

Terms and Conditions of your appointment letter

1. You will be on probationary period during this academic year and you are also liable to be terminated if your performance is found to be not satisfactory, during this period.
2. You should also be ready to work at Nehru Memorial Pre-University College, KVG Law College, in case of necessity.
3. Your working time is from 9.00 am to 5.00 pm regularly until further orders.
4. The management reserves the right to terminate you immediately by giving one month notice on account of indiscipline, unruly behavior or any kind of misconduct, indulged by you.
5. In matter of leave, Attendance, Discipline, and Holiday and in all other matters not specifically mentioned herein, you will be governed by the relevant rules & regulations of the institution from time to time.
6. During the period of service with the institution you shall not indulge or take part in any activities detrimental to the interest of the institution. Management reserves the right to review your work/performance and any revision in salary or promotion is subject to management discretion/depending upon your performance.
7. During the tenure of your service, you will fully devote yourself to the work assigned to you and you will not undertake any other employment informed of any change in your residential address.
8. You are not permitted to leave the institution during middle of the academic session and the management is entitled to initiate suitable legal action against you in such an event.
9. You should be ready to take the responsibility of any other academic works which may be entrusted to you by the principal.

Prof. RudraKumar M. M.
Principal, Nehru Memorial College, Sullia

I hereby accept this letter and its terms and conditions mentioned above and shall abide by all rules and regulations of the institution.

(Signature of the Employee)