



Sri Devaraj Urs Academy of Higher Education & Research

Comprising Sri Devaraj Urs Medical College

A Deemed to be University

Declared under Section 3 of UGC Act, 1956, MHRD GOI No.F.9-36/2006-U.3(A) Dt. 25th May 2007

Tamaka, Kolar - 563 101, Karnataka, India

Ph: 08152-243003, 210604, 210605, Fax: 08152-243008, E-mail: registrar@sduaher.ac.in/office@sduaher.ac.in website: www.sduaher.ac.in

SDUAHER/KLR/ADMN/ /2022-23

SDUAHER/HRM/AL/1571/2022

5th December, 2022

Dr Sathish Babu Paranthaman

87A, Main Road, Ganesapuram,

Kannakurkkai, Pachal,

Tiruvannamalai, Chengam, Tamil nadu - 606704.

Email ID: sathishbabu.p94@gmail.com

Mobile No: 99407 43063

Dear Dr Sathish,

Sub: Letter of Appointment

We welcome you to Sri Devaraj Urs Academy of Higher Education and Research. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A. Designation	:	Post Doctoral Fellow
B. Department	:	Cell Biology & Molecular Genetics
C. Location	:	Tamaka, Kolar
D. Date of Joining	:	5 th December, 2022
E. Compensation (CTC)	:	INR. 6,00,000 p.a (Rupees Six Lakhs Only)
F. Employee Code	:	C2804

1. General Terms and Conditions

- This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.
- We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.
- You warrant that you are not prevented by a court or by any other administrative or judicial order from providing the services required under this employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.
- Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website (<https://www.sduu.ac.in/source/uploads/files/Human%20Resource%20Policy.pdf>). In case of a conflict between terms of this letter and any other policy document, the appointment letter shall prevail.

P. Sathish Babu



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SDUAHER/KLR/ADMN/2138/2022-23
10th November, 2022

SDUAHER/HRM/OL/1518/2022

Mr. Chalapathi K,
Kothamangala, Kolar,
Karnataka, Pincode-563 127.
Email: kchalapathik143@gmail.com
Mobile: 8904492081 / 7019875987

Dear Chalapathi,

This letter is in reference to your application and the subsequent interview you had with our Management Team, on **09th November, 2022**, we are pleased to offer you a position of **Research Assistant** in the department of **Research & Innovation** at **Sri Devaraj Urs Academy of Higher Education and Research** located at Tamaka, Kolar, Karnataka on a monthly Cost To the Company (CTC) of **Rs. 15,608/- (Rupees Fifty Thousand Six Thousand and Eight only)**. You are advised to report for work no later than **14th November, 2022 at 9.00 a.m.** at our Human Resources Department, Sri Devaraj Urs Academy of Higher Education & Research located at Tamaka, Kolar, Karnataka. If you do not report to work on the designated date and time, this offer of employment stands withdrawn.

You will be on probation for the period of **Twelve (12)** months from the date of joining. Your employment with us can be terminated by either party giving prior notice of **One (1)** month, in writing or payment in lieu of. Your detailed job description and KRAs will be issued along with your appointment letter upon reporting for duty.

You will also be entitled for annual benefits as stipulated by Company from time to time, if applicable. Statutory deductions, if any, will be made from your remuneration as per the prevailing laws. For all other matters not herein specified the Academy's conditions of service and service rules as amended from time to time shall be applicable.

This letter of offer was prepared based on the information provided by you in your resume dated **27th May, 2022** and also during the interview you had with us on **09th November, 2022**, if any information is found to be false or incorrect; it will result in your immediate termination without any notice or compensation in lieu of. This employment is being offered subject to you are certified medically fit by the designated medical officer of our institution.

You are requested to forward us within 7 working days from receipt of this letter, your resignation acceptance letter duly signed by your current employer to us. In case if we do not receive the same please be informed that this offer letter stands withdrawn automatically.

Please sign the duplicate copy of this letter confirming your acceptance of the above terms and conditions of this offer and return the same for our records. You are requested to bring and submit the documents mentioned in **Annexure-1** on the day of joining.

