulge in gross misconduct, indiscipline or negligence
 - b) to have joined employment through false certificates/ credentials
 - c) to be unsuitable or unqualified in an evaluation by an affiliating/ accreditation body or statutory/ other agencies.

Confidentiality:

- 15) At any time during the current employment or after leaving the services, you shall not disclose, divulge to any person or organization or make public any information that was used by you or that comes to your notice regarding various aspects of teaching, research, methods, techniques, policies and activities of college and its administration etc.
- 16) Any new techniques and methods developed, results of research, projects implemented, consultancy undertaken etc (executed by you or a team in which you are a member) shall remain a property of the college and you will not disclose them to any one nor utilize it for any purpose except as approved by the management.
- 17) You are advised that salary and other terms of your appointment are confidential between you and the management only. Under no circumstances, you shall disclose or discuss about your terms of appointment and salary with others, within and outside the organization.

General:

- 18) You will be governed by the service rules and regulations, including the conduct, discipline, administrative orders and any such other rules/orders of College Management that may be in force from time to time.
- 19) You will be responsible for the safekeeping and good condition of all properties of College that may be in your use, custody, care or charge. In the event of loss of any property, College will have the right to assess on its own basis and recover the damages of all such material from you.
- 20) You will communicate in writing to the Management if there is any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.
- 21) This statement of terms and conditions is applicable from now onwards and replaces any previous statements that were in force earlier.



**Secretary & Correspondent
Dr. Lankapalli Bullayya College of Engineering**

Acceptance of Terms of Appointment & Declaration by Candidate:

I have read and understood the details of appointment, terms and conditions of service as above and hereby convey my acceptance without any reservations.

Signed J.A. Gani on 24-08-23 (date)

Name: K.A. Ganeswari

Tel: - Mobile: 9491153004 Email: adiganeswari@gmail.com

Current mailing address: adiganeswari@gmail.com

Date of Reporting 21-06-23