



Society for Computer Technology & Research's  
**PUNE INSTITUTE OF COMPUTER TECHNOLOGY**

(Approved by A.I.C.T.E. & Government of Maharashtra, affiliated to the Savitribai  
Phule Pune University & Accredited by NBA [All UG Programs] & NAAC)  
DTE Code : 6271, AICTE permanent ID : I-5592509, AISHE code : C-42072  
Survey No. 27, Near Trimurti Chowk, Dhankawadi, Pune- 411043 (INDIA)

Tel. +91 20 24371101/8063  
Website : www.pict.edu

Fax No.: +91 20 24364741  
E-mail : principal@pict.edu

Ref: PICT/DSK/RGTR/APT/CE/ 457/2022 - 26

Date : 01/07/2022

To,  
**Ms. PRIYANKA SATISH SHAHANE**  
Flat 15, Building 38,  
Scheme 11, Sector 21,  
Yamunanagar, Nigadi, Pune 411044

**Subject:** Appointment to the post of Assistant Professor in Computer Engineering department.

Madam,

With reference to your application in response to our advertisement dated **18-05-2022** and subsequent interview held on **25-06-2022** for the post of Assistant Professor in Computer Engineering department, before the Local Selection Committee, I am pleased to inform you that the Management has appointed you as an Assistant Professor in Computer Engineering department. The terms & conditions of the appointment are as follows: -

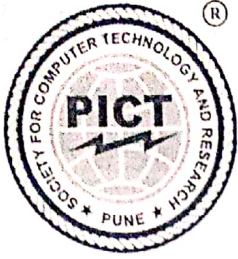
- 1) Your appointment is provisional and subject to approval from Savitribai Phule Pune University (SPPU).
- 2) Your services will be governed by the a) Statutes, Ordinances and Rules of Savitribai Phule Pune University, b) Rules and Regulations of the Government of Maharashtra, c) U.G.C. guidelines, d) Rules, Policies, lawful orders, and the procedures of P.I.C.T., which are in existence and as amended/changed/revised from time to time.
- 3) Your appointment will be on **ad hoc** basis for the Academic Year 2022-23 only (i.e. up to 30-06-2023).
- 4) Your appointment will automatically stands cancelled / terminated on 30-06-2023, after office hours or on the date of interview of regular recruitment process, whichever is earlier, without any lieu of notice (You shall have to get selected in the interview before the Selection Committee appointed by Savitribai Phule Pune University).
- 5) You shall not claim permanency or regularization of the post, against the Institute / College. During the period of your appointment, the Institute shall have right to terminate your service without any lieu notice or without assigning any reasons thereof.
- 6) You are placed in the pay band of Rs. 15600-39100, Pay Rs.15,600+ Academic Grade Pay (AGP) Rs. 6,000 per month.
- 7) Provident Fund is applicable as per rules.
- 8) The payment of your salary shall be subject to the deduction of Income Tax, payable on the income from your salary.
- 9) For the timing slot of your work and duties are to be performed, you shall have to contact the Head of the Department (HoD) and get further information in this regard. You will have to work in any timing slot as directed by the HoD/Principal/Director/Management and the Management's decision shall be binding upon you.
- 10) In case you remain absent continuously for Ten days without prior sanction of leave/written intimation and express approval, your services will stand terminated automatically without any lieu of notice.
- 11) If you are indulged in the act of gross negligence or in the act of grave and serious misconduct, which may be detrimental to the interest of the Management and the Institute, or you have indulged in the immoral act, which may tarnish the name and fame of the Institute, then your services shall have to come to an end with immediate effect and without any lieu of notice.
- 12) During the period of your service, you shall not directly or indirectly do such things and involve yourself, which are subversive to discipline and the interest of the Society / University / Institute / Students.
- 13) You are required to give the correct mailing address (present and permanent) as soon as you join the duties and any change in the address given earlier should be communicated to the Principal. It will be presumed that, any letter sent by the Institute by Registered Post or Speed Post on the address given, shall be deemed to have been acknowledged duly signed by you.
- 14) You will not conduct or engage yourself in private tuitions or private coaching classes or private consultancy, being a full-time employee of this Institute.

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Ms. PRIYANKA SATISH SHAHANE appointed as Assistant Professor in Computer Engineering Department  
P:F-HR/09 Signature for acceptance of the terms and conditions of appointment \_\_\_\_\_







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- 15) You will not engage yourself in any other full time, part time, honorary, paid job / consultancy, or otherwise during the continuance of service in this Institute. If your spouse/Children/Parents/siblings having any business/company/Institution that may directly or indirectly associated / connected with PICT, you should declare the same.
- 16) You will not appear for any examinations, interview, etc., without prior permission of the Management while in the service of this Institute.
- 17) You will not take any part in political activity.
- 18) If you want to leave the service during the tenure of your appointment, you will have to give one month's notice or one month's Pay+AGP, in lieu of the notice.
- 19) **You will not directly or indirectly involve yourself in any anti-Management activities.**
- 20) Your behavior with colleagues and entire college staff should be polite, co-operative, and gentle.
- 21) You will not join or form any union or organization amongst yourself and colleagues.
- 22) You will not process any letter on any issues against the Director /Principal/Management/Institute, to any Authorities and also should not personally approach any Authorities connected to the Institute / Society without prior permission of the Director/Principal. You should not write email / approach Authorities like AICTE, DTE, S.P.P.U., GoM, UGC, in any matter without prior permission from Director/Principal.
- 23) You will put your grievances to the Management through Director, Principal, and Grievance redressal cell only.
- 24) You will have to carry out the duties / work assigned to you by the Management, Director, Principal, and HoD, besides your teaching work / routine work / action plan.
- 25) During your employment with this Institute, you should obtain prior permission of the Management to appear for any examinations, interview, etc. If it is found that, you have applied elsewhere without prior permission of the Management and your tendering of resignation even by giving the due notice to the Management, the Management shall have right to impose the damage/penalty of three month's salary on you before issuing the Relieving Letter or otherwise you may not be relieved from the service of the Institute.
- 26) You shall not accept any contribution or otherwise associate yourself with the raising of any funds or make any other collections whether in cash or in kind or accept or demand any object whatsoever or accept or demand any subscription from any association / staff/ student or from their guardians. You shall not enter into any monetary transaction with any student or his/her parents or any pecuniary advantage for personal gains and you shall not misuse your position.
- 27) You should not disclose the confidential information (if any) related to your service conditions / Institute.
- 28) Your services shall be liable to be transferred from one department to another department / one place to another / from one college to another of this Management or any other Institutes of this Management.
- 29) **If any information given in the application form found incorrect or contradictory at any time after the appointment, your services will be terminated without any lieu of notice and no further correspondence will be entertained in this regard.**
- 30) **If you are found guilty of violation of any terms and conditions as applicable to you, your services will stand terminated automatically without any lieu of notice and no further correspondence will be entertained then.**  
In case, the above terms & conditions of service are acceptable to you, then please return the duplicate copy of this offer of appointment after affixing you signatures on the same in token of your acceptance and present yourself for duty.

I/c Principal

**I/c Principal**

**SCTR's Pune Institute of Computer Technology**



**Director**

**SCTR's Pune Institute of Computer Technology**

Ms. PRIYANKA SATISH SHAHANE appointed as Assistant Professor in Computer Engineering Department  
P:F-HR/09 Signature for acceptance of the terms and conditions of appointment