



## MGM INSTITUTE OF HEALTH SCIENCES

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

**Grade 'A' Accredited by NAAC**

Sector 1, Kamothe, Navi Mumbai - 410 209.

Tel: 022-27432471, 022-27432994, Fax No. 022-27431094

Email: [registrar@mgmuhs.com](mailto:registrar@mgmuhs.com) ; Website: [www.mgmuhs.com](http://www.mgmuhs.com)

MGMIHS/ESTT/R/P&O/2022/35

1<sup>st</sup> May, 2022

To,

Dr. Uttara Upendra Deshmukh  
Poortata, Plot No. 31,  
Sector 10, Khanda Colony,  
New Panvel (W), Dist: Raigad  
Maharashtra - 410 206

Mobile No. 8888863363

**Sub: Promotion to the post of "Associate Professor"**

Dear Dr. Deshmukh,

We are pleased to inform you that you are hereby promoted to the post of "Associate Professor" in the Department of "Prosthetics and Orthotics" of MGM Institute of Health Sciences, Navi Mumbai, with effect from 1<sup>st</sup> May, 2022 in the pay scale of (15600-39100) with Basic 17610 & AGP 6000.

You are required to return the duplicate copy of this letter duly signed immediately to the Registrar, MGM Institute of Health Sciences, Navi Mumbai.

Yours sincerely,

**Registrar B. Goel**  
Registrar

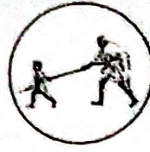
**MGM Institute of Health Sciences**  
(Deemed University u/s 3 of UGC Act, 1956)  
Navi Mumbai- 410 209

Name of Employee : Dr. Uttara U. Deshmukh (P&O)

Signature:

Copy to :

1. Hon'ble Vice Chancellor - for information
2. Hon'ble Pro Vice Chancellor - for information
3. Director (Research)
4. Dean, MGM Medical College, Navi Mumbai
5. Hospital Director, MGM Hospital, Kamothe
6. Department of Prosthetics and Orthotics, Navi Mumbai
7. Accounts Section
8. Establishment Section / Personal File.



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MGMIHS/ESTT/R/2017/37

1<sup>st</sup> June, 2017.

To,

Mrs. Deepshikha Raut  
Flat No. 606, Shree Mangal Building,  
Sector 17, Vashi,  
Navi Mumbai 400 703

Mobile No. 918779662100, 917208741897

### Sub: Appointment to the post of "Assistant Professor"

Dear Ms. Raut,

We are pleased to inform you that you are hereby appointed as "Assistant Professor" in the Department of "Prosthetics and Orthotics" 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 of MGM Institute of Health Sciences, Navi Mumbai and Rehabilitation Council of India.
2. You will be paid a consolidated salary of ₹ 30,000 (Rupees Thirty Thousand Only) per month.
3. You will be reporting to the HOD of Prosthetics and Orthotics, Navi Mumbai and Registrar of MGM Institute of Health Sciences., Navi Mumbai.
4. You will also report to The Dean and Medical Superintendent of MGM Medical College and Hospital, Navi Mumbai for all medical college activities and hospital activities respectively.
5. Your contract of services may be renewed on successful completion of one year subject to approval of Board of Management.
6. You will work full time (9.00 am to 5.00 pm) in the department.
7. You will have to teach UG students as per RCI/MGMIHS norms.
8. You will have to do examination duty, if required, as per the orders of the management.
9. You will have to take active part in research activities and publications. You will have to attend assigned camps as per the decision of MGM management.
10. A sum equivalent to one month's salary will be deducted from your salary in four installments and will be kept as Security Deposit. This will be paid to you at the end of the service period.
11. Your appointment is subject to furnishing your original documents along with photo copies of your birth certificate, educational qualifications, work experience certificate, relieving order from your previous employer, copy of PAN card, Aadhar card and three passport size photograph while reporting on duty.

12. You will have to give one month's salary in lieu of the notice to the management before resigning the job.
13. 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.
14. 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.
15. 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.
16. 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.
17. 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.
18. 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 HOD, Prosthetics and Orthotics, Navi Mumbai and Registrar, MGM Institute of Health Sciences, Navi Mumbai or any other Officer of the university duly delegated with authority by the Vice Chancellor.
19. 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.
20. You shall be entitled to 8 days Casual Leave in a year on pro rata basis only after three months of your joining the services.
21. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai.
22. 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.
23. Your services are transferable to any constituent institutions of MGM Institute of Health Sciences on any post equivalent to your qualifications.
24. 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.
25. 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.
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 Registrar, MGM Institute of Health Sciences, Navi Mumbai.

Yours sincerely,



Registrar

Name of Employee : DEEPSHIKHA RAUT

I agree to the terms and conditions of the appointment order and will join the duties on or before  
01-07-2017

Signature: Deepshikha

Copy to :

1. Hon'ble Vice Chancellor - for information
2. Hon'ble Pro-Vice Chancellor - for information
3. Hon'ble Pro-Vice Chancellor (Research) – for information
4. Dean, MGM Medical College, Navi Mumbai
5. Medical Suptdt., MGM Hospital, Kamothe
6. HOD – Prosthetics and Orthotics
7. Accounts Section
8. Establishment Section / Personal File.



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MGMHS/ESTT/R/2020/01

10<sup>th</sup> January, 2020.

To,

Mr. Subhasish Paikray  
Near Binod Bhawan, Wird No. 06,  
Baripada, Mayurbhanj,  
Odisha - 757 001

Mobile No. 7978695146 / 9556802255

**Sub: Appointment to the post of "Assistant Professor"**

Dear Mr. Paikray,

We are pleased to inform you that you are hereby appointed as an **"Assistant Professor"** in the Department of "Prosthetics and Orthotics" 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 of MGM Institute of Health Sciences, Navi Mumbai and Rehabilitation Council of India.
2. You will be paid a consolidated salary of ₹ 30,000 (Rupees Thirty Thousand Only) per month.
3. You will be reporting to the Registrar of MGM Institute of Health Sciences., Navi Mumbai.
4. You will also report to The Dean and Medical Superintendent of MGM Medical College and Hospital, Navi Mumbai for all medical college activities and hospital activities respectively.
5. Your contract of services may be renewed on successful completion of one year subject to approval of Board of Management.
6. You will work full time (9.00 am to 5.00 pm) in the department.
7. You will have to teach UG students as per RCI/MGMIHS norms.
8. You will have to do examination duty, if required, as per the orders of the management.
9. You will have to take active part in research activities and publications. You will have to attend assigned camps as per the decision of MGM management.
10. A sum equivalent to one month's salary will be deducted from your salary in four installments and will be kept as Security Deposit. This will be paid to you at the end of the service period.
11. Your appointment is subject to furnishing your original documents along with photo copies of your birth certificate, educational qualifications, work experience certificate, relieving order from your previous employer, copy of PAN card, Aadhar card and three passport size photograph while reporting on duty.

12. You will have to give one month's salary in lieu of the notice to the management before resigning the job.
13. 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.
14. 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.
15. 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.
16. 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.
17. 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.
18. 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, MGM Institute of Health Sciences, Navi Mumbai or any other Officer of the university duly delegated with authority by the Vice Chancellor.
19. 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.
20. You shall be entitled to 8 days Casual Leave in a year on pro rata basis only after three months of your joining the services.
21. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai.
22. 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.
23. Your services are transferable to any constituent institutions of MGM Institute of Health Sciences on any post equivalent to your qualifications.
24. 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.
25. 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.
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 Registrar, MGM Institute of Health Sciences, Navi Mumbai.

Yours sincerely,

Name of Employee Subhasish Patilray.

I agree to the terms and conditions of the appointment order and will join the duties on or before Sept 10.01.2020

Signature: Subhasish Patilray.

Copy to :

1. Hon'ble Vice Chancellor - for information
2. Director (Research)
3. Dean, MGM Medical College, Navi Mumbai
4. Medical Suptdt., MGM Hospital, Kamothe
5. Prosthetics and Orthotics Dept.
6. Accounts Section
7. Establishment Section / Personal File.

Received  
Subhasish Patilray.



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MGMIHS/ESTT/R/P&O/2020/ 03

13<sup>th</sup> January, 2020.

To,

Ms. Pratiksha Shelar  
101/4, Shriram Nagar, P.K. Road,  
Mulund (West),  
Mumbai 400 080

Mobile No. 8104752529

**Sub: Appointment to the post of "Demonstrator"**

Dear Ms. Shelar,

We are pleased to inform you that you are hereby appointed as "**Demonstrator**" in the Department of "Prosthetics and Orthotics" 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 of MGM Institute of Health Sciences, Navi Mumbai and Rehabilitation Council of India.
2. You will be paid a consolidated salary of ₹ 25,000 (Rupees Twenty Five Thousand Only) per month.
3. You will be reporting to the HOD of Prosthetics and Orthotics , Navi Mumbai and Registrar of MGM Institute of Health Sciences., Navi Mumbai.
4. You will also report to The Dean and Medical Superintendent of MGM Medical College and Hospital, Navi Mumbai for all medical college activities and hospital activities respectively.
5. Your contract of services may be renewed on successful completion of one year subject to approval of Board of Management.
6. You will work full time (9.00 am to 5.00 pm) in the department.
7. You will have to teach UG students as per RCI/MGMIHS norms.
8. You will have to do examination duty, if required, as per the orders of the management.
9. You will have to take active part in research activities and publications. You will have to attend assigned camps as per the decision of MGM management.
10. A sum equivalent to one month's salary will be deducted from your salary in four installments and will be kept as Security Deposit. This will be paid to you at the end of the service period.
11. Your appointment is subject to furnishing your original documents along with photo copies of your birth certificate, educational qualifications, work experience certificate, relieving order from your previous employer, copy of PAN card, Aadhar card and three passport size photographs while reporting on duty.



12. You will have to give one month's salary in lieu of the notice to the management before resigning the job.
13. 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.
14. 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.
15. 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.
16. 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.
17. 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.
18. 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 HOD, Prosthetics and Orthotics, Navi Mumbai and Registrar, MGM Institute of Health Sciences, Navi Mumbai or any other Officer of the university duly delegated with authority by the Vice Chancellor.
19. 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.
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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 Registrar, MGM Institute of Health Sciences, Navi Mumbai.

Yours sincerely,

  
Registrar  
**Dr. Rajesh B. Goel**  
Registrar

Name of Employee : Pratiksha Vithal Shelar.

I agree to the terms and conditions of the appointment order and will join the duties on or before  
13th Jan . 2020.

Signature: Shelar.

Copy to :

1. Hon'ble Vice Chancellor - for information
2. Director (Research)
3. Dean, MGM Medical College, Navi Mumbai
4. Medical Suptdt., MGM Hospital, Kamothe
- ✓ 5. HOD - Prosthetics and Orthotics
6. Accounts Section
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MGMIHS/ESTT/R/P&O/2020/04

15<sup>th</sup> January, 2020.

To,

Mr. Ravi Barela  
Room No. 301, National Palace,  
Takka Colony,  
Panvel 410 206

Mobile No. 9561505791

**Sub: Appointment to the post of "Demonstrator"**

Dear Mr. Barela,


We are pleased to inform you that you are hereby appointed as "**Demonstrator**" in the Department of "Prosthetics and Orthotics" 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,

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18. 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 HOD, Prosthetics and Orthotics, Navi Mumbai and Registrar, MGM Institute of Health Sciences, Navi Mumbai or any other Officer of the university duly delegated with authority by the Vice Chancellor.
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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 Registrar, MGM Institute of Health Sciences, Navi Mumbai.

Yours sincerely,

  
**Registrar**  
**Dr. Rajesh B. Goel**  
**Registrar**

Name of Employee: Ravi Kumar R. Basela

I agree to the terms and conditions of the appointment order and will join the duties on or before  
16/1/2020

Signature: R. Basela

Copy to :

1. Hon'ble Vice Chancellