



**Centurion**  
**UNIVERSITY**

No: CUTM/Reg.Off./SoABE/Rec.Fac./2019/ 271

Date: 24-07-2019

**APPOINTMENT ORDER**

To  
Dr. Sivala Kumar  
H.No – 3-99/3, Srinagar  
Vivekananda Colony Road, Bapatla (A.P.) – 522101.

Dear Dr. Sivala Kumar,

Based on your qualification & experience, the Centurion University is happy to appoint you as Dean in School of Agricultural & Bio Engineering, Centurion University of Technology and Management, Odisha, Paralakhemundi Campus. The appointment shall come into effect from 24-07-2019 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 the Vice Chancellor, CUTM Odisha and submit your joining report.
- ✓ You will be in-charge of the entire academic administration of School of Agricultural & Bio Engineering, Paralakhemundi campus.
- ✓ The academic, administration implies academic schedule, managing the faculties, students, class works, Laboratories, examinations and all other incidental works which constitute good academic atmosphere.
- ✓ You will have to maintain highest standards of academic & professional environment and will be responsible for prompt service and general up keep of the premises you are posted in.
- ✓ 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 and must be routed through the University.
- ✓ Any other work responsibility entrusted by the University from time to time in the interest of the University.

**2. PERFORMANCE STANDARDS:**

- ✓ Your performance 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 etc.

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*Anita Patra*

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 : 17, Forest Park, Bhubaneswar – 751009, Dist: Khurda, Odisha, India. Phone: +91 (0674) 2596228

Website: [www.cutm.ac.in](http://www.cutm.ac.in)

**centurion university of technology and management**

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### **3. REMUNERATION**

- ✓ You will be paid a monthly consolidated gross salary of Rs.1,00,000/- (Rupees one lakh only) in the pay scale of (37400-67000). You will be provided rent free accommodation on campus excluding electricity and other charges.

### **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 terms including the remuneration.

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*Anita Palta*





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## 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 shall be the administrative and 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.

*Sande K*  
24/7/19