



MGM INSTITUTE OF HEALTH SCIENCES

Ref No: 233/19/03/2251

(Deemed University u/s 3 of UGC Act, 1956)

Grade 'A' Accredited by NAAC

Sector-01, Kamothe, Navi Mumbai - 410 209

Tel 022-27432471, 022-27432994, Fax 022 - 27431094

E-mail : registrar@mgmuhs.com | Website : www.mgmuhs.com

Date: 04/03/19

MGM/01/A- 57/2019/24

Date: 01/03/2019

OFFICE ORDER

As per the directives of Hon'ble Medical Director, MGM Institute, Dr. Mansee Thakur, has been promoted to 'Professor' Position with effect from 1st February, 2019. She will continue to hold additional charge of In-Charge Director, MGM School of Biomedical Sciences, Navi Mumbai. Her pay scale will be (37400-67000) with Basic pay of Rs. 38830 + A.G.P. Rs. 10000 + Special pay of Rs. 940/-. (The Special pay will be absorbed in future increase in salary).

Her personal file will be shortly sent to MGM School of Biomedical Sciences, Navi Mumbai.

Registrar
Dr. Rajesh B. Goel
Registrar

MGM Institute of Health Sciences
(Deemed University u/s 3 of UGC Act, 1956)
Navi Mumbai- 410 209

To

1. Dr. Mansee Thakur,
Professor/In-Charge Director, MGM School of Biomedical Sciences,
Navi Mumbai.
2. Account department, MGM School of Biomedical Sciences,
Navi Mumbai.

Copy for information to:

1. Hon'ble Vice Chancellor, MGM Institute, Navi Mumbai
2. Hon'ble Medical Director, MGM Institute, Navi Mumbai

Forwarded to
Accounts

(Signature)
01/03/2019.

MGM Institute of Health Sciences

Mrs. Mansi Rathore (Associated Professor from 14.08.2014)

Current Scale as per MGM CET

Joining from 2011 as an Assistant Professor

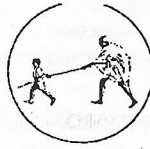
Basic Salary	40230
A.G.P.	9000
D.A.(125% on Basic +AGP)	61538
H.R.A.(10% on Basic +AGP)	4923
T.A.	800
Total	116491

Proposed Scale of Professor with 1 increment

Scale (37400-67000)

Basic Salary	38830
A.G.P.	10000
D.A.(125% on Basic +AGP)	61038
H.R.A.(10% on Basic +AGP)	4883
T.A.	800
Special Pay	940
Total	116491

Note: The special pay of Rs. 940/- will be absorbed in future increases of pay.



MGM INSTITUTE OF HEALTH SCIENCES

(Deemed University u/s 3 of UGC Act, 1956)

Grade 'A' Accredited by NAAC

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Tel 022-27432471, 022-27432994, Fax 022 - 27431094

E-mail : registrar@mgmuhs.com | Website : www.mgmuhs.com

Ref No: SB3/19/03/2251

Date: 04/03/19

MGM/01/A- 57/2019/24

Date: 01/03/2019

OFFICE ORDER

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Registrar
Dr. Rajesh B. Goel
Registrar

MGM Institute of Health Sciences
(Deemed University u/s 3 of UGC Act, 1956)
Navi Mumbai- 410 209

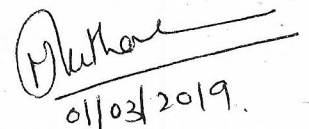
To

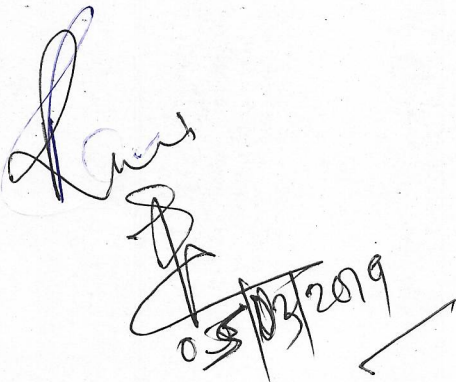
1. Dr. Mansee Thakur,
Professor/In-Charge Director, MGM School of Biomedical Sciences,
Navi Mumbai.
2. Account department, MGM School of Biomedical Sciences,
Navi Mumbai.

Copy for information to:

1. Hon'ble Vice Chancellor, MGM Institute, Navi Mumbai
2. Hon'ble Medical Director, MGM Institute, Navi Mumbai

Forwarded to
Accounts


01/03/2019


05/03/2019

MGM Institute of Health Sciences
Mrs. Mansi Rathore (Associated Professor from 14.08.2014)

Current Scale as per MGM CET	
Joining from 2011 as an Assistant Professor	
Basic Salary	40230
A.G.P.	9000
D.A.(125% on Basic +AGP)	61538
H.R.A.(10% on Basic +AGP)	4923
T.A.	800
Total	116491

Proposed Scale of Professor with 1 increment	
Scale (37400-67000)	
Basic Salary	38830
A.G.P.	10000
D.A.(125% on Basic +AGP)	61038
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MGM INSTITUTE OF HEALTH SCIENCES
(DEEMED UNIVERSITY u/s 3 of UGC Act, 1956)

MGMIHS/VC/2017/

10th January, 2017.

OFFICE ORDER

With immediate effect the below mentioned faculty will hold additional post in MGM Institute's University Department of Biomedical Sciences, Navi Mumbai till further orders:-

1. Dr. Mansi Rathod – In Charge Director.
2. Dr. P. Patro – Co-ordinator for B.Sc students posted in Hospital

Dr. S.N. Kadam
Vice Chancellor

To,

1. Dr. Mansi Rathod
Associate Professor, Biotechnology
MGM Institute's University Department of Biomedical Sciences
Navi Mumbai
2. Dr. P. Patro
Associate Professor, Pathology
MGM Institute's University Department of Biomedical Sciences
Navi Mumbai

Copy to:-

1. Hon'ble Pro Vice Chancellor, MGMIHS.
2. Hon'ble Pro Vice Chancellor(Research), MGMIHS
3. Registrar, MGMIHS
4. Dean, MGM Medical College, Navi Mumbai/Aurangabad.
5. Director, MGM Institute's University Dept. of Physiotherapy, Navi Mumbai/Aurangabad
6. Director, MGM Institute's University Dept. of Nursing, Navi Mumbai/Aurangabad

MGM Institute's University Department of
Biomedical Sciences

Inward No. MGM/SBS/ 53

Date: 12/1/17



MGM INSTITUTE OF RESEARCH

Department of Infectious Diseases

(In technical collaboration with The University of Texas - Houston, USA.)

RECOGNISED SIRO CENTRE, GOVT. OF INDIA
SCIENTIFIC & INDUSTRIAL RESEARCH ORGANISATION (SIRO)
MINISTRY OF SCIENCE & TECHNOLOGY, GOVT. OF INDIA

Date: May 19th, 2009

Dr. (Mrs.) Mansee Rathore
Flat No.A003, Plot No.11
Snigdha Soc., Sec-15-A, New Panvel,
Mob.9969073769, 9867199737
Email: mansl_biotech@yahoo.com

Sub : Appointment to the post of " Lab-Incharge & Lecturer " in MGM Institute of Research.

Dear, Mansee

We are pleased to inform you that you are hereby appointed as "Lab-Incharge & Lecturer" in the MGM Institute of Research at MGM Medical College & Hospital, Kamothe, Navi Mumbai on basic pay of Rs.8, 000/- in the scale of pay Rs.8000-275-13500). The appointment will be on annual contract basis from 1.5.2009 to 30.4.2010. In addition to pay you will be entitled to D.P., DA. And HRA as admissible to MGM employees from time to time.

Your appointment is subject to the condition mentioned below: -

1. Your appointment is on purely temporary basis.
2. You will have to give one month's notice or one month salary in lieu of the notice, to the Management before resigning the job.
3. Your appointment is subject to the final approval of the MGM Trust.
4. You will have to submit an authentic proof regarding your date of birth and educational qualifications and two copies of passport size photograph, while reporting on duty.

5. Your services may be terminated without any notice and without assigning any reasons, in the event it is observed that your performance is not satisfactory and/or your behaviour is not suitable in the interest of the institution.
6. A sum equivalent to one month's salary will be deducted from your salary in four installments and will be kept as Security Deposit. You are required to keep your original qualification certificates with the Institute during your contract employment as security and for other inspection till you are officially relieved from your duties. The security deposit will be returned to you at the end of the service period.
7. You shall not (except in case of accident or illness certified by competent medical authority) absent yourself from the said duties without having obtained prior permission of the Administrative Officer or any other officer of the Department duly delegated by the Director of the Department.
8. Your unsanctioned absence from duty will be a misconduct and it might lead to termination of your services, effective from the date from which you remain absent from duties.
9. Your services will be governed by the rules and regulations framed by the Mahatma Gandhi Mission Trust.

Yours Sincerely,

I Agree

K. Muthuswamy

Mr. K. Muthuswamy
Admn. Officer

Dr. Mansee Rathore

Dr. Mansee Rathore

**DEPARTMENT OF INFECTIOUS DISEASES
& AIDS RESEARCH CENTRE.
MGM MEDICAL COLLEGE,
KAMOTHE,
NEW-BOMBAY-410 208'**

**MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI**

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.022-27437631, 27432890

Email. sbsnm@mgmuhs.com / Website: www.mgmsbsnm.edu.in

Ref: SBS/17/07/790A

Date: 01.07.2017

OFFICE ORDER

As approved by the Competent Authority Dr. Raman P. Yadav, Professor (Biotechnology) has been appointed as Head of Department of Molecular Biology with effect from 01.07.2017.

I/C Director,
MGM School of Biomedical Sciences.
MGMIHS, Kamothe.
MGM School of Biomedical Science
Kamothe, Navi Mumbai



received
Dr. Chakrabarti
21/09/2018



MGM INSTITUTE OF HEALTH SCIENCES

(DEEMED UNIVERSITY u/s 3 of UGC Act, 1956)

Post Box no 06, 3rd Floor MGM Educational Campus, Plot No. 1 & 2, Sector -18, Kamothe, Navi Mumbai - 410 209.

Tel: 022-27422471/27421994, Fax: 022-27420320

Website: www.mgmuhs.com Email: mgmuniversity@yahoo.co.in

MGMIHS/ESTT/R/2012/ 251

3rd April, 2012

To,

Dr. Raman P. Yadav
501 B, GINI PLAZA,
Plot No. D-13, Sec.6,
New Panvel (E) - 410 206

Sub: Appointment as "Professor" in the Department of "Medical Biotechnology"

Dear Dr. Raman Yadav,

We are pleased to inform you that you are hereby appointed as "Professor" in the Department of "Medical Biotechnology" in MGM School of Biomedical Sciences, Kamothe, Navi Mumbai, of MGM Institute of Health Sciences, Navi Mumbai, for a period of one year from the date of joining your duties purely on temporary basis,

Your appointment is subject to the terms and conditions mentioned below:-

1. Your appointment is subject to the final approval of the Board of Management.
2. You will be paid in the pay scale of ₹ 37,400-67,000 with Basic Pay ₹ 45,000/- & AGP ₹ 10,000/- per month.
3. You will be in charge of MGM Centre for OMICS RESEARCH, MGMIHS and will be reporting to Hon'ble Vice Chancellor for OMICS RESEARCH MGMIHS purpose directly.
4. Your contract of services may be renewed on successful completion of one year subject to approval of Board of Management.
5. You will have to submit an authentic proof regarding your date of birth and educational qualifications and two copies of passport size photograph while reporting on duty.
6. You will have to give one month's salary in lieu of the notice to the management before resigning the job.
7. You are required to keep your original qualification certificates with the Institute during your contract employment as security in addition to one month's consolidated salary as security deposit to the Institute till you are officially relieved from your duties.
8. You shall have to undertake oath of secrecy and code of conduct at the time of joining the institution. Breach of this undertaking attracts termination immediately of your job without assigning any reasons.
9. During your contract period, you will not be eligible for any allowances, house rent etc., and shall not at any time demand any such allowances since your appointment under this service contract is purely on temporary basis.
10. You shall not be indulging in communal activities or raising questions on caste, creed, religion, class or sex in his or her relationship with his or her colleagues and try to use the above considerations for improvement of his/her prospects.

Adn
7/8/2012

11. You shall not refuse to carry out the decisions by the administrative and academic bodies and or functionaries of the Institute. Failure to comply shall be treated as insubordination.
12. Your services may be terminated without any notice and without assigning any reasons in the event it is observed that your performance is not satisfactory and/or your behavior is not suitable in the interest of the institution.
13. You should devote your whole time and attention to the duties of service under this agreement and shall not engage yourself directly or indirectly in any trade, business, profession or occupation and shall not (except in case of accident or illness certified by competent medical authority) absent yourself from the said duties without having obtained prior permission of the Registrar or any other Officer of the university duly delegated with authority by the Vice Chancellor.
14. Your unsanctioned absence from duty will be a misconduct and it might lead to termination of your services effective from the date from which you remain absent from duties.
15. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai.
16. You will not be entitled to any provident fund, insurance, bonus, gratuity or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any other labour legislation are entitled to under the said labour legislation, on the ground that this employment is purely on contract.
17. Your services are transferable to any constituent institutions of MGM Institute of Health Sciences on any post equivalent to your qualifications.
18. The decision of Board of Management in regard to your service or any other matter shall be binding to you while you are in service in this institution.
19. Your appointment is subject to your medical fitness. You will present yourself for a medical examination on a date to be ascertained from the Medical Superintendent, MGM Hospital, Kamothe, Navi Mumbai.
20. In case you agree to the terms and conditions offered, you are required to return the duplicate copy of this letter duly signed immediately to the Registrar, MGM Institute of Health Sciences, Navi Mumbai.
21. You are requested to join immediately.

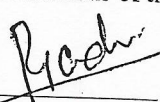
Yours sincerely,


Registrar

Registrar
MGM INSTITUTE OF HEALTH SCIENCES
(DEEMED UNIVERSITY u/s 3 of UGC Act, 1956)
KAMOTHE, NAVI MUMBAI

Name of Employee : (Dr. RAMAN PRASAD YADAV)

I agree to the terms and conditions of the appointment order and will join the duties on or before _____.

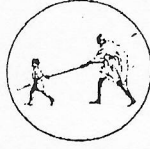
Signature: 

Copy with Compliments to :

Hon'ble Vice Chancellor for information

Hon'ble Pro-Vice Chancellor for information

✓ The Director, MGM School of Biomedical Sciences, Kamothe, Navi Mumbai
Accounts / Establishment Section / Personal File.



MGM INSTITUTE OF HEALTH SCIENCES

(DEEMED UNIVERSITY u/s 3 of UGC Act, 1956)

Post Box no 06, 3rd Floor MGM Educational Campus, Plot No. 1 & 2, Sector -18, Kamothe, Navi Mumbai – 410 209.

Tel: 022-27422471/27421994, Fax: 022-27420320

Website: www.mgmuhs.com Email: mgmuniversity@yahoo.co.in

MGMIHS/ESTT/R/2012/

1st September, 2012.

To,

Dr. Raman P. Yadav
501 B, GINI PLAZA,
Plot No. D-13, Sec.6,
New Panvel (E) – 410 206

Sub: Appointment as “Professor” in the Department of “Medical Biotechnology”

Dear Dr. Raman Yadav,

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Your appointment is subject to the terms and conditions mentioned below:-

1. Your appointment is subject to the final approval of the Board of Management.
2. You will be paid in the pay scale of ₹ 37,400-67,000 with Basic Pay ₹ 45,000/- & AGP ₹ 10,000/- per month.
3. You will be Technical Director of MGM Institute of Health Sciences, OMICS RESEARCH CENTER and will be reporting to Hon'ble Vice Chancellor for MGM Institute of Health Sciences, OMICS RESEARCH CENTER purpose directly.
4. Your contract of services may be renewed on successful completion of one year subject to approval of Board of Management.
5. You will have to submit an authentic proof regarding your date of birth and educational qualifications and two copies of passport size photograph while reporting on duty.
6. You will have to give one month's salary in lieu of the notice to the management before resigning the job.
7. You are required to keep your original qualification certificates with the Institute during your contract employment as security in addition to one month's consolidated salary as security deposit to the Institute till you are officially relieved from your duties.
8. You shall have to undertake oath of secrecy and code of conduct at the time of joining the institution. Breach of this undertaking attracts termination immediately of your job without assigning any reasons.
9. During your contract period, you will not be eligible for any allowances, house rent etc., and shall not at any time demand any such allowances since your appointment under this service contract is purely on temporary basis.

Pravin
17/11/13

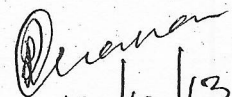
10. You shall not be indulging in communal activities or raising questions on caste, creed, religion, class or sex in his or her relationship with his or her colleagues and try to use the above considerations for improvement of his/her prospects.
11. You shall not refuse to carry out the decisions by the administrative and academic bodies and or functionaries of the Institute. Failure to comply shall be treated as insubordination.
12. Your services may be terminated without any notice and without assigning any reasons in the event it is observed that your performance is not satisfactory and/or your behavior is not suitable in the interest of the institution.
13. You should devote your whole time and attention to the duties of service under this agreement and shall not engage yourself directly or indirectly in any trade, business, profession or occupation and shall not (except in case of accident or illness certified by competent medical authority) absent yourself from the said duties without having obtained prior permission of the Registrar or any other Officer of the university duly delegated with authority by the Vice Chancellor.
14. Your unsanctioned absence from duty will be a misconduct and it might lead to termination of your services effective from the date from which you remain absent from duties.
15. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai.
16. You will not be entitled to any provident fund, insurance, bonus, gratuity or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any other labour legislation are entitled to under the said labour legislation, on the ground that this employment is purely on contract.
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18. The decision of Board of Management in regard to your service or any other matter shall be binding to you while you are in service in this institution.
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20. In case you agree to the terms and conditions offered, you are required to return the duplicate copy of this letter duly signed immediately to the Registrar, MGM Institute of Health Sciences, Navi Mumbai.
21. You are requested to join immediately.

Yours sincerely,


Registrar

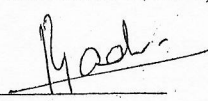
Registrar
MGM INSTITUTE OF HEALTH SCIENCES
(DEEMED UNIVERSITY u/s 3 of UGC Act, 1956)
KAMOTHE, NAVI MUMBAI

Name of Employee: Dr. RAMAN P. YADAV


17/4/13

I agree to the terms and conditions of the appointment order and will join the duties on or before

01.09.2012

Signature: 

Copy with Compliments to :

Hon'ble Vice Chancellor for information

Hon'ble Pro-Vice Chancellor for information

The Director, MGM School of Biomedical Sciences, Kamothe, Navi Mumbai
Accounts / Establishment Section / Personal File.

O/c



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI
(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.022-27437631, 27432890

Email. sbsnm@mgmuhs.com/ Website: www.mgmsbsnm.edu.in

Ref: - SBS/19/01/ 2136-A

Date: - 01.02.2019

To,
Dr. Himanshu Rajat Gupta
Assistant Professor
Department of Biotechnology
MGM School of Biomedical Sciences
Kamothe, Navi Mumbai

Sub: Promoted to the Post of Assistant Professor in Department of Biotechnology.

Dear Dr. Himanshu,

We are pleased to inform you that you are promoted to the post of Assistant Professor in Department of Biotechnology on a salary scale of Rs. 15600-39100 with salary fixed at Rs. 15600/- and AGP Rs. 6000/- with effect from 01.02.2019 under the same terms and conditions mentioned in your previous Appointment letter no. MGM/SBS/17/01/309 dated 25.01.2017.

Thanking you.

I/C Director,
MGM of Biomedical Sciences.
Kamothe, Navi Mumbai

Director
MGM School of Biomedical Science
Kamothe, Navi Mumbai

Received
HM
21/2/19

Handwritten signature and date: 25/2/19

Details of Salary:-

Pay band	- 15600/-
AGP	- 6000/-
Total Rs.	- 21600/-
DA 125%	- 27000/-
HRA 10%	- 2160/-
TA	- 800/-
Total	- 51560/-



Director
MGM School of Biomedical Science
Kamothe, Navi Mumbai

Himanshu
personal file



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI
(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209,

Ref: MGM SBS/BT/22/02/ 414 A

Date: 18/02/2022

To,
Dr. Himanshu Gupta
Assistant Professor
MGM School of Biomedical Sciences
MGMIHS, Navi Mumbai

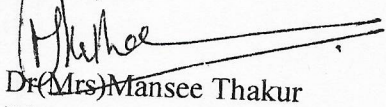
Ref: University exam notification nos 38, 39, 41, 42, 43/2022

Dear Madam

You have been appointed as a senior supervisor for examination BSC (AHS) 2nd sem (Regular and repeater), MSC/MPH/MHA sem 1 and MSC Genetics / MHA – Sem IV

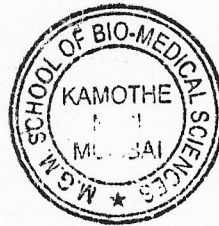
Kindly accept the same and acknowledge.

Thank you.


Dr. (Mrs) Mansee Thakur

Director
MGM School of Biomedical Sciences,
MGMIHS, Kamothe
022-27432890, 9769909212

Director
MGM School of Biomedical Science
Kamothe, Navi Mumbai





MGM INSTITUTE OF HEALTH SCIENCES

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Sector-01, Kamothe, Navi Mumbai - 410 209

Tel 022-27432471, 022-27432994, Fax 022 - 27431094

E-mail : research@mgmuhs.com | Website : www.mgmuhs.com

Ref.No.MGMIHS:Res.:02:2022: 352

10th August, 2022

To,

✓ Dr. Himanshu R. Gupta
Assistant Professor
Department of Biotechnology
MGM School of Biomedical Sciences,
Navi Mumbai


Subject: Appointment of Co-Guide for PhD Program

Dear Dr. Himanshu R. Gupta,

We are pleased to inform you that, you have been approved as a Co-Guide to Mr. Shamshad Ather, who is registered for PhD in Biotechnology at Navi Mumbai, batch - 2020-21, under the guidance of Dr. Mansee Thakur Director, MGM School of Biomedical Sciences, Navi Mumbai.

Her PhD Research Topic entitled "Cognitive Assessment & Phytopharmacogenostic study of Polyherbal formulation using zebra fish & in-silico tools"

With Best Wishes,


Dr. Rajesh B Goel
Registrar

Copy to :

1. Dr. Mansee Thakur Director, MGM School of Biomedical Sciences, Navi Mumbai.
- ✓ 2. Mr. Shamshad Ather, PhD Scholar





20/10/22

MGM SCHOOL OF BIOMEDICAL SCIENCES

Inward No. MGM/SBS.3582

Date 19/10/22

Receiver Name: 

MGM Institute Of Health Sciences

INWARD NO. 6509

DATE: 11/08/2022

REF: H



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed to be University u/s 3 of UGC Act 1956)

Grade "A++" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.022-27437631, 27437632

Email. sbsnm@mgmuhs.com/ Website: www.mgmsbsnm.edu.in

Ref: - MGM/SBS/24/07/2451

Date: 25.07.2024

To,

Dr. Himanshu Gupta

Department of Medical Biotechnology,

MGM School of Biomedical Sciences,

Kamothe, Navi Mumbai.

Sub: Promoted to the Post of "Associate Professor" in Department of Medical Biotechnology.

Dear Dr. Himanshu Gupta,

We are pleased to inform you that you have been are promoted to the post of "**Associate Professor**" in Department of Medical Biotechnology **with effect from 01.07.2024** on a salary scale of Rs. 15600-39100 with Basic Rs. 23950, AGP Rs. 6000/- under the same terms and conditions mentioned in your previous Appointment letter no. **MGM/SBS/17/01/309 dated 25.01.2017.**

This is with the approval of Hon'ble Vice Chancellor Sir.

Thanking you.

Director,
MGM of Biomedical Sciences.
Kamothe, Navi Mumbai

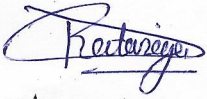
Director
MGM School of Biomedical Sciences
MGM Institute of Health Sciences
Kamothe, Navi Mumbai- 410 209, India



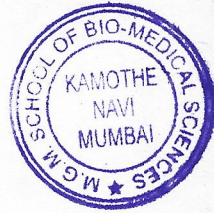
Cc to:-

1. Vice Chancellor , MGMIHS, Kamothe
2. Registrar, MGMIHS, Kamothe
3. HOD. Department of Medical Biotechnology, Kamothe
4. Accounts Section, MGM School of Biomedical Sciences, Kamothe
5. Personal File

Details of Salary	
Pay band	23950/-
AGP	6000/-
Total Rs.	29950/-
DA 125%	44925/-
HRA 20%	5990/-
TA	800/-
Total	81665/-



Accountant
MGM of Biomedical Sciences.
Kamothe, Navi Mumbai



Director,
MGM of Biomedical Sciences.
Kamothe, Navi Mumbai

Director
MGM School of Biomedical Sciences
MGM Institute of Health Sciences
Kamothe, Navi Mumbai- 410 209, India



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437631,27432890

Email. sbsnm@mgmuhs.com / Website : www.mgmsbsnm.edu.in

Ref. No.: SBS/19/02/ 2221

Date:09.02.2019

To,
Dr. Priyanka Pareek
C 503, Dara Enclave, Army,
Sector 9, Nerul, Navi Mumbai

Sub: Appointment to the post of "Assistant Professor" in Department of Clinical Nutrition" through MGM School of Biomedical Sciences.

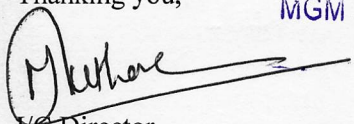
Dear Madam,

You are appointed as Full Time "Assistant Professor" in Department of Clinical Nutrition through MGM School of Biomedical Sciences, Kamothe, Navi Mumbai on the following terms and conditions. You will be paid a consolidated salary of Rs. 30,000/- (Thirty thousand) per month w.e.f. from 9th Feb, 2019.

1. Your appointment is governed by services & rules as framed by MGM Management from time to time.
2. During your appointment you will be carrying duties as assigned to you by the authorities. Initially you will report to the Director, MGM School of Biomedical Sciences, Kamothe, Navi Mumbai.
3. During the tenure of your employment you are liable to be transferred to any institute of this management.
4. Your appointment is subject to your furnishing xerox copies of following documents along with originals for verification.
 - (a.) Birth Certificate
 - (b.) Educational Certificates
 - (c.) Work experience from past employee
 - (d.) Three pass-port size photographs
 - (e.) Aadhar & Pan card copy
5. You will have to give one month notice or one month salary in lieu of the notice to the management before resigning from the job.
6. During this period, your services can be terminated by giving one month notice if your performance and behavior is not suitable to the institution or any court case/legal disputes pending against you. Your continuous unauthorized absence from duty will lead to terminate of your services, effective from the date from which you remain absent from duties.
7. You will have to pay one month's salary as deposit at the time of joining or it will be deducted in four equal installments from your monthly salary. The deposit will be refunded on your leaving of services after obtaining no dues certificate from accounts department.

8. You will not divulge information collected during tenure of employment to outside institution / organizations.
9. During this period, you will not be eligible to any allowances, house rent etc. and shall not at any time demand any such allowances. You will also not be entitled to any Provident fund, Insurance, Bonus, gratuity, or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any labor legislation are entitled , on the ground that this employment is purely on contract.
10. During tenure of employment you will not take any part-time / full time assignment. In case MGM management comes to know about such activity, your services will be terminated immediately and deposit will be confiscated.
11. Your appointment is subjected to the approval of MGM School of Biomedical Sciences and MGMIHS, Navi Mumbai.
12. At the time of joining, you will have to sign an agreement to abide terms and conditions of MGM management.
13. You will be involved in teaching UG & PG courses at MGM School of Biomedical Sciences including academic related work as per MGMIHS Norms.
14. You will work full time and your office timings will be 9.00 am to 5.00 pm at MGM School of Biomedical Sciences.
15. For yearly increments you have to do minimum 1 publication of original research article as per MGMIHS, Navi Mumbai & submit yearly Assessment/appraisal as per IQAC.
16. You have to do compulsory Biometric as per MGMIHS Navi Mumbai.
17. You have to do the Examination duty if required as per the orders of the undersigned.

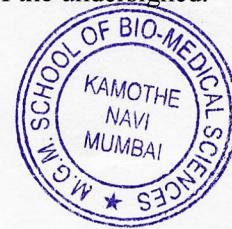
Thanking you,



I/C Director

MGM School of Biomedical Sciences

Director
MGM School of Biomedical Science
MGM School of Biomedical Science
Kamothe, Navi Mumbai



I agree to the terms and conditions of the appointment order and will join the duties on or before

Signature :

Cc to:-

1. Vice Chancellor , MGMIHS, Kamothe
2. Registrar , MGMIHS, Kamothe
3. Dean, MGM Medical College, Kamothe.
4. I/C Director, MGM School of Biomedical Sciences, Kamothe
5. Department of Optohlmology, Kamothe
6. Accounts Section, MGM School of Biomedical Sciences, Kamothe

Date:

9/2/2019



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.022-27437631, 27432890

Email. sbsnm@mgmuhs.com/ Website: www.mgmsbsnm.edu.in

Ref: - SBS/22/01/151

Date: - 25.01.2022

To,
Dr. Priyanka Pareek
Assistant Professor,
Department of Clinical Nutrition
MGM School of Biomedical Sciences
Kamothe, Navi Mumbai

Sub: Promoted to the Post of Assistant Professor in Department of Clinical Nutrition.

Dear Dr. Priyanka Pareek,

We are pleased to inform you that you are promoted to the post of Assistant Professor in Department of Clinical Nutrition on a salary scale of Rs. 15600-39100 with salary fixed at Rs. 15600/- and AGP Rs. 6000/- with effect from 01.01.2022 under the same terms and conditions mentioned in your previous Appointment letter no. MGM/SBS/19/02/2221 dated 09.02.2019.

Thanking you.

I/C Director,
MGM of Biomedical Sciences.
Kamothe, Navi Mumbai

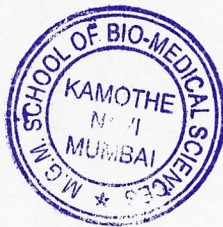
Director

MGM School of Biomedical Science

Kamothe, Navi Mumbai

Cc to:-

1. Vice Chancellor, MGMIHS, Kamothe
2. Registrar, MGMIHS, Kamothe
3. Accounts Section, MGM School of Biomedical Sciences, Kamothe



27/01/2022

25/01/2022



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed to be University u/s 3 of UGC Act 1956)

Grade "A++" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.022-27437631, 27437632

Email. sbsnm@mgmuhs.com/ Website: www.mgmsbsnm.edu.in

Ref: - SBS/24/07/2452

Date: 25.07.2024

To,
Dr. Priyanka Pareek
Department of Clinical Nutrition
MGM School of Biomedical Sciences
Kamothe, Navi Mumbai

Sub: Promoted to the Post of "Associate Professor" in Department of Clinical Nutrition.

Dear Dr. Priyanka Pareek,

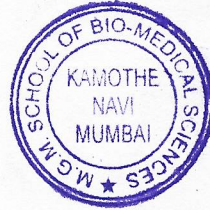
We are pleased to inform you that you are promoted to the post of "Associate Professor" in Department of Clinical Nutrition **with effect from 01.07.2024** on a salary scale of Rs. 15600-39100 with salary fixed at Rs. 20590/-and AGP Rs. 6000/- under the same terms and conditions mentioned in your previous. Appointment letter no. **MGM/SBS/19/02/2221 dated 09.02.2019.**

This is with the approval of Hon'ble Vice Chancellor Sir.

Thanking you.

Director,
MGM of Biomedical Sciences.
Kamothe, Navi Mumbai

Director
MGM School of Biomedical Sciences
MGM Institute of Health Sciences
Kamothe, Navi Mumbai- 410 209. India



Cc to:-

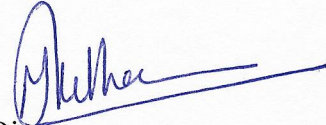
1. Vice Chancellor , MGMIHS, Kamothe
2. Registrar, MGMIHS, Kamothe
3. HOD, Department of Clinical Nutrition, Kamothe
4. Accounts Section, MGM School of Biomedical Sciences, Kamothe
5. Personal File

Details of Salary	
Pay band	20590/-
AGP	6000/-
Total Rs.	26590/-
DA 125%	39885/-
HRA 20%	5318/-
TA	800/-
Total	72593/-



Accountant
MGM of Biomedical Sciences.
Kamothe, Navi Mumbai





Director,
MGM of Biomedical Sciences.
Kamothe, Navi Mumbai

Director
MGM School of Biomedical Sciences
MGM Institute of Health Sciences
Kamothe, Navi Mumbai- 410 209, India



MGM INSTITUTE OF HEALTH SCIENCES's
(A Deemed University u/s 3 of UGC Act 1956)
Grade "A" Accredited by NAAC

MGM SCHOOL OF BIOMEDICAL SCIENCES

Ref: MGM/SBS/17/02/308

Date: 27/02/2017

To,
Mr. Yogesh Patil
C/o- Navalsingh R. Patil
At Post- Dahigaon (Sant)
Tal - Pachora, Dist Jalgaon 425116
Mobile No. 9987227503
Email:- yogeshrana1712@gmail.com

Sub: Appointment to the post of "Tutor" in the Dept of Medical Biotechnology in MGM School of Biomedical Sciences.