We look forward to having you on board with us at the earliest and wishing you a mutually rewarding career with us.

Yours faithfully,



For Sri Devaraj Urs Academy of Higher Education & Research,

Dr D V L N Prasad
Registrar

Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Agreed and accepted

(Mr. Chalapathi K)

	SRI DEVARAJ URS ACADEMY OF HIGHER EDUCATION & RESEARCH SRI DEVARAJ URS MEDICAL COLLEGE Tamaka, Kolar	
	Fluorosis Research and Referral Laboratory A Centre of Excellence Recognized by SDUAHER No. SDUAHER/KLR/ADMN/330/2020-21 dated 14.10.2020 Department of Biochemistry	

No. DMC/KLR/BIO/FRRL/ 14 /2024-25

Date: 10-07-2024

Research Assistant Appointment Order

Mr. Sampath Kumar H is appointed on Ad- hoc basis as Research Assistant for DHR- ICMR project titled: Identification of Sirtuin1 gene polymorphism associated with fluorosis and type 2 diabetes mellitus. He has to report to Dr. Shashidhar KN, Principal investigator of the project on or before 20.03.2023. The appointment is on ad- hoc basis with a consolidated honorarium of Rs. 30,000/- (rupees thirty thousand only) per month with effect from 10-07-2024.

Terms and Conditions:

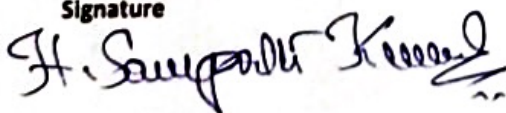
1. He/ She have to report to duty to the Principal Investigator of DHR- ICMR project failing which the appointment would stands cancelled.
2. He/ She have to abide by the instructions of the Principal Investigator as issued from time to time during the ad-hoc appointment period.
3. He/ She should work punctually and regularly. If he is found to be irregular or absent for the duty without prior permission and/or justification her appointment is liable for cancellation immediately.
4. He/ She have to work on all working days for the entire period of appointment. During and exigencies related to the said project. In case required he/ she would be required to render her services beyond the stipulated working hours, as asked by the Principal investigator.
5. Sundays and General Holidays will be treated Holidays in case there is no assigned or pending work.
6. He/ She can avail 1(one) casual leave per month. Other kinds of leave will not be entertained during the period of appointment.
7. In case of termination of the said project at any point of time due to any reason by the Principal investigator or by DHR- ICMR, the appointment would stand cancelled from the day of notice served to that effect.
8. This contract will cease automatically on the day of project report submission. Unless it is terminated earlier, or unless the project Management extends this contact in accordance with clause 9 thereof.
9. On or before the expiry of contact period, the Project management shall have the discretion to extend you fix term contract for a further mutually agreed period.
10. If you commit a breach of this contract or guilty of misconduct and disobedience to lawful orders or instructions or conduct yourself in a manner calculated to bring the project management into disrepute; you will be discharged immediately without notice.
11. Extension of any facility or any benefit by the Project Management shall not confer upon you any status other than the one agreed under the contract. You shall have no further claim upon the project management apart from the remuneration mentioned above.
12. It is to be clearly understood and agreed between you and the project management that this fixed term contract is not and can in no sense be deemed and/ or construed to be an employment in the service of the Project Management.


 Signature of Principal investigator

Acceptance Clause

I hereby agree to and accept the terms and conditions mentioned here with

Signature



Date:

10/07/24

Professor,
 Department of Biochemistry,
 Sri Devaraja Urs Medical College
 Tamaka, Kolar - 563 107

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SDUAHER/HRM/AL/1754/2023

SDUAHER/KLR/ADMN/4148 /2023-24

13th March, 2024

Ms. Vinu Shree

#77, k g f main road,

Deshihalli, Kolar, Karnataka – 563162.

Email ID: dmvinushree@gmail.com

Mobile No: 8088152361

Dear Vinu Shree,

Sub: Letter of Appointment

We welcome you to Sri Devaraj Urs Academy of Higher Education and Research. We believe that you will be a valuable addition to the Academy team and wishes you all success in this assignment. We are pleased to appoint you on the following terms and conditions,

A. Designation	:	Research Assistant
B. Department	:	Clinical Nutrition and Dietetics
C. Location	:	Tamaka, Kolar
D. Date of Joining	:	13 th March, 2024
E. Compensation (CTC)	:	INR. 1,98,240 p.a (Rupees One Lakh Ninety Eight Thousand Two Hundred and Forty only)
F. Employee Code	:	C3174

1. General Terms and Conditions

- This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Academy's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.
- We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Academy reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this appointment is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Academy, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to the Academy are found to be false or misleading, or your work performance falls short of the minimum standards required by the Academy, the Academy shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.
- You warrant that you are not prevented by a court or by any other administrative or judicial order from providing the services required under this employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.
- Your employment is governed by this letter and the applicable rules and policies provided in the "Service Rules" available with Human Resources and also in the Academy website <https://humanresources.sduaher.ac.in/resources/uploads/files/HumanResourcesPolicy.pdf>. In case of a conflict between

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Ph: 918152-243003

It is understood during the period of probation that you shall be subject to your producing the relevant documents as intimated to you.

- e. This appointment letter is being made to you subject to your producing the relevant documents as intimated to you.
- f. **Fitness to Work:** At any time during the tenure of service, the management has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.
- g. **Transfer:** You may be transferred to any of other offices/branches or subsidiaries/affiliates of the Academy, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Service Rules as may be in effect from time to time with respect to your function or the location to which you are so relocated.
- h. **Retirement:** You shall retire from the services of the Academy at the end of the month in which you attains the age of **65 years**, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.
- i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Academy. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, participating any research programs etc., explicit permission from the Academy has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Academy.
- j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your **Key Result Area (KRA)** milestones and the applicable timelines for review within a month from your date of joining. This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with Sri Devaraj Urs Academy of Higher Education and Research will be effective on your joining date. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the management from time to time.

4. Probation and Notice Period

- a. You will be on probation for an initial period of **Twelve (12) Months** from the date of your joining. The Academy may confirm your services based on satisfactory performance during the probation period. In case your performance is found unsatisfactory during the probation period, the Academy may, at its option, terminate your employment with immediate effect or extend the probation period.

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It is understood that the Academy would be fully entitled to terminate your services with **Thirty (30) Days** notice during the probation period without assigning any reason. Similarly you may leave the services of the Academy giving 30 (Thirty) days notice without assigning any reason at any time during the probationary period.

- b. After confirmation, the Academy reserves the right to terminate your service on giving a **Thirty (30) Days** notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Academy on giving Three months notice or forfeiture of salary in lieu thereof. The prerogative to demand the employee to serve the notice period or recover salary in lieu of rests with the Academy. In case you leave the employment of the Academy without serving the prescribed notice, the Academy will have the right to recover an amount equivalent to Three months salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Academy or Academy's property if any, and also to the extent of any advance made to you by the Academy.
- c. Your services will be governed by the terms and conditions of this letter and the model standing orders issued by the respective state Government and the Service Rules, during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Academy reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Academy will not be liable to pay you any dues whatsoever.
- d. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable Service Rules or any other applicable policies governing your employment, including unauthorized absence / leave, the Academy may terminate your employment immediately.
- e. On termination of your employment, you shall return to the office all articles of the Academy issued to you by the office and the same in your custody. The Academy shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

- a. You will be eligible to receive the compensation as per details in the Annexure.
- b. You will be entitled to other compensation and benefits in accordance with the Academy's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Academy's discretion.
- c. Your compensation will be reviewed periodically as per the Academy's policy. Changes in your compensation are carried out at the sole discretion of the Academy and will be subject to and based on effective performance and results during the period and other relevant criteria.
- d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.
- e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Academy policies:

- a. Leave and Holidays as applicable below to your category of employees and location

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- b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Academy.
- c. Participation in the Academy Provident Fund Scheme as per rules and policies is applicable to your category of employees.
- d. Enrolment in the Academy medical assistance program and Contributory Insurance and benefits program for your category of employees as and when it becomes operational.
- e. Period of absence without wages will not be considered for computation of period of service for arriving the Gratuity benefit entitlement.
- a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Academy objectives.
- b. You will keep the Academy informed of any change in your residential address or in your civil status.
- c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Academy, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Academy / its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Management to the above effect, before such a deal is entered into.
- d. You may be required to undertake travel for Academy's work for which you will be reimbursed travel expenses as per the Academy policy applicable to your category of employees.
- e. All employees of the Academy are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the Service Rules and policies of the Academy including the Code of Conduct, Information Security Policy and all other policies as they form an integral part of the terms of your employment.
- f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.
- g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Academy which may be in your use, custody or charge.

7. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed "Confidential Information, Intellectual Property Rights and Non-Compete agreement" all times during your employment and the said agreement is marked as Annexure - II which shall form part of this appointment letter.

8. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of "force majeure", including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such "force majeure" event remains in effect.
9. This offer shall be governed by and construed in accordance with the laws of India. The courts at Kolar alone shall have jurisdiction in the event of any dispute.

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10. In the absence of our receiving your signed acceptance of this letter of appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Academy.

Welcome to Sri Devaraj Urs Academy of Higher Education and Research and we wish you the best.


Agreed and accepted

For Sri Devaraj Urs Academy of Higher Education and Research



Dr D V L N Prasad
Registrar

13/11/2017

Registrar
Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

(Vinu Shree)



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No.SDUAHER/KLR/ADMN/998/2024-25

Date: 22nd June, 2024

Research Assistant Appointment Order

Mr. Prashanth R is appointed on Ad-hoc basis as Research Assistant for Institutional Ethics Committee approval project Titled: Insights into the Insulin Secretagogue Action of Indian Sarsaparilla (Hemidesmus indicus L/) Root Extract in STZ Induced Oxidative Damage Against RINm5F Cells: In-Vitro and Ex Vivo Model"

He has to report to Dr Shivakumar C, Principal, Investigator of the project on or before 22nd June, 2024. The appointment is on Ad- Hoc basis for 1 Year, with consolidated honorarium of Rs. 12,000/- (Rupees Twelve Thousand Only) per month with effect from 22nd June, 2024.

Terms and Conditions:

1. He has to report to duty to the principal, Investigator of project on or before 22nd June, 2024 failing which the appointment would stand cancelled.
2. He has to abide by the instruction of the principal, investigator as issued from time to time during the Ad-hoc appointment period of one(1) year.
3. He should work punctually and regularly. If he is found to be irregular or absent for the duty without prior permission and/or justification his appointment is liable for cancellation immediately.
4. He has to work on all working days for the entire period of appointment (i.e 1 year) and also during the exigencies related to the said project. In case required he would be required to render his services beyond the stipulated working hours, as asked by the principal, investigator.
5. Sunday's and General holiday's will be treated as holiday's in case there is no assigned or pending work.
6. He can avail one casual Leave per month other kind of leaves will not be entertained during the period of appointment (1 Year).
7. In case of termination of the said project at any point of time due to any reason by the principal investigator or by the project, the appointment would stand cancelled from the day of notice served to that effect.
8. This contract will cease automatically on the day of project report submission. Unless it is terminated earlier.
9. On or before the expiry of contract period, the project management shall have the discretion to extend your fixed term contract for a further a mutually agreed period.
10. If you commit a breach of this contract or guilty of misconduct and disobedience to lawful orders or instructions or conduct yourself in a manner to bring the project management into disrepute; you will be discharged immediately without notice.
11. Extension of any facility or any benefits by the project management shall not confer upon you any status order than the one agreed upon under the contract. You shall have no further claim on the project management apart from the remuneration mentioned above.
12. It is to be clearly understood and agreed between you and the project the management that this fixed term contract is not and can in no sense to be deemed and/ or construed to be an employment in the service of the project management.

Signature of Principal Investigator

Registrar
Registrar

Acceptance Clause

I hereby agree to and accept the terms and conditions mentioned here with

Sri Devaraj Urs Academy of Higher
Education and Research
Tamaka, Kolar - 563 103.

Signature:

Date: