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Centurion University of Technology and Management

(Established Vide Odisha Act 4 of 2010, w/s 2 (f) of UGC Act, 1956 & Accredited with "A" Grade by NAAC)

No: CUTM/Reg.Off./MSSSOA/Rec.Fac./2018/8

Date: 27-01-2018

APPOINTMENT ORDER

To

Dr. Raghu Gogada

D.No- 2-128/A, Near Water Tank

Santhagaviramma Peta (Vill), Srungavarapu (M),

Vizianagaram Dist,(A.P.)- 535145.

Dear Dr. Raghu Gogada,

Based on your qualification the CUTM, Paralakhemundi is happy to appoint you as Associate Professor in the Department of Bio-Technology under M. S. Swaminathan School of Agriculture of Centurion University of Technology and Management, Paralakhemundi, Odisha. The appointment shall come into effect from 27-01-2018 or the date of acceptance of the offer whichever is later. The appointment will be governed by the following terms and conditions:

1. JOB DESCRIPTION:

- ✓ You will have to be ready to teach the Theory courses and Laboratory courses as assigned to you from time to time as per University norms.
- ✓ It is desirable that you publish at least one conference paper per year. However you are encouraged to publish at least one refereed journal article every two years.
- ✓ It is desirable that you take up at least one R&D/consulting /extension project in your area of expertise per year. However all such projects must be prior approved by the Principal/Dean and must be routed through the University.
- ✓ You will have to volunteer to coordinate one University activity every year. Such activity could be running the University magazine, cultural, web site, managing placement office etc.
- ✓ Any other work responsibility entrusted by the University from time to time.

2. PERFORMANCE STANDARDS

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken, attendance in the class, number and quality of assignments given, number of tutorials held, result/pass percentage in the subject undertaken and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Principal/ Dean and two senior faculty members will review your performance at least once in six months.

Anita Patra

CUTM Campuses

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Fax : 222150 / 222976, E-mail : deansoet.pkd@cutm.ac.in, registrar@cutm.ac.in

Bhubaneswar : At- Ramachandrapur , PO- Jatni, Bhubaneswar, Dist. Khurda, Odisha, India
Ph.+91 674 2490088, 2492186, 2492495, 2490481, 2490482
Fax : +91 674 2490480, E-mail: principal@cgi.ac.in

Corporate office

HIG - 5, Phase-1 BDA Duplex, Pokhariput
Bhubaneswar - 751 020, Odisha, India,
Ph: +91 674 2352014, 2350667, Fax : +91 674 2351433
E-mail: manageradmin.cgi@gmail.com

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::P-2::

3. REMUNERATION

- ✓ You will be paid a monthly gross salary of Rs.50,000/- (Rupees fifty thousand only) in the pay scale of (15600-648-39100) by fixing your basic pay of Rs. 18,840/-, with Grade Pay of Rs.8000/-, 30% DA & 5% HRA and a personal pay/ other allowance of Rs. 13,766/-. In addition you will be paid the E.P.F. as per the rules of this University and the relevant laws.

4. OTHER BENEFITS

- ✓ You will be given a yearly medical insurance cover as per rules of the University.
- ✓ You will be able to negotiate project related benefits from time to time depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee in the project.
- ✓ The Institute can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of the University.

5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity. Indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not submitting the projects in time, violating client confidentiality, not routing projects through the institute, diverting students to other colleges during the admissions, teaching & other works in other colleges/ university without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the Appointing Authority. The appointment will be reviewed and renewed every year.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

Contd..P/3..

Anita Palit

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::P-3::

7. TERMINATION

- ✓ This contract can be terminated with mutual consent by giving one month's notice on either side.
- ✓ The employee can resign unilaterally by giving a one month's notice but such resignation will not be accepted in the mid-session of the semester.
- ✓ Generally one month's pay shall be considered as equivalent of the notice period on either side.
- ✓ The appointing authority can terminate the contract if the performance standards are not met or the code of conduct is violated. However the appointing authority shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offences are of grave nature.
- ✓ No termination by the appointing authority shall be effected without giving the party at least some opportunity to be heard.
- ✓ Such termination issued can be either upheld/modified or rejected by the appeals authority.

8. ADMINISTRATION

- ✓ For the purpose of this contract, the Dean shall be the administrative and reporting authority, the Vice Chancellor; CUTM shall be the appeals authority.
- ✓ Wherever not mentioned, the rules of CUTM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.

Please sign a copy of this letter as a token of your acceptance.

Anita Palra

REGISTRAR

Copy to: Establishment section, A/c section.

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No: CUTM/Reg.Off./SoET/ Rec.Fac./2018/165

Date: 20-06-2018

APPOINTMENT ORDER

To

Ms. Sanghamitra Biswal
Plot No: 1717/13, Jagamohan Nagar
Khandagari, Bhubaneswar - 751030

Dear Ms. Sanghamitra Biswal,

Based on your qualification, the CUTM, Odisha is happy to appoint you as an Assistant Professor in the Department of Agriculture Engineering under School of Engineering & Technology of Centurion University of Technology and Management, Paralakhemundi, Odisha. The appointment shall come into effect from 20-06-2018 or the date of acceptance of the offer whichever is later. The appointment will be governed by the following terms and conditions:

1. JOB DESCRIPTION:

- ✓ You are appointed on probation basis for a period of one year w.e.f. your date of joining.
- ✓ You will have to be ready to teach at least 2 theory courses and Laboratory courses every semester accounting for a total teaching load of the minimum of 18 hours as per AICTE norms.
- ✓ It is desirable that you publish at least one conference paper per year. However you are encouraged to publish at least one refereed journal article every two years.
- ✓ It is desirable that you take up at least one R&D/consulting /extension project in your area of expertise per year. However all such projects must be prior approved by the Principal and must be routed through the University.
- ✓ You will have to volunteer to coordinate one institute activity every year. Such activity could be running the University magazine, cultural, web site, managing placement office etc.
- ✓ Any other work responsibility entrusted by the institute from time to time in the interest of the University.

2. PERFORMANCE STANDARDS

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken attendance in the class, number and quality of assignments given, number of tutorials held result/pass percentage in the subject undertaken and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Principal/ Dean and two senior faculty members will review your performance at least once in six months.

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Contd..P/2...

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::P-2::

3. REMUNERATION

- ✓ You will be paid a monthly gross salary of Rs.30,035/- (Rupees thirty thousand thirty five only) the pay scale of (15600-39100) by fixing your basic pay of Rs. 16,248/-, with Grade Pay Rs. 6000/-, 30% DA, 5% HRA. In addition you will be paid the E.P.F. as per the rules of the University and the relevant laws.

4. OTHER BENEFITS

- ✓ You will be given a yearly medical insurance cover as per rules of the University.
- ✓ You will be able to negotiate project related benefits from time to time depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the project fee in the project.
- ✓ The Institute can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of the University.

5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity. Indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not submitting the projects in time, violating client confidentiality, not routing projects through the institute, diverting students to other colleges during the admissions, teaching & other works in other colleges, university without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the Appointing Authority.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

*Received a copy
Sanghamitra Biswal
20-06-18*

Contd..P

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No: CUTM/Reg.Off./SoAS/Rec.Fac./2019/375

Date: 23-09-2019

APPOINTMENT ORDER

To
Dr. Rosy Mallik
At: Barajpur, Po- Barabati
Dist. Jajpur, Odisha - 755008

Dear Dr., Rosy Mallik,

Based on your qualification & experience, the CUTM, Paralakhemundi is happy to appoint you as Assistant Professor in the Department of Chemistry under School of Applied Sciences of Centurion University of Technology and Management, Paralakhemundi, Odisha. The appointment shall come into effect from 23-09-2019 or the date of acceptance of the offer whichever is later. The appointment will be on probation basis for a period of one year w.e.f. your date of joining and governed by the following terms and conditions:

1. JOB DESCRIPTION:

- ✓ You will report to Dean SoAS and submit your joining report.
- ✓ You will have to teach Theory courses and Laboratory courses as assigned to you from time to time as per University norms.
- ✓ It is desirable that you publish at least one conference paper per year. However you are encouraged to publish at least one refereed journal article every two years.
- ✓ You will have to volunteer to coordinate one institute activity every year. Such activity could be running the University magazine, cultural, web site, managing placement office etc.
- ✓ Any other work responsibility entrusted by the institute from time to time in the interest of the University.

2. PERFORMANCE STANDARDS

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken, attendance in the class, number and quality of assignments given, number of tutorials held, result/pass percentage in the subject undertaken and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Principal/ Dean and two senior faculty members will review your performance at least once in six months.

Contd..P/2...

Anita Palre

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::P-2::

3. REMUNERATION

- ✓ You will be paid a monthly gross salary of Rs.50, 000/- (Rupees fifty thousand only) in the pay scale of (15600-39100) by fixing the basic pay of Rs. 16,896/-, with Grade Pay of Rs.6,000/-, 30% DA (Rs.6, 869/-), 5% HRA (Rs. 1,145/-) and personal pay/ other allowance of Rs. 19,090/-. In addition you will be paid the E.P.F. as per the rules of this University and the relevant laws.

4. OTHER BENEFITS

- ✓ You will be given a yearly medical insurance cover as per rules of the University.
- ✓ You will be able to negotiate project related benefits from time to depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee in the project.
- ✓ The Institute can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of the University.

5. CODE OF CONDUCT

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- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the Appointing Authority.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

Contd..P/3..

Anita Palra

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::P-3::

7. TERMINATION

- ✓ This contract can be terminated with mutual consent by giving one month's notice on either side.
- ✓ The employee can resign unilaterally by giving a one month's notice but such resignation will not be accepted in the mid-session of the semester.
- ✓ Generally one month's pay shall be considered as equivalent of the notice period on either side.
- ✓ The appointing authority can terminate the contract if the performance standards are not met or the code of conduct is violated. However the appointing authority shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offences are of grave nature.
- ✓ No termination by the appointing authority shall be effected without giving the party at least some opportunity to be heard
- ✓ Such termination issued can be either upheld/modified or rejected by the appeals authority.

8. ADMINSITRATION

- ✓ For the purpose of this contract, the Dean shall be the administrative and reporting authority, the Vice Chancellor; CUTM shall be the appeals authority.
- ✓ Wherever not mentioned, the rules of CUTM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.
- ✓ He/she has to deposit all his/her academic original certificates at the time of joining in the office of the Institute.

Please sign a copy of this letter as a token of your acceptance.

Anita Palā

REGISTRAR

Copy to: Establishment section, A/c section.

*Received a copy
Romy Malik
25/09/19*

CUTM Campuses

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No: CUTM/Reg.Off./SoET/CSE/Rec.Fac./2019/235

Date: 01-07-2019

APPOINTMENT ORDER

To

Dr. Nagesh Kolagani
73(Old) / 4(New), Appar Street,
Kalakshetra colony, Besant Nagar,
Chennai- 600090

Dear Dr. Nagesh Kolagani,

Based on your qualification & experience, the Centurion University is happy to appoint you as a Professor in the Department of Computer Science & Engineering under School of Engineering & Technology, CUTM, Paralakhemundi, Odisha. The appointment shall come into effect from 01-07-2019 or the date of acceptance of the offer whichever is later. The appointment will be governed by the following terms and conditions:

1. JOB DESCRIPTION:

- ✓ You will report to Dean, SoET, CUTM Paralakhemundi and submit your joining report.
- ✓ You will be required to guide Ph.D. Scholar, guide or mentor computer science faculty, support in recruiting good faculty in computer science, guide MNIT project till completion, guide Block Chain team in Bhubaneswar campus. Help Centurion in ML and other projects.