Dear Mr. Yogesh Patil,

You are appointed as Full Time "Tutor" in the Department of Medical Biotechnology of MGM School of Biomedical Sciences, Kamothe, Navi Mumbai on the following terms and conditions. You will be paid a consolidated salary of Rs. 25,000/- (Twenty five thousand) per month w.e.f. from 1st March, 2017.

1. Your appointment is governed by services & rules as framed by MGM Management from time to time.
2. During your appointment you will be carrying duties as assigned to you by the authorities. Initially you will report to the Director, MGM School of Biomedical Sciences, Kamothe, Navi Mumbai.
3. During the tenure of your employment you are liable to transfer to any institute of this management.
4. Your appointment is subject to your furnishing xerox copies of following along with original documents for verification.
 - (a) Birth Certificate.
 - (b) Educational Certificates.
 - (c) Work experience from past employee along with character, relieving certificates.
 - (d) Three pass port size photographs.
 - (e) Aadhar & Pan card copy
5. You will not divulge information collected during tenure of employment to outside institution / organizations.



MGM INSTITUTE OF HEALTH SCIENCES's
(A Deemed University u/s 3 of UGC Act 1956)
Grade "A" Accredited by NAAC
MGM SCHOOL OF BIOMEDICAL SCIENCES

6. During this period, you will not be eligible to any allowances, house rent etc. and shall not at any time demand any such allowances. You will also not be entitled to any Provident fund, Insurance, Bonus, gratuity, or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any labour legislation are entitled, on the ground that this employment purely on contract..
7. During tenure of employment you will not take any part-time / full time assignment. In case MGM management came to know about such activity then your services will be terminated immediately and deposit will be confiscated.
8. Your appointment is subjected to the approval of MGM School of Biomedical Sciences and MGMIHS, Navi Mumbai.
9. During this period, your services can be terminated by giving one month notice if your performance and behavior is not suitable to the institution.
10. At the time of joining, you will have to sign an agreement to abide terms and conditions of MGM management.
11. You will be involved in teaching UG & PG courses & research work.

Thanking you,

I/C Director
MGM School of Biomedical Sciences

I agree to the terms and conditions of the appointment order and will join the duties on or before

18th March. 2017.

Signature :

Date:

27/02/2017

CC to:

1. Vice Chancellor , MGMIHS, Kamothe
2. The Registrar , MGMIHS, Kamothe
3. Dean, MGM Medical College & Hospital, Kamothe.
4. I/C Director, MGM School of Biomedical Sciences, Kamothe
5. HOD Department of Biotechnology, Kamothe.
6. Accounts Section, MGM School of Biomedical Sciences, Kamothe



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI
(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

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Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437631,27432890

Email. sbsnm@mgmuhs.com/ Website : www.mgmsbsnm.edu.in

Ref. No.: SBS/22/12/ 3319

Date: 26.12.2022

To,

The Hon'ble Vice Chancellor
MGM Institute of Health Sciences
Kamothe, Navi Mumbai

MGM SCHOOL OF BIOMEDICAL SCIENCES

Inward No. MGM/SBS. 4442

Date 29/12/22

Receiver *[Signature]*

Through Proper Channel

Subject: Approval of Tutors/Sr. Tutor for various program under MGMSBS, NM.

Dear Sir,

Further to the interviews conducted for recruitment of faculty on 06th Dec. 2022 for programs (CCT, AT & OT, Optometry, Biotechnology) by the selection committee. Below is the list of shortlisted candidates as approved by Hon'ble Medical Director sir. (Annexure attached)

Sr. No	Name of staff	Program	Designation	Approx Proposed salary	Qualification
1	Mr. Sufyan Ahmad Siraj	Cardiac Care Technology	Tutor	40000	M.Sc. CCT 2022
2	Mrs. Payal Desai*	OT & AT	Tutor	40000	M.Sc. OT AT
3	Ms. Misba Khan	Optometry	Tutor	30000	Pursuing M. Optometry
4	Mr. Yogesh Patil	Biotechnology	Sr. Tutor	50000	Ph.D Biotechnology

*Note: Hon'ble Medical Director had approved the name of Mr. Sagar Patil for Tutor (AT & OT) but he was not present during the scheduled interview and he verbally communicated that he will be interested only if given Assistant Professor position and scale. During the meeting it was decided that only tutors will be appointed for B.Sc., so his application was not considered and in his place Ms. Payal Desai (SBS alumini) was recommended as a Tutor AT & OT

Request your approval to provide appointment letter to the selected candidate they can join as soon as possible.

Thanking you,

[Signature]

Director
MGM School of Biomedical Sciences

•Director
MGM School of Biomedical Science
Kamothe, Navi Mumbai

Sr. no 1, 3 & 4 approved for appointment.

Please discuss the matter of sr. no. 2 with Hon'ble Medical Director

[Signature]
MGM Institute Of Health Sciences
INWARD NO. 1082
DATE: 26/12/22
28/12

Ref No: SBS/2022/3178

Sr. No	Program	Designation	NAME of staff	Approx Proposed salary	Salary per year
1	Cardiac Care Technology	Tutor (M.Sc.)	Sufyan ahmad	40000	4,80,000.00
2	OT & AT	Tutor (M.Sc.)	Sagar Patil	40000	4,80,000.00
3	MRIT	Tutor (M.Sc.)	-	40000	4,80,000.00
4	Optometry	Tutor (M.Sc.)	Misba Khan	30000	3,60,000.00
5	MHA	Assistant Professor (Pay Scale)	Rupali Gujar	60000	7,20,000.00
6	Biotechnology	Assistant Professor (Pay Scale)	Yogesh Patil	60000-25000-35000	4,20,000.00

29,40,000.00

Dr. Tutor
Working in Innovation / incubation @

Interview

Y B


11/12/22

Director

MGM School of Biomedical Science

Warananagar, Mumbai

MGM SCHOOL OF BIOMEDICAL SCIENCES

Warananagar, Mumbai

Date 11/12/22

Receiver's Name: J. H. S.



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A⁺⁺" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632,27432890

Email: sbsnm@mgmuhs.com / Website : www.mgmsbsnm.edu.in

Ref: - SBS/22/12/ **3373**

Date: - 31.12.2022

To,
Dr. Yogesh Patil
Department of Biotechnology
MGM School of Biomedical Sciences
Kamothe, Navi Mumbai

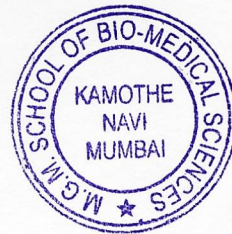
Sub: Promoted to the Post of Sr. Tutor in Department of Medical Biotechnology.

Dear Dr. Yogesh Patil,

As per letter no SBS/22/12/3319 dated 26.12.2022 and as approved by Hon. Medical Director & Hon. Vice Chancellor, we are pleased to inform you that you have been promoted to the post of Sr. Tutor in Department of Medical Biotechnology on a consolidated salary of Rs. 50,000/- with effect from 01.01.2023 under the same terms and conditions mentioned in your previous appointment letter no. **MGM/SBS/17/02/308 dated 27.02.2017 and as per MGMIHS rules.**

I/C Director,
MGM of Biomedical Sciences.
Kamothe, Navi Mumbai
Director

**MGM School of Biomedical Science
Kamothe, Navi Mumbai**



Cc to:-

1. Hon.Vice Chancellor , MGMIHS, Kamothe
2. Registrar, MGMIHS, Kamothe
3. HOD, Department of Medical Biotechnology, Kamothe
4. Accounts Section, MGM School of Biomedical Sciences, Kamothe
5. Personal File



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

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Grade "A⁺⁺" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632,27432890

Email. sbsnm@mgmuhs.com / Website : www.mgmsbsnm.edu.in

Ref: - SBS/22/03/

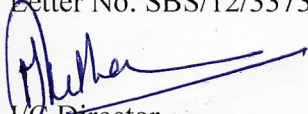
Date: - 31.03.2023

To,
Dr. Yogesh Patil
Department of Biotechnology
MGM School of Biomedical Sciences
Kamothe, Navi Mumbai

Sub: Change designation to the Post of Assistant Professor in Department of Medical Biotechnology.

Dear Dr. Yogesh Patil,

Please note as per BOM Resolution 2.ii BOM-71/2023 dated 18/02/2023, we are pleased to inform you that are designation has been changed to the post of "Assistant Professor" in Department of Medical Biotechnology instead of Sr. Tutor as per your previous appointment letter No. SBS/12/3373 dated 31.12.2022.


Director,
MGM of Biomedical Sciences.
Kamothe, Navi Mumbai

Director
MGM School of Biomedical Science
Kamothe, Navi Mumbai



Cc to:-

1. Hon.Vice Chancellor , MGMIHS, Kamothe
2. Registrar, MGMIHS, Kamothe
3. HOD, Department of Medical Biotechnology, Kamothe
4. Accounts Section, MGM School of Biomedical Sciences, Kamothe
5. Personal File



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI
(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed to be University u/s 3 of UGC Act 1956)

Grade "A++" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.022-27437631, 27437632

Email. sbsnm@mgmuhs.com/ Website: www.mgmsbsnm.edu.in

Ref: - SBS/24/07/2453

Date: 25.07.2024

To,
Dr. Yogesh Patil
Department of Medical Biotechnology
MGM School of Biomedical Sciences
Kamothe, Navi Mumbai

Sub: Promoted to the Post of "Assistant Professor" in Department of Medical Biotechnology

Dear Dr. Yogesh Patil

We are pleased to inform you that you have been are promoted to the post of "Assistant Professor" in the Department of Medical Biotechnology **with effect from 01.07.2024** under the same terms and conditions mentioned in your previous Appointment letter no. **MGM/SBS/17/02/308 dated 27.02.2017.**

This is with the approval of Hon'ble Vice Chancellor Sir.

Thanking you.


Director,

MGM of Biomedical Sciences.

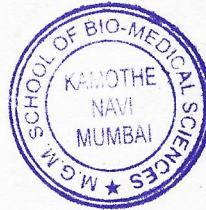
Kamothe, Navi Mumbai

Director

MGM School of Biomedical Sciences

MGM Institute of Health Sciences

Kamothe, Navi Mumbai- 410 209, India



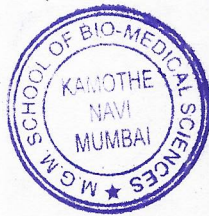
Cc to:-

1. Vice Chancellor , MGMIHS, Kamothe
2. Registrar, MGMIHS, Kamothe
3. HOD, Department of Biotechnology, Kamothe
4. Accounts Section, MGM School of Biomedical Sciences, Kamothe
5. Personal File

Details of Salary	
Pay band	15600/-
AGP	6000/-
Total Rs.	21600/-
DA 125%	32400/-
HRA 20%	4320/-
TA	800/-
Total	59120/-



Accountant
MGM of Biomedical Sciences.
Kamothe, Navi Mumbai





Director,
MGM of Biomedical Sciences.
Kamothe, Navi Mumbai

Director
MGM School of Biomedical Sciences
MGM Institute of Health Sciences
Kamothe, Navi Mumbai- 410 209, India



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

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Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632,27432890

Email: sbsnm@mgmuhs.com / Website : www.mgmsbsnm.edu.in

Ref: MGM/SBS/21/07/1825

Date:20/07/2021

To,
Ms. Neelam Balkrishna Yeram
Add. 3/22 R.S. Compound, TJ Road,
Sewri, Mumbai 400015
Email:- neelamyeram21@gmail.com
Contact No-8657448709

Sub: Appointment to the post of "Tutor" in Biochemistry under MGM School of Biomedical Sciences.

Dear Neelam,

We are pleased to inform that you are hereby appointed on purely probation basis for a period of one year as "Tutor" in Biochemistry at MGM School of Biomedical Sciences, Kamothe, Navi Mumbai on a consolidated salary of Rs. 30,000/- (Rupees Thirty Thousand Only) per month w.e.f. from 20th July, 2021.

Your appointment is subject to the terms and conditions mentioned below:

1. You have to perform the duties assigned to you from time to time.
2. During your appointment you will be carrying duties as assigned to you by the authorities. You will report to the Director, MGM School of Biomedical Sciences, Kamothe, Navi Mumbai.
3. Your contract of services may be renewed on satisfactory completion of one year subject to approval of Board of Management.
4. You will have to submit an authentic proof regarding your date of birth, educational qualifications Work experience from past employee along with character and relieving certificates and two copies of passport size photographs, Pan card & Adhar card, while reporting on duty.
5. You are required to deposit one month's salary as security deposit with the institute. As and when there is hike in salary, you will need to deposit the difference of amount between security deposit and hiked salary to make the security deposit equal to the latest salary drawn by you.
6. If you wish to leave the institution anytime after joining, you need to serve three months advance notice to the head of the institution, failing which, not only your security deposit will be forfeited by the institute, but also you will have to deposit an amount equal to the two months salary.
7. The deposit will be refunded to you while leaving the services after obtaining no dues certificate and after completion of your three months notice period.
8. You are required to keep original copies of your qualification certificates during your contract employment as security.
9. You shall have to undertake oath of secrecy and code of conduct at the time of joining the institution. Breach of this undertaking attracts termination immediately of your job without assigning any reasons.
10. During this period, You will not be eligible to any allowances, house rent etc. and shall not at any time demand any such allowances, since your appointment is purely on temporary basis. You will also not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any other labour legislation are entitled, on the ground that this employment is purely on contract. You shall not be eligible for any leave except Casual Leave on pro rata basis.

11. You shall not be indulging in communal activities or raising questions on caste, creed, religion, class or sex or use the above considerations for improvement of your prospects.
12. You shall not refuse to carry out the duties/Decisions by the administrative and academic bodies and or functionaries of the Institute. Failure to comply shall be treated as insubordination.
13. Your services may be terminated without any notice and without assigning any reasons, in the event it is observed that your performance is not satisfactory and or your behavior is not suitable in the interest of the Institution.
14. You should devote your whole time and attention to your duties under this agreement and shall not engage yourself directly or indirectly in any trade, business, profession or occupation and shall not (except in case of accident or illness certified by competent medical authority) absent yourself from the said duties without having obtained prior permission of the Registrar or any other officer of the university duly delegated with authority by the Vice-Chancellor.
15. Your unsanctioned absence from duty will be a misconduct and it might lead to termination of your services, effective from the date from which you remain absent from duties.
16. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai
17. Your services are transferable to any constituent Institutions of MGM Institute of Health Sciences.
18. The decision of Board of Management in regard to your service or any other matter, shall be binding on you while you are in service of this Institution.
19. Your appointment is subject to your medical fitness. You will present yourself for medical examination on a date to be ascertained from the Medical Superintendent. MGM Hospital Kamothe, Navi Mumbai.
20. You will be involved in teaching UG & PG program at MGM School of Biomedical Sciences including academic & administration related work as per MGMIHS Norms.
21. You will work full time and your office timings will be 9.00 am to 5.00 pm at MGM School of Biomedical Sciences.
22. Post probation if confirmed, for yearly increments you have to do minimum 1 publication of original research article as per MGMIHS, Navi Mumbai & submit yearly Assessment/appraisal as per IQAC.
23. You have to do compulsory Biometric as per MGMIHS Navi Mumbai for attendance.
24. You have to do the Examination duty if required as per the orders of the undersigned.
25. In case you agree to the terms and conditions offered, you are required to return the duplicate copy of this letter duly signed immediately to the Director, MGM School of Biomedical Sciences, Navi Mumbai.

Thanking you,

I/C Director
MGM School of Biomedical Sciences

M. K. Kher
Director
MGM School of Biomedical Science
Kamothe, Navi Mumbai

I agree to the terms and conditions of the appointment order and will join the duties on or before
20/7/2021

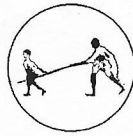
Signature: *N. Beram*

Date: 20/07/2021

Cc to:-

1. Hon. Vice Chancellor, MGMIHS, Kamothe
2. Registrar, MGMIHS, Kamothe
3. Dean, MGM Medical College, Kamothe
4. HOD, Department of Biochemistry, Kamothe
5. Accounts Section
6. Personal File

Received copy
N. Beram
20/7/2021



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A⁺⁺" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632,27432890

Email. sbsnm@mgsuhs.com / Website : www.mgmsbsnm.edu.in

Ref: - SBS/23/05/1204


Date: - 12.05.2023

To,
Dr. Neelam Yeram
Department of Biochemistry
MGM School of Biomedical Sciences
Kamothe, Navi Mumbai

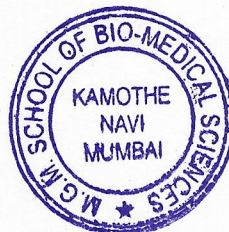
Sub: Promoted to the Post of "Assistant Professor" in Department of Medical Biochemistry under MGM School of Biomedical Sciences.

Dear Dr. Neelam Yeram,

As per letter no SBS/23/05/1631 dated 12.05.2023 and as approved by Hon. Medical Director, MGM Trust, we are pleased to inform you that you have been promoted to the post of "Assistant Professor" in Department of Medical Biochemistry under MGM School of Biomedical Sciences, Navi Mumbai on a consolidated salary of Rs. 50,000/- per month with effect from 01.05.2023 under the same terms and conditions mentioned in your previous appointment letter no. MGM/SBS/21/07/1825 dated 20.07.2021 and as per MGMIHS rules.


I/C Director,
MGM School of Biomedical Sciences.
Kamothe, Navi Mumbai

Director
MGM School of Biomedical Science
Kamothe, Navi Mumbai



Cc to:-

1. Hon. Vice Chancellor, MGMIHS, Kamothe
 2. Registrar, MGMIHS, Kamothe
 3. HOD, Department of Medical Biochemistry, Kamothe
 4. Accounts Section, MGM School of Biomedical Sciences, Kamothe
 5. Personal File
- } #
20/05/2023.
20/5/23
20/5/23



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI
(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed to be University u/s 3 of UGC Act 1956)

Grade "A++" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.022-27437631, 27437632

Email. sbsnm@mgmuhs.com/ Website: www.mgmsbsnm.edu.in

Ref: - SBS/24/07/2454

Date: 25.07.2024

To,
Dr. Neelam Yeram
Department of Biochemistry
MGM School of Biomedical Sciences
Kamothe, Navi Mumbai

Sub: Promoted to the Post of "Assistant Professor" in Department of Biochemistry under MGM School of Biomedical Sciences.

Dear Dr. Neelam Yeram

We are pleased to inform you that you have been are promoted to the post of "Assistant Professor" in the Department of Medical Biochemistry under MGM School of Biomedical Sciences, Navi Mumbai **with effect from 01.07.2024** under the same terms and conditions mentioned in your previous Appointment letter no. **MGM/SBS/21/07/1825 dated 20.07.2021**

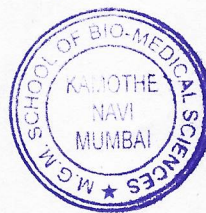
This is with the approval of Hon'ble Vice Chancellor Sir.

Thanking you.



Director,
MGM of Biomedical Sciences.
Kamothe, Navi Mumbai

Director
MGM School of Biomedical Sciences
MGM Institute of Health Sciences
Kamothe, Navi Mumbai- 410 209, India



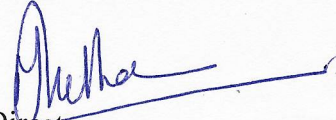
Cc to:-

1. Vice Chancellor, MGMIHS, Kamothe
2. Registrar, MGMIHS, Kamothe
3. HOD, Department of Biochemistry, Kamothe
4. Accounts Section, MGM School of Biomedical Sciences, Kamothe
5. Personal File

Details of Salary:-	
Pay band	15600/-
AGP	6000/-
Total Rs.	21600/-
DA 125%	32400/-
HRA 20%	4320/-
TA	800/-
Total	59120/-



Accountant
MGM of Biomedical Sciences.
Kamothe, Navi Mumbai



Director,
MGM of Biomedical Sciences.
Kamothe, Navi Mumbai

Director
MGM School of Biomedical Sciences
MGM Institute of Health Sciences
Kamothe, Navi Mumbai- 410 209, India



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437631,27432890

Email: sbsnm@mgmuhs.com / Website : www.mgmsbsnm.edu.in

Ref. No.: SBS/18/08/ 1151

Date: 10.08.2018

To,
Mr. Rohit Gupta
E Wing, 704 Sheetaladhara Complex
Sector - 7, Kamothe, 410206
Navi Mumbai

Sub : Appointment to the post of "Tutor" in Department of Optometry" through MGM School of Biomedical Sciences.

Dear Madam,

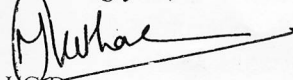
You are appointed as Full Time "Tutor" in Department of Optometry through MGM School of Biomedical Sciences, Kamothe, Navi Mumbai on the following terms and conditions. You will be paid a consolidated salary of Rs. 20,000/- (twenty thousand) per month w.e.f. from 11th August 2018.

1. Your appointment is governed by services & rules as framed by MGM Management from time to time.
2. During your appointment you will be carrying duties as assigned to you by the authorities. Initially you will report to the Director, MGM School of Biomedical Sciences, Kamothe, Navi Mumbai.
3. During the tenure of your employment you are liable to be transferred to any institute of this management.
4. Your appointment is subject to your furnishing xerox copies of following documents along with originals for verification.
 - (a.) Birth Certificate
 - (b.) Educational Certificates
 - (c.) Work experience from past employee
 - (d.) Three pass-port size photographs
 - (e.) Aadhar & Pan card copy
5. You will have to give one month notice or one month salary in lieu of the notice to the management before resigning from the job.
6. During this period, your services can be terminated by giving one month notice if your performance and behavior is not suitable to the institution or any court case/legal disputes pending against you. Your continuous unauthorized absence from duty will lead to terminate of your services, effective from the date from which you remain absent from duties.
7. You will have to pay one month's salary as deposit at the time of joining or it will be deducted in four equal installments from your monthly salary. The deposit will be refunded on your leaving of services after obtaining no dues certificate from accounts department.

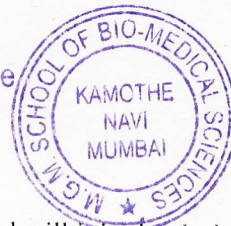
(Signature)
11/8/18

8. You will not divulge information collected during tenure of employment to outside institution / organizations.
9. During this period, you will not be eligible to any allowances, house rent etc. and shall not at any time demand any such allowances. You will also not be entitled to any Provident fund, Insurance, Bonus, gratuity, or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any labor legislation are entitled, on the ground that this employment is purely on contract.
10. During tenure of employment you will not take any part-time / full time assignment. In case MGM management comes to know about such activity, your services will be terminated immediately and deposit will be confiscated.
11. Your appointment is subjected to the approval of MGM School of Biomedical Sciences and MGMIHS, Navi Mumbai.
12. At the time of joining, you will have to sign an agreement to abide terms and conditions of MGM management.
13. You will be involved in teaching UG & PG courses at MGM School of Biomedical Sciences including academic related work as per MGMIHS Norms.
14. You will work full time and your office timings will be 9.00 am to 5.00 pm at MGM School of Biomedical Sciences.
15. For yearly increments you have to do minimum 1 publication of original research article as per MGMIHS, Navi Mumbai & submit yearly Assessment/appraisal as per IQAC.
16. You have to do compulsory Biometric as per MGMIHS Navi Mumbai.
17. You have to do the Examination duty if required as per the orders of the undersigned.

Thanking you,


I/C Director
MGM School of Biomedical Sciences

•Director
MGM School of Biomedical Science
Kamothe, Navi Mumbai



I agree to the terms and conditions of the appointment order and will join the duties on or before _____

Signature :




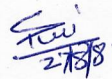
Date:

11/8/18

Cc to:-

1. Vice Chancellor, MGMIHS, Kamothe
2. Registrar, MGMIHS, Kamothe
3. Dean, MGM Medical College, Kamothe.
4. I/C Director, MGM School of Biomedical Sciences, Kamothe
5. Department of Optoh!mology, Kamothe
6. Accounts Section, MGM School of Biomedical Sciences, Kamothe


28/8/18


28/8/18


29/8/18



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI
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(Deemed University u/s 3 of UGC Act 1956)

Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632, 2743289

Email: sbsnm@mgmuhs.com / Website: www.mgmsbsnm.edu.in

RefNo: MGMSBS/MDT/21/ 487

Date: 11/03/2021

To,
Mr. Rohit Gupta,
Tutor, B.Optomety
MGM School of Biomedical Sciences
Kamothe, Navi Mumbai

Sub: In addition to your appointment letter you will be also handling the below responsibilities.

Dear Sir/Madam,

1. Responsible for co-ordinating the UG Semester III, General Elective course, you will have to:
 - Inform SBS for the course opted by the students.
 - Plan lecture schedule
 - Maintain lecture attendance
 - Coordinate examination, Maintain internal assessment file, any other correspondence.
2. Monthly event planning schedule/calendar, Social media updation for UG & PG courses & coordinate with IQAC coordinator henceforth in this regard.
3. Coordinating with NAAC Criteria 5 head
4. Maintain all documents of the Student council committee. (Meeting, Minutes & ATR)
5. Maintain all documents of the Alumni committee. (Meeting, Minutes & ATR)
6. Every second Monday (between 3 to 5) you need to present Academic presentation and any achievement related to the your department.

Thanking you,

Director

MGM School of Biomedical Sciences
Kamothe, Navi Mumbai

Director

MGM School of Biomedical Science
Kamothe, Navi Mumbai

Reviewed
[Signature]

Rohit

Appointment
Letter.



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

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Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437631,27432890

Email. sbsnm@mgmuhs.com/ Website : www.mgmsbsnm.edu.in

Ref. No.: SBS/21/08/ 2122

Date: 17.08.2021

To,
The Medical Director,
MGM Trust,
Kamothe, Navi Mumbai

Subject: Approval for Lecturer & Tutor for the Department of Optometry (UG & PG) at MGMSBS, NM

Dear Sir,

As we have UG and PG program in Optometry, this program was being handled by two staff, one coordinator and one tutor. Further to the reference no. MGMSBS/21/06/1610 dated 29.06.2021, Ms. Vidula Patil, Coordinator for Optometry program at MGMSBS, Navi Mumbai has resigned and left after completion of one month notice period.

To continue the academic schedule without any interruption we propose Mr. Rohit Gupta, MSc Optometry to be the coordinator and one tutor (Ms. Neha Hadkar) for Optometry department, MGMSBS NM.

Mr. Rohit Gupta was appointed as a tutor at optometry dept in the year 11th August, 2018, he was pursuing M.Sc. in Optometry then. He has now completed M.Sc. in the year 2020 and has received Chancellor Award and has many more achievements to his credit which we have attached with this letter. Ms. (Neha Hadkar) is currently pursuing M.Sc. in Optometry at our college.

As we have an opportunity at optometry department, I would like to recommend

- 1) Mr. Rohit Gupta name as coordinator for Optometry to handle UG and PG optometry program having a student strength of 94 student at present. He is an MGM alumni and a sincere and hardworking staff. He is also willing to pursue PhD at MGM if given an opportunity with full fee waiver as his financial background is not strong. Considering above scenario I propose him for the position of Lecturer with a consolidated salary of Rs. 40,000/- per month
- 2) Ms. (Ms. Neha Hadkar) as a Tutor with a consolidated salary of Rs. 20,000/-

We request your urgent approval.

Thanking you,

Director

MGM School of Biomedical Sciences

Kamothe, Navi Mumbai

Director
MGM School of Biomedical Science
Kamothe, Navi Mumbai

✓ Director - SBS



29/10

Rohit personal file

MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

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Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437631,27432890

Email. sbsnm@mgsuhs.com/ Website : www.mgmsbsnm.edu.in

Ref. No.: SBS/21/10/ 2716

Date: 27.10.2021

To,
The Hon'ble Vice Chancellor,
MGMIHS
Kamothe, Navi Mumbai

MGM Institute Of Health Sciences
INWARD NO. 10021
DATE: 29/10/2021
REF: H

Subject: Approval for Lecturer for the Department of Optometry (UG & PG) at MGMSBS, NM

Dear Sir,

As we have UG and PG program in Optometry, this program was being handled by two staff, one coordinator and one tutor. Further to the reference no. MGMSBS/21/06/1610 dated 29.06.2021, Ms. Vidula Patil, Coordinator for Optometry program at MGMSBS, Navi Mumbai has resigned and left after completion of one month notice period.

To continue the academic schedule without any interruption we propose Mr. Rohit Gupta, M.Sc. Optometry to be the coordinator. Mr. Rohit Gupta was appointed as a tutor at optometry dept in the year 11th August, 2018, he was pursuing M.Sc. in Optometry then. He has now completed M.Sc. in the year 2020 and has received Chancellor Award and has many more achievements to his credit.

I would like to recommend

- 1) Mr. Rohit Gupta name as coordinator for Optometry to handle UG and PG optometry program having a student strength of 94 student at present. He is an MGM alumni and a sincere and hardworking staff. He is also willing to pursue PhD at MGM if given an opportunity with full fee waiver as his financial background is not strong. Considering above scenario I propose him for the position of Lecturer with a consolidated salary of Rs. 40,000/- per month.

We request your urgent approval.

Thanking you,

Mukherjee
I/C Director
MGM School of Biomedical Sciences
Kamothe, Navi Mumbai

Director
MGM School of Biomedical Science
Kamothe, Navi Mumbai

MGM SCHOOL OF BIOMEDICAL SCIENCES

Inward No. MGM/SBS/3936

Date 30/10/21

Receiver [Signature]

See

[Signature]

○ Provisionally permitted to appoint as a lecturer on consolidated salary of Rs. 40,000 / on probation for one year.

○ Regular appointment after PhD. [Signature]
29/10/21

Forwarded to Accounts

Mukherjee
29/10/2021



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI
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Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632, 27432890

Email: sbsnm@mgmuhs.com / Website: www.mgmsbsnm.edu.in

Ref No: MGMSBS/MDT/21/ 493

Date: 11/03/2021

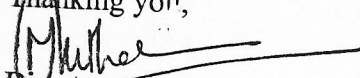
To,
Mrs. Anamika Chalwadi
MGM School of Biomedical Sciences
Kamothe, Navi Mumbai

Sub: In addition to your appointment letter you will be also handling the below responsibilities.

Dear Sir/Madam,

1. Responsible for co-ordinating the UG Semester I, General Elective subjects, Accordingly, you will have:
 - a. Inform SBS for the Elective course opted by the students.
 - b. Plan lecture schedule
 - c. Maintain lecture attendance
 - d. Coordinate examination, Maintain internal assessment file, any other correspondence
2. Co-ordinator- NSS (soft & hard copy) & maintain All correspondence
3. NAAC Criteria 7 (Maintain all documents soft & hard copy) as per format (Department & Overall).
4. Every second Monday (between 3 to 5) you need to present Academic presentation and any achievement related to the your department.

Thanking you,


Director

MGM School of Biomedical Sciences
Kamothe, Navi Mumbai

Anamika
12/3/2021

Director
MGM School of Biomedical Science
Kamothe, Navi Mumbai



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI
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Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437631,27432890

Email. sbsnm@mgmuhs.com / Website : www.mgmsbsnm.edu.in

Ref. No.: SBS/19/06/ 4079

Date:04.06.2019

To,
Mr. Pratik Sanjay Morade
C/302, Qualitas Garden CHS,
Koprol, New Panvel- 410206
Mobile No: 8425948718/8097929394

Sub: Appointment to the post of "Tutor" in Department of Dialysis" through MGM School of Biomedical Sciences.

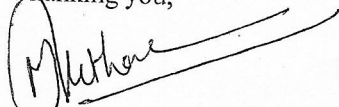
Dear Madam,

You are appointed as Full Time "Tutor" in Department of Dialysis through MGM School of Biomedical Sciences, Kamothe, Navi Mumbai on the following terms and conditions. You will be paid a consolidated salary of Rs. 20,000/- (Twenty thousand) per month w.e.f. from 6th June, 2019.

1. Your appointment is governed by services & rules as framed by MGM Management from time to time.
2. During your appointment you will be carrying duties as assigned to you by the authorities. Initially you will report to the Director, MGM School of Biomedical Sciences, Kamothe, Navi Mumbai.
3. During the tenure of your employment you are liable to be transferred to any institute of this management.
4. Your appointment is subject to your furnishing xerox copies of following documents along with originals for verification.
 - (a.) Birth Certificate
 - (b.) Educational Certificates
 - (c.) Work experience from past employee
 - (d.) Three pass-port size photographs
 - (e.) Aadhar & Pan card copy
5. You will have to give one month notice or one month salary in lieu of the notice to the management before resigning from the job.
6. During this period, your services can be terminated by giving one month notice if your performance and behavior is not suitable to the institution or any court case/legal disputes pending against you. Your continuous unauthorized absence from duty will lead to terminate of your services, effective from the date from which you remain absent from duties.
7. You will have to pay one month's salary as deposit at the time of joining or it will be deducted in four equal installments from your monthly salary. The deposit will be refunded on your leaving of services after obtaining no dues certificate from accounts department.

8. You will not divulge information collected during tenure of employment to outside institution / organizations.
9. During this period, you will not be eligible to any allowances, house rent etc. and shall not at any time demand any such allowances. You will also not be entitled to any Provident fund, Insurance, Bonus, gratuity, or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any labor legislation are entitled, on the ground that this employment is purely on contract.
10. During tenure of employment you will not take any part-time / full time assignment. In case MGM management comes to know about such activity, your services will be terminated immediately and deposit will be confiscated.
11. Your appointment is subjected to the approval of MGM School of Biomedical Sciences and MGMIHS, Navi Mumbai.
12. At the time of joining, you will have to sign an agreement to abide terms and conditions of MGM management.
13. You will be involved in teaching UG courses at MGM School of Biomedical Sciences including academic related work as per MGMIHS Norms.
14. You will work full time and your office timings will be 9.00 am to 5.00 pm at MGM School of Biomedical Sciences.
15. For yearly increments you have to do minimum 1 publication of original research article as per MGMIHS, Navi Mumbai & submit yearly Assessment/appraisal as per IQAC.
16. You have to do compulsory Biometric as per MGMIHS Navi Mumbai.
17. You have to do the Examination duty if required as per the orders of the undersigned.

Thanking you,



I/C Director

MGM School of Biomedical Sciences

-Director

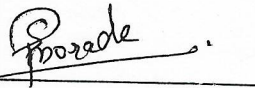
MGM School of Biomedical Science

Kamothe Navi Mumbai

I agree to the terms and conditions of the appointment order and will join the duties on or before

6/6/19

Signature :



Date:

4/6/19

Cc to:-

1. Vice Chancellor, MGMIHS, Kamothe
2. Registrar, MGMIHS, Kamothe
3. Dean, MGM Medical College, Kamothe.
4. I/C Director, MGM School of Biomedical Sciences, Kamothe
5. Department of Dialysis, Kamothe
6. Accounts Section, MGM School of Biomedical Sciences, Kamothe











MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI
(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)
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Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632, 27432890

Email: sbsnm@mgmuhs.com / Website: www.mgmsbsnm.edu.in

RefNo: MGMSBS/MDT/21/ 488

Date: 11/03/2021

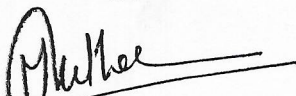
To,
Mr. Pratik Morade,
MGM School of Biomedical Sciences
Kamothe, Navi Mumbai

Sub: In addition to your appointment letter you will be also handling the below responsibilities.

Dear Sir/Madam,


1. Responsible for co-ordinating the UG Semester II, General Elective course, you will have to
 - Inform SBS office for the elective course opted by the students.
 - Plan lecture schedule
 - Maintain lecture attendance
 - Coordinate examination, Maintain internal assessment file, any other correspondence .
2. Responsible for updation of Internal Assessment (UG & PG) alongwith akash (Maintain hard & soft copy)
3. NAAC Criteria 6 (Maintain all documents soft & hard copy) as per format (Department & overall)
4. PBL co-ordinator representing SBS.
5. Every second Monday (between 3 to 5) you need to present Academic presentation and any achievement related to the your department.

Thanking you,


Director

MGM School of Biomedical Sciences
Kamothe, Navi Mumbai

Director
MGM School of Biomedical Science
Kamothe, Navi Mumbai


Received

12/3/2021
10:30 am

21st December, 2021

To The Medical Director
MGM Hospital, Kamothe

Re: Appointment of Mr. Pratik Morede as a dialysis technician

Respected Sir,

As you would already have been informed, Mr. Praful Sllimkar, our dialysis technician, has resigned from his post a month ago. The vacancy of his post has led to shortage of staff in our department. We perform approximately 750 dialysis sessions each month, averaging to 30 dialysis each day over three shifts from 7 am in the morning to 5 am the following morning - 22 hours) I request you to consider filling that post with a suitable candidate.

Following is the statistics of our dialysis department work performance compared to MGM Vashi and Aurangabad campuses.

	MGM Vashi	MGM Aurangabad	MGM Kamothe
No. of Machines	30	17	11
No. of Dialysis Sessions	1200	1200	800
No. of Technicians	10	11	5
No. of Nurses	15	8	2
Total No. of Staff	25	19	7
Faculty members	4	4	1
Duty Medical Officer	0	1	0
Peritoneal dialysis machines	0	2	0
Staff -Session Ratio	1 Staff does 48 dialysis sessions a month	1 Staff does 63 dialysis sessions a month	1 Staff does 114 dialysis sessions a month
Machine Sessin Ratio	1 machine does 40 dialysis in a month	1 machine does 70 dialysis in a month	1 machine does 73 dialysis in a month
Doctor -Patient Ratio	1 nephrologist for 25 patients	1 nephrologist for 30 patients	1 nephrologist for 70 patients

MGM SCHOOL OF BIOMEDICAL SCIENCES

Inward No. MGM/SBS: 4511.

Date 27/12/2021

Receiver 

Mr. Pratik Morade is employed in SBS as a theory tutor for BSc Dialysis technology students. He has completed his training from our institute. Thereafter he gained work experience elsewhere and returned to join our institute as a full time tutor. He has worked with great dedication. He has single handedly trained 3 batches of BSc students (45 students in all). He has worked loyally with this institute and with dedication. During COVID, he went beyond his job profile and performed shift duties without any additional incentive or promotion.

I request you to appoint him as a dialysis technologist in our department in addition to a tutor in SBS will full payment as per his post for both roles. He is young, dedicated, willing to work hard, and mature in his behaviour. He shares a good rapport with the other staff members as well. It is very difficult to retain staff members. Creating well paying job opportunities will be an incentive for our students to join and stay in our institute.

Kindly accept this request.



Aditya Nayak
In-charge, Dialysis department
Assistant Professor, Department of Medicine.

OK. from hospital

Forwarded to

MS Sir.

for your ^{Recd} action


27/12/2021

Director

MGM School of Biomedical Science
Kamothe, Navi Mumbai



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632,27432890

Email. sbsnm@mgmuhs.com / Website : www.mgmsbsnm.edu.in

Ref. No.: SBS/22/01/152

Date:25/01/2022

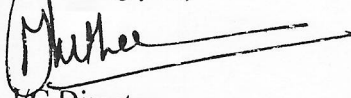
To,
Mr. Pratik Sanjay Morade
C/302, Qualitas Garden CHS,
Koprol, New Panvel- 410206
Mobile No: 8425948718/8097929394

Sub: Additional remuneration for "Dialysis Technologist" in Department of Dialysis" through MGM School of Biomedical Sciences, Navi Mumbai.

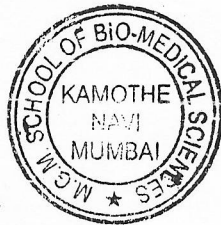
Dear Mr. Pratik Morade,

As the Dialysis Department of MGM Hospital, Kamothe has excelled in all the areas, there is demand of a Dialysis Technologist in Hospital. Looking your previous performance and dedication towards the academic and clinical areas, we are promoting your work by giving additional remuneration of Rs. 10000/- for Hospital services at Department of Dialysis with effect from 1st January, 2022 from MGMSBS, Navi Mumbai as per the directives of Honorable Medical Director, MGM Hospital, Kamothe.

Thanking you,



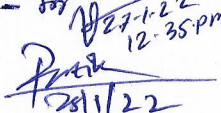
V/C Director
MGM School of Biomedical Sciences
Kamothe, Navi Mumbai
Director

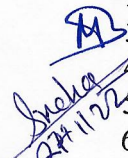


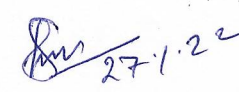
MGM School of Biomedical Science

1. V. C. Director, MGM School of Biomedical Sciences, Kamothe
2. Registrar, MGMIHS, Kamothe
3. Dean, MGM Medical College, Kamothe.
4. Hospital Director, MGM Hospital, Kamothe
5. Department of Dialysis, Kamothe
6. Accounts Section, MGM School of Biomedical Sciences, Kamothe
7. HR, MGM Hospital, Kamothe

8. Mr. Pratik Morade -


28/1/22


27/1/22


27-1-22


27/1/22


27/1/22



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI
(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)
Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437631,27432890
Email. sbsnm@mgmuhs.com / Website : www.mgmsbsnm.edu.in

Ref. No.: SBS/19/06/4147 - A

Date: 19.06.2019

To,
Ms. Anamika Mahesh Chalwadi
A/21/9, Sec-15, Kharghar
Navi Mumbai-410210
Mobile No: 9833704244/9930653185

Sub: Appointment to the post of "Tutor" in Medical Laboratory Technology under MGM School of Biomedical Sciences.

Dear Madam,

You are appointed as Full Time "Tutor" in Medical Laboratory Technology through MGM School of Biomedical Sciences, Kamothe, Navi Mumbai on the following terms and conditions. You will be paid a consolidated salary of Rs. 25,000/- (Twenty thousand) per month w.e.f. from 19th June, 2019.

1. Your appointment is governed by services & rules as framed by MGM Management from time to time.
2. During your appointment you will be carrying duties as assigned to you by the authorities. Initially you will report to the Director, MGM School of Biomedical Sciences, Kamothe, Navi Mumbai.
3. During the tenure of your employment you are liable to be transferred to any institute of this management.
4. Your appointment is subject to your furnishing xerox copies of following documents along with originals for verification.
 - (a.) Birth Certificate
 - (b.) Educational Certificates
 - (c.) Work experience from past employee
 - (d.) Three pass-port size photographs
 - (e.) Aadhar & Pan card copy
5. You will have to give one month notice or one month salary in lieu of the notice to the management before resigning from the job.
6. During this period, your services can be terminated by giving one month notice if your performance and behavior is not suitable to the institution or any court case/legal disputes pending against you. Your continuous unauthorized absence from duty will lead to terminate of your services, effective from the date from which you remain absent from duties.
7. You will have to pay one month's salary as deposit at the time of joining or it will be deducted in four equal instalments from your monthly salary. The deposit will be refunded on your leaving of services after obtaining no dues certificate from accounts department.

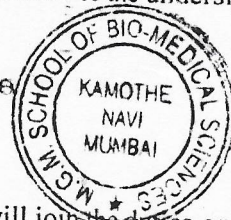
8. You will not divulge information collected during tenure of employment to outside institution / organizations.
9. During this period, you will not be eligible to any allowances, house rent etc. and shall not at any time demand any such allowances. You will also not be entitled to any Provident fund, Insurance, Bonus, gratuity, or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any labor legislation are entitled, on the ground that this employment is purely on contract.
10. During tenure of employment you will not take any part-time / full time assignment. In case MGM management comes to know about such activity, your services will be terminated immediately and deposit will be confiscated.
11. Your appointment is subjected to the approval of MGM School of Biomedical Sciences and MGMIHS, Navi Mumbai.
12. At the time of joining, you will have to sign an agreement to abide terms and conditions of MGM management.
13. You will be involved in teaching UG courses at MGM School of Biomedical Sciences including academic related work as per MGMIHS Norms.
14. You will work full time and your office timings will be 9.00 am to 5.00 pm at MGM School of Biomedical Sciences.
15. For yearly increments you have to do minimum 1 publication of original research article as per MGMIHS, Navi Mumbai & submit yearly Assessment/appraisal as per IQAC.
16. You have to do compulsory Biometric as per MGMIHS Navi Mumbai.
17. You have to do the Examination duty if required as per the orders of the undersigned.

Thanking you,

[Signature]

Director

MGM School of Biomedical Science
Kamothe, Navi Mumbai



I/C Director

MGM School of Biomedical Sciences

I agree to the terms and conditions of the appointment order and will join the duties on or before

19th June 2019

Signature :

[Signature]

Date:

19/06/2019

Cc to:-

1. Vice Chancellor, MGMIHS, Kamothe
2. Registrar, MGMIHS, Kamothe
3. Dean, MGM Medical College, Kamothe
4. Department of Pathology, Kamothe
5. Department of Microbiology, Kamothe
6. Department of Biochemistry, Kamothe
7. Department of Blood Bank, Kamothe
8. Accounts Section, MGM School of Biomedical Sciences, Kamothe

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11/7/19

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12/7/19

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12/7/19

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12/7/19

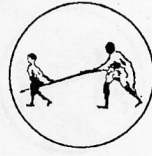
[Handwritten initials]
15/7/19

Received
[Handwritten signature]

[Handwritten signature]
11/7/2019

Ref No: SBS/2020/12372

Rohit
Dt. 23/9/22



Mahatma Gandhi Mission
MEDICAL COLLEGE

Sector-01, Kamothe, Navi Mumbai - 410 209.

Ph: (022) 27433404, 27437991, 27437992 Fax: (022) 27430320

E-mail: mgmmcncb@gmail.com, Web: www.mgmmedicalcollege.org.in

MGM/MED-C/2022/2590

To,

Dr. Rohit Gupta

Faculty of Optometry, SBS

Date: 01/09/2022

Office Note

Mr. Rohit Gupta, is hereby appointed as "Optometrist" in Department of Ophthalmology with immediate effect on following conditions as per MGMIHS.

1. He will continue to get monthly salary from SBS, MGM IHS
2. He will monitor and do all the Optometric Procedures /OPD/ IPD/ Ward /OT/ as per HOD Ophthalmology .
3. He will post all BS.c , MS.c & PhD Optometry students in OPD/IPD/Ward / Procedures/ OT of Ophthalmology in 3 shifts, as per the patient load, in ophthalmology.
4. He will report to HOD Ophthalmology for further schedule.
5. The Pre/Para clinical teachings should be conducted in college Bldg in the after noon hours.

He will fulfill all the requirement of Optometrist in NMC/MGMIHS under department of Ophthalmology

Cc to : Medical Director, MGM
Hospital Director, MGM Hospital, Kamothe
HOD Ophthalmology
Director , SBS (for information)

Dean

Dean

MGM Medical College & Hospital
Kamothe, Navi Mumbai-410209

MGM SCHOOL OF BIOMEDICAL SCIENCES
Inward No. MGM/SBS/2977
Date 22/9/22
Receiver *JK*

Forwarded to
Rohit
M. K. K.
22/09/2022

Rohit



B/C

MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632,27432890

Email. sbsnm@mgmuhs.com / Website : www.mgmsbsnm.edu.in

Ref: MGM/SBS/21/08/ 2185-A

Date: 24th August 2021

To,
Mr. Subodh Rahate
Bldg. No. L2, Flat No. 15,
Spaghetti CHS; Sector-15,
Kharghar, Navi Mumbai
Pin- 410 210
Mobile No: 9869531053 Email:- srmarleshwar@gmail.com

Sub: Appointment to the post of "Tutor" in Medical Radiology & Imaging Technology under MGM School of Biomedical Sciences, Navi Mumbai.

Dear Mr. Subodh Rahate,

We are pleased to inform that you are hereby appointed on purely probation basis for a period of one year as **"Tutor" in MRIT under** MGM School of Biomedical Sciences, MGMIHS, Kamothe, Navi Mumbai on a consolidated salary Rs. 30,000/- (Rupees Thirty Thousand Only) per month w.e.f. from 24th August, 2021.

Your job responsibility under the said appointment are as follows:

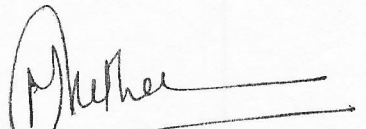
- a. **Teaching:** You will be involved in teaching UG & PG (MRIT) program at MGM School of Biomedical Sciences including academic & administration related work as per MGMIHS Norms.
- b. **MGM GE USG Simulation Lab /Cal Lab Co-ordinator:**
 - a. Overall In-charge of simulation Laboratory/ (CAL)
 - b. Maintenance of Lab (Software & Hardware)
 - c. Providing technical support in the simulation lab.
 - d. Develop and maintain various rotation plans scheduled for the training undergoing in Simulation Lab
 - e. Conduct and support various sessions in simulation lab.
 - f. Administrative support and documentation of lab records.
 - g. Procurement and maintenance of Laptop, Instruments and other utilities in Lab
 - h. Perform daily duties with respect to simulation lab
 - i. Perform various marketing and sales activities to bring in Consultancy Projects.
 - j. Any other duties with the grade of the position required by Registrar, MGMIHS.

Your appointment is subject to the terms and conditions mentioned below:

1. You will report to the Director, MGMSBS MGMIHS, Kamothe, Navi Mumbai.
2. You will work full time and your office timings will be 9.00 am to 5.00 pm at MGM School of biomedical Sciences, Kamothe, Navi Mumbai
3. You will have to perform the duties assigned to you from time to time which will include primarily: Tutor, Academic & Administrative duties & Lab responsibility
4. Your contract of services may be renewed on satisfactory completion of one year subject to approval of Board of Management.
5. You will have to submit an authentic proof regarding your Date of Birth, Educational Qualifications, Work Experience from past employee along with character and relieving certificates and two copies of passport size photographs, Pan card and Aadhar card, while reporting on duty.
6. You are required to deposit one month's salary as security deposit with the Institute. As and when there is hike in salary, you will need to deposit the difference of amount between security deposit and hiked salary to make the security deposit equal to the latest salary drawn by you.
7. The deposit will be refunded to you while leaving the services after obtaining no dues certificate and after completion of your three months notice period.
8. If you wish to leave the institution anytime after joining, you need to serve three months advance notice to the Head of the Institution, failing which, not only your security deposit will be forfeited by the Institute, but also you will have to deposit an amount equal to the two months' salary.
9. You are required to keep original copies of your qualification certificates during your contract employment as security.
10. You shall have to undertake oath of secrecy and code of conduct at the time of joining the institution. Breach of this undertaking attracts termination immediately of your job without assigning any reasons.
11. During this period, you will not be eligible to any allowances, house rent etc. and shall not at any time demand any such allowances, since your appointment is purely on temporary basis. You will also not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any other labour legislation are entitled, on the ground that this employment is purely on contract. You shall not be eligible for any leave except Casual Leave on pro rata basis.
12. You shall not be indulging in communal activities or raising questions on caste, creed, religion, class or sex or use the above considerations for improvement of your prospects.
13. You shall not refuse to carry out the duties/Decisions by the administrative and academic bodies and or functionaries of the Institute. Failure to comply shall be treated as insubordination.
14. Your services may be terminated without any notice and without assigning any reasons, in the event it is observed that your performance is not satisfactory and or your behavior is not suitable in the interest of the Institution.
15. You should devote your whole time and attention to your duties under this agreement and shall not engage yourself directly or indirectly in any trade, business, profession or occupation and shall not (except in case of accident or illness certified by competent medical authority) absent yourself from the said duties without having obtained prior permission of the Registrar or any other officer of the university duly delegated with authority by the Vice-Chancellor.

16. Your unsanctioned absence from duty will be a misconduct and it might lead to termination of your services, effective from the date from which you remain absent from duties.
17. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai
18. Your services are transferable to any constituent Institutions of MGM Institute of Health Sciences.
19. You will be involved in teaching UG & PG program at MGM School of Biomedical Sciences including academic & administration related work as per MGMIHS Norms.
20. Post probation if confirmed, for yearly increments you have to do minimum 1 publication of original research article as per MGMIHS, Navi Mumbai & submit yearly Assessment/appraisal as per IQAC.
21. The decision of Board of Management in regard to your service or any other matter, shall be binding on you while you are in service of this Institution.
22. Your appointment is subject to your medical fitness. You will present yourself for medical examination on a date to be ascertained from the Medical Superintendent, MGM Hospital, Kamothe, Navi Mumbai.
23. Post probation if confirmed, for yearly increments you have to fulfill the Research Achievement Criteria.
24. You have to do compulsory Biometric as per MGMIHS Navi Mumbai for attendance.
25. In case you agree to the terms and conditions offered, you are required to return the duplicate copy of this letter duly signed immediately to the In-Charge Director, MGM School of Biomedical Sciences, Navi Mumbai.

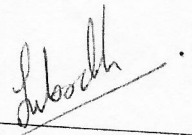



 Dr. Mansee Thakur
 I/C Director

Director

MGM School of Biomedical Science
 Kamothe, Navi Mumbai


I agree to the terms and conditions of the appointment order and will join the duties on or before _____

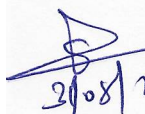
Signature: 


Date: 24th August 2021.

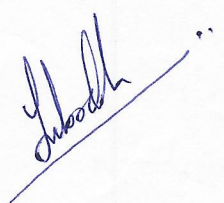
Cc to:-

- ✓ 1. Hon. Vice Chancellor, MGMIHS, Kamothe, Navi Mumbai.
- ✓ 2. Registrar, MGMIHS, Kamothe, Navi Mumbai.
- ✓ 3. Dean, MGM Medical College, Kamothe, Navi Mumbai.
- ✓ 4. HOD, Dept of Radiology, Kamothe, Navi Mumbai.
5. Accounts Section
6. Personal File


31/8/2021
31/08/21


31/08/21


31/8/21
31/8/21





MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

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Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632,27432890

Email. sbsnm@mgsuhs.com / Website : www.mgmsbsnm.edu.in

Ref: MGM/SBS/22/01/1228A

1st June, 2022

To,

Ms. Rafiya Shahid Hussain Sangameshwari

Correspondance Address :

Room no-6, 1st floor, Wahid Manzil Near Royal Palace Hall,

Trombay Mumbai, Maharashtra-400088

Mobile No: 8689857983

Email:- sangameshwarirafiya727@gmail.com

Sub: Appointment to the post of "Lecturer & Clinical Embryologist" in Department of Clinical Embryology under MGM School of Biomedical Sciences, Navi Mumbai.

Dear Ms. Rafiya,

We are pleased to inform that you are hereby appointed on purely probation basis for a period of one year as "**Lecturer & Clinical Embryologist**" in Department of **Clinical Embryology** under MGM School of Biomedical Sciences, MGMIHS, Kamothe, Navi Mumbai on a consolidated salary Rs. 40,000/- (Rupees Forty Thousand Only) per month w.e.f. from 1st June, 2022.

Your job responsibility under the said appointment are as follows:

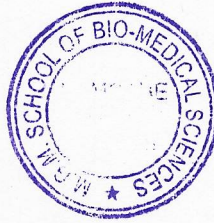
- a. **Teaching:** You will be involved in teaching PG (Clinical Embryology) program at MGM School of Biomedical Sciences including academic & administration related work as per MGMIHS Norms.
- b. **Clinical Embryologist:** You have to assist in Embryology and Andrology procedures performed in IVF Lab.

Your appointment is subject to the terms and conditions mentioned below:

1. You will report to the Director, MGMSBS MGMIHS, Kamothe, Navi Mumbai.
2. You will work full time and your office timings will be 9.00 am to 5.00 pm at MGM School of biomedical Sciences, Kamothe, Navi Mumbai
3. You will have to perform the duties assigned to you from time to time which will include primarily: Lectures, Research, Academic & Administrative duties.
4. Your contract of services may be renewed on satisfactory completion of one year subject to approval of Board of Management.
5. You will have to submit an authentic proof regarding your Date of Birth, Educational Qualifications, work experience from past employee along with character and relieving certificates and two copies of passport size photographs, Pan card and Aadhar card, while reporting on duty.

6. You are required to deposit one month's salary as security deposit with the Institute. As and when there is hike in salary, you will need to deposit the difference of amount between security deposit and hiked salary to make the security deposit equal to the latest salary drawn by you.
7. The deposit will be refunded to you while leaving the services after obtaining no dues certificate and after completion of your three months notice period.
8. If you wish to leave the institution anytime after joining, you need to serve three months advance notice to the Head of the Institution, failing which, not only your security deposit will be forfeited by the Institute, but also you will have to deposit an amount equal to the two months' salary.
9. You are required to keep original copies of your qualification certificates during your contract employment as security.
10. You shall have to undertake oath of secrecy and code of conduct at the time of joining the institution. Breach of this undertaking attracts termination immediately of your job without assigning any reasons.
11. During this period, you will not be eligible to any allowances, house rent etc. and shall not at any time demand any such allowances, since your appointment is purely on temporary basis. You will also not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any other labour legislation are entitled, on the ground that this employment is purely on contract. You shall not be eligible for any leave except Casual Leave on pro rata basis.
12. You shall not be indulging in communal activities or raising questions on caste, creed, religion, class or sex or use the above considerations for improvement of your prospects.
13. You shall not refuse to carry out the duties/Decisions by the administrative and academic bodies and or functionaries of the Institute. Failure to comply shall be treated as insubordination.
14. Your services may be terminated without any notice and without assigning any reasons, in the event it is observed that your performance is not satisfactory and or your behavior is not suitable in the interest of the Institution.
15. You should devote your whole time and attention to your duties under this agreement and shall not engage yourself directly or indirectly in any trade, business, profession or occupation and shall not (except in case of accident or illness certified by competent medical authority) absent yourself from the said duties without having obtained prior permission of the Registrar or any other officer of the university duly delegated with authority by the Vice-Chancellor.
16. Your unsanctioned absence from duty will be a misconduct and it might lead to termination of your services, effective from the date from which you remain absent from duties.
17. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai
18. Your services are transferable to any constituent Institutions of MGM Institute of Health Sciences.
19. You will be involved in teaching PG program at MGM School of Biomedical Sciences including academic & administration related work as per MGMIHS Norms.
20. Post probation if confirmed, for yearly increments you have to do minimum 1 publication of original research article as per MGMIHS, Navi Mumbai & submit yearly Assessment/appraisal as per IQAC.

21. The decision of Board of Management in regard to your service or any other matter, shall be binding on you while you are in service of this Institution.
22. Your appointment is subject to your medical fitness. You will present yourself for medical examination on a date to be ascertained from the Medical Superintendent. MGM Hospital, Kamothe, Navi Mumbai.
23. Post probation if confirmed, for yearly increments you have to fulfill the Research Achievement Criteria.
24. You have to do compulsory Biometric as per MGMIHS Navi Mumbai for attendance.
25. In case you agree to the terms and conditions offered, you are required to return the duplicate copy of this letter duly signed immediately to the In-Charge Director, MGM School of Biomedical Sciences, Navi Mumbai.



Dr. Mansee Thakur
I/C Director
MGM School of Biomedical Science
Kamothe, Navi Mumbai

I agree to the terms and conditions of the appointment order and will join the duties on or before
1st June 2022

Signature: _____

Date: 1st June 2022

Cc to:-

1. Hon. Vice Chancellor, MGMIHS, Kamothe, Navi Mumbai.
2. Registrar, MGMIHS, Kamothe, Navi Mumbai.
3. Dean, MGM Medical College, Kamothe, Navi Mumbai.
4. HOD, Dept of Clinical Embryology, Kamothe, Navi Mumbai.
5. Accounts Section, MGMSBS
6. Personal File



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632,27432890

Email. sbsnm@mgmuhs.com / Website : www.mgmsbsnm.edu.in

Ref: MGM/SBS/22/01/ 34

1st January, 2022

To,
Ms. Pranita Vijay Utekar
Address : C-202, Dwarkanath Apartment,
Plot No-D 104,115
Sec-20, Nerul (W),
Navi Mumbai, Pin 400706
Mobile No: 9773475050
Email:- pranitautekar94@gmail.com

Sub: Appointment to the post of "Tutor" in Cardiac Care Technology under MGM School of Biomedical Sciences, Navi Mumbai.

Dear Ms. Pranita Vijay Utekar,

We are pleased to inform that you are hereby appointed on purely probation basis for a period of one year as **"Tutor" in Cardiac Care Technology** under MGM School of Biomedical Sciences, MGMIHS, Kamothe, Navi Mumbai on a consolidated salary Rs. 20,000/- (Rupees Twenty Thousand Only) per month w.e.f. from 1st January, 2022.

Your job responsibility under the said appointment are as follows:

a. **Teaching:** You will be involved in teaching UG (CCT) program at MGM School of Biomedical Sciences including academic & administration related work as per MGMIHS Norms.

Your appointment is subject to the terms and conditions mentioned below:

1. You will report to the Director, MGMSBS MGMIHS, Kamothe, Navi Mumbai.
2. You will work full time and your office timings will be 9.00 am to 5.00 pm at MGM School of biomedical Sciences, Kamothe, Navi Mumbai
3. You will have to perform the duties assigned to you from time to time which will include primarily: Tutor, Academic & Administrative duties & Hospital Posting responsibility.
4. Your contract of services may be renewed on satisfactory completion of one year subject to approval of Board of Management.
5. You will have to submit an authentic proof regarding your Date of Birth, Educational Qualifications, work experience from past employee along with character and relieving certificates and two copies of passport size photographs, Pan card and Aadhar card, while reporting on duty.
6. You are required to deposit one month's salary as security deposit with the Institute. As and when there is hike in salary, you will need to deposit the difference of amount

- between security deposit and hiked salary to make the security deposit equal to the latest salary drawn by you.
7. The deposit will be refunded to you while leaving the services after obtaining no dues certificate and after completion of your three months notice period.
 8. If you wish to leave the institution anytime after joining, you need to serve three months advance notice to the Head of the Institution, failing which, not only your security deposit will be forfeited by the Institute, but also you will have to deposit an amount equal to the two months' salary.
 9. You are required to keep original copies of your qualification certificates during your contract employment as security.
 10. You shall have to undertake oath of secrecy and code of conduct at the time of joining the institution. Breach of this undertaking attracts termination immediately of your job without assigning any reasons.
 11. During this period, you will not be eligible to any allowances, house rent etc. and shall not at any time demand any such allowances, since your appointment is purely on temporary basis. You will also not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any other labour legislation are entitled, on the ground that this employment is purely on contract. You shall not be eligible for any leave except Casual Leave on pro rata basis.
 12. You shall not be indulging in communal activities or raising questions on caste, creed, religion, class or sex or use the above considerations for improvement of your prospects.
 13. You shall not refuse to carry out the duties/Decisions by the administrative and academic bodies and or functionaries of the Institute. Failure to comply shall be treated as insubordination.
 14. Your services may be terminated without any notice and without assigning any reasons, in the event it is observed that your performance is not satisfactory and or your behavior is not suitable in the interest of the Institution.
 15. You should devote your whole time and attention to your duties under this agreement and shall not engage yourself directly or indirectly in any trade, business, profession or occupation and shall not (except in case of accident or illness certified by competent medical authority) absent yourself from the said duties without having obtained prior permission of the Registrar or any other officer of the university duly delegated with authority by the Vice-Chancellor.
 16. Your unsanctioned absence from duty will be a misconduct and it might lead to termination of your services, effective from the date from which you remain absent from duties.
 17. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai
 18. Your services are transferable to any constituent Institutions of MGM Institute of Health Sciences.
 19. You will be involved in teaching UG & PG program at MGM School of Biomedical Sciences including academic & administration related work as per MGMIHS Norms.
 20. Post probation if confirmed, for yearly increments you have to do minimum 1 publication of original research article as per MGMIHS, Navi Mumbai & submit yearly Assessment/appraisal as per IQAC.
 21. The decision of Board of Management in regard to your service or any other matter, shall be binding on you while you are in service of this Institution.

22. Your appointment is subject to your medical fitness. You will present yourself for medical examination on a date to be ascertained from the Medical Superintendent. MGM Hospital, Kamothe, Navi Mumbai.
23. Post probation if confirmed, for yearly increments you have to fulfill the Research Achievement Criteria.
24. You have to do compulsory Biometric as per MGMIHS Navi Mumbai for attendance.
25. In case you agree to the terms and conditions offered, you are required to return the duplicate copy of this letter duly signed immediately to the In-Charge Director, MGM School of Biomedical Sciences, Navi Mumbai.



Mansee Thakur

Dr. Mansee Thakur
I/C Director

Director

MGM School of Biomedical Science
Kamothe, Navi Mumbai

I agree to the terms and conditions of the appointment order and will join the duties on or before _____

Signature: _____

Mansee Thakur

Date: _____

07/01/2022

Cc to:-

1. Hon. Vice Chancellor, MGMIHS, Kamothe, Navi Mumbai.
2. Registrar, MGMIHS, Kamothe, Navi Mumbai.
3. Dean, MGM Medical College, Kamothe, Navi Mumbai.
4. HOD, Dept of Cardiology, Kamothe, Navi Mumbai.
5. Accounts Section, MGMSBS
6. Personal File

Mansee Thakur
7/1/22

Mansee Thakur
7/1/22
for *Mansee Thakur*



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A+" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632,27432890

Email: sbsnm@mgmuhs.com / Website : www.mgmsbsnm.edu.in

Ref: MGM/SBS/22/12/ 3372

31st December, 2022

To,
Ms. Khan Misba Arshad
A/303, Raza CHS,
Sewri Cross Road,
Pin-40015
Mobile No.-7400338372
Email: - khanmisba325@gmail.com

Sub: Appointment to the post of "Tutor" in Optometry under MGM School of Biomedical Sciences, Navi Mumbai.

Dear Ms. Misba,

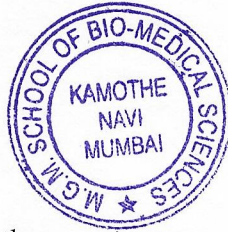
We are pleased to inform that you are hereby appointed on purely probation basis for a period of one year as **"Tutor" in Optometry** under MGM School of Biomedical Sciences, MGMIHS, Kamothe, Navi Mumbai on a consolidated salary Rs. 30,000/- (Rupees Thirty Thousand Only) per month w.e.f. from 1st January, 2023.

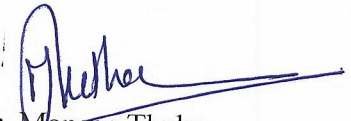
Your appointment is subject to the terms and conditions mentioned below:

1. You will report to the Director, MGMSBS MGMIHS, Kamothe, Navi Mumbai.
2. You will work full time and your office timings will be 9.00 am to 5.00 pm.
 - 9.00 am to 1.00 pm Clinical Area
 - 1.00 pm to 5.00 pm will be at MGM School of biomedical Sciences, Kamothe, Navi Mumbai.
3. You will have to perform the duties assigned to you from time to time which will primarily include: Lectures, Academic, Administrative duties, Hospital Posting and additional responsibility assigns by director as and when required.
4. Your contract of services may be renewed on satisfactory completion of one year subject to approval of Board of Management.
5. You will have to submit an authentic proof regarding your Date of Birth, Educational Qualifications, work experience from past employe along with character and relieving certificates and two copies of passport size photographs, Pan card and Aadhar card, while reporting on duty.
6. You are required to deposit one month's salary as security deposit with the Institute. As and when there is hike in salary, you will need to deposit the difference of amount between security deposit and hiked salary to make the security deposit equal to the latest salary drawn by you.
7. The deposit will be refunded to you while leaving the services after obtaining no dues certificate and after completion of your three months notice period.

8. If you wish to leave the institution anytime after joining, you need to serve three months advance notice to the Head of the Institution, failing which, not only your security deposit will be forfeited by the Institute, but also you will have to deposit an amount equal to the two months' salary.
9. You are required to keep original copies of your qualification certificates during your contract employment as security.
10. You shall have to undertake oath of secrecy and code of conduct at the time of joining the institution. Breach of this undertaking attracts termination immediately of your job without assigning any reasons.
11. During this period, you will not be eligible to any allowances, house rent etc. and shall not at any time demand any such allowances, since your appointment is purely on temporary basis. You will also not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any other labour legislation are entitled, on the ground that this employment is purely on contract. You shall not be eligible for any leave except Casual Leave on pro rata basis.
12. You shall not be indulging in communal activities or raising questions on caste, creed, religion, class or sex or use the above considerations for improvement of your prospects.
13. You shall not refuse to carry out the duties/Decisions by the administrative and academic bodies and or functionaries of the Institute. Failure to comply shall be treated as insubordination.
14. Your services may be terminated without any notice and without assigning any reasons, in the event it is observed that your performance is not satisfactory and or your behavior is not suitable in the interest of the Institution.
15. You should devote your whole time and attention to your duties under this agreement and shall not engage yourself directly or indirectly in any trade, business, profession or occupation and shall not (except in case of accident or illness certified by competent medical authority) absent yourself from the said duties without having obtained prior permission of the Registrar or any other officer of the university duly delegated with authority by the Vice-Chancellor.
16. Your unsanctioned absence from duty will be a misconduct and it might lead to termination of your services, effective from the date from which you remain absent from duties.
17. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai
18. Your services are transferable to any constituent Institutions of MGM Institute of Health Sciences.
19. You will be involved in teaching UG & PG program at MGM School of Biomedical Sciences including academic & administration related work as per MGMIHS Norms.
20. Post probation if confirmed, for yearly increments you have to do minimum 1 publication of original research article as per MGMIHS, Navi Mumbai & submit yearly Assessment/appraisal as per IQAC.
21. The decision of Board of Management in regard to your service or any other matter, shall be binding on you while you are in service of this Institution.
22. Your appointment is subject to your medical fitness. You will present yourself for medical examination on a date to be ascertained from the Medical Superintendent, MGM Hospital, Kamothe, Navi Mumbai.
23. Post probation if confirmed, for yearly increments you have to fulfill the Research Achievement Criteria.

24. You have to do compulsory Biometric as per MGMIHS Navi Mumbai for attendance.
25. In case you agree to the terms and conditions offered, you are required to return the duplicate copy of this letter duly signed immediately to the In-Charge Director, MGM School of Biomedical Sciences, Navi Mumbai.




Dr. Mansee Thakur
I/C Director
Director
MGM School of Biomedical Science
Kamothe, Navi Mumbai

I agree to the terms and conditions of the appointment order and will join the duties on or before

Signature: _____



Date: _____

31/12/2022

Cc to:-

1. Hon. Vice Chancellor, MGMIHS, Kamothe, Navi Mumbai.
2. Registrar, MGMIHS, Kamothe, Navi Mumbai.
3. Dean, MGM Medical College, Kamothe, Navi Mumbai.
4. HOD, Dept of Optometry, Kamothe, Navi Mumbai.
5. Accounts Section, MGMSBS
6. Personal File



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A++" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632,27432890

Email. sbsnm@mgmuhs.com / Website : www.mgmsbsnm.edu.in

Ref: MGM/SBS/22/12/3374

31st December, 2022

To,
Mr. Sufyan Ahmad Siraj
R399, Near Lal Madarsa, Warispura,
Kamptee, Maharashtra, 441002
Mobile No.- 7767041579
Email: - sufyanroh@gmail.com

Sub: Appointment to the post of "Tutor" in Cardiac Care Technology under MGM School of Biomedical Sciences, Navi Mumbai.

Dear Mr. Sufyan Ahmad Siraj,

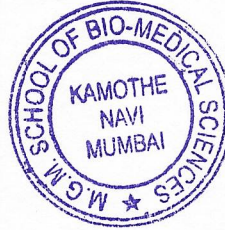
We are pleased to inform that you are hereby appointed on purely probation basis for a period of one year as **"Tutor" in Cardiac Care Technology** under MGM School of Biomedical Sciences, MGMIHS, Kamothe, Navi Mumbai on a consolidated salary Rs. 40,000/- (Rupees Forty Thousand Only) per month w.e.f. from 1st January, 2023.

Your appointment is subject to the terms and conditions mentioned below:

1. You will report to the Director, MGMSBS MGMIHS, Kamothe, Navi Mumbai.
2. You will work full time and your office timings will be 9.00 am to 5.00 pm.
 - 9.00 am to 1.00 pm Clinical Area
 - 1.00 pm to 5.00 pm will be at MGM School of biomedical Sciences, Kamothe, Navi Mumbai.
3. You will have to perform the duties assigned to you from time to time which will primarily include: Lectures, Academic, Administrative duties, Hospital Posting and additional responsibility assigns by director as and when required.
4. Your contract of services may be renewed on satisfactory completion of one year subject to approval of Board of Management.
5. You will have to submit an authentic proof regarding your Date of Birth, Educational Qualifications, work experience from past employee along with character and relieving certificates and two copies of passport size photographs, Pan card and Aadhar card, while reporting on duty.
6. You are required to deposit one month's salary as security deposit with the Institute. As and when there is hike in salary, you will need to deposit the difference of amount between security deposit and hiked salary to make the security deposit equal to the latest salary drawn by you.
7. The deposit will be refunded to you while leaving the services after obtaining no dues certificate and after completion of your three months notice period.

8. If you wish to leave the institution anytime after joining, you need to serve three months advance notice to the Head of the Institution, failing which, not only your security deposit will be forfeited by the Institute, but also you will have to deposit an amount equal to the two months' salary.
9. You are required to keep original copies of your qualification certificates during your contract employment as security.
10. You shall have to undertake oath of secrecy and code of conduct at the time of joining the institution. Breach of this undertaking attracts termination immediately of your job without assigning any reasons.
11. During this period, you will not be eligible to any allowances, house rent etc. and shall not at any time demand any such allowances, since your appointment is purely on temporary basis. You will also not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any other labour legislation are entitled, on the ground that this employment is purely on contract. You shall not be eligible for any leave except Casual Leave on pro rata basis.
12. You shall not be indulging in communal activities or raising questions on caste, creed, religion, class or sex or use the above considerations for improvement of your prospects.
13. You shall not refuse to carry out the duties/Decisions by the administrative and academic bodies and or functionaries of the Institute. Failure to comply shall be treated as insubordination.
14. Your services may be terminated without any notice and without assigning any reasons, in the event it is observed that your performance is not satisfactory and or your behavior is not suitable in the interest of the Institution.
15. You should devote your whole time and attention to your duties under this agreement and shall not engage yourself directly or indirectly in any trade, business, profession or occupation and shall not (except in case of accident or illness certified by competent medical authority) absent yourself from the said duties without having obtained prior permission of the Registrar or any other officer of the university duly delegated with authority by the Vice-Chancellor.
16. Your unsanctioned absence from duty will be a misconduct and it might lead to termination of your services, effective from the date from which you remain absent from duties.
17. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai
18. Your services are transferable to any constituent Institutions of MGM Institute of Health Sciences.
19. You will be involved in teaching UG & PG program at MGM School of Biomedical Sciences including academic & administration related work as per MGMIHS Norms.
20. Post probation if confirmed, for yearly increments you have to do minimum 1 publication of original research article as per MGMIHS, Navi Mumbai & submit yearly Assessment/appraisal as per IQAC.
21. The decision of Board of Management in regard to your service or any other matter, shall be binding on you while you are in service of this Institution.
22. Your appointment is subject to your medical fitness. You will present yourself for medical examination on a date to be ascertained from the Medical Superintendent. MGM Hospital, Kamothe, Navi Mumbai.
23. Post probation if confirmed, for yearly increments you have to fulfill the Research Achievement Criteria.

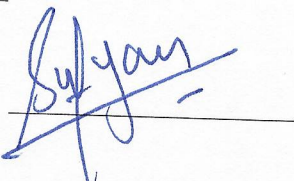
24. You have to do compulsory Biometric as per MGMIHS Navi Mumbai for attendance.
25. In case you agree to the terms and conditions offered, you are required to return the duplicate copy of this letter duly signed immediately to the In-Charge Director, MGM School of Biomedical Sciences, Navi Mumbai.




Dr. Mansee Thakur
I/C Director
Director

MGM School of Biomedical Science
Kamothe, Navi Mumbai

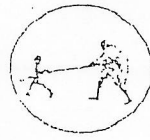
I agree to the terms and conditions of the appointment order and will join the duties before

Signature: 

Date: 31/12/2022

Cc to:-

1. Hon. Vice Chancellor, MGMIHS, Kamothe, Navi Mumbai.
2. Registrar, MGMIHS, Kamothe, Navi Mumbai.
3. Dean, MGM Medical College, Kamothe, Navi Mumbai.
4. HOD, Dept of Cardiology, Kamothe, Navi Mumbai.
5. Accounts Section, MGMSBS
6. Personal File



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A++" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632,27432890

Email: sbsnm@mgmuhs.com / Website : www.mgmsbsnm.edu.in

Ref: MGM/SBS/23/07/1675

15th July, 2023

To,

Mrs. Tanika Chaturvedi,

Add: Flat 201, Aaiji Complex, Plot 57A

Sec-20, Kamothe-410209

Mobile No.- 9084935154

Email: - tanika.radiotechnologist@gmail.com

Sub: Appointment to the post of "Tutor" in Medical Radiology & Imaging Technology under MGM School of Biomedical Sciences, Navi Mumbai.

Dear Mrs. Tanika Chaturvedi,

We are pleased to inform that you are hereby appointed on purely probation basis for a period of one year as **"Tutor" in Medical Radiology & Imaging Technology** under MGM School of Biomedical Sciences, MGMIHS, Kamothe, Navi Mumbai on a consolidated salary Rs. 40,000/- (Rupees Fourty Thousand Only) per month w.e.f. from 15th July, 2023.

Your job responsibility under the said appointment are as follows:

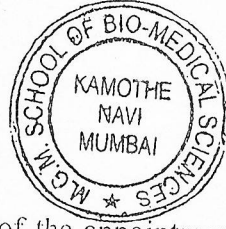
You will be involved in teaching UG & PG (MRIT) program at MGM School of Biomedical Sciences including academic & administrative related work as per MGMIHS Norms.

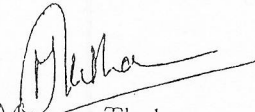
Your appointment is subject to the terms and conditions mentioned below:

1. You will report to the Director, MGMSBS MGMIHS, Kamothe, Navi Mumbai.
2. You will work full time and your office timings will be 9.00 am to 5.00 pm.
 - 9.00 am to 1.00 pm Clinical Area
 - 1.00 pm to 5.00 pm will be at MGM School of biomedical Sciences, Kamothe, Navi Mumbai.
3. You will have to perform the duties assigned to you from time to time which will primarily include: Lectures, Academic, and Administrative duties, Hospital Posting and additional responsibility assigns by director as and when required.
4. Your contract of services may be renewed on satisfactory completion of one year subject to approval of Board of Management.
5. You will have to submit an authentic proof regarding your Date of Birth, Educational Qualifications, work experience from past employe along with character and relieving certificates and two copies of passport size photographs, Pan card and Aadhar card, while reporting on duty.
6. You are required to deposit one month's salary as security deposit with the Institute. As and when there is hike in salary, you will need to deposit the difference of amount

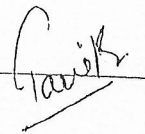
- between security deposit and hiked salary to make the security deposit equal to the latest salary drawn by you.
7. The deposit will be refunded to you while leaving the services after obtaining no dues certificate and after completion of your three months notice period.
 8. If you wish to leave the institution anytime after joining, you need to serve three months advance notice to the Head of the Institution, failing which, not only your security deposit will be forfeited by the Institute, but also you will have to deposit an amount equal to the two months' salary.
 9. You are required to keep original copies of your qualification certificates during your contract employment as security.
 10. You shall have to undertake oath of secrecy and code of conduct at the time of joining the institution. Breach of this undertaking attracts termination immediately of your job without assigning any reasons.
 11. During this period, you will not be eligible to any allowances, house rent etc. and shall not at any time demand any such allowances, since your appointment is purely on temporary basis. You will also not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any other labour legislation are entitled, on the ground that this employment is purely on contract. You shall not be eligible for any leave except Casual Leave on pro rata basis.
 12. You shall not be indulging in communal activities or raising questions on caste, creed, religion, class or sex or use the above considerations for improvement of your prospects.
 13. You shall not refuse to carry out the duties/Decisions by the administrative and academic bodies and or functionaries of the Institute. Failure to comply shall be treated as insubordination.
 14. Your services may be terminated without any notice and without assigning any reasons, in the event it is observed that your performance is not satisfactory and or your behavior is not suitable in the interest of the Institution.
 15. You should devote your whole time and attention to your duties under this agreement and shall not engage yourself directly or indirectly in any trade, business, profession or occupation and shall not (except in case of accident or illness certified by competent medical authority) absent yourself from the said duties without having obtained prior permission of the Registrar or any other officer of the university duly delegated with authority by the Vice-Chancellor.
 16. Your unsanctioned absence from duty will be a misconduct and it might lead to termination of your services, effective from the date from which you remain absent from duties.
 17. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai
 18. Your services are transferable to any constituent Institutions of MGM Institute of Health Sciences.
 19. You will be involved in teaching UG program at MGM School of Biomedical Sciences including academic & administration related work as per MGMIHS Norms.
 20. Post probation if confirmed, for yearly increments you have to do minimum 1 publication of original research article as per MGMIHS, Navi Mumbai & submit yearly Assessment/appraisal as per IQAC.
 21. The decision of Board of Management in regard to your service or any other matter, shall be binding on you while you are in service of this Institution.

22. Your appointment is subject to your medical fitness. You will present yourself for medical examination on a date to be ascertained from the Medical Superintendent, MGM Hospital, Kamothe, Navi Mumbai.
23. Post probation if confirmed, for yearly increments you have to fulfill the Research Achievement Criteria.
24. You have to do compulsory Biometric as per MGMIHS Navi Mumbai for attendance.
25. In case you agree to the terms and conditions offered, you are required to return the duplicate copy of this letter duly signed immediately to the In-Charge Director, MGM School of Biomedical Sciences, Navi Mumbai.




 Dr. Mansee Thakur
 I/C Director
 Director
 MGM School of Biomedical Science
 Kamothe, Navi Mumbai

I agree to the terms and conditions of the appointment order and ~~Kamothe, Navi Mumbai~~ before

Signature: 

Date: 15/7/2023

Cc to:-

1. Hon. Vice Chancellor, MGMIHS, Kamothe, Navi Mumbai
2. Registrar, MGMIHS, Kamothe, Navi Mumbai
3. Dean, MGM Medical College, Kamothe, Navi Mumbai
4. HOD, Dept of Radiology, Kamothe, Navi Mumbai
5. Accounts Section, MGMSBS
6. Personal Files

Ref No: SBS/2023/08/2123



Lochan

DT-19/8/23

Mahatma Gandhi Mission's
MEDICAL COLLEGE
Sector-1, Kamothe, Navi Mumbai - 410 209.
Ph: 0227323404, 27437992, 27437900 (EPBX)
E-mail: mgmmcnb@gmail.com, Web: www.mgmmcnm.edu.in

MGM/MED-C/2023/1996

Date: 14/08/2023

To,
Ms. Lochan Pandurang Joshi,
503, Shivprakash Celebration,
Sector-11, opp.to Malvan Tadka,
Mansarover-410 209

Sub:- Appointment to the post of Full Time "Perfusionist"

You have been appointed as Full Time "Perfusionist" at Mahatma Gandhi Mission's Medical College Hospital, Kamothe, Navi Mumbai on a consolidated salary of Rs. 40,000/- (Forty Thousand Only) per month for a probation period of one year.

1. During your appointment you will be carry duties as assigned to you by the authorities. Initially you will report to HOD CVTS, Med. Supdt., & Dean, MGM Medical College & Hospital, Kamothe, Navi Mumbai as follows:
 - A. You will work Full time 9 AM to 5 PM from Monday to Saturday and on call emergency as the requirement of the department you have to mark attendance in MGM Biometrics System. You will stay in Hospital during emergencies/ on call.
 - B. You have to take care of all instrument/ equipments of department specially Heart Lung Machine & IABP and keep in good & functional condition and supervise any problems will be reported to HOD/MS/Dean as per regulations.
 - C. You will prepare teaching schedule as per HODs and carry out Lectures/clinics/Practical teaching of paramedical Students of MGM School of Biomedical sciences, Navi Mumbai further you will be paid Rs.20,000/- (Rs. Twenty thousand per month) from accounts of School of Biomedical Sciences w.e.f. your date of joining the duties.
 - D. You will also attend the work & monitor the machines at UHC/MGM Research Center, CBD, Belapur for all Heart cases.
 - E. You have to do all department computer work and keep update records of the teaching, patients care & research. You have to do all MCI/UGC/NAAC & MGMIHS related work of your department and submit of data as per the requirement.
2. Your appointment is subject to you furnishing Photostat copies of following along with original for verification.
 - a. Birth Certificate, Address proof, Voters Card/Adhar Card
 - b. Educational Certificate.
 - c. Work experience from past employee along with character certificate.
 - d. Three pass port size photographs.

forwarded to
Accounts &
Coordinator

MGM SCHOOL OF BIOMEDICAL SCIENCES

Inward No. MGM/SBS/ 3029

Date 17/8/23

Receiver Signature *JL*

Alulha
13/8/23

Ret.
21/8/23

[Signature]

Dean
MGM Medical College & Hospital
Kamothe, Navi Mumbai-410209



Mahatma Gandhi Mission's

MEDICAL COLLEGE

Sector-1, Kamothe, Navi Mumbai - 410 209.

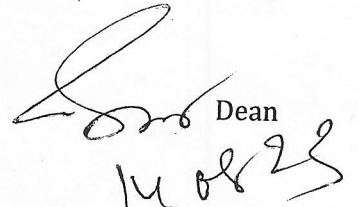
Ph: 0227323404, 27437992, 27437900 (EPBX)

E-mail: mgmmcncb@gmail.com, Web: www.mgmmcncm.edu.in

3. Your service will be governed by the rules and regulations framed by the Mahatma Gandhi Mission Trust & MGMIHS.
4. You will not in divulge information collected during tenure of employment to outside institution/ organizations.
5. You will have to open an account with IDBI Ltd., CBD Navi Mumbai enable us to remit your salary.
6. You will have to pay one month's salary as deposit at the time of joining or it will be deducted in four equal installments from your monthly salary. The deposit will be refunded on your leaving of services. If you have submitted one month notice, after obtaining no dues certificate from accounts department, otherwise it will be forfeited.
7. During tenure of employment you will not take any part- time/full time assignment. In case MGM management came to know such activity then your services will be terminated immediately and deposit will be confiscated.
8. Your services will be terminated by giving one month notice. If your performance & behavior is not suitable to the institution or any court case/ legal disputes pending against you. Your continuous unauthorized absence from duty will lead to terminate of your services, effective from the date of from which you remain absent from duties.
9. Your appointment is subject to the approval of Medical Council of India and MGMIHS, Navi Mumbai.
10. Original documents should be submitted for One Year.
11. If you are agreeable and abide by the above terms and conditions, please submit a joining report through proper channel to Dean, MGM Medical College, Navi Mumbai through HOD CVTS, MS & Director School of Biomedical Sciences.

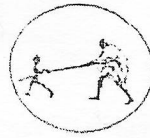
CC To:-

1. Medical Director
2. Medical Supdt. MGM Hospital, Kamothe
3. Prof. & HOD, Department of CVTS
4. Medical supdt. MGM Hospital & Research Center, CBD
5. Director, School of Biomedical Sciences
6. Account Section, MGM SBS, Kamothe (Will draw the salary of Rs.20,000/- as per her attendance)


Dean
14/08/28
Dean

MGM Medical College & Hospital
Kamothe, Navi Mumbai-410209

A/c section MGM Medical College, Kamothe



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A⁺⁺" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632,27432890

Email. sbsnm@mgmuhs.com / Website : www.mgmsbsnm.edu.in

Ref: MGM/SBS/23/07/ 1674

5th July, 2023

To,
Ms. Sanyogi Sandeep Masurkar,
Add:At post Kapsal, Tal.Chiplun, Dist-Ratnagiri
Maharashtra 415605
sMobile No.- 7821898020
Email: - masurkarsanyogi1@gmail.com

Sub: Appointment to the post of "Tutor & Coordinator" in B.Sc. Physician Assistant under MGM School of Biomedical Sciences, Navi Mumbai.

Dear Ms. Sanyogi Sandeep Masurkar,

We are pleased to inform that you are hereby appointed on purely probation basis for a period of one year as "**Tutor & Coordinator**" in **B.Sc. Physician Assistant** under MGM School of Biomedical Sciences, MGMIHS, Kamothe, Navi Mumbai on a consolidated salary Rs. 20,000/- (Rupees Twenty Thousand Only) per month w.e.f. from 5th July, 2023.

Your job responsibility under the said appointment are as follows:

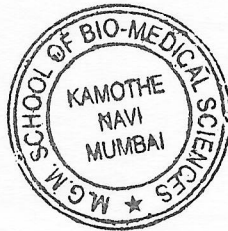
You will be involved in teaching UG (Physician Assistant) program at MGM School of Biomedical Sciences including academic & administrative related work as per MGMIHS Norms.

Your appointment is subject to the terms and conditions mentioned below:

1. You will report to the Director, MGMSBS MGMIHS, Kamothe, Navi Mumbai.
2. This post is an additional designation to your current designation as Physician Assistant at MGM Medical College, Navi Mumbai.
3. You will work full time and your office timings will be 9.00 am to 5.00 pm.
 - 9.00 am to 1.00 pm Clinical Area
 - 1.00 pm to 5.00 pm will be at MGM School of biomedical Sciences, Kamothe, Navi Mumbai.
4. You will have to perform the duties assigned to you from time to time which will primarily include: Lectures, Academic, Administrative duties, Hospital Posting and additional responsibility assigns by director as and when required along with your hospital duties as Physician Assistant.
5. Your contract of services may be renewed on satisfactory completion of one year subject to approval of Board of Management.
6. You will have to submit an authentic proof regarding your Date of Birth, Educational Qualifications, work experience from past employee along with character and

- relieving certificates and two copies of passport size photographs, Pan card and Aadhar card, while reporting on duty.
7. You are required to deposit one month's salary as security deposit with the Institute. As and when there is hike in salary, you will need to deposit the difference of amount between security deposit and hiked salary to make the security deposit equal to the latest salary drawn by you.
 8. The deposit will be refunded to you while leaving the services after obtaining no dues certificate and after completion of your three months notice period.
 9. If you wish to leave the institution anytime after joining, you need to serve three months advance notice to the Head of the Institution, failing which, not only your security deposit will be forfeited by the Institute, but also you will have to deposit an amount equal to the two months' salary.
 10. You are required to keep original copies of your qualification certificates during your contract employment as security.
 11. You shall have to undertake oath of secrecy and code of conduct at the time of joining the institution. Breach of this undertaking attracts termination immediately of your job without assigning any reasons.
 12. During this period, you will not be eligible to any allowances, house rent etc. and shall not at any time demand any such allowances, since your appointment is purely on temporary basis. You will also not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any other labour legislation are entitled, on the ground that this employment is purely on contract. You shall not be eligible for any leave except Casual Leave on pro rata basis.
 13. You shall not be indulging in communal activities or raising questions on caste, creed, religion, class or sex or use the above considerations for improvement of your prospects.
 14. You shall not refuse to carry out the duties/Decisions by the administrative and academic bodies and or functionaries of the Institute. Failure to comply shall be treated as insubordination.
 15. Your services may be terminated without any notice and without assigning any reasons, in the event it is observed that your performance is not satisfactory and or your behavior is not suitable in the interest of the Institution.
 16. You should devote your whole time and attention to your duties under this agreement and shall not engage yourself directly or indirectly in any trade, business, profession or occupation and shall not (except in case of accident or illness certified by competent medical authority) absent yourself from the said duties without having obtained prior permission of the Registrar or any other officer of the university duly delegated with authority by the Vice-Chancellor.
 17. Your unsanctioned absence from duty will be a misconduct and it might lead to termination of your services, effective from the date from which you remain absent from duties.
 18. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai
 19. Your services are transferable to any constituent Institutions of MGM Institute of Health Sciences.
 20. You will be involved in teaching UG program at MGM School of Biomedical Sciences including academic & administration related work as per MGMIHS Norms.

21. Post probation if confirmed, for yearly increments you have to do minimum 1 publication of original research article as per MGMIHS, Navi Mumbai & submit yearly Assessment/appraisal as per IQAC.
22. The decision of Board of Management in regard to your service or any other matter, shall be binding on you while you are in service of this Institution.
23. Your appointment is subject to your medical fitness. You will present yourself for medical examination on a date to be ascertained from the Medical Superintendent, MGM Hospital, Kamothe, Navi Mumbai.
24. Post probation if confirmed, for yearly increments you have to fulfill the Research Achievement Criteria.
25. You have to do compulsory Biometric as per MGMIHS Navi Mumbai for attendance.
26. In case you agree to the terms and conditions offered, you are required to return the duplicate copy of this letter duly signed immediately to the In-Charge Director, MGM School of Biomedical Sciences, Navi Mumbai.



[Signature]
 Dr. Mansee Thakur
 I/C Director
 Director

MGM School of Biomedical Science
 Kamothe, Navi Mumbai

I agree to the terms and conditions of the appointment order and will join the duties on or before _____

Signature: *[Signature]*

Date: 05/07/2023

Cc to:-

1. Hon. Vice Chancellor, MGMIHS, Kamothe, Navi Mumbai
 2. Registrar, MGMIHS, Kamothe, Navi Mumbai
 3. Dean, MGM Medical College, Kamothe, Navi Mumbai
 4. HOD, Dept of Emergency Medicine & Traumatology, Kamothe, Navi Mumbai
 5. Accounts Section, MGMSBS *[Signature]* 19/7/23
 6. Personal Files
- [Signature]* 19/7/23

Received

[Signature]
05/07/23



MGM SCHOOL OF BIOMEDICAL SCIENCES, NAVI MUMBAI

(A constituent unit of MGM INSTITUTE OF HEALTH SCIENCES)

(Deemed University u/s 3 of UGC Act 1956)

Grade "A++" Accredited by NAAC

Sector 1, Kamothe Navi Mumbai-410209, Tel.No.:022-27437632,27432890

Email: sbsnm@mgmuhs.com / Website : www.mgmsbsnm.edu.in

Ref: MGM/SBS/23/09/ 2211

1st September, 2023

To,
Ms. Afreen Khan
Add: 303 B, Noor Manzil,
Sandhurst Road, Mumbai
400008
Mobile No.- 8976312072
Email: - khanafreen2401@gmail.com

Sub: Appointment to the post of "Tutor" in Operation Theater & Anesthesia Technology under MGM School of Biomedical Sciences, Navi Mumbai.

Dear Ms. Afreen Khan,

We are pleased to inform that you are hereby appointed on purely probation basis for a period of one year as **"Tutor" in Operation Theater & Anesthesia Technology** under MGM School of Biomedical Sciences, MGMIHS, Kamothe, Navi Mumbai on a consolidated salary Rs. 40,000/- (Rupees Fourty Thousand Only) per month w.e.f. from 1st September, 2023.

Your job responsibility under the said appointment are as follows:

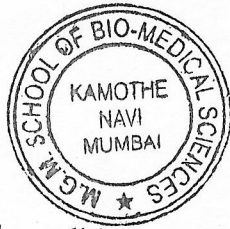
You will be involved in teaching UG (OT & AT) program at MGM School of Biomedical Sciences including academic & administrative related work as per MGMIHS Norms.

Your appointment is subject to the terms and conditions mentioned below:

1. You will report to the Director, MGMSBS MGMIHS, Kamothe, Navi Mumbai.
2. You will work full time and your office timings will be 9.00 am to 5.00 pm.
 - 9.00 am to 1.00 pm Clinical Area
 - 1.00 pm to 5.00 pm will be at MGM School of biomedical Sciences, Kamothe, Navi Mumbai.
3. You will have to perform the duties assigned to you from time to time which will primarily include: Lectures, Academic, and Administrative duties, Hospital Posting and additional responsibility assigns by director as and when required.
4. Your contract of services may be renewed on satisfactory completion of one year subject to approval of Board of Management.
5. You will have to submit an authentic proof regarding your Date of Birth, Educational Qualifications, work experience from past employee along with character and relieving certificates and two copies of passport size photographs, Pan card and Aadhar card, while reporting on duty.

6. You are required to deposit one month's salary as security deposit with the Institute. As and when there is hike in salary, you will need to deposit the difference of amount between security deposit and hiked salary to make the security deposit equal to the latest salary drawn by you.
7. The deposit will be refunded to you while leaving the services after obtaining no dues certificate and after completion of your three months notice period.
8. If you wish to leave the institution anytime after joining, you need to serve three months advance notice to the Head of the Institution, failing which, not only your security deposit will be forfeited by the Institute, but also you will have to deposit an amount equal to the two months' salary.
9. You are required to keep original copies of your qualification certificates during your contract employment as security.
10. You shall have to undertake oath of secrecy and code of conduct at the time of joining the institution. Breach of this undertaking attracts termination immediately of your job without assigning any reasons.
11. During this period, you will not be eligible to any allowances, house rent etc. and shall not at any time demand any such allowances, since your appointment is purely on temporary basis. You will also not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind whatsoever to which the workmen/employees governed by Industrial Dispute Act or any other labour legislation are entitled, on the ground that this employment is purely on contract. You shall not be eligible for any leave except Casual Leave on pro rata basis.
12. You shall not be indulging in communal activities or raising questions on caste, creed, religion, class or sex or use the above considerations for improvement of your prospects.
13. You shall not refuse to carry out the duties/Decisions by the administrative and academic bodies and or functionaries of the Institute. Failure to comply shall be treated as insubordination.
14. Your services may be terminated without any notice and without assigning any reasons, in the event it is observed that your performance is not satisfactory and or your behavior is not suitable in the interest of the Institution.
15. You should devote your whole time and attention to your duties under this agreement and shall not engage yourself directly or indirectly in any trade, business, profession or occupation and shall not (except in case of accident or illness certified by competent medical authority) absent yourself from the said duties without having obtained prior permission of the Registrar or any other officer of the university duly delegated with authority by the Vice-Chancellor.
16. Your unsanctioned absence from duty will be a misconduct and it might lead to termination of your services, effective from the date from which you remain absent from duties.
17. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai
18. Your services are transferable to any constituent Institutions of MGM Institute of Health Sciences.
19. You will be involved in teaching UG program at MGM School of Biomedical Sciences including academic & administration related work as per MGMIHS Norms.
20. Post probation if confirmed, for yearly increments you have to do minimum 1 publication of original research article as per MGMIHS, Navi Mumbai & submit yearly Assessment/appraisal as per IQAC.

21. The decision of Board of Management in regard to your service or any other matter, shall be binding on you while you are in service of this Institution.
22. Your appointment is subject to your medical fitness. You will present yourself for medical examination on a date to be ascertained from the Medical Superintendent. MGM Hospital, Kamothe, Navi Mumbai.
23. Post probation if confirmed, for yearly increments you have to fulfill the Research Achievement Criteria.
24. You have to do compulsory Biometric as per MGMIHS Navi Mumbai for attendance.
25. In case you agree to the terms and conditions offered, you are required to return the duplicate copy of this letter duly signed immediately to the In-Charge Director, MGM School of Biomedical Sciences, Navi Mumbai.



[Signature]
 Dr. Mansee Thakur
 I/C Director
 Director

MGM School of Biomedical Science
 Kamothe, Navi Mumbai

I agree to the terms and conditions of the appointment order and ~~Kamothe, Navi Mumbai~~ on or before _____

Signature: *[Signature]*

Date: 11/09/2023

Copy to:-

[Handwritten initials]
 5/9/23

1. Hon. Vice Chancellor, MGMIHS, Kamothe, Navi Mumbai
2. Registrar, MGMIHS, Kamothe, Navi Mumbai
3. Dean, MGM Medical College, Kamothe, Navi Mumbai
4. HOD, Dept of Operation Theater & Anesthesia Technology, Kamothe, Navi Mumbai
5. Accounts Section, MGMSBS *[Handwritten initials]* 5/9/23
6. Personal Files

Received.
[Signature]

Received
[Signature]
 05/09/23