2.4 Teacher Profile and Quality

2.4.1. Average percentage of full time teachers against sanctioned posts during this year

2023-2024

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi. Affiliated to Anna University, Chennai)

ANGUCHETTYPALAYAM, PANRUTI – 607 106.

Abstract - Staff count - Department wise

Programme Name	Programme Code	Total number of Students as per intake (II,III,IV)	AICTE Ratio (Staff: Student)	No. of Sanctioned Posts	Number of Full Time Teachers
B.E-Mechanical Engineering	**114**	60+60+60=180	1:20	9	9
B.E-Electronics and Communication Engineering	**106**	60+60+60=180	1:20	9	9
B.E-Electrical and Electronics Engineering	**105**	60+60+60=180	1:20	9	9
B.E-Computer Science and Engineering	**104**	60+60+60=180	1:20	9	9
Science and Humanities	Common	240	1:20	15	15
TOTAL				**51**	**51**

Dr.R.AROKIADASS, M.E., Ph.D.,
Principal,
St.Anne's College of Engineering & Technology
ANGUCHETTYPALAYAM,
Siruvathur-(Post), Panruti-(T.k),
Cuddalore-(Dist). Pin 607 110.

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi. Affiliated to Anna University, Chennai)

ANGUCHETTYPALAYAM, PANRUTI – 607 106.

Circular for list of faculties Approved by Competent Authority

ST. ANNE'S
COLLEGE OF ENGINEERING AND TECHNOLOGY
(A Unit of the Sisters of St. Anne, Trichy)
(Approved by AICTE, New Delhi. Affiliated to Anna University, Chennai)
(An ISO 9001 : 2015 Certified Institution)
Anguchettypalayam, Panruti -Taluk, Cuddalore District - 607106
Phone: 04142-242661, 243661. Mobile: 9442389466
Web site: www.stannescet.ac.in Email: stannescet@gmail.com
Lr. From AICTE File No. 07/08/TN/E&T/2009/20

Ref: Ref: SANCET/ADM/CIR/2023-24/01

CIRCULAR

I hereby inform that the enlisted faculty members are bonafide faculty of our Institution for the academic year 2023-24.

Encl: List of Eligible Faculty members

Principal

Dr.R.AROKIADASS, M.E., Ph.D.,
Principal,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-(Post), Panruti-(T.k),
Cuddalore-(Dist), Pin: 607 110.

Copy

1. Rev. Secretary for her kind information
2. Vice Principal
3. All Hod's - To be circulated among staff members
4. File

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi. Affiliated to Anna University, Chennai)

ANGUCHETTYPALAYAM, PANRUTI – 607 106.

AICTE Copy of Faculty – Student Ratio

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi. Affiliated to Anna University, Chennai)

ANGUCHETTYPALAYAM, PANRUTI – 607 106.

APPROVAL PROCESS HANDBOOK 2023-24

Azadi Ka Amrit Mahotsav

G20 भारत 2023 INDIA

अखिल भारतीय तकनीकी शिक्षा परिषद

ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

APPENDIX-7

Norms for Faculty Requirements and Cadre Ratio of the Technical Institutions

7.1 Diploma/ Post Diploma Certificate Programme

Programme	Faculty: Student based on Approved Intake	Principal/ Director	Head of the Department	Faculty	Total
		A	B	C	D = A+B+C
Engineering and Technology/ AppliedArts and Crafts Design/ HotelManagement and Catering Technology	1:25	1	1 per Department	(S/ 25) – 1	S/25
S - Sum of the number of students as per "Approved Intake" at all years					

7.2 Under Graduate Degree Programme

Programme	Faculty: Student based on Approved Intake	Principal/ Director	Professor	Associate Professor	Assistant Professor	Total
		A	B	C	D	A+B+C+D
Engineering and Technology	1:20	1	$\frac{S}{20xR}-1$	$\frac{S}{20xR}x\,2$	$\frac{S}{20xR}x\,6$	$\frac{S}{20}$
Planning	1:16	1	$\frac{S}{16xR}-1$	$\frac{S}{16xR}x\,2$	$\frac{S}{16xR}x\,6$	$\frac{S}{16}$
Applied Arts and Crafts	1:15	1	$\frac{S}{15xR}-1$	$\frac{S}{15xR}x\,2$	$\frac{S}{15xR}x\,6$	$\frac{S}{15}$
Design	1:15	1	$\frac{S}{15xR}-1$	$\frac{S}{15xR}x\,2$	$\frac{S}{15xR}x\,6$	$\frac{S}{15}$
Hotel Management and Catering Technology	1:20	1	$\frac{S}{20xR}-1$	$\frac{S}{20xR}x\,2$	$\frac{S}{20xR}x\,6$	$\frac{S}{20}$
S - Sum of the number of students as per "Approved Intake" for all years, R = (1+2+6)=9						

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY
(Approved by AICTE, New Delhi. Affiliated to Anna University, Chennai)
Accredited by NAAC
ANGUCHETTYPALAYAM, PANRUTI – 607 106.

APPOINTMENT ORDER

ST.ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(A Unit of the Sisters of St. Anne, Trichirapalli)

Anguchettypalayam,Siruvathur Post, Panruti -Taluk, Cuddalore District.

Phone: 04142-242661, 243661 Email id: stannescet@gmail.com

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Appointment Order **01.07.2013**

Dear Sir/Madam **Mr.R.AROKIADASS,**

We are happy to appoint you as Professor in the department of Mechanical Engineering of St. Anne's College of Engineering and Technology.

1. Your salary is fixed in the scale of pay Rs.37400 - 67000 with Basic pay of Rs.37,400/- plus 20% DA, Rs.3000 HRA, Rs.2120 Other allowances (Total Rs.50,000
2. Your service conditions will be governed by the Tamilnadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of Two years. During the period of probation, your service will be terminated with one month notice without assigning specific reasons, if your services are found to be unsatisfactory. After successful completion of the probation your salary will be revised.
4. For any reason, if you want to relive from the institution, you have to give two months prior notice, or otherwise pay 2 months salary.
5. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
6. The discipline of the students are one of our prime responsibilities.
7. Your end aim should be the welfare of the students and the institution.
8. You must work for the academic students results and placement activities and Admission activities.
9. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
10. You should discuss all administrative, academic matters with the Principal.

If you agree to the above conditions please sign this order and return a copy to the management. You are requested to report duty on or before 01.07.2013.We wish you all the best throughout your career. May the almighty bless you abundantly.

Copy to:

1. Individual
2. Accounts section.

1-7-13

Secretary

Secretary
St. Anne's College of Engineering & Technology.
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607

Received
R. Arokiadass
1.7.13

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(A Unit of the Sisters of St. Anne, Trichirapalli.)

Anguchettypalayam, Siruvathur Post, Panruti Taluk - 607 110. Cuddalore District.

Phone : 04142 - 242661, 243661 **Email id : stannescet@gmail.com**

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Appointment Order **02-05-2014**

Dear Sir/Madam **Dr.R.AROKIADASS,**

We are happy to appoint you as Professor and Principal of St. Anne's College of Engineering and Technology.

1. Your salary is fixed in the scale of pay Rs.37400 - 67000 with Basic pay of Rs.48,000/- plus 50% DA, Rs.8,000 Other allowances (Total Rs.80,000). You will be given a transportation allowances and medical allowances of Rs.20,000/- per month.
2. Your service conditions will be governed by the Tamilnadu State rules as applicable to private unaided institutions as per AICTE norms.
3. Based on the Performance during the service your salary will be revised.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. The discipline of the students are one of our prime responsibilities.
6. Your end and aim should be the welfare of the students and the institution.
7. You must work for the academic students results and placement activities and Admission activities.
8. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
9. You should discuss all administrative, academic matters with the Secretary.