2. PERFORMANCE STANDARDS

- ✓ You will be assessed as per the prevailing University procedures.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.

3. REMUNERATION

- ✓ You will be paid a monthly consolidated gross salary of Rs.50,000/- (Rupees fifty thousand only).
- ✓ You will be paid a sum of Rs 6 lakhs (Rupees six lakhs only) per annum from different projects on quarterly basis.

4. OTHER BENEFITS

- ✓ You will be given a yearly medical insurance cover as per rules of the University.
- ✓ You will be allowed to avail leave as per the rules of the University.

5. CODE OF CONDUCT

- ✓ You will have to maintain highest values of academic, financial and professional integrity.

Contd..P/2..

Anita Palra

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6. REVISION CLAUSE

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the Appointing Authority.

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- ✓ Such termination issued can be either upheld/modified or rejected by the appeals authority.

8. ADMINISTRATION

- ✓ For the purpose of this contract, the Dean, SoET shall be the administrative and co-ordinating authority, the Vice Chancellor, CUTM shall be the appeals authority.
- ✓ Wherever not mentioned, the rules of CUTM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.

Please sign a copy of this letter as a token of your acceptance.

Anita Palit
REGISTRAR

Copy to: Establishment section, A/c section.

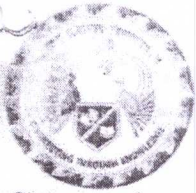
CUTM Campuses

Paralakhemundi : At- Village Aliuri Nagar, PO - R.Sitapur, Via : Uppalada, Paralakhemundi - 761211
Dist.- Gajapati, Odisha, India, Ph.: +91-6815-222999, 222070, 222770, 223088
Fax : 222150 / 222976, E-mail : deansoet.pkd@cutm.ac.in, registrar@cutm.ac.in

Bhubaneswar : At- Ramachandrapur , PO- Jatni, Bhubaneswar, Dist. Khurda, Odisha, India
Ph.+91 674 2490088, 2492186, 2492495, 2490481, 2490482
Fax : +91 674 2490480, E-mail: principal@cgi.ac.in

Corporate office

HIG - 5, Phase-1 BDA Duplex, Pokhariput
Bhubaneswar - 751 020, Odisha, India,
Ph: +91 674 2352014, 2350667, Fax : +91 674 2351433
E-mail: manageradmin.cgi@gmail.com



**Centurion
UNIVERSITY**

No: CUTM/Reg.Off./SoET/Per/Rec.Fac./2018

Date: 11.06.2018

APPOINTMENT ORDER

To
Ms. Preetha Bhadra
D/o. Mr. Tapash Bhadra
Babupara, Sir Ashutosh Sarangi
Alipurduar – 736121

Dear Ms. Preetha Bhadra,

Based on your qualification & experience, the Centurion University of Technology and Management, Odisha is happy to appoint you as a **Assistant Professor** in the Department of Bio –Technology in School of Engineering & Technology, Centurion University of Technology and Management (CUTM), Bhubaneswar Campus. The appointment shall come into effect from **11.06.2018**. You will be on probation for a period of **One Year** from the date of your joining in our institute. **Unless otherwise on successful completion of your probation period your employment will be confirmed with the terms and condition mentioned below** The appointment will be governed by the following terms and conditions:

1. JOB DESCRIPTION:

- ✓ You will have to be ready to teach theory courses and Laboratory courses every semester.
- ✓ It is desirable that you publish at least one conference paper per year. However you are encouraged to publish at least one refereed journal article every two years.
- ✓ It is desirable that you take up at least one R&D/consulting /extension project in your area of expertise per year. However all such projects must be prior approved by the Principal and must be routed through the Institute/ University.
- ✓ You will have to volunteer to coordinate one institute activity every year. Such activity could be running the Institute/University magazine, cultural, web site, managing placement office etc.
- ✓ Any other work responsibility entrusted by the institute from time to time in the interest of the Institute/University.

2. PERFORMANCE STANDARDS

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken, attendance in the class, number and quality of assignments given, number of tutorials held, result/pass percentage in the subject undertaken and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Principal/ Dean and two senior faculty members will review your performance at least once in six months.

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Paralakhemundi Campus : At - Village Alluri Nagar, P.O - R Sitapur, Via - Uppalada, Paralakhemundi - 761 211, Dist. Gajapati, Odisha, Phone: (06815) 222999

Bhubaneswar Campus : At - Ramachandrapur, P.O - Jatni, Bhubaneswar - 752050, Dist. Khurda, Odisha, Phone: (0674) 2492496

Corporate Office : At - Patna Park, Bhubaneswar - 751038, Dist. Khurda, Odisha, India, Phone: +91 (0674) 2508228

Website: www.cutm.ac.in

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Centurion
UNIVERSITY

::P-2::

3. REMUNERATION

- ✓ You will be paid a monthly consolidated gross salary of Rs.29, 160/- (Rupees Twenty Nine Thousand One Hundred Sixty only) in the pay scale of (15600 - 39100) by fixing your basic pay of Rs.15600/-, with Grade Pay of Rs.6000/-, 30% DA Rs.6480/-, 5% HRA Rs.1080/- . In addition you will be paid the E.P.F. as per the rules of this Institute/ University and the relevant laws.

4. OTHER BENEFITS

- ✓ You will be given a yearly medical insurance cover as per rules of the Institute/ University.
- ✓ You will be able to negotiate project related benefits from time to depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee in the project.
- ✓ The Institute can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of the Institute/University.

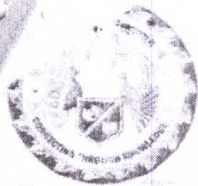
5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity. Indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not submitting the projects in time, violating client confidentiality, not routing projects through the institute, diverting students to other colleges during the admissions, teaching & other works in other colleges/ university without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the Appointing Authority. The appointment will be reviewed and renewed every year.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

Contd..P/3.



Centurion
UNIVERSITY

::P-3::

7. TERMINATION

- ✓ This appointment can be terminated with mutual consent by giving one month's notice on either side.
- ✓ The employee can resign unilaterally by giving a one month's notice but such resignation will not be accepted in the mid-session of the semester.
- ✓ Generally one month's pay shall be considered as equivalent of the notice period on either side.
- ✓ The appointing authority can terminate the contract if the performance standards are not met or the code of conduct is violated. However the appointing authority shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offences are of grave nature.
- ✓ No termination by the appointing authority shall be effected without giving the party at least some opportunity to be heard
- ✓ Such termination issued can be either upheld/modified or rejected by the appeals authority.

8. ADMINISTRATION

- ✓ For the purpose of this appointment, the Dean (Academic) shall be the administrative and reporting authority, the Dy. Vice Chancellor; CUTM shall be the appeals authority.
- ✓ Wherever not mentioned, the rules of CUTM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.
- ✓ You will submit all academic original certificates at the time of joining in the office for verification.

Please sign a copy of this letter as a token of your acceptance.

Anita Palta

REGISTRAR

Copy to: Establishment section, A/c section.

*Received
Preetham Shukla
(3/7/18)*

Paralakhemundi Campus : At - Village Allun Nagar, P.O - R Sitapur, Via - Uppalada, Paralakhemundi - 761 211, Dist. Gajapati, Odisha. Phone: (06815) 222989

Bhubaneswar Campus : At - Ramachandrapur, P.O - Jatni, Bhubaneswar - 752051, Dist. Khurda, Odisha. Phone: (0674) 2492496

Corporate office : 17, Forest Park, Bhubaneswar - 751009, Dist. Khurda, Odisha, India. Phone: +91 (0674) 2595228

Website: www.cutm.ac.in

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**Centurion
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Centurion University of Technology and Management

(Established Vide Odisha Act 4 of 2010, 43 2 (B) of UDC Act, 1996 & Accredited with "A" Grade by NAAC)

No: CUTM/Reg.Off./SoAS/Rec.Fac./2020/382

Date: 07-12-2020

APPOINTMENT ORDER

To
Dr. Santosh Kumar Nanda
At/Po: Barundei,
Dist: Jajpur (Odisha) – 755025.

Dear Dr. Santosh Kumar Nanda,

Based on your qualification, Centurion University is happy to appoint you as Assistant Professor in the Department of Chemistry under School of Applied Sciences, Centurion University of Technology and Management, Paralakhemundi, Odisha. The appointment shall come into effect from 07-12-2020 or the date of acceptance of the offer whichever is later. The appointment will be on probation basis for a period of one year w.e.f. your date of joining and governed by the following terms and conditions:

1. JOB DESCRIPTION:

- ✓ You will report to Dean, SoAS, CUTM Paralakhemundi and submit your joining report.
- ✓ You will have to teach Theory courses and Laboratory courses as assigned to you from time to time as per University norms.
- ✓ It is desirable that you publish at least one conference paper per year. However you are encouraged to publish at least one refereed journal article every two years.
- ✓ It is desirable that you take up at least one R&D/consulting/extension project in your area of expertise per year. However, all such projects must be prior approved by the Dean and must be routed through the University.
- ✓ You will have to volunteer to coordinate one institute activity every year. Such activity could be running the University magazine, cultural, web site, managing placement office etc.
- ✓ Any other work/ responsibility entrusted by the University from time to time.

2. PERFORMANCE STANDARDS

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken, attendance in the class, number and quality of assignments given, number of tutorials held, result/pass percentage in the subject undertaken and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Dean and two senior faculty members will review your performance at least once in six months.

Contd..P/2...

Anita Palit



Centurion University of Technology and Management

(Established vide Odisha Act 4 of 2010, sub 2 (f) of UGC Act, 1956 & Accredited with "A" Grade by NAAC)

::P-2::

3. REMUNERATION

- ✓ You will be paid a monthly gross salary of Rs.65,000/- (Rupees sixty five thousand only) in the pay scale of (15600-39100) by fixing the basic pay of Rs. 15,600/-, with Grade Pay of Rs.6000/-, 30% DA (Rs.6480/-), 5% HRA (Rs. 1080/-) and personal pay/ other allowance of Rs. 35,840/-. In addition you will be paid the E.P.F. as per the rules of this University and the relevant laws.

4. OTHER BENEFITS

- ✓ You will be given a yearly medical insurance cover as per rules of the University.
- ✓ You will be able to negotiate project related benefits from time to time depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee in the project.
- ✓ The University can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of the University.

5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity. Indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not submitting the projects in time, violating client confidentiality, not routing projects through the institute, diverting students to other colleges during the admissions, teaching & other works in other colleges/ university without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the Appointing Authority.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

Contd..P/3..