If you agree to the above conditions please sign this order and return a copy to the management. You are requested to report duty on or before 02.05.2014.We wish you all the best throughout your career. May the almighty bless you abundantly.

Copy to :

1. Individual
2. Accounts section.

Sr. Xm Thangam

(SR.XAVIER MARIA THANGAM)
Secretary,
St.Anne's College of Engineering & Technology.
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110.

Received on 2.5.14
R. Rajakeen
2/5/14

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(A Unit of the Sisters of St. Anne, Trichirapalli.)

Anguchettypalayam, Siruvathur Post, Panruti Taluk - 607 110. Cuddalore District.

Phone : 04142 - 242661, 243661 **Email id : stannescet@gmail.com**

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Appointment Order **04.06.2014**

Dear Sir/Madam **D.OMMURUGADHASAN**

We are happy to appoint you as Associate Professor in the department of Mechanical Engineering of St. Anne's College of Engineering and Technology.

1. Your salary is fixed in the scale of pay Rs.37400-67000 with Basic pay of Rs.37400/- plus AGP Rs.3000, DA 10%, Rs.560 Other Allowances (Total Rs.45,000/-).
2. Your service conditions will be governed by the Tamilnadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of Two years. During the period of probation, your service will be terminated with one month notice without assigning specific reasons, if your services are found to be unsatisfactory. After successful completion of the probation period you will be in the regular service.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. The discipline of the students are one of our prime responsibilities.
6. Your end aim should be the welfare of the students and the institution.
7. You must work for the academic students results and placement activities and Admission activities.
8. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
9. You should discuss all administrative, academic matters with the Principal.

If you agree to the above conditions please sign this order and return a copy to the management. You are requested to report duty on or before 02.07.2014.We wish you all the best throughout your career. May the almighty bless you abundantly.

Copy to:

1. Individual
2. Accounts section.

Sr. Am Mangam

(SR.XAVIER MARIA THANGAM)

Secretary,
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110.

Received
4/6/14.

ST.ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(A Unit of the Sisters of St. Anne, Trichirapalli)

Anguchettypalayam,Siruvathur Post, Panruti -Taluk, Cuddalore District.

Phone: 04142-242661, 243661 Email id: stannescet@gmail.com

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Date: 01.06.2011

Appointment Order

Dear Sir/Madam **Mr.R.SASIKUMAR,**

We are happy to appoint you as Assistant Professor in the department of Mechanical Engineering of St. Anne's College of Engineering and Technology.

1. Your salary is fixed in the scale of pay Rs.15600- 39100 with Basic pay of Rs.15600/- plus Rs.750 AGP, with 6 Increments of 3% each and 10% DA (Total Rs.21,222). You will be provided with transportation facilities and other benefits including PF after confirmation.
2. Your service conditions will be governed by the Tamilnadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of One year. During the period of probation, your service will be terminated with three months notice or three months salary, without assigning specific reasons, if your services are found to be unsatisfactory. After successful completion of the probation your salary will be revised.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. Your end and aim should be the welfare of the students and the institution.
6. The disciplines of the students are one of your prime responsibilities.
7. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
8. You should discuss all administrative matters with the Principal.
9. You are governed by service rules of college and retire at the age of sixty.

If you agree to the above conditions please sign this order and return a copy to the management. You are to report to duty on or before 1st July 2011.

Copy to :

1. Individual
2. Accounts
3. Section

Recieved & Accepted.
R. Sasi 1/6/11

Sr. Wellgrise 01.06.2011

Secretary
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110

ST.ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Phone: 04142-242661, 243661 Email id: stannescet@gmail.com

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Rs. 20143/-

Appointment Order

Order No.TFR/MECH 01/2011 Date: 11.07.2011

Thiru/~~Tmt~~. **P.MURUGAN** son/~~daughter~~ /~~wife~~ of Thiru K.Pannerselvam is appointed temporarily on probation as **Assistant Professor** w.e.f.**14.07.2011** in the department of **Mechanical Engineering** of this Institution. He is fixed in the pay band of Rs.15600-39100 plus usual allowances as admissible under the SACET pay norms from time to time subject to terms and conditions of employment framed by the management.

He is directed to report to duty latest by **14.07.2011** failing which his appointment shall stand cancelled without any further communication. This appointment is temporary and on provisional basis for two years from the date of joining and further subject to verification of character and antecedents by the management. This appointment is also subject to verification of qualification / documents/certificates by the concerned Authorities.

Accepted and copy Received

P. Murugan

11/7/11

Secretary

St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk.
Cuddalore-Dist, 607 .

ST.ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Rs. 25000/-

Appointment Order

Order No.TFR/MECH 01/2012 Date: 11.01.2012

Thiru/Tmt. **K.SHANMUGA ELANGO** son/daughter /wife of Thiru S.Kothandapani is appointed temporarily on probation as **Assistant Professor** in the department of **Mechanical Engineering** of this Institution w.e.f.**18.01.2012**. He is fixed in the pay band of Rs.15600-39100 plus usual allowances as admissible under the SACET pay norms from time to time subject to terms and conditions of employment framed by the management.

He is directed to report to duty latest by **18.01.2012** failing which his appointment shall stand cancelled without any further communication. This appointment is temporary and on provisional basis for two years from the date of joining and further subject to verification of character and antecedents by the management. This appointment is also subject to verification of qualification / documents/certificates by the concerned authorities.

Secretary
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110

Accepted and copy received

by

18/1/12

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(A Unit of the Sisters of St. Anne, Trichirapalli.)

Anguchettypalayam, Siruvathur Post, Panruti Taluk - 607 110. Cuddalore District.

Phone : 04142 - 242661, 243661 Email id : stannescet@gmail.com

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Appointment Order **04.06.2014**

Dear Sir/Madam **K.SARAVANAN**

We are happy to appoint you as Assistant Professor in the department of Mechanical Engineering of St. Anne's College of Engineering and Technology.

1. Your salary is fixed in the scale of pay Rs.15600-39100 with Basic pay of Rs.21194/- plus AGP Rs.750, DA 10%, Rs.862 Other Allowances (Total Rs.25,000/-).
2. Your service conditions will be governed by the Tamilnadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of Two years. During the period of probation, your service will be terminated with one month notice without assigning specific reasons, if your services are found to be unsatisfactory. After successful completion of the probation period you will be in the regular service.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. The discipline of the students are one of our prime responsibilities.
6. Your end aim should be the welfare of the students and the institution.
7. You must work for the academic students results and placement activities and Admission activities.
8. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
9. You should discuss all administrative, academic matters with the Principal.

If you agree to the above conditions please sign this order and return a copy to the management. You are requested to report duty on or before 02.07.2014.We wish you all the best throughout your career. May the almighty bless you abundantly.

Copy to:

1. Individual
2. Accounts section.

Sr. Am Mangam

(SR.XAVIER MARIA THANGAM)

Secretary,
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110.

Received
K. Saravanan
04/06/2014

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(A Unit of the Sisters of St. Anne, Trichirapalli.)

Anguchettypalayam, Siruvathur Post, Panruti Taluk - 607 110. Cuddalore District.

Phone : 04142 - 242661, 243661 **Email id : stannescet@gmail.com**

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Appointment Order

03.07.2013

Dear Sir/Madam **A.JOSEPHINE MARY**

We are happy to appoint you as Pro-term Lecturer in the department of Mechanical Engineering of St. Anne's College of Engineering and Technology.

1. Your salary is fixed in the scale of pay Rs.10000-15200 with Basic pay of Rs.10000/- plus AGP Rs.1000, 10% DA, Rs.2900 Other Allowances (Total Rs.15,000/-).
2. Your service conditions will be governed by the Tamilnadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of Two years. During the period of probation, your service will be terminated with one month notice without assigning specific reasons, if your services are found to be unsatisfactory. After successful completion of the probation period you will be in the regular service.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. The discipline of the students are one of our prime responsibilities.
6. Your end aim should be the welfare of the students and the institution.
7. You must work for the academic students results and placement activities and Admission activities.
8. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
9. You should discuss all administrative, academic matters with the Principal.

If you agree to the above conditions please sign this order and return a copy to the management. You are requested to report duty on or before 03.07.2013.We wish you all the best throughout your career. May the almighty bless you abundantly.

Copy to :

1. Individual
2. Accounts section.

Sr. Xm Mangam

(Sr.XAVIER MARIA THANGAM)
Secretary,
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Phone : 04142 - 242661, 243661 Email id : stannescet@gmail.com

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

LETTER OF APPOINTMENT

Dear Sir R. Jayakumar Date: 02-01-2017

Based on your application dated 30/12/2016 and interview held on 02/01/2017, we are happy to appoint you as an Assistant Professor in the Department of Mechanical Engineering in St.Anne's college of Engineering & Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.10,000/- per month.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your Qualifying degree or other certificates and experience Certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You will be paid a consolidated salary per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

5. You shall not apply for any job outside while in your service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

6. You shall be eligible for 12 days of casual leave and the leave application shall be approved by the Principal only. You will report to the Principal and the secretary.

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Phone : 04142 - 242661, 243661 Email id : stannescet@gmail.com

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

7. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

8. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your services are terminated for any misconduct/indiscipline.

9. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

10. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

11. If the details furnished by you in your application regarding your qualification, previous experience, employment, etc are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

12. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

13. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment Letter.

2-1-17

Secretary,
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110.

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Anguchettypalayam, Siruvathur Post, Panruti Taluk - 607 110. Cuddalore District.

Phone : 04142 - 242661, 243661 Email id : stannescet@gmail.com

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

By signing below. I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St.Anne's College of Engineering & Technology , Panruti and agree to put forth my best efforts to support the goals and objectives of the college.

I am reporting for duty on 02-01-2017

Date: 02-01-2017 Signature: R. Jayakumar

Place: PANRUTI Name of Employee: R. JAYAKUMAR

ST. ANNE'S
COLLEGE OF ENGINEERING AND TECHNOLOGY
(A Unit of the Sisters of St. Anne, Trichy)
(Approved by AICTE, New Delhi. Affiliated to Anna University, Chennai)
(An ISO 9001 : 2015 Certified Institution)
Anguchettypalayam, Panruti -Taluk, Cuddalore District - 607106
Phone: 04142-242661, 243661. Email: stannescet@gmail.com
Lr. From AICTE File No. 07/08/TN/E&T/2009/20

LETTER OF APPOINTMENT

Dear Mr. **M. SIVAMANIKANDAN** Date: 25-08-2020

Based on the interview held on 24-08-2020, we appoint you as Assistant Professor in the Department of Mechanical Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.15,600 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

ST. ANNE'S
COLLEGE OF ENGINEERING AND TECHNOLOGY
(A Unit of the Sisters of St. Anne, Trichy)
(Approved by AICTE, New Delhi. Affiliated to Anna University, Chennai)
(An ISO 9001 : 2015 Certified Institution)
Anguchettypalayam, Panruti -Taluk, Cuddalore District - 607106
Phone: 04142-242661, 243661. Email: stannescet@gmail.com

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110.

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By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on 25-08-2020.....

Date: 25-08-2020 Signature: M. Sivamanikandan

Place: PANRUTI Name of Employee: M. SIVAMANIKANDAN

Annai Velankanni Educational and Social Society
Reg. No. 30/85
Anguchettypalayam,Siruvathur Post,
Panruti -Taluk, Cuddalore District.
Phone No. 04142-242153, 242551, 315887

SECRETARY

Date: 03-05-2009

Appointment Order

Dear **Sr. S.Anita**

We are happy to appoint you as Lecturer of St. Anne's College of Engineering and Technology.

1. Your salary is fixed at 8000 in the scale of pay 8000-275-13500 plus all allowances at the State Government and AICTE norms i.e., 50% DP, 64% DA, Rs.180 CCA and Rs.700 HRA. You will be provided with transportation facilities and other benefits including PF after confirmation.
2. Your service conditions will be governed by the Tamilnadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of One year. During the period of probation, your service will be terminated with three months notice or three months salary, without assigning specific reasons. After successful completion of the probation your salary will be revised.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. Your end and aim should be the welfare of the students and the institution.

Annai Velankanni Educational and Social Society
Reg. No. 30/85
Anguchettypalayam,Siruvathur Post,
Panruti -Taluk, Cuddalore District.
Phone No. 04142-242153, 242551, 315887

SECRETARY

6. Being the academic person you will be responsible for all the academic activities of the College. The disciplines of the students are one of your prime responsibilities.
7. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
8. You should discuss all academic and administrative matters with the Principal.
9. You are governed by service rules of college and retire at the age of sixty.

If you agree to the above conditions please sign this order and return a copy to the management. You are to report to duty on or before 13th May 2009.

Sr. Willypse

SECRETARY
Annai Velankanni Educational
and Socel Society,
Anguchettypalayam, Panruti-Tk
Cuddalore-Dist. Pin: 607 110

Copy to:

1. Individual.
2. Accounts.
3. Section.

accepted & Received.
Su. A
3/5/09.

ST. ANNE'S
COLLEGE OF ENGINEERING AND TECHNOLOGY
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Phone: 04142-242661, 243661. Email: stannescet@gmail.com

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

PROMOTION ORDER

To **03-06-2019**

Dr. Sr. S. Anita,
Assistant Professor,
Department of Electronic and communication Engineering,
ST.Anne's CET, Anguchettypalayam.

Sub: Promotion – Teaching Faculty – Reg.

We are pleased to inform you that you have been promoted from Assistant Professor to **Associate Professor** in the Department of Electronic and communication Engineering w.e.f. 03-06-2019 FN with same salary.

All the other terms and conditions of your appointment remain unchanged.

Please accept our personal congratulations on this well – deserved recognition of your continuing excellent contributions and commitment to our college.

Secretary,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur - Post, Panruti -TK
Cuddalore-Dist, -607 110.

ST.ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Phone: 04142-242661, 243661 **Email id: stannescet@gmail.com**

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

01-06-2010

Appointment Order

Dear Sir/Madam **D. Uma Maheswari**

We are happy to appoint you as Lecturer of St. Anne's College of Engineering and Technology.

1. Your salary is fixed at 10000 in the scale of pay 10000-325-15200 plus 50% DA. You will be provided with transportation facilities and other benefits including PF after confirmation.
2. Your service conditions will be governed by the Tamil Nadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of One year. During the period of probation, your service will be terminated with three months notice or three months salary, without assigning specific reasons. After successful completion of the probation your salary will be revised.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. Your end and aim should be the welfare of the students and the institution.

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SECRETARY

6. Being the academic and administrative person, you will be responsible for all academic and administrative activities of the College. The disciplines of the students are one of your prime responsibilities.
7. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
8. You should discuss all academic and administrative matters with the Principal.
9. You are governed by service rules of college and retire at the age of sixty.

If you agree to the above conditions please sign this order and return a copy to the management. You are to report to duty on or before 1st July 2010.

Accepted & Received.
D. 1/6/10.

Sd. Willyrose

Secretary
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110

Copy to:

1. Individual.
2. Accounts.
3. Section.

ST.ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

07-03-2010

Appointment Order

Dear Sir/madam **S. Balabaskar**

We are happy to appoint you as Lecturer of St. Anne's College of Engineering and Technology.