Anita Patra



Centurion University of Technology and Management

(Established Vide Odisha Act 4 of 2010, u/s 2 (f) of UGC Act, 1956 & Accredited with "A" Grade by NAAC)

::P-3::

7. TERMINATION

- ✓ This contract can be terminated with mutual consent by giving one month notice on either side.
- ✓ The employee can resign unilaterally by giving a one month notice but such resignation will not be accepted in the mid-session of the semester.
- ✓ Generally one month's pay shall be considered as equivalent of the notice period on either side.
- ✓ The appointing authority can terminate the contract if the performance standards are not met or the code of conduct is violated. However the appointing authority shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offences are of grave nature.
- ✓ No termination by the appointing authority shall be effected without giving the party at least some opportunity to be heard
- ✓ Such termination issued can be either upheld/modified or rejected by the appeals authority.

8. ADMINISTRATION

- ✓ For the purpose of this contract, the Dean, SoAS shall be the administrative and reporting authority, the Vice Chancellor; CUTM shall be the appeals authority.
- ✓ Wherever not mentioned, the rules of CUTM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.

Please sign a copy of this letter as a token of your acceptance.

Anita Palā

REGISTRAR

Copy to: Establishment section, A/c section.

Received

Suanda 7.12.2020



**CENTURION
UNIVERSITY**

Shaping Lives...
Empowering Communities.

No: CUTM/Reg.Off./SoABE/Rec.Fac./2020/35

Date: 31-01-2020

APPOINTMENT ORDER

To

Ms. Soma Maji
At- Qr. No. DS/228/C,
R.M.S. Colony Po- Adra,
Dist- Purulia, West Bengal - 723121

Dear Ms. Soma Maji,

Based on your qualification, Centurion University Odisha is happy to appoint you as an Assistant Professor in the Department of Dairy Technology under School of Agricultural & Bio Engineering of Centurion University of Technology and Management, Paralakhemundi, Odisha. The appointment shall come into effect from 31-01-2020 or the date of acceptance of the offer whichever is later. The appointment will be on probation basis for a period of one year w.e.f. your date of joining and governed by the following terms and conditions.

1. JOB DESCRIPTION

- ✓ You will report to Dean SoABE, CUTM, Paralakhemundi and submit your joining report.
- ✓ You will have to be ready to teach at least 2 theory courses and Laboratory courses every semester accounting for a total teaching load of the minimum of 18 hours as per AICTE norms.
- ✓ It is desirable that you publish at least one conference paper per year. However you are encouraged to publish at least one referred journal article every two years.
- ✓ It is desirable that you take up at least one R&D/consulting /extension project in your area of expertise per year. However all such projects must be prior approved by the Dean and must be routed through the University.
- ✓ You will have to volunteer to coordinate one institute activity every year. Such activity could be running the University magazine, cultural, web site, managing placement office etc.
- ✓ Any other work responsibility entrusted by the institute from time to time in the interest of the University

2. PERFORMANCE STANDARD

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken, attendance in the class, number and quality of assignments given, number of tutorials held, result/pass percentage in the subject undertaken and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Dean and two senior faculty members will review your performance at least once in six months.

Anila Pal Contd. P/2....

Paralakhemundi Campus : At - Village Alluri Nagar, P.O - R Sitapur, Via - Uppalada, Paralakhemundi - 761 211, Dist: Gajapati, Odisha. Phone: +91 90788 34114
Bhubaneswar Campus : At - Ramachandrapur, P.O - Jatni, Bhubaneswar - 752050, Dist: Khurda, Odisha. Phone: (0674) 2491147
Corporate Office : 17, Forest Park, Bhubaneswar - 751009, Dist: Khurda, Odisha, India. Phone: +91 (0674) 2596228 Website: www.cutm.ac.in

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**CENTURION
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Empowering Communities.*

:::P.2:::

3. REMUNERATION

- ✓ You will be paid a monthly gross salary of Rs. 40,000/- (Rupees forty thousand only) in the pay scale of (15600-39000) by fixing your basic pay of Rs.15, 600/-, with Grade Pay of Rs. 6,000/-, 30%DA (Rs.6,480/-), 5%HRA (Rs.1,080/-).and personal pay /other allowance of Rs.10, 840/-. In addition you will be paid the E.P.F. as per the rules of this University and the relevant laws.

4. OTHER BENEFIT

- ✓ You will be given a yearly medical insurance cover as per rules of the University
- ✓ You will be able to negotiate project related benefits from time to time depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee in the project.
- ✓ The institute can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of the University.

5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity, indulging in academic corruption, plagiarism, encouraging/ allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not submitting the projects in time, violating client confidentiality, not routing projects through the institute, diverting students to other colleges during the admissions, teaching & other works in other colleges/university without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the Appointing Authority.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

Contd. P/3..

Anil Palre

Paralakhemundi Campus : At - Village Alluri Nagar, P.O - R Sitapur, Via - Uppalada, Paralakhemundi - 761 211, Dist: Gajapati, Odisha, Phone: +91 90788 34114
Bhubaneswar Campus : At - Ramachandrapur, P.O - Jatni, Bhubaneswar - 752050, Dist: Khurda, Odisha, Phone: (0674) 2491147
Corporate Office : 17, Forest Park, Bhubaneswar - 751009, Dist: Khurda, Odisha, India, Phone: +91 (0674) 2596228
Website: www.cutm.ac.in

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Empowering Communities!*

:::P.3:::

7. TERMINATION

- ✓ This contract can be terminated with mutual consent by giving one month's notice on either side.
- ✓ The employee can resign unilaterally by giving a three months' notice but such resignation will not be accepted in the mid-session of the semester.
- ✓ Generally one months' pay shall be considered as equivalent of the notice period on either side.
- ✓ The appointing authority can terminate the contract if the performance standards are not met or the code of conduct is violated. However the appointing authority shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offences are of grave nature.
- ✓ No termination by the appointing authority shall be effected without giving the party at least some opportunity to be heard.
- ✓ Such termination issued can be either upheld/modified or rejected by the appeals authority.

8. ADMINISTRATION

- ✓ For the purpose of this contract, the Dean SoABE shall be the administrative and reporting authority, the Vice Chancellor; CUTM shall be the appeals authority.
- ✓ Wherever not mentioned, the rules of CUTM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.

Please sign a copy of this letter as a token of your acceptance.

Anita Palre
REGISTRAR

Copy to: Establishment section, A/c section.

*Received a copy
Soma Maji
31.01.2020*



**Centurion
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Centurion University of Technology and Management

(Established Vide Odisha Act 4 of 2010, u/s 2 (f) of UGC Act, 1956 & Accredited with "A" Grade by NAAC)

No: CUTM/Reg.Off./SoET/Rec.Fac./2021/08

Date: 12-01-2021

APPOINTMENT ORDER

To
Mr. Abinas Panda
At/Po- Larambha, Dist- Bargarh
Odisha-768102

Dear Mr. Abinas Panda,

Based on your qualification, Centurion University is happy to appoint you as Assistant Professor in the Department of Computer Science & Engineering under School of Engineering and Technology, Centurion University of Technology and Management, Paralakhemundi, Odisha. The appointment shall come into effect from 12-01-2021 or the date of acceptance of the offer whichever is later. The appointment will be on probation basis for a period of one year w.e.f. your date of joining and governed by the following terms and conditions.

1. JOB DESCRIPTION

- ✓ You will report to Dean, SoET and submit your joining report.
- ✓ You will have to teach the Theory courses and Laboratory courses as assigned to you from time to time as per University norms.
- ✓ It is desirable that you publish at least one conference paper per year. However you are encouraged to publish at least one referred journal article every two years.
- ✓ It is desirable that you take up at least one R&D/consulting/extension project in your area of expertise per year. However all such projects must be prior approved by the Dean and must be routed through the University.
- ✓ You will have to volunteer to coordinate one University activity every year. Such activity could be running the University magazine, cultural, web site, managing placement office etc.
- ✓ Any other work responsibility entrusted by the University from time to time.

2. PERFORMANCE STANDARD

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken, attendance in the class, number and quality of assignments given, number of tutorials held, result/pass percentage in the subject undertaken and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.

Contd. P/2...

Anita Patra



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Empowering Communities...

Centurion University of Technology and Management

(Established Vide Odisha Act 4 of 2010, u/s 2 (f) of UGC Act, 1956 & Accredited with "A" Grade by NAAC)

:::P.2:::

- ✓ A faculty review committee, consisting of the Dean and two senior faculty members will review your performance at least once in six months.

3. REMUNERATION

- ✓ You will be paid a monthly gross salary of Rs.51,200/- (Rupees fifty one thousand two hundred only) in the pay scale of (15600-39100) by fixing your basic pay of Rs. 15,600/-, with Grade Pay of Rs.6,000/-, 30% DA (Rs.6,480/-), 5% HRA (Rs.1,080/-) and a personal pay/other allowance of Rs. 22,040/-. In addition you will be paid the E.P.F. as per the rules of this University and the relevant laws.

4. OTHER BENEFIT

- ✓ You will be given a yearly medical insurance cover as per rules of the University
- ✓ You will be able to negotiate project related benefits from time to time depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee in the project.
- ✓ The institute can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of the University.

5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity, indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not submitting the projects in time, violating client confidentiality, not routing projects through the institute, diverting students to other colleges during the admissions, teaching & other works in other colleges/university without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the Appointing Authority.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

Contd. P/3...

Anita Palit

Centurion University of Technology and Management

(Established Vide Odisha Act 4 of 2010, u/s 2 (f) of UGC Act, 1956 & Accredited with "A" Grade by NAAC)

:::P.3:::

7. TERMINATION

- ✓ This contract can be terminated with mutual consent by giving one month notice on either side.
- ✓ The employee can resign unilaterally by giving a one month notice but such resignation will not be accepted in the mid-session of the semester.
- ✓ Generally one month pay shall be considered as equivalent of the notice period on either side.
- ✓ The appointing authority can terminate the contract if the performance standards are not met or the code of conduct is violated. However the appointing authority shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offences are of grave nature.
- ✓ No termination by the appointing authority shall be effected without giving the party at least some opportunity to be heard.
- ✓ Such termination issued can be either upheld/modified or rejected by the appeals authority.

8. ADMINISTRATION

- ✓ For the purpose of this contract, the Dean, SoET shall be the administrative and reporting authority, the Vice Chancellor, CUTM shall be the appeals authority.
- ✓ Wherever not mentioned, the rules of CUTM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.

Please sign a copy of this letter as a token of your acceptance.

Anita Patra

REGISTRAR

Copy to: Establishment section, A/c section.

*received a copy
Anita Patra
15/01/2021.*



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Centurion University of Technology and Management

(Established Vide Odisha Act 4 of 2010. u/s 2 (f) of UGC Act, 1956 & Accredited with "A" Grade by NAAC)

No: CUTM/Reg.Off./Rec.Fac./SoET/2021/193

Date: 03-05-2021

APPOINTMENT ORDER

To
Mr. Kirtidev Mohapatra
1-162, Cosmopolis Residential Project,
Dumduma Arya Village, Bhubaneswar - 751019

Dear Mr. Kirtidev Mohapatra,

Based on your qualification & experience, the CUTM, Paralakhemundi is happy to appoint you as Project Associate in the Department of Computer Science & Engineering under School of Engineering & Technology, CUTM, Paralakhemundi. The appointment shall come into effect from 03-05-2021 or the date of acceptance of the offer whichever is later. The appointment will be on probation basis for a period of one year w.e.f. your date of joining and governed by the following terms and conditions:

1. JOB DESCRIPTION:

- ✓ You will report to the Dean SoET, CUTM Paralakhemundi.
- ✓ You will be responsible to deliver the sessions on coding skills for placement students (all streams / branches of engineering i.e EEE, ECE & CSE students) for this activity,
- ✓ You will be assigned by HoD-CSE to deliver one course for CSE students every semester.
- ✓ As a part of your engagement you will be required to contribute and will be expected to fulfill all the assignments like Publications, Research activities, etc.
- ✓ You will have to co-ordinate different projects and activities of the CSE Department as assigned by your reporting officer.
- ✓ Any other responsibility entrusted by the University authority from time to time.

2. PERFORMANCE STANDARDS

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken, attendance in the class, number and quality of assignments given, number of tutorials held, result/pass percentage in the subject undertaken and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Dean and two senior faculty members will review your performance at least once in six months.

Contd..P/2...

Anita Palta



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Centurion University of Technology and Management

(Established Vide Odisha Act 4 of 2010, u/s 2 (f) of UGC Act, 1956 & Accrediated with "A" Grade by NAAC)

::P-2::

3. REMUNERATION

- ✓ You will be paid a monthly consolidated gross salary of Rs.40,000/- (Rupees forty thousand only) -. In addition you will be paid the E.P.F. as per the rules of this University and the relevant laws.

4. OTHER BENEFITS

- ✓ You will be given a yearly medical insurance cover as per rules of the University.
- ✓ You will be able to negotiate project related benefits from time to time depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% University admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee of the project.
- ✓ The University can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of the University.

5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity. Indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not submitting the projects in time, violating client confidentiality, not routing projects through the University/Institute, diverting students to other colleges during the admissions, teaching & other works in other colleges/ university without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the Appointing Authority.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

Contd..P/3..

Anita Patra



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(Established Vide Odisha Act 4 of 2010, u/s 2 (f) of UGC Act, 1956 & Accredited with "A" Grade by NAAC)

::P-3::

7. TERMINATION

- ✓ The management on account of unsatisfactory performance can terminate the service of the faculty member by giving a notice period of one month with or without assigning any reason thereof.
- ✓ The appointing authority can terminate the contract if the performance standards are not met or the code of conduct is violated. However it shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offences are of grave nature.
- ✓ No termination shall be effected without giving the party at least some opportunity to be heard in the appropriate forum.
- ✓ Such termination issued can be either upheld/modified or rejected by the appeals authority.

7.1. Notice so prescribed as above for the purpose of resignation shall be subject to the following conditions:

- ✓ Notice of resignation cannot be given in the teaching period. Entire duration of the notice period should fall in the teaching period only. "Non teaching period" is the period when no actual teaching takes place. This period starts immediately after the end of actual teaching in a particular semester/term (six month's) /session and ends immediately before the start of actual teaching in a subsequent semester/ term (six month's)/session.
- ✓ Notice period will not be applicable if you choose to resign in the teaching period and in such case you will be liable to pay three month's salary as compensation to the University.
- ✓ Your services can be discontinued by giving a three month's notice or by surrendering three month's salary. If submitted during teaching period subject to completing and handing over to the respective department/school.
 - Mandatory to submit student internal marks for the subjects delivered during the semester.
 - Correction of papers if assigned by QA Cell/ Exam. Cell and communicate the marks to HOD/ Dean of school.
 - Mandatory to update ERP for all the classes delivered during the semester (six month's) as per norms of the University.

8. ADMINISTRATION

- ✓ For the purpose of this appointment, the Dean SoET, Paralakhemundi shall be the administrative and reporting authority, the Vice Chancellor, CUTM, Odisha shall be the appeals authority.
- ✓ Wherever not mentioned, the rules of CUTM, Odisha as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.

Please sign a copy of this letter as a token of your acceptance.

Anita Patra

REGISTRAR

Centurion University of Technology & Management, Odisha.

Copy to: Establishment section, A/c section.

*Received a copy
Jat-das Mohapatra
13/07/21*



Centurion University of Technology and Management

(Established Vide Odisha Act 4 of 2010, w/s 2 (b) of U.C. Act, 1956 & Accredited with "A" Grade by NAAC)

No: CUTM/Reg.Off./SoF/ Rec.Fac./2021/416

Date: 25-10-2021

APPOINTMENT ORDER

To
Dr. Shashank Singh
At- H. No.: 133 H- 12 – 1
Raipur Raja, Near Pancho Peer
Jail Road, Bahraich
Uttar Pradesh – 271 801

Dear Dr. Shashank Singh,

Based on your qualification & experience, Centurion University is happy to appoint you as an Assistant Professor in the Department of Fisheries under School of Fisheries, Centurion University of Technology and Management, Paralakhemundi, Odisha. The appointment shall come into effect from 25-10-2021 or the date of acceptance of the offer whichever is later. The appointment will be on probation basis for a period of one year w.e.f. your date of joining and governed by the following terms and conditions:

1. JOB DESCRIPTION:

- ✓ You will report to Dean, MSSSoA (Admin) and submit your joining report.
- ✓ You will have to teach the Theory courses and Laboratory courses as assigned to you from time to time as per University norms.
- ✓ It is required that you publish at least one conference paper per year. You have to publish at least three refereed journal article every year.
- ✓ It is desirable that you take up at least one R&D/consulting /extension project in your area of expertise per year. However all such projects must be prior approved by the Dean and must be routed through the University.
- ✓ You will have to volunteer to coordinate one University activity every year. Such activity could be running the University magazine, cultural, website, managing placement office etc.
- ✓ Any other responsibility entrusted by the University from time to time.

2. PERFORMANCE STANDARDS

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken, attendance in the class, number and quality of assignments given, number of tutorials held, result/pass percentage in the subject undertaken and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Dean and two senior faculty members will review your performance at least once in six month's.

Contd..P/2...



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(Established Vide Odisha Act 4 of 2010, Sec 2 (1) (a) (i), (ii), (iii) and (iv) and declared with 'A' Grade by NAAC)

::P-2::

3. REMUNERATION

- ✓ You will be paid a monthly gross salary of Rs.60,000/- (Rupees sixty thousand only) in the pay scale of (15600-39100) by fixing your basic pay of Rs. 15,600/-, with Grade Pay of Rs. 6,000/-, 30% DA (Rs. 6,480/-), 5% HRA (Rs. 1,080/-) and a personal pay/other allowance of Rs. 30,840/-. In addition you will be paid the E.P.F. as per the rules of this University and the relevant laws.

4. OTHER BENEFITS

- ✓ You will be given a yearly medical insurance cover as per rules of the University.
- ✓ You will be able to negotiate project related benefits from time to time depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee in the project.
- ✓ The University can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of the University.

5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity. Indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not submitting the projects in time, violating client confidentiality, not routing projects through the University, diverting students to other colleges during the admissions, teaching & other works in other colleges/ university without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the appointing authority.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

Anita Palta
Contd..P/3...

CUTM Campuses

Paralakhemundi : At- Village Alluri Nagar, PO - R Sitapur, Via : Uppalada, Paralakhemundi - 761211
Dist.- Gajapati, Odisha, India, Ph.. +91-6815-222999, 222070, 222770, 223088
Fax : 222150 / 222976, E-mail : deansoet.pkd@cutm.ac.in, registrar@cutm.ac.in

Bhubaneswar : At- Ramachandrapur , PO- Jatni, Bhubaneswar. Dist. Khurda, Odisha, India
Ph.+91 674 2490088, 2492186, 2492495, 2490481, 2490482
Fax : +91 674 2490480. E-mail: principal@cgi.ac.in

Corporate office

HIG - 5, Phase-1 BDA Duplex, Pokhariput
Bhubaneswar - 751 020, Odisha, India,
Ph: +91 674 2352014, 2350667, Fax : +91 674 2351433
E-mail: manageradmin.cgi@gmail.com



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Centurion University of Technology and Management

(Established Vide Odisha Act 4 of 2010, u/s 2 (f) of UGC Act, 1956 & Accredited with "A" Grade by NAAC)

::P-3::

7. TERMINATION

- ✓ The management on account of unsatisfactory performance can terminate the service of the faculty member/ staff by giving a notice period of one month with or without assigning any reasons thereof.
- ✓ The appointing authority can terminate the contract if the performance standards are not met or the code of conduct is violated. However it shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offences are of grave nature.
- ✓ No termination shall be effected without giving the party at least some opportunity to be heard in the appropriate forum.
- ✓ Such termination issued can be either upheld/modified or rejected by the appellate authority.

7.1 Notice so prescribed as above for the purpose of resignation shall be subject to the following conditions:

- ✓ Notice of resignation cannot be given in the teaching period. Entire duration of the notice period should fall in the teaching period only. "Non teaching period" is the period when no actual teaching takes place. This period starts immediately after the end of actual teaching in a particular semester/term (six month's)/session and ends immediately before the start of actual teaching in a subsequent semester/term (six month's)/session.
- ✓ Notice period will not be applicable if you choose to resign in the teaching period and in such case you will be liable to pay three month's salary as compensation to the University.
- ✓ Your services can be discontinued by giving a three month's notice or by surrendering three month's salary, if submitted during teaching period subject to completing and handling over to the respective department/school.
 - Mandatory to submit student internal marks for the subjects delivered during the semester.
 - Correction of papers if assigned by QA Cell/ Exam Cell and communicate the marks to HoD / Dean of the school.
 - Mandatory to update ERP for all the classes delivered during the semester (six month's) as per the norms per the University.

8. ADMINISTRATION

- ✓ For the purpose of this appointment, the Dean MSSSoA Paralakhemundi shall be the administrative and reporting authority, the Vice Chancellor; CUTM Odisha shall be the appeals authority.
 - ✓ Wherever not mentioned, the rules of CUTM as well as the general rules guiding good academic institutes will be referred to.
 - ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.
- Please sign a copy of this letter as a token of your acceptance.

Anita Paltri

REGISTRAR

Centurion University of Technology & Management,
Odisha Copy to: Establishment section, A/c section.

*Received a copy
Shashank Singh
30/10/21*



jitm

JAGANNATH INSTITUTE FOR TECHNOLOGY AND MANAGEMENT

(Approved by AICTE, Recognized by Govt. of Orissa and Affiliated to Biju Patnaik University of Technology)

Alluri Nagar, PO: R.Sitapur, Via: Uppalada, PARALAKHEMUNDI - 761 211, Dist. Gajapati, Orissa.

Tel.: 06815 - 223088(Principal), 222020, PBX: 222070, FAX: 06815 - 222150 / 222976

E-mail : jitmbbsr@jitm.org, info@jitm.org - Visit us at : www.jitm.org

No: JITM/Rec.Fac / 455 /2005

Date: 15-07-2005

APPOINTMENT ORDER

To
Mr. Mir Sadat Ali,
S/o Sri. Mir Salamath Ali,
At: Ashok Nagar 4th lane, Berhampur

Dear Mr. Mir Sadat Ali,

Based on your qualifications and the experience, the JITM management is happy to appoint you as a Sr. Lecturer in the Department of Mechanical Engineering. The appointment shall come into effect from 01-07-2005 or date of acceptance of the offer whichever is later. The appointment will be governed by the following terms and conditions:

1. JOB DESCRIPTION:

- ✓ You will have to be ready to teach at least 2 theory courses and Laboratory courses accounting for a total teaching load of the minimum of 18 hours as per AICTE norms.
- ✓ It is desirable that you publish at least one conference paper per year. However you are encouraged to publish at least one refereed journal article every two years.
- ✓ You will have to guide at least 4 students in the final semester project
- ✓ It is desirable that you take up at least one R&D/consulting /extension project in your area of expertise per year. However all such projects must be prior approved by the Principal and must be routed through the institution.
- ✓ You will have to volunteer to coordinate one institute activity every year. Such activity could be running the college magazine, maintaining the college web site, managing placement office etc.

2. PERFORMANCE STANDARDS

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken, attendance in the class, number and quality of assignments given, number of tutorials held, pass percentage in the subject and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard

- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Director, the Principal and two senior faculty members will review your performance at least once in six months. The Director will constitute the committee and the Principal will be the member secretary and the committee will enjoy a two-year term.

3. REMUNERATION

- ✓ You will be paid a monthly-consolidated amount of Rs. 16000/- (Rupees sixteen thousand only) in the pay scale of (10000-325-15200) . In addition you will be paid the P.F and other statutory dues as per the rules of the institute and the relevant laws
- ✓ You will be given a yearly medical insurance cover of Rs. 50,000.
- ✓ You will be able to negotiate project related benefits from time to time depending on the assignments you bring.
- ✓ You will be entitled to get 40% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 40% of the projected fee in the project.

4. OTHER BENEFITS

- ✓ The management can exempt you from some teaching load in case your projects so demand.
- ✓ You will be entitled to 30 days of total leave in a year.
- ✓ The management can, at its discretion allow you more benefits in case it deems it fit in the interest of the institute

5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity. Indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not submitting the projects in time, violating client confidentiality, not routing projects through the institute, diverting students to other colleges during the admissions, teaching in other colleges without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Director, the Principal and two senior faculty members will review your performance at least once in six months. The Director will constitute the committee and the Principal will be the member secretary and the committee will enjoy a two-year term.

3. REMUNERATION

- ✓ You will be paid a monthly-consolidated amount of Rs. ^{16,000}15000/- (Rupees fifteen thousand only) in the pay scale of (10000-325-15200) . In addition you will be paid the P.F and other statutory dues as per the rules of the institute and the relevant laws
- ✓ You will be given a yearly medical insurance cover of Rs. 50,000.
- ✓ You will be able to negotiate project related benefits from time to time depending on the assignments you bring.
- ✓ You will be entitled to get ⁴⁰33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee in the project. ₄₀

4. OTHER BENEFITS

- ✓ The management can exempt you from some teaching load in case your projects so demand.
- ✓ You will be entitled to 30 days of total leave in a year.
- ✓ The management can, at its discretion allow you more benefits in case it deems it fit in the interest of the institute

5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity. Indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not submitting the projects in time, violating client confidentiality, not routing projects through the institute, diverting students to other colleges during the admissions, teaching in other colleges without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid during the period it is given, unless explicitly terminated by an order of the management. The appointment will be reviewed and renewed every year.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

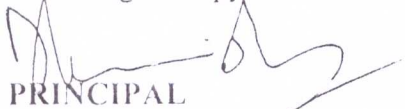
7. TERMINATION

- ✓ This contract can be terminated with mutual consent by giving three months notice on either side.
- ✓ The employee can resign unilaterally by giving a three months notice.
- ✓ Generally a three months' pay shall be considered as equivalent of the notice period on either side.
- ✓ The management can terminate the contract if the performance standards are not met or the code of conduct is violated. However the management shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offenses are of grave nature.
- ✓ No termination by the management shall be effected without giving the party at least some opportunity to be heard.
- ✓ Such termination issued can be either upheld/modified or rejected by the appeals authority.

8. ADMINISTRATION

- ✓ For the purpose of this contract, the Principal shall be the administrative and reporting authority, the Director /Managing Trustee, JITM shall be the appeals authority.
- ✓ Wherever not mentioned, the rules of JITM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.

Please sign a copy of this letter as a token of your acceptance.



PRINCIPAL

Jagannath Institute for Technology & Management, Paralakhemundi.

Copy to: Establishment section, A/c section

Received
on 15-7-2005
Sankar Das

Centurion University of Technology and Management

(Established Vide Orissa Act 4 of 2010)



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No: CUTM/Reg.Off./Per/SoET/Rec.Fac./2014/ 387

Date: 11-06-2014

APPOINTMENT ORDER

To
Dr. P. Srinivasa Rao,
DNR, Residency Flat-103,
55-1-22, J.R. Nagar Road 3, Venkoji Palem
Visakhapatnam – 530 022.

Dear Dr. P. Srinivasa Rao,

Based on your qualification & experience, the CUTM, Paralakhemundi is happy to appoint you as a Professor in the Department of Mechanical Engineering in School of Engineering & Technology (JITM, Paralakhemundi), CUTM Paralakhemundi. The appointment shall come into effect from 11-06-2014 or the date of acceptance of the offer whichever is later. The appointment will be governed by the following terms and conditions:

1. JOB DESCRIPTION:

- ✓ You will have to be ready to teach at least 2 theory courses every semester.
- ✓ As a Professor in Mechanical Department. You will be responsible for the overall academic administration and managing faculties, providing nurturing support to the young faculties, students, class works, all other incidental works, which constitute a good academic atmosphere.
- ✓ It is desirable that you publish at least one conference paper per year. However you are encouraged to publish at least one refereed journal article every two years.
- ✓ It is desirable that you take up at least one R&D/consulting /extension project in your area of expertise per year. However all such projects must be prior approved by the Principal/Dean and must be routed through the University Office.
- ✓ Any other work responsibility entrusted by the authority of the University.

2. PERFORMANCE STANDARDS

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken, attendance in the class, number and quality of assignments given, number of tutorials held, result/pass percentage in the subject undertaken and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Principal/ Dean Academics and two senior faculty members will review your performance at least once in six months.

Contd..P/2...

CUTM Campuses

Paralakhemundi: At- Village Alluri Nagar, P.O. - R. Sitapur, Via- Uppalada, Paralakhemundi - 761211
Dist.- Gajapati, Odisha, India. Ph.: +91 6815 223088, 222020, 224200, 222999
Fax: +91 6815 224252. E-Mail: principal@jitm.org

Bhubaneswar: At- Ramachandrapur, P.O. - Jatni, Bhubaneswar, Dist. - Khurda, Odisha, India
Ph.: +91 0674 2490088, 2492186, 2492495, 2490481, 2490482
Fax: +91 0674 2490480. E-mail: principal@cgi.ac.in

Corporate Office
HIG - 5, Phase - 1, BDA Duplex, Pokhariput,
Bhubaneswar - 751 020, Odisha, India.
Ph.: +91 674 2352014, 2352667, Fax: +91 674 2352433
E-mail: manageradmn.cgi@gmail.com

Centurion University of Technology and Management

(Established vide Orissa Act 4 of 2010)

::P-2::

3. REMUNERATION

- ✓ You will be paid a monthly consolidated gross salary of Rs.1, 10,000/- (Rupees one lakh ten thousand only) in the pay scale of (37400-67000) with usual DA & HRA. In addition you will be paid the E.P.F. as per the rules of this University and the relevant laws.

4. OTHER BENEFITS

- ✓ You will be given a yearly medical insurance cover as per rules of the University.
- ✓ You will be able to negotiate project related benefits from time to time depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee in the project.
- ✓ The University can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of the University.

5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity. Indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not submitting the projects in time, violating client confidentiality, not routing projects through the institute diverting students to other colleges during the admissions, teaching & other works in other colleges university without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the Appointing Authority. The appointment will be reviewed and renewed every year.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of term including the remuneration.

Contd..P/2

CUTM Campuses

Paralakhemundi At- Village Alluri Nagar, P.O - R. Sitapur, Via- Uppalada, Paralakhemundi - 761211
Dist- Gajapati, Odisha, India. Ph.: +91 6815 223088, 222020, 224200, 222999
Fax: +91 6815 224252. E-Mail: principal@jitm.org

Bhubaneswar At- Ramachandrapur, P.O - Jatni, Bhubaneswar, Dist- Khurda, Odisha, India
Ph.: +91 0674 2490088, 2492186, 2492495, 2490481, 2490482
Fax: +91 0674 2490480. E-mail: principal@cgi.ac.in

Corporate Office

HIG - 5, Phase - 1, BDA Duplex, Pokhariput,
Bhubaneswar - 751 020, Odisha, India.
Ph.: +91 674 2352014, 2352667, Fax: +91 674 2352433
E-mail: manageradmn.cgi@gmail.com



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Centurion University of Technology and Management

(Established Vide Orissa Act 4 of 2010)

::P-3::

7. TERMINATION

- ✓ This contract can be terminated with mutual consent by giving one month's notice on either side.
- ✓ The employee can resign unilaterally by giving a one month's notice but such resignation will not be accepted in the mid-session of the semester.
- ✓ Generally one month's pay shall be considered as equivalent of the notice period on either side.
- ✓ The appointing authority can terminate the contract if the performance standards are not met or the code of conduct is violated. However, the appointing authority shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offences are of grave nature.
- ✓ No termination by the appointing authority shall be effected without giving the party at least some opportunity to be heard
- ✓ Such termination issued can be either upheld/modified or rejected by the appeals authority.

8. ADMINISTRATION

- ✓ For the purpose of this contract, the Principal/Dean shall be the administrative and reporting authority, the Registrar/Vice Chancellor; CUTM Paralakhemundi shall be the appeals authority.
- ✓ Wherever not mentioned, the rules of CUTM Paralakhemundi from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.

Please sign a copy of this letter as a token of your acceptance.

A. Misra

REGISTRAR

Centurion University of Technology & Management, Paralakhemundi

Copy to: Establishment section, A/c section.

*Received
A/c*

CUTM Campuses

Paralakhemundi At- Village Alluri Nagar, P.O. - R. Sitapur, Via- Uppalada, Paralakhemundi - 761211
Dist.- Gajapati, Odisha, India, Ph. +91 6815 223088, 222020, 224200, 222999
Fax: +91 6815 224252. E-Mail: principal@jtm.org

Bhubaneswar At- Ramachandrapur, P.O.- Jatni, Bhubaneswar, Dist.- Khurda, Odisha, India
Ph.: +91 0674 2490088, 2492186, 2492495, 2490481, 2490482
Fax: +91 0674 2490480. E-mail: principal@cgi.ac.in

Corporate Office

HIG - 5, Phase - 1, BDA Duplex, Pokhariput,
Bhubaneswar - 751 020, Odisha, India.
Ph.: +91 674 2352014, 2352667, Fax: +91 674 2352433
E-mail: manageradmn.cgi@gmail.com



Centurion
UNIVERSITY

Shaping Lives... Empowering Communities...

Centurion University of Technology and Management

(Established Vide Orissa Act 4 of 2010)

No: CUTM/Reg.Off/Per/Rec.Fac./SOET/2012/ 74

Date: 06-06-2012

APPOINTMENT ORDER

To
Dr. M. L. Narasimham
F101, Ground Floor, 2-22-11, Ayrus Pearl Residence,
Madhava Nagar, Behind Collector's Bunglow, Sree Nagar,
Kakinada – 53303003 (AP)

Dear Dr. M. L. Narasimham,

Based on your qualification & experience, the CUTM, Paralakhemundi is happy to appoint you as a Dean-Academic Affairs as well as Professor in the Department of Civil Engineering in School of Engineering & Technology. The appointment shall come into effect from 06-06-2012 or the date of acceptance of the offer whichever is later. The appointment will be governed by the following terms and conditions:

1. JOB DESCRIPTION:

- ✓ You will have to be ready to teach at least 2 theory courses and Laboratory courses every semester accounting for a total teaching load of the minimum of 18 hours as per AICTE norms.
- ✓ It is desirable that you publish at least one conference paper per year. However you are encouraged to publish at least one refereed journal article every two years.
- ✓ It is desirable that you take up at least one R&D/consulting /extension project in your area of expertise per year. However all such projects must be prior approved by the Principal and must be routed through the Institute/ University.
- ✓ You will have to volunteer to coordinate one institute activity every year. Such activity could be running the Institute/University magazine, cultural, web site, managing placement office etc.
- ✓ Any other work responsibility entrusted by the institute from time to time in the interest of the University.

2. PERFORMANCE STANDARDS

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken, attendance in the class, number and quality of assignments given, number of tutorials held, result/pass percentage in the subject undertaken and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee will review your performance at least once in six months.

Contd..P/2...

CUTM Campuses

Paralakhemundi:

At – Village Alluri Nagar, PO – R. Sitapur, Via – Uppalada, Paralakhemundi – 761 211,
Dist – Gajapati, Orissa, India. Ph.: + 91-6815-222999, 222070, 222770, 223088, Fax:
222150 / 222976, E-mail: principal@jitm.org

Bhubaneswar:

At – Ramachandrapur, P O: Jatni, Bhubaneswar, Dist: Khurda, Orissa, India
Ph: +91 674 2490088, 2492186, 2492495, 2490481, 2490482
Fax: +91 674 2490480, E-mail: principal@cgi.ac.in

Corporate Office

HIG – 5, Phase – 1, BDA Duplex, Pokhariput,
Bhubaneswar – 751 020, Orissa, India,
Ph.: +91 674 2352014, 2350667, Fax: +91 674 2351433
Email: manageradmin.cgi@gmail.com

Received copy
Date: _____



::P-2::

3. REMUNERATION

- ✓ You will be paid a monthly gross salary of Rs.1,30,000/- (Rupees one lakh thirty thousand only) in the pay scale of (37400-67000) with usual DA & HRA.

4. OTHER BENEFITS

- ✓ You will be given a yearly medical insurance cover as per rules of the University.
- ✓ You will be able to negotiate project related benefits from time to time depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee in the project.
- ✓ The Institute can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of the University.

5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity. Indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not submitting the projects in time, violating client confidentiality, not routing projects through the institute, diverting students to other colleges during the admissions, teaching & other works in other colleges/university without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the Appointing Authority. The appointment will be reviewed and renewed every year.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

Contd..P/3..

CUTM Campuses

Paralakhemundi:

At – Village Alluri Nagar, PO – R. Sitapur, Via – Uppalada, Paralakhemundi – 761 211,
Dist – Gajapati, Orissa, India, Ph.: + 91-6815-222999, 222070, 222770, 223088, Fax:
222150 / 222976, E-mail: principal@jitm.org

Bhubaneswar:

At – Ramachandrapur, P.O.: Jatni, Bhubaneswar, Dist: Khurda, Orissa, India
Ph: +91 674 2490088, 2492186, 2492495, 2490481, 2490482
Fax: +91 674 2490480, E-mail: principal@cgi.ac.in

Corporate Office

HIG – 5, Phase – 1, BDA Duplex, Pokhariput,
Bhubaneswar – 751 020, Orissa, India,
Ph.: +91 674 2352014, 2350667, Fax: +91 674 2351433
Email: manageradmin.cgi@gmail.com



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Centurion University of Technology and Management

(Established Under Orissa Act 4 of 2010)

::P-3::

7. TERMINATION

- ✓ This contract can be terminated with mutual consent by giving one month's notice on either side.
- ✓ The employee can resign unilaterally by giving a one month's notice but such resignation will not be accepted in the mid-session of the semester.
- ✓ Generally one month's pay shall be considered as equivalent of the notice period on either side.
- ✓ The appointing authority can terminate the contract if the performance standards are not met or the code of conduct is violated. However the appointing authority shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offences are of grave nature.
- ✓ No termination by the appointing authority shall be effected without giving the party at least some opportunity to be heard
- ✓ Such termination issued can be either upheld/modified or rejected by the appeals authority.

8. ADMINISTRATION

- ✓ For the purpose of this contract, the Vice Chancellor; CUTM shall be the administrative and reporting authority.
- ✓ Wherever not mentioned, the rules of CUTM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.

Please sign a copy of this letter as a token of your acceptance.

A. Misra

REGISTRAR

Copy to: Establishment section, A/c section.

CUTM Campuses Paralakhemundi:

At - Village Alluri Nagar, PO - R. Sitapur, Via - Uppalada, Paralakhemundi - 761 211,
Dist - Gajapati, Orissa, India. Ph: + 91-6815-222999, 222070, 222770, 223088, Fax:
222150 / 222976, E-mail: principal@jitm.org

Bhubaneswar:

At - Ramachandrapur, P.O: Jatni, Bhubaneswar, Dist Khurda, Orissa, India
Ph: +91 674 2490088, 2492186, 2492495, 2490481, 2490482
Fax: +91 674 2490480, E-mail: principal@cgi.ac.in

Corporate Office

HIG - 5, Phase - 1, BDA Duplex, Pokharput,
Bhubaneswar - 751 020, Orissa, India,
Ph: +91 674 2352014, 2350667, Fax: +91 674 2351433
Email: manageradmin.cgi@gmail.com



JAGANNATH INSTITUTE FOR TECHNOLOGY AND MANAGEMENT

Approved by AICTE, Recognized by Govt. of Orissa and Affiliated to Biju Patnaik University of Technology, Rourkela, Orissa

No: JITM/Rec.Fac./2009/565

Date: 01-12-2009

APPOINTMENT ORDER

To
Dr. Sudhansu Sekhar Nayak,
Beborta Street, Paralakhemundi.

Dear Dr. Sudhansu Sekhar Nayak,

Based on your qualification & experience, the JITM management is happy to appoint you as a Professor in the Department of Physics in the Department of Basic Science & Humanities. The appointment shall come into effect from 01-12-2009 or the date of acceptance of the offer whichever is later. The appointment will be governed by the following terms and conditions:

1. JOB DESCRIPTION:

- ✓ You will have to be ready to teach at least 2 theory courses and Laboratory courses accounting for a total teaching load of the minimum of 18 hours as per AICTE norms.
- ✓ It is desirable that you publish at least one conference paper per year. However you are encouraged to publish at least one refereed journal article every two years.
- ✓ It is desirable that you take up at least one R&D/consulting /extension project in your area of expertise per year. However all such projects must be prior approved by the Principal and must be routed through the institution.
- ✓ You will have to volunteer to coordinate one institute activity every year. Such activity could be running the college magazine, maintaining the college web site, managing placement office etc.
- ✓ Any other responsibility entrusted by the management from time to time in the interest of the institute.

2. PERFORMANCE STANDARDS

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken, attendance in the class, number and quality of assignments given, number of tutorials held, pass percentage in the subject and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Director, the Principal and two senior faculty members will review your performance at least once in six months. The Director will constitute the committee and the Principal will be the member secretary and the committee will enjoy a two-year term.

3. REMUNERATION

- ✓ You will be paid a monthly gross salary of Rs.45,000/- (Rupees forty five thousand only) in the pay scale of (16400-450-20900-500-22400) by fixing your basic pay @ 16400/- with 50% Merged D.A., 30% D.A., 5% H.R.A. on the (Basic + Merged D.A.) and other allowance of Rs. 6790/- & personal pay of Rs. 5,000/- per month.
- ✓ You will be given a yearly medical insurance cover of Rs. 50,000.
- ✓ You will be able to negotiate project related benefits from time to time depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee in the project.

4. OTHER BENEFITS

- ✓ The management can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of this Institute.
- ✓ The management can, at its discretion allow you more benefits in case it deems it fit in the interest of the institute

5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity. Indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not submitting the projects in time, violating client confidentiality, not routing projects through the institute, diverting students to other colleges during the admissions, teaching in other colleges without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid during the period it is given, unless explicitly terminated by an order of the management. The appointment will be reviewed and renewed every year.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

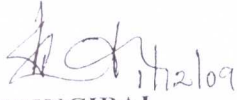
7. TERMINATION

- ✓ This contract can be terminated with mutual consent by giving three month's notice on either side.
- ✓ The employee can resign unilaterally by giving a three month's notice but such resignation will not be accepted in the mid session of the semester.
- ✓ Generally three month's pay shall be considered as equivalent of the notice period on either side.
- ✓ The management can terminate the contract if the performance standards are not met or the code of conduct is violated. However the management shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offenses are of grave nature.
- ✓ No termination by the management shall be effected without giving the party at least some opportunity to be heard.
- ✓ Such termination issued can be either upheld/modified or rejected by the appeals authority.

8. ADMINISTRATION

- ✓ For the purpose of this contract, the Principal shall be the administrative and reporting authority, the Director /Managing Trustee; JITM shall be the appeals authority.
- ✓ Wherever not mentioned, the rules of JITM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.
- ✓ He/she has to deposit all his/her academic original certificates at the time of joining in the office of the Institute.

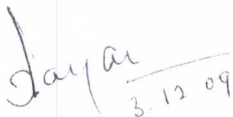
Please sign a copy of this letter as a token of your acceptance.



PRINCIPAL

Jagannath Institute for Technology & Management, Paralakhemundi.

Copy to: Establishment section, A/c section


3.12.09



CENTURION
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No: CUTM/Reg.Off./Per/ Rec.Fac./2021

Date: 01/07/2021

APPOINTMENT ORDER

To
Mr. Deepak Kumar Sahu
S/o. Mr. Bimbadhar Sahu
4th Lane, Mohan Colony
Hinjilicut, Ganjam - 761102

Dear Mr. Deepak Kumar Sahu,

Based on your qualification & experience, the CUTM, Odisha is happy to appoint you as “**Assistant Professor**” in the Department of Civil Engineering, School of Engineering and Technology at Centurion University of Technology and Management, Bhubaneswar Campus, Jatni. The appointment shall come into effect from **1st July 2021**. You will be on probation for a period of **One Year** from the date of your joining in our institute. **Unless otherwise on successful completion of your probation period your employment will be confirmed with the terms and condition mentioned below** The appointment will be governed by the following terms and conditions:

1. DUTIES AND RESPONSIBILITIES:

- ✓ You will have to teach at least 2 theory courses and Laboratory courses every semester.
- ✓ The University will expect you to work with a high standard of initiative, efficiency and economy.
- ✓ You will devote your entire time to the work of the University diligently with sincerity and honesty and will not take any direct/indirect business or work, honorary or remunerator except with the written permission of the Management. The minimum working time will be 8 hours.
- ✓ You will not seek membership of any local or public bodies or apply for any fresh job/employment without first obtaining written permission from the management.
- ✓ You shall not give out/ divulge to share information with anyone during the period of your services and even afterwards by work of mouth or otherwise, particulars and details of official procedures and processes, technical know-how, official data security arrangement, details of administrative and / or organizational matter of confidential secret nature, which may be your privilege to know by virtue of your being our employee.
- ✓ You shall keep confidentiality all the information and material provided to you by the organization.
- ✓ You will hand over the charge and the property and the material of the organization in your possession at the time of cessation of your employment with the organization.
- ✓ You will be responsible for the safe keeping and return the properties of the organization which may be in your use, custody, care or change in good condition and proper order.
- ✓ Any other work responsibility entrusted by the institute from time to time in the interest of the Institute/University.

Anita Palre

Contd..P/2...



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Empowering Communities!

::P-2::

2. PERFORMANCE STANDARDS :

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken, attendance in the class, number and quality of assignments given, number of tutorials held, result/pass percentage in the subject undertaken and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Principal/ Dean and two senior faculty members will review your performance at least once in six months.

3. REMUNERATION :

- ✓ You will be paid a monthly gross salary of **Rs.50,000/-** (Rupees Fifty Thousand only) in the pay scale of (15600 - 39100) by fixing your basic pay of Rs.15,600/-, AGP : Rs.6000/- . 30% DA of Rs.6480/- . 5% HRA Rs.1080/- and other allowance Rs.20,840/- per month. In addition you will be paid the E.P.F. as per the rules of this Institute/ University and the relevant laws.

4. OTHER BENEFITS :

- ✓ You will be given a yearly medical insurance cover as per rules of the University.
- ✓ You will be able to negotiate project related benefits from time to time depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee in the project.
- ✓ The Institute can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of the Institute/University.

5. CODE OF CONDUCT :

- ✓ You will maintain highest values of academic, financial and professional integrity. Indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not submitting the projects in time, violating client confidentiality, not routing projects through the institute, diverting students to other colleges during the admissions, teaching & other works in other colleges/ university without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

Amita Palit
Contd..P/3.



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Empowering Communities!

::P-3::

6. REVISION CLAUSE :

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the Appointing Authority. The appointment will be reviewed and renewed every year.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

7. TERMINATION :

- ✓ The management on account of unsatisfactory performance can terminate the service of the faculty member/ staff by giving a notice period of one month with or without assigning any reasons thereof.
- ✓ The appointing authority can terminate the contract if the performance standards are not met or the code of conduct is violated. However the appointing authority shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offences are of grave nature.
- ✓ No termination by the appointing authority shall be effected without giving the party at least some opportunity to be heard in the appropriate forum.
- ✓ Such termination issued can be either upheld/modified or rejected by the appellate authority.

7.1 Notice so prescribed as above for the purpose of resignation shall be subject to the following conditions:

- ✓ Notice of resignation cannot be given in teaching period. Entire duration of notice period should fall in the teaching period only. "Non teaching period" is the period when no actual teaching takes place. This period starts immediately after the end of actual teaching in a particular semester/term (six month)/session and ends immediately before the start of actual teaching in a subsequent semester/term (six months)/session.
- ✓ Notice period will not be applicable if you choose to resign in teaching period and in such case you will be liable to pay three months salary as compensation to the University.
- ✓ Your services can be discontinued by giving a three month's notice or by surrendering three month's salary, if submitted during teaching period subject to the following completed and handed over to the department/school.
 - Mandatory to submit student internal marks for the subjects delivered during the semester.
 - Correction of papers if assigned by QA Cell/ Exam Cell and communicate the marks.
 - Mandatory to update ERP for all the classes delivered during the semester (6months) as per the norms per the University..

8. JURIDICTION :

- ✓ This agreement and employment of the Employee hereunder shall be governed by and construed in accordance with the laws of India and the parties submit to the exclusive jurisdiction of the Courts of Bhubaneswar, Odisha in respect of any legal action or proceedings arising out of or in connection with this Agreement.

Anila Palta

Contd..P/4



**CENTURION
UNIVERSITY**
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Empowering Communities!*

:: P-4 ::

9. ADMINISTRATION:

- ✓ For the purpose of this appointment, the Dean(SoET) shall be the administrative and reporting authority, the Vice Chancellor, CUTM shall be the appellate authority.
- ✓ Wherever not mentioned, the rules of CUTM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.
- ✓ You have to produce all original certificates at the time of joining for verification.

Please sign a copy of this letter as a token of your acceptance.

Anila Patra

REGISTRAR

Copy to: Establishment section, A/c section.

*Received
Deepak K. Saha
3-9-21*



Centurion
UNIVERSITY

No: CUTM/Reg.Off./SoET/Per/Rec.Fac./2018

Date: 01.09.2018

APPOINTMENT ORDER

To
Dr. Kamal Kumar Barik
S/o. Mr. Kartik Barik
At: Sunakera, Post: Banpur
Dist : Khurda – 752031

Dear Mr. Kamal Kumar Barik,

Based on your qualification & experience, the Centurion University of Technology and Management, Odisha is happy to appoint you as a **Assistant Professor** in the Department of Civil Engineering in School of Engineering & Technology, Centurion University of Technology and Management (CUTM), Odisha, Bhubaneswar Campus. The appointment shall come into effect from **01.09.2018**. You will be on probation for a period of **One Year** from the date of your joining in our institute. **Unless otherwise on successful completion of your probation period your employment will be confirmed with the terms and condition mentioned below** The appointment will be governed by the following terms and conditions:

1. JOB DESCRIPTION:

- ✓ You will have to be ready to teach theory courses and Laboratory courses every semester.
- ✓ It is desirable that you publish at least one conference paper per year. However you are encouraged to publish at least one refereed journal article every two years.
- ✓ It is desirable that you take up at least one R&D/consulting /extension project in your area of expertise per year. However all such projects must be prior approved by the Principal and must be routed through the Institute/ University.
- ✓ You will have to volunteer to coordinate one institute activity every year. Such activity could be running the institute/University magazine, cultural, web site, managing placement office etc.
- ✓ Any other work responsibility entrusted by the institute from time to time in the interest of the Institute/University.

2. PERFORMANCE STANDARDS

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken, attendance in the class, number and quality of assignments given, number of tutorials held, result/pass percentage in the subject undertaken and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Principal/ Dean and two senior faculty members will review your performance at least once in six months.

Contd..P/2...



Centurion
UNIVERSITY

::P-2::

3. REMUNERATION

- ✓ You will be paid a monthly gross salary of **Rs.40, 000/-** (Rupees Forty Thousand only) in the pay scale of (15600 - 39100) by fixing your basic pay of Rs.18840/-, with Grade Pay of Rs.6000/-, 30% DA Rs.7452/- , 5% HRA Rs.1242/- and other Allowance Rs.6466/-. In addition you will be paid the E.P.F. as per the rules of this Institute/ University and the relevant laws.

4. OTHER BENEFITS

- ✓ You will be given a yearly medical insurance cover as per rules of the Institute/ University.
- ✓ You will be able to negotiate project related benefits from time to depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee in the project.
- ✓ The Institute can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of the Institute/University.

5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity. Indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not submitting the projects in time, violating client confidentiality, not routing projects through the institute, diverting students to other colleges during the admissions, teaching & other works in other colleges/ university without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the Appointing Authority. The appointment will be reviewed and renewed every year.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

Contd..P/3.



Centurion
UNIVERSITY

::P-3::

7. TERMINATION

- ✓ This appointment can be terminated with mutual consent by giving one month's notice on either side.
- ✓ The employee can resign unilaterally by giving a one month's notice but such resignation will not be accepted in the mid-session of the semester.
- ✓ Generally one month's pay shall be considered as equivalent of the notice period on either side.
- ✓ The appointing authority can terminate the contract if the performance standards are not met or the code of conduct is violated. However the appointing authority shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offences are of grave nature.
- ✓ No termination by the appointing authority shall be effected without giving the party at least some opportunity to be heard
- ✓ Such termination issued can be either upheld/modified or rejected by the appeals authority.

8. ADMINISTRATION

- ✓ For the purpose of this appointment, the Dean (Academic) shall be the administrative and reporting authority, the Dy. Vice Chancellor; CUTM shall be the appeals authority.
- ✓ Wherever not mentioned, the rules of CUTM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.
- ✓ You will submit all academic original certificates at the time of joining in the office for verification.

Please sign a copy of this letter as a token of your acceptance.

Anita Palra
REGISTRAR
REGISTRAR CUTM, Paralakhemundi

Copy to: Dist. Gajapati- 761211
Establishment section, A/c section.

Received
[Signature]



Centurion
UNIVERSITY

No: CUTM/Reg.Off./SoAS/Per/Rec.Fac./2019

Date:03.10.2019

APPOINTMENT ORDER

To

Dr. Pratap Kumar Chhotaray
S/o. Mr. Debakar Chhotaray
At: Podapada, P.O: Aragul,
Dist : Khurda - 752050

Dear Dr. Pratap Kumar Chhotaray,

Based on your qualification & experience, the Centurion University of Technology and Management, Odisha is happy to appoint you as '**Assistant Professor**' in the Department of Chemistry in School of Applied Sciences, Centurion University of Technology and Management (CUTM), Bhubaneswar Campus. The appointment shall come into effect from **03.10.2019**. You will be on probation for a period of **One Year** from the date of your joining in our institute. **Unless otherwise on successful completion of your probation period your employment will be confirmed with the terms and condition mentioned below** The appointment will be governed by the following terms and conditions-

1. JOB DESCRIPTION:

- ✓ You will have to be ready to teach theory courses and Laboratory courses every semester
- ✓ It is desirable that you publish at least one conference paper per year. However you are encouraged to publish at least one refereed journal article every two years.
- ✓ It is desirable that you take up at least one R&D/consulting /extension project in your area of expertise per year. However all such projects must be prior approved by the Principal and must be routed through the Institute/ University.
- ✓ You will have to volunteer to coordinate one institute activity every year. Such activity could be running the Institute/University magazine, cultural, web site, managing placement office etc.
- ✓ Any other work responsibility entrusted by the institute from time to time in the interest of the Institute/University.

2. PERFORMANCE STANDARDS

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken attendance in the class, number and quality of assignments given, number of tutorials held, result/pass percentage in the subject undertaken and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Principal/ Dean and two senior faculty members will review your performance at least once in six months.

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Anita Palua

::P-2::

3. REMUNERATION

- ✓ You will be paid a consolidated gross salary of **Rs.50,000/-** (Rupees Fifty Thousand only) in the pay scale of (15600 - 39100) by fixing your basic pay of Rs.19488/- with Grade Pay of Rs.600/-, 30% DA Rs.7646/-, 5% HRA Rs.1274/- and other Allowance Rs.15592/- per month. In addition you will be paid the E.P.F. as per the rules of this Institute/ University and the relevant laws.

4. OTHER BENEFITS

- ✓ You will be given a yearly medical insurance cover as per rules of the Institute/ University.
- ✓ You will be able to negotiate project related benefits from time to time depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee in the project.
- ✓ The Institute can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of the Institute/University.

5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity. Indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not-submitting the projects in time, violating client confidentiality, not routing projects through the institute, diverting students to other colleges during the admissions, teaching & other works in other colleges, university without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the Appointing Authority. The appointment will be reviewed and renewed every year.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

Contd. P. 5

Apita Patra

7. TERMINATION

- ✓ This appointment can be terminated with mutual consent by giving one month's notice on either side.
- ✓ The employee can resign unilaterally by giving a one month's notice but such resignation will not be accepted in the mid-session of the semester.
- ✓ Generally one month's pay shall be considered as equivalent of the notice period on either side.
- ✓ The appointing authority can terminate the contract if the performance standards are not met or the code of conduct is violated. However the appointing authority shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offences are of grave nature.
- ✓ No termination by the appointing authority shall be effected without giving the party at least some opportunity to be heard
- ✓ Such termination issued can be either upheld/modified or rejected by the appeals authority.

8. ADMINISTRATION

- ✓ For the purpose of this appointment, the Dean (Academic) shall be the administrative and reporting authority, the Vice Chancellor; CUTM shall be the appeals authority.
- ✓ Wherever not mentioned, the rules of CUTM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.
- ✓ You will submit all academic original certificates at the time of joining in the office for verification.

Please sign a copy of this letter as a token of your acceptance.


ANITA PATRA
REGISTRAR

Copy to: Establishment section. A/c section.

Received

Pratap kumar Chhetaray



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No: CUTM/Reg.Off./SoET/Per/Rec.Fac./2019

Date:03.09.2019

APPOINTMENT ORDER

To
Dr. Susanta Kumar Mishra
S/o. Mr. Surjya Narayan Mishra
1 – D, Kasturi Estate, B – Block, Ashok Nagar, Behind UCO Bank
Bhubaneswar – 751009

Dear Dr. Susanta Kumar Mishra,

Based on your qualification & experience, the Centurion University of Technology and Management, Odisha is happy to appoint you as **Professor and Dean** in School of Management, Centurion University of Technology and Management (CUTM), Bhubaneswar Campus, Odisha. The appointment shall come into effect from **03.09.2019**. You will be on probation for a period of **One Year** from the date of your joining in our institute. **Unless otherwise on successful completion of your probation period your employment will be confirmed with the terms and condition mentioned below** The appointment will be governed by the following terms and conditions:

1. JOB DESCRIPTION:

- ✓ You will report to the Vice Chancellor, CUTM on all academic matters.
- ✓ You will have to teach theory courses in semester.
- ✓ You will have to co-ordinate different projects and activities of the School of Management, CUTM as assigned by the reporting officer / Management.
- ✓ You will have to co-ordinate voluntarily one University activity every year. Such activity could be running the SoM magazine, time table work, placement activity, cultural activity etc.
- ✓ Any other work responsibility entrusted by the institute from time to time in the interest of the Institute/University.

2. PERFORMANCE STANDARDS

- ✓ The teaching quality will be assessed by the student feedback, percentage of classes taken, attendance in the class, number and quality of assignments given, number of tutorials held, result/pass percentage in the subject undertaken and quality of handouts and material preparation. Each of these items shall be scored on a scale of 10 and the average score will be calculated every year. You will have to keep at least 6 out of 10 as a general performance standard.
- ✓ Your other assignments will be judged by the amount of grants/revenue generated, client feedback and any external awards received and the quality of journals accepting your publications.
- ✓ A faculty review committee, consisting of the Principal/ Dean and two senior faculty members will review your performance at least once in six months.

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::P-2::

3. REMUNERATION

- ✓ You will be paid a monthly consolidated gross salary of **Rs.65,000/-** (Rupees Sixty Five Thousand only) per month. In addition you will be paid the E.P.F. as per the rules of this Institute/ University and the relevant laws.

4. OTHER BENEFITS

- ✓ You will be given a yearly medical insurance cover as per rules of the Institute/ University.
- ✓ You will be able to negotiate project related benefits from time to time depending on the assignments you bring.
- ✓ You will be entitled to get 33% of the surplus revenue (surplus left after charging all expenses and 10% college admin overheads) out of the projects generated by you. In case the projects are not amenable to sharing, you will be able to get a principal researcher allowance of 33% of the projected fee in the project.
- ✓ The Institute can exempt you from some teaching load in case your projects so demand.
- ✓ You will be allowed to avail leave as per the rules of the Institute/University.

5. CODE OF CONDUCT

- ✓ You will maintain highest values of academic, financial and professional integrity. Indulging in academic corruption, plagiarism, encouraging/allowing students to cheat in the exams, encouraging groupism among the students, irregularity in conducting classes, laxity in invigilation, not-submitting the projects in time, violating client confidentiality, not routing projects through the institute, diverting students to other colleges during the admissions, teaching & other works in other colleges/ university without proper permission are some of the practices that will be considered as a violation of the code of conduct.
- ✓ The above list is by no means exhaustive and is only indicative in nature.

6. REVISION CLAUSE

- ✓ This appointment is valid till such time it is explicitly terminated by an order of the Appointing Authority. The appointment will be reviewed and renewed every year.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

Contd..P/3.

Amita Palre



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::P-3::

7. TERMINATION

- ✓ This appointment can be terminated with mutual consent by giving one month's notice on either side.
- ✓ The employee can resign unilaterally by giving a one month's notice but such resignation will not be accepted in the mid-session of the semester.
- ✓ Generally one month's pay shall be considered as equivalent of the notice period on either side.
- ✓ The appointing authority can terminate the contract if the performance standards are not met or the code of conduct is violated. However the appointing authority shall be guided by the principles of natural justice, fair play and shall give the employee reasonable chances of improvement unless the offences are of grave nature.
- ✓ No termination by the appointing authority shall be effected without giving the party at least some opportunity to be heard
- ✓ Such termination issued can be either upheld/modified or rejected by the appeals authority.

8. ADMINISTRATION

- ✓ For the purpose of this appointment, the Director shall be the administrative and reporting authority, the Vice Chancellor; CUTM shall be the appeals authority.
- ✓ Wherever not mentioned, the rules of CUTM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.
- ✓ You will submit all academic original certificates at the time of joining in the office for verification.

Please sign a copy of this letter as a token of your acceptance.

Amita Palea

REGISTRAR

Copy to: Establishment section, A/c section.

*Received
GMPK*



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No: CUTM/Reg.Off./Per/ Rec.Fac./2021 -

Date: 01/09/2021

APPOINTMENT ORDER

To

Mr. Soumit Rajit Ukil

S/o. Late Tapas Kumar Ukil

C/o. Mr. R.N. Das

12 A, Forest Park, Bhubaneswar - 751009

Dear Mr. Soumit Rajit Ukil,

Based on your qualification & experience, the CUTM, Odisha is happy to appoint you as **"Director"** in School of Management at Centurion University of Technology and Management, Bhubaneswar Campus, Jatni. The appointment shall come into effect from **1st September 2021**. The appointment will be governed by the following terms and conditions:

1. DUTIES AND RESPONSIBILITIES:

- ✓ Initiate and drive MDP programs for SoM as and when there is a need
- ✓ Collaborate to contribute for delivering & developing of Skill, Certificate and Diploma courses
- ✓ Actively providing mentoring & guidance to allocated students from Training and Placement department. Conduct Mock interviews and Group discussions
- ✓ Oversee day to day school operations for both Bhubaneswar, Paralakhemundi and Vizianagaram campuses
 - Manage School logistics and budgets.
 - Set learning goals for students and teachers based on curricula / market trends and review from time to time
 - To review research, new resources, lesson plans, and techniques to improve the teaching / coaching mechanism
 - Interview and hire school personnel in collaboration with Dean HRD
 - Review and implement school policies, SOPs, New initiatives, and other related matters
 - Provide guidance and counseling as well as mentoring to faculty, as well as to focussed group/s of the students
 - Encourage SoM, faculty to attend conferences to gain knowledge on current educational trends.
- ✓ Monitor through ERP and Bio-metric / timesheet compliance of faculty and their performance and report periodically to the Senior Management

Anita Palui



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- Review, monitor and ensure that the school is able to provide all eligible students of the MBA / BBA programs to get suitable opportunities for internship as part of the curricula, and to assist in the final placement process
- ✓ Present data about school performance to board members with analysis and strategy adapted as and when required
- ✓ Build alliances and partnerships with other Institutions / Universities / Organisations for collaboration with CUTM
- ✓ Encourage faculty members and self to engage with, and provide consultancy services to, other organizations
- ✓ Assist the faculty / other departments in specifically designated and agreed areas (such as skill / entrepreneurial development, vocational / academic guidance, etc...)
- ✓ Any other work responsibility entrusted by the institute from time to time in the interest of the Institute/University.

2. REMUNERATION:

- ✓ You will be paid a monthly consolidated gross salary of **Rs.1,30,000/-** (Rupees One Lakh Thirty Thousand only) per month.

3. REVISION CLAUSE:

- ✓ The appointment will be renewed and your services will be confirmed with Centurion University of Technology and Management after completion of probation period for a duration of 12 months.
- ✓ The renewed appointment could either be a simple renewal, or a renewal with review of terms including the remuneration.

4. SEPARATION:

- ✓ The employee can separate from this contract with mutual consent by giving one month's notice on either side.
- ✓ The employee can resign unilaterally by giving one month's notice but such resignation will not be accepted in the mid-session of the semester.
- ✓ Generally one month's pay shall be considered as equivalent of the notice period on either side.



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5. JURISDICTION:

- ✓ This agreement and employment of the Employee hereunder shall be governed by and construed in accordance with the laws of India and the parties submit to the exclusive jurisdiction of the Courts of Bhubaneswar, Odisha in respect of any legal action or proceedings arising out of or in connection with this Agreement.

6. ADMINISTRATION:

- ✓ For the purpose of this appointment, the Vice Chancellor shall be the reporting authority.
- ✓ Wherever not mentioned, the rules of CUTM from time to time as well as the general rules guiding good academic institutes will be referred to.
- ✓ However such reference shall only take place if such specific terms are not mentioned in this letter.

Please sign a copy of this letter as a token of your acceptance.

Avita Palte

REGISTRAR

Copy to: Establishment section, A/c section.

[Handwritten signature]