1. Your salary is fixed at 8000 in the scale of pay 8000-275-13500 plus 25% DA . You will be provided with transportation facilities and other benefits including PF after confirmation.
2. Your service conditions will be governed by the Tamil Nadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of One year. During the period of probation, your service will be terminated with three months notice or three months salary, without assigning specific reasons. After successful completion of the probation your salary will be revised.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. Your end and aim should be the welfare of the students and the institution.

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SECRETARY

6. Being the academic person you will be responsible for all the academic activities of the College. The disciplines of the students are one of your prime responsibilities.
7. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
8. You should discuss all academic and administrative matters with the Principal.
9. You are governed by service rules of college and retire at the age of sixty.

If you agree to the above conditions please sign this order and return a copy to the management. You are to report to duty on or before July 1St 2010

Sr. Williges
Secretary
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 ...0

Copy to:

1. Individual.
2. Accounts.
3. Section.

accepted & Received
S. Bala Baskar
7/3/10

ST.ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Anguchettypalayam,Siruvathur Post, Panruti -Taluk, Cuddalore District.

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Appointment Order **30.05.2013**

Dear Sir/Madam **Mr.R.RADHAKRISHNAN,**

We are happy to appoint you as Assistant Professor in the department of Electronics and Communication Engineering of St. Anne's College of Engineering and Technology.

1. Your salary is fixed in the scale of pay Rs.15600-39100 with Basic pay of Rs.15600/- plus 10% DA, Rs.840 HRA, (Total Rs.18,000).
2. Your service conditions will be governed by the Tamilnadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of Two years. During the period of probation, your service will be terminated with one month notice without assigning specific reasons, if your services are found to be unsatisfactory. After successful completion of the probation your salary will be revised.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. The discipline of the students are one of our prime responsibilities.
6. Your end aim should be the welfare of the students and the institution.
7. You must work for the academic students results and placement activities and Admission activities.
8. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
9. You should discuss all administrative, academic matters with the Principal.

If you agree to the above conditions please sign this order and return a copy to the management. You are requested to report duty on or before 03.07.2013.We wish you all the best throughout your career. May the almighty bless you abundantly.

Copy to :

1. Individual
2. Accounts section.

Secretary

St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110

Accept the conditions.

R. [signature]

03.06.13

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(A Unit of the Sisters of St. Anne, Trichirapalli.)

Anguchettypalayam, Siruvathur Post, Panruti Taluk - 607 110. Cuddalore District.

Phone : 04142 - 242661, 243661 **Email id : stannescet@gmail.com**

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Appointment Order

04.06.2014

Dear Sir/Madam **B.MARY AMALA JENNI**

We are happy to appoint you as Assistant Professor in the department of Electronics and Communication Engineering of St. Anne's College of Engineering and Technology.

1. Your salary is fixed in the scale of pay Rs.15600-39100 with Basic pay of Rs.15600/- plus AGP Rs.750, Rs.650 Other Allowances (Total Rs.17,000/-).
2. Your service conditions will be governed by the Tamilnadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of Two years. During the period of probation, your service will be terminated with one month notice without assigning specific reasons, if your services are found to be unsatisfactory. After successful completion of the probation period you will be in the regular service.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. The discipline of the students are one of our prime responsibilities.
6. Your end aim should be the welfare of the students and the institution.
7. You must work for the academic students results and placement activities and Admission activities.
8. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
9. You should discuss all administrative, academic matters with the Principal.

If you agree to the above conditions please sign this order and return a copy to the management. You are requested to report duty on or before 02.07.2014.We wish you all the best throughout your career. May the almighty bless you abundantly.

Copy to:

1. Individual
2. Accounts section.

Sr. Am Thangam

(SR.XAVIER MARIA THANGAM)

Secretary,

St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110.

Accepted,

B. Mary Amala Jenni

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

LETTER OF APPOINTMENT

Dear Sir/Madam V.VENKATESAN **Date: 01-07-2015**

Based on your application dated 12/11/2014 and interview held on 16/05/2015, we are happy to appoint you as an Assistant Professor in the Department of Electronics and Communication Engineering in St.Anne's college of Engineering & Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period your salary is fixed as Rs.15,600/- per month.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your Qualifying degree or other certificates and experience Certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You will be paid a consolidated salary per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

5. You shall not apply for any job outside while in your service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

6. You shall be eligible for 12days of casual leave and the leave application shall be approved by the Principal only. You will report to the Principal and the secretary.

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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SECRETARY

7. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

8. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your services are terminated for any misconduct/indiscipline.

9. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

10. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

11. If the details furnished by you in your application regarding your qualification, previous experience , employment , etc are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

12. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

13. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment Letter.

1.7.15

Secretary,
St. Anne's College of Engineering & Technology
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti
Cuddalore-Dist, 607 110.

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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SECRETARY

By signing below. I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St.Anne's College of Engineering & Technology , Panruti and agree to put forth my best efforts to support the goals and objectives of the college.

I am reporting for duty on ...1-7-15.....

Date: 1-7-15 Signature: V. Venkatesan

Place: ST ANNE'S COLLEGE Name of Employee: V. VENKATESAN

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(A Unit of the Sisters of St. Anne, Trichirapalli.)

Anguchettypalayam, Siruvathur Post, Panruti Taluk - 607 110. Cuddalore District.

Phone : 04142 - 242661, 243661 Email id : stannescet@gmail.com

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

LETTER OF APPOINTMENT

Dear Sir/Madam S.DURAI RAJ **Date: 05-07-2017**

Based on your application dated 20/06/2017 and interview held on 28/06/2017, we are happy to appoint you as an Assistant Professor in the Department of Electronics and Communication Engineering in St.Anne's college of Engineering & Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.11,000/- per month.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your Qualifying degree or other certificates and experience Certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You will be paid a consolidated salary per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

5. You shall not apply for any job outside while in your service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

6. You shall be eligible for 12 days of casual leave and the leave application shall be approved by the Principal only. You will report to the Principal and the secretary.

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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SECRETARY

7. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

8. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your services are terminated for any misconduct/indiscipline.

9. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

10. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

11. If the details furnished by you in your application regarding your qualification, previous experience, employment, etc are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

12. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

13. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment Letter.

Secretary,
St. Anne's College of Engineering & Technology
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk.
Cuddalore-Dist, 607 110.

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SECRETARY

By signing below. I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St.Anne's College of Engineering & Technology , Panruti and agree to put forth my best efforts to support the goals and objectives of the college.

I am reporting for duty on .....05/07/2017...

Date: 05/07/2017

Signature: S. Durai

S. DURAI RAJ

Name of Employee:

Place: Anguchettipalayam

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

LETTER OF APPOINTMENT

Dear Sir Mr. B. ARUN KUMAR Date: 17-12-2018

Based on the interview held on 07-12-2018, we appoint you as an Assistant Professor in the Department of Electronics and Communication Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.18,000/- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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SECRETARY

6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Sr. Thangam 11/12/2018

Secretary,
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110.

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(A Unit of the Sisters of St. Anne, Trichirapalli.)

Anguchettypalayam, Siruvathur Post, Panruti Taluk - 607 110. Cuddalore District.

Phone : 04142 - 242661, 243661 **Email id : stannescet@gmail.com**

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on ...17.12.2018.....

Date: 17.12.2018 Signature: B. Arunkumar

Place: ANGUCHETTYPALAYAM. Name of Employee: B. ARUNKUMAR

ST. ANNE'S
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Phone: 04142-242661, 243661. Mobile: 9442389466
Web site: www.stannescet.ac.in Email: stannescet@gmail.com
Lr. From AICTE File No. 07/08/TN/E&T/2009/20

LETTER OF APPOINTMENT

A. SAMADHANAPRIYA

Date: 02-08-2023

Based on the interview held on 03-07-2023, we appoint you as Assistant Professor in the Department of Electronics and Communication Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.15,600 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur - Post, Panruti -TK
Cuddalore-Dist, -607 110.

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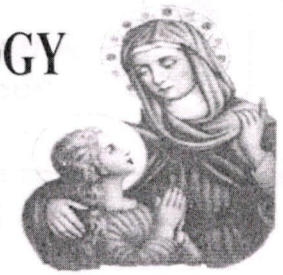

By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on ....2.8.2023.....

Date: 2.8.2023

Name of Employee: A. SAMADHANAPRIYA

Place: Anguchettypalayam

ST.ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

29-03-2010

Appointment Order

Dear Sir/Madam **V.C.Eugin Martin Raj**

We are happy to appoint you as Lecturer of St. Anne's College of Engineering and Technology.

1. Your salary is fixed at 8000 in the scale of pay 8000-275-13500 plus 25 % DA. You will be provided with transportation facilities and other benefits including PF after confirmation.
2. Your service conditions will be governed by the Tamil Nadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of One year. During the period of probation, your service will be terminated with three months notice or three months salary, without assigning specific reasons. After successful completion of the probation your salary will be revised.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. Your end and aim should be the welfare of the students and the institution.

ST.ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

6. Being the academic and administrative person, you will be responsible for all academic and administrative activities of the College. The disciplines of the students are one of your prime responsibilities.
7. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
8. You should discuss all academic and administrative matters with the Principal.
9. You are governed by service rules of college and retire at the age of sixty.

If you agree to the above conditions please sign this order and return a copy to the management. You are to report to duty on or before 1st July 2010.

Accepted & Recieved
[V. C. EUGIN MARTIN RAJ]
[29/03/2010]

Sh. Villapuri
Secretary
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110

Copy to:

1. Individual.
2. Accounts.
3. Section.

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Appointment Order **01.06.2013**

Dear Sir/Madam **J.RAMESH**

We are happy to appoint you as Assistant Professor in the department of Electrical and Electronics Engineering of St. Anne's College of Engineering and Technology.

1. Your salary is fixed in the scale of pay Rs.15600-39100 with Basic pay of Rs.15600/- plus AGP Rs.750, 10% DA, (Total Rs.17,985/-).
2. Your service conditions will be governed by the Tamilnadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of Two years. During the period of probation, your service will be terminated with one month notice without assigning specific reasons, if your services are found to be unsatisfactory. After successful completion of the probation period you will be in the regular service.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. The discipline of the students are one of our prime responsibilities.
6. Your end aim should be the welfare of the students and the institution.
7. You must work for the academic students results and placement activities and Admission activities.
8. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
9. You should discuss all administrative, academic matters with the Principal.

If you agree to the above conditions please sign this order and return a copy to the management. You are requested to report duty on or before 01.06.2013.We wish you all the best throughout your career. May the almighty bless you abundantly.

Copy to :

1. Individual
2. Accounts section.

Sr. Xm Thangam

(Sr.XAVIER MARIA THANGAM)

Secretary,

St.Anne's College of Engineering & Technology,

ANGUCHETTYPALAYAM,

Siruvathur-Post, Panruti-Tk,

Cuddalore-Dist, 607 110.

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Appointment Order

Order No.TFR/EEE 02/2012 Date: 22.05.2012

Thiru/Tmt. **K.SRIRAM** son/daughter /wife of Thiru C.Kumar is appointed temporarily on probation as **Assistant Professor** w.e.f.**04.07.2012** in the department of **Electrical and Electronics Engineering** of this Institution. He is fixed in the pay band of Rs.15600-39100 plus usual allowances as admissible under the SACET pay norms from time to time subject to terms and conditions of employment framed by the management.

He is directed to report to duty latest by **04.07.2012** failing which his appointment shall stand cancelled without any further communication. This appointment is temporary and on provisional basis for two years from the date of joining and further subject to verification of character and antecedents by the management. This appointment is also subject to verification of qualification / documents/certificates by the concerned Authorities.

Accepted & copy received

K. Sriram
28.06.12

22.05.2012

Secretary
St. Anne's College of Engineering & Technology
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 ...0

ST.ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Appointment Order **10.01.2013**

Dear Sir/Madam **Mr.V.BALAJI,**

We are happy to appoint you as Assistant Professor in the department of Electrical and Electronics Engineering of St. Anne's College of Engineering and Technology.

1. Your salary is fixed in the scale of pay Rs.15600-39100 with Basic pay of Rs.15600/- plus Rs.1000 AGP, Rs.400 as other allowances (Total Rs.17,000).
2. Your service conditions will be governed by the Tamilnadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of Two years. During the period of probation, your service will be terminated with one month notice without assigning specific reasons, if your services are found to be unsatisfactory. After successful completion of the probation your salary will be revised.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. The discipline of the students are one of our prime responsibilities.
6. Your end aim should be the welfare of the students and the institution.
7. You must work for the academic students results and placement activities and Admission activities.
8. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
9. You should discuss all administrative, academic matters with the Principal.

If you agree to the above conditions please sign this order and return a copy to the management. You are requested to report duty on or before 01.02.2013.We wish you all the best throughout your career. May the almighty bless you abundantly.

Copy to :

1. Individual
2. Accounts section.

10-1-13

Secretary

Secretary,
St. Anne's College of Engineering & Technology.
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110.

I have received the appointment order.

V. Balaji
10.1.13.

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Appointment Order

02.01.2015

Dear Sir/Madam **A.SUNDARA PANDIYAN**

We are happy to appoint you as Assistant Professor in the department of Electrical and Electronics Engineering of St. Anne's College of Engineering and Technology.

1. Your salary is fixed in the scale of pay Rs.15600-39100 with Basic pay of Rs.15,600/- plus AGP Rs.750, DA 10%, Rs.1015 Other Allowances (Total Rs.19,000/-).
2. Your service conditions will be governed by the Tamilnadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of Two years. During the period of probation, your service will be terminated with one month notice without assigning specific reasons, if your services are found to be unsatisfactory. After successful completion of the probation period you will be in the regular service.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. The discipline of the students are one of our prime responsibilities.
6. Your end aim should be the welfare of the students and the institution.
7. You must work for the academic students results and placement activities and Admission activities.
8. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
9. You should discuss all administrative, academic matters with the Principal.

If you agree to the above conditions please sign this order and return a copy to the management. You are requested to report duty on or before 02.01.2015.We wish you all the best throughout your career. May the almighty bless you abundantly.

Copy to:

1. Individual
2. Accounts section.

2.1.15

(SR.VICTORIA)

Secretary,

St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110.

Received

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(A Unit of the Sisters of St. Anne, Trichirapalli.)

Anguchettypalayam, Siruvathur Post, Panruti Taluk - 607 110. Cuddalore District.

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

LETTER OF APPOINTMENT

Dear Madam J. ARUL MARTINAL

Date: 27-12-2016

Based on your application dated 21/12/2016 and interview held on 23/12/2016, we are happy to appoint you as an Assistant Professor in the Department of Electrical and Electronics Engineering in St.Anne's college of Engineering & Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.10,000/- per month.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your Qualifying degree or other certificates and experience Certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You will be paid a consolidated salary per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

5. You shall not apply for any job outside while in your service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

6. You shall be eligible for 12 days of casual leave and the leave application shall be approved by the Principal only. You will report to the Principal and the secretary.

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SECRETARY

7. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

8. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your services are terminated for any misconduct/indiscipline.

9. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

10. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

11. If the details furnished by you in your application regarding your qualification, previous experience, employment, etc are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

12. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

13. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment Letter.

2.1.17

Secretary,
St. Anne's College of Engineering & Technol
ANGUCHETTYPALAYAM.
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110.

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Phone : 04142 - 242661, 243661 **Email id : stannescet@gmail.com**

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

By signing below. I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St.Anne's College of Engineering & Technology , Panruti and agree to put forth my best efforts to support the goals and objectives of the college.

I am reporting for duty on ...2.1.2017.....

Date: 2.1.2017 Signature: J. Arul Martinal

Place: PANRUTI Name of Employee: J. ARUL MARTINAL

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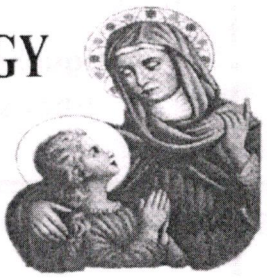

LETTER OF APPOINTMENT

Dr. V. YOGAMBARI Date: 13-02-2023

Based on the interview held on 07-02-2023, we appoint you as Assistant Professor in the Department of Electrical and Electronics Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.22,000 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

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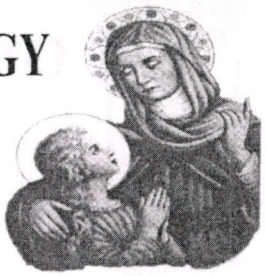

6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk.
Cuddalore-Dist, 607 110.

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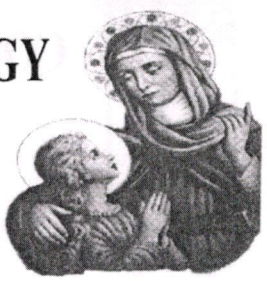

By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on ..13.02.2023..... V. Yogambari

Date: 13.02.2023 Name of Employee: Dr. V. YOGAMBARI

Place: Villupuram

ST. ANNE'S
COLLEGE OF ENGINEERING AND TECHNOLOGY
(A Unit of the Sisters of St. Anne, Trichy)
(Approved by AICTE, New Delhi. Affiliated to Anna University, Chennai)
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Anguchettypalayam, Panruti -Taluk, Cuddalore District - 607106
Phone: 04142-242661, 243661. Mobile: 9442389466
Web site: www.stannescet.ac.in Email: stannescet@gmail.com
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LETTER OF APPOINTMENT

Dr. V. SHANMUGAM Date: 02-08-2023

Based on the interview held on 03-07-2023, we appoint you as Associate Professor in the Department of Electrical and Electronics Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.26,000 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur - Post, Panruti -TK
Cuddalore-Dist, -607 110.

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By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on ..02..08..2023....

Date: 02.8.2023

Name of Employee: Dr. V. SHANMUGAM

Place: Anguchettypalayam.

V. Sm

ST. ANNE'S
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LETTER OF APPOINTMENT

T. ARTHI

Date: 02-08-2023

Based on the interview held on 03-07-2023, we appoint you as Assistant Professor in the Department of Electrical and Electronics Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.15,600 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

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10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur - Post, Panruti -TK
Cuddalore-Dist, -607 110.

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SECRETARY

LETTER OF APPOINTMENT

Dear Madam **Sr. A. PUNITHA JILT** Date: 05-07-2018

Based on the interview held on 29-06-2018, we are happy to appoint you as an Assistant Professor in the Department of Computer Science and Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.20,000/- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your Qualifying degree or other certificates and experience Certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in your service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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SECRETARY

7. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

8. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your services are terminated for any misconduct/indiscipline.

9. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

10. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

11. If the details furnished by you in your application regarding your qualification, previous experience, employment, etc are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

12. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

13. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment Letter.

Secretary,
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110.

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SECRETARY

By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to put forth my best efforts to support the goals and objectives of the college.

I am reporting for duty on ...05.07.2018...

Date: 05.07.2018 Signature: Sr. P M

Place: Panruti Name of Employee: SR. PUNITHA JILT

ST.ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(A Unit of the Sisters of St. Anne, Trichirapalli)

Anguchettypalayam,Siruvathur Post, Panruti -Taluk, Cuddalore District.

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SECRETARY

R. 18000-

Appointment Order

Order No.TFR/CSE 01/2012 Date: 20.04.2012

Thiru/Tmt. **S.MANAVALAN** son/daughter /wife of Thiru A.Selvaraj is appointed temporarily on probation as **Assistant Professor** w.e.f.**02.07.2012** in the department of **Computer Science and Engineering** of this Institution. He is fixed in the pay band of Rs.15600-39100 plus usual allowances as admissible under the SACET pay norms from time to time subject to terms and conditions of employment framed by the management.

He is directed to report to duty latest by **02.07.2012** failing which his appointment shall stand cancelled without any further communication. This appointment is temporary and on provisional basis for two years from the date of joining and further subject to verification of character and antecedents by the management. This appointment is also subject to verification of qualification / documents/certificates by the concerned Authorities.

Secretary
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110

Accepted

Copy Received

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COLLEGE OF ENGINEERING AND TECHNOLOGY
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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

LETTER OF APPOINTMENT

Dear Ms. **V. BRITTADEVI** Date: 04-11-2020

Based on the interview held on 24-08-2020, we appoint you as Assistant Professor in the Department of Computer Science and Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.15,600 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110.

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By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on ..4.11.2020.....

Date: 4.11.2020 Signature: V. Brittadevi

Place: panruti Name of Employee: V. BRITTADEVI

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LETTER OF APPOINTMENT

Dear Sir Mr. **P. SARAVANABHAVA** Date: 01-11-2021

Based on the interview held on 22-10-2021, we appoint you as Assistant Professor in the Department of Computer Science and Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.18,000 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

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9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

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We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Sr. Mayam

Secretary,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur - Post, Panruti -TK
Cuddalore-Dist, -607 110.

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By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on ....1.11.2021....

Date: 1.11.2021 Signature:

Place: Panruti Name of Employee: P. SARAVANABHAVA

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LETTER OF APPOINTMENT

P. NIVETHA

Date: 03-12-2021

Based on the interview held on 01-12-2021, we appoint you as Assistant Professor in the Department of Computer Science and Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.16,000 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur - Post, Panruti -TK
Cuddalore-Dist. -607 110.

ST. ANNE'S
COLLEGE OF ENGINEERING AND TECHNOLOGY
(A Unit of the Sisters of St. Anne, Trichy)
(Approved by AICTE, New Delhi. Affiliated to Anna University, Chennai)
(An ISO 9001 : 2015 Certified Institution)
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Phone: 04142-242661, 243661. Mobile: 9442389466
Web site: www.stannescet.ac.in Email: stannescet@gmail.com
Lr. From AICTE File No. 07/08/TN/E&T/2009/20

By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on ...3/12/2021.....

Date: 3/12/2021 Signature: P. Nivetha

Place: Anguchettypalayam. Name of Employee: P. NIVETHA

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

LETTER OF APPOINTMENT

D. RAJ THILAK

Date: 22-08-2022

Based on the interview held on 08-08-2022, we appoint you as Assistant Professor in the Department of Computer Science and Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.18,000 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St. Anne's College of Engineering & Technology.
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk
Cuddalore-Dist, 607 110.

ST. ANNE'S
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By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on .22.08.2022.. D. Raj Thilak

Date: 22-08-22. Name of Employee: D. RAJ THILAK

Place: Anguchettypalayam.

ST. ANNE'S
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LETTER OF APPOINTMENT

R. MANICKAVASAGAN

Date: 02-08-2023

Based on the interview held on 03-07-2023, we appoint you as Assistant Professor in the Department of Computer Science and Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.20,000 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur - Post, Panruti -TK
Cuddalore-Dist, -607 110.

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By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on 02/08/2023

Date: 02/08/2023

Name of Employee: R. MANICKAVASAGAN

Place: ANGUCHETTYPALAYAM.

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LETTER OF APPOINTMENT

S. SRIVIDHYA

Date: 02-08-2023

Based on the interview held on 03-07-2023, we appoint you as Assistant Professor in the Department of Computer Science and Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.18,000 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur - Post, Panruti -TK
Cuddalore-Dist, -607 110.

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By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on ...02-08-2023

Date: 02-08-23

Place: Anguchettypalayam.

S. Srividhya

Name of Employee: S. SRIVIDHYA

ST. ANNE'S
COLLEGE OF ENGINEERING AND TECHNOLOGY
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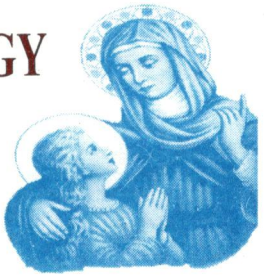

LETTER OF APPOINTMENT

K. KAYALVIZHI

Date: 02-08-2023

Based on the interview held on 03-07-2023, we appoint you as Assistant Professor in the Department of Computer Science and Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.15,600 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur - Post, Panruti -TK
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ST.ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Date: 07.05.2011

Appointment Order

Dear Sir/Madam **Mr.N.SYED MUBARAK,**

We are happy to appoint you as Assistant Professor in the department of Maths of St. Anne's College of Engineering and Technology.

1. Your salary is fixed in the scale of pay ₹.12000- 18000 with Basic pay of ₹.12000/- plus Rs.1000 AGP, 3% Increment with 10% DA, (Total Rs.16, 016). You will be provided with transportation facilities and other benefits including PF after confirmation.
2. Your service conditions will be governed by the Tamilnadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of One year. During the period of probation, your service will be terminated with three months notice of three months' salary, without assigning specific reasons, if your services are found to be unsatisfactory. After successful completion of the probation your salary will be revised.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. Your end and aim should be the welfare of the students and the institution.
6. The disciplines of the students are one of your prime responsibilities.
7. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
8. You should discuss all administrative matters with the Principal.
9. You are governed by service rules of college and retire at the age of sixty.

If you agree to the above conditions please sign this order and return a copy to the management. You are to report to duty on or before 1st July 2011.

Copy to :

1. Individual
2. Accounts
3. Section

Received and Accepted 7/5/11

07.05.2011
Secretary
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110

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Phone : 04142 - 242661, 243661 **Email id : stannescet@gmail.com**

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Appointment Order **23.08.2013**

Dear Sir/Madam **V.PRAKASH**

We are happy to appoint you as Assistant Professor in the department of Maths of St. Anne's College of Engineering and Technology.

1. Your salary is fixed in the scale of pay Rs.12000-18000 with Basic pay of Rs.13183/- plus AGP Rs.750, 20% DA, (Total Rs.16,720/-).
2. Your service conditions will be governed by the Tamilnadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of Two years. During the period of probation, your service will be terminated with one month notice without assigning specific reasons, if your services are found to be unsatisfactory. After successful completion of the probation period you will be in the regular service.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. The discipline of the students are one of our prime responsibilities.
6. Your end aim should be the welfare of the students and the institution.
7. You must work for the academic students results and placement activities and Admission activities.
8. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
9. You should discuss all administrative, academic matters with the Principal.

If you agree to the above conditions please sign this order and return a copy to the management. You are requested to report duty on or before 23.08.2013.We wish you all the best throughout your career. May the almighty bless you abundantly.

Copy to :

1. Individual
2. Accounts section.

Sr. Xm Mangam

(Sr.XAVIER MARIA THANGAM)

Secretary,

St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk.
Cuddalore-Dist, 607 110.

Accepted and Received

V. Prakash 24/9/13

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(A Unit of the Sisters of St. Anne, Trichirapalli.)

Anguchettypalayam, Siruvathur Post, Panruti Taluk - 607 110. Cuddalore District.

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

LETTER OF APPOINTMENT

Dear Madam R.VISWALINGAM Date: 27-12-2016

Based on your application dated 21/12/2016 and interview held on 23/12/2016, we are happy to appoint you as an Assistant Professor in the Department of Science and Humanities (Mathematics) in St.Anne's college of Engineering & Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.10,000/- per month.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your Qualifying degree or other certificates and experience Certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You will be paid a consolidated salary per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

5. You shall not apply for any job outside while in your service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

6. You shall be eligible for 12 days of casual leave and the leave application shall be approved by the Principal only. You will report to the Principal and the secretary.

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SECRETARY

7. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

8. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your services are terminated for any misconduct/indiscipline.

9. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

10. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

11. If the details furnished by you in your application regarding your qualification, previous experience, employment, etc are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

12. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

13. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment Letter.

2-1-17

Secretary,
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110.

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

(A Unit of the Sisters of St. Anne, Trichirapalli.)

Anguchettypalayam, Siruvathur Post, Panruti Taluk - 607 110. Cuddalore District.

Phone : 04142 - 242661, 243661 Email id : stannescet@gmail.com

Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

By signing below. I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St.Anne's College of Engineering & Technology , Panruti and agree to put forth my best efforts to support the goals and objectives of the college.

I am reporting for duty on ....Monday.....

Date: 02/01/2016 Signature: R. Viswalingam 2/1/16

Place: Panruti Name of Employee: R. VISWALINGAM.

ST. ANNE'S
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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

LETTER OF APPOINTMENT

S. AZHAGARASI

Date: 15-03-2023

Based on the interview held on 07-02-2023, we appoint you as Assistant Professor in the Department of Science and Humanities (Mathematics) in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.20,000 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St. Anne's College of Engineering & Technology.
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk.
Cuddalore-Dist, 607 110.

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By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on 15/03/2023

Date: 15.03.2023

Name of Employee: S. AZHAGARASI

Place: Panruti

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LETTER OF APPOINTMENT

Dear Sir Dr. M. MARSHAL ARUNKUMAR. Date: 25-10-2021

Based on the interview held on 12-10-2021, we appoint you as Assistant Professor in the Department of Science and Humanities (Physics) in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.20,000 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

25/10/2021.

Secretary,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur - Post, Panruti -TK
Cuddalore-Dist, -607 110.

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By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on ..25..10...2021.....

Date: 26.10.2021. Signature: M. Yamuthuraja

Place: Panruti. Name of Employee: Dr.M.MARSHAL ARUNKUMAR

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LETTER OF APPOINTMENT

K. RACKESH JAWAHER

Date: 01-12-2021

Based on the interview held on 01-12-2021, we appoint you as Assistant Professor in the Department of Science and humanities (Physics) in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.18,000 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Sr. Mary

Secretary,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur - Post, Panruti -TK
Cuddalore-Dist, -607 110.

ST. ANNE'S
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By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on 1-12-2021

Date: 1/12/2021 Signature: K. Rakesh

Place: Anguchettipalayam Name of Employee: K. RAKESH JANAHER.

ST.ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

Appointment Order

Order No.TFR/CHEMISTRY 01/2012 Date: 19.05.2012

Thiru/Tmt. **S.RAMYA** son/daughter /wife of Thiru D.Samuel is appointed temporarily on probation as **Assistant Professor** w.e.f.**04.07.2012** in the department of **Chemistry** at this Institution. She is fixed in the pay band of Rs.12000-18000 plus usual allowances as admissible under the SACET pay norms from time to time subject to terms and conditions of employment framed by the management.

She is directed to report to duty latest by **04.07.2012** failing which his appointment shall stand cancelled without any further communication. This appointment is temporary and on provisional basis for two years from the date of joining and further subject to verification of character and antecedents by the management. This appointment is also subject to verification of qualification / documents/certificates by the concerned Authorities.

19.05.2012

Secretary
St. Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur-Post, Panruti-Tk,
Cuddalore-Dist, 607 110

Accepted &
Copy received
21/7/2012

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

LETTER OF APPOINTMENT

Mrs. **G. ABIRAMA SUNDARI**

Date: 09-11-2021

Based on the interview held on 22-10-2021, we appoint you as Assistant Professor in the Department of Science and humanities (Chemistry) in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.20,000 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur - Post, Panruti -TK
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By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on 09.11.2021.....

Date:
9.11.2021

Signature:

Place: ANGUCHETTIPALAYAM

Name of Employee:

Dr. G. ABIRAMA SUNDARI

ST. ANNE'S COLLEGE OF ENGINEERING AND TECHNOLOGY

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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

SECRETARY

LETTER OF APPOINTMENT

Dear Madam **Mr. D. SAMPATH KUMAR** Date: 01-08-2018

Based on the interview held on 23-07-2018, we appoint you as an Assistant Professor in the Department of Science and Humanities (English) in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.19,000/- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

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5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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SECRETARY

6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

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9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

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Secretary,
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ANGUCHETTYPALAYAM,
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SECRETARY

By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on ..01-08-2018.....

Date: 01-08-2018.

Signature:

Place: ANGUCHETTYPALAYAM.

Name of Employee: D. SAMPATH KUMAR

ST. ANNE'S
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Lr. From AICTE File No. 07/08/TN/E&T/2009/20

LETTER OF APPOINTMENT

Dr. P. ALBERT RAJ

Date: 19-12-2022

Based on the interview held on 16-12-2022, we appoint you as Associate Professor in the Department of Science and Humanities (English) in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.35,000 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur - Post, Panruti -TK
Cuddalore-Dist, -607 110.

Annai Velankanni Educational and Social Society
Reg. No. 30/85
Anguchettypalayam,Siruvathur Post,
Panruti -Taluk, Cuddalore District.
Phone No. 04142-242153, 242551, 315887

SECRETARY

Date: 03-05-2009

Appointment Order

Dear **Sr.G.Gnana Jency Salete Mary**

We are happy to appoint you as Lecturer of St. Anne's College of Engineering and Technology.

1. Your salary is fixed at 8000 in the scale of pay 8000-275-13500 plus all allowances at the State Government and AICTE norms i.e., 50% DP, 64% DA, Rs.180 CCA and Rs.700 HRA. You will be provided with transportation facilities and other benefits including PF after confirmation.
2. Your service conditions will be governed by the Tamilnadu State rules as applicable to private unaided institutions as per AICTE norms.
3. You will be on probation for a period of One year. During the period of probation, your service will be terminated with three months notice or three months salary, without assigning specific reasons. After successful completion of the probation your salary will be revised.
4. You shall abide by the rules and regulations of the institution and the management, formulated from time to time to suit the needs of the institution and the welfare of the students.
5. Your end and aim should be the welfare of the students and the institution.

Annai Velankanni Educational and Social Society
Reg. No. 30/85
Anguchettypalayam,Siruvathur Post,
Panruti -Taluk, Cuddalore District.
Phone No. 04142-242153, 242551, 315887

SECRETARY

6. Being the academic person you will be responsible for all the academic activities of the College. The disciplines of the students are one of your prime responsibilities.
7. You should take serious steps for the growth and all-round development of the institution and convert the institution as one of the excellent Engineering Colleges in Tamilnadu.
8. You should discuss all academic and administrative matters with the Principal.
9. You are governed by service rules of college and retire at the age of sixty.

If you agree to the above conditions please sign this order and return a copy to the management. You are to report to duty on or before 13th May 2009.

Sd. Illegible
SECRETARY
Annai Velankanni Educational
and Sociel Society,
Anguchettypalayam, Panruti-Tk
Cuddalore-Dist. Pin: 607 110

Copy to:

1. Individual.
2. Accounts.
3. Section.

Accepted & Received
Sd.
03/05/09

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LETTER OF APPOINTMENT

R. VIJAYALAKSHMI

Date: 08-08-2023

Based on the interview held on 03-07-2023, we appoint you as Assistant Professor in the Department of Computer Science and Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.18,000 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur - Post, Panruti -TK
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By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on ...08.08.2023...

R. Vijayalakshmi.

Date: 08.08.2023.

Name of Employee: R. VIJAYALAKSHMI

Place: Panruti.

ST. ANNE'S
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LETTER OF APPOINTMENT

Mrs. AROCKIA MARY M 25.10.2023

Based on the interview held on 25.10.2023, we appoint you as Assistant Professor in the Department of Science and Humanities (Tamil) in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.20000 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

25/10/23

Received

ST. ANNE'S
COLLEGE OF ENGINEERING AND TECHNOLOGY

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By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on ..... 25.10.23 .....

M Arockia

Date: 25.10.23

Name of Employee: Mrs. AROCKIA MARY M

Place: Panruty

ST. ANNE'S
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LETTER OF APPOINTMENT

Dr. M. KAVITHA MAYILVAGANAN Date: 11-09-2023

Based on the interview held on 03-07-2023, we appoint you as Assistant Professor in the Department of Science and Humanities (Mathematics) in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.20,000 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. Only then, this appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

7. Your service can be terminated by giving one month prior notice in writing by the management or in the absence of notice, three months' salary will be paid. However, no notice will be required to be given in case your service is terminated for any misconduct/indiscipline.

8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

Secretary,
St.Anne's College of Engineering & Technology,
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LETTER OF APPOINTMENT

Ms. GAYATHRI 07.02.2024

Based on the interview held on 07.02.2024, we appoint you as Assistant Professor in the Department of Computer Science and Engineering in St. Anne's College of Engineering and Technology. Welcome to work with us to mould young students as persons of concern, compassion, conscience and integrity.

1. You will be on probation for a period of two years which may be extended at the discretion of the management for such further period or periods as the management may deem fit. During the probation period you will get the consolidated pay of Rs.15600 /- per month. Any increase of salary or increment will be linked strictly to your excellence in performance.

2. You shall be present in the premises of the college during the working hours. During the period of your employment you will devote all your time and attention exclusively for the assignment assigned to you by the management. You will work to implement the ideals based on which the college was established and administered.

3. You have to submit your qualifying degree or other certificates and experience certificates required for the above post at the time of joining in our college. *Only then, this* appointment order will be considered as valid.

4. You shall not apply for any job outside while in service without prior written permission from the Secretary. You shall not engage in private tuition or business while in service.

5. You shall be eligible for 12 days of casual leave per year and the leave application shall be approved by the Principal only. You will report to the Principal and the Secretary.

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6. Although, your normal work will consist of duties assigned to you in the capacity mentioned above, you may at any time be called upon to discharge any other duty which, in the opinion of the management is within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care. You are liable for transfer to any post within our college.

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8. On your discharge or relieving or termination from service, you shall handover all papers, documents and any other properties belonging to the college or which have been entrusted to you or received by you in the course of your employment with the college.

9. In the event of your decision to leave from service, you should give two months' prior notice in writing to the College, failing to do so you will have to remit three months salary and leaving of service should be made only at the end of the academic year.

10. If the details furnished by you in your application regarding your qualification, previous experience and employment are found to be incorrect or not true, you will be liable for dismissal without notice and / or such further action as the management deems fit.

11. You shall conform to the rules and regulations of the College that are in force and may be framed from time to time.

12. The College reserves all rights to retain or terminate you from service at its discretion, without assigning any reason.

We are looking forward to a rewarding working relationship with you and we will endeavor to support your work every way. Please indicate your acceptance of this offer of appointment by returning a signed duplicate copy of this appointment letter.

7/2/24

Secretary,
St.Anne's College of Engineering & Technology,
ANGUCHETTYPALAYAM,
Siruvathur - Post, Panruti -TK
Cuddalore-Dist, -607 110.

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By signing below, I accept the specific terms and conditions of employment that are provided above and that are in force and may be framed from time to time by St. Anne's College of Engineering and Technology, Panruti, and agree to observe them to the best of my efforts to support the goals and objectives of the college.

I am reporting for duty on ...07/02/2024....

T. Gayathri

Date: 07/02/2024. Name of Employee: Ms. GAYATHRI T

Place: ANGUCHETTIPALAYAM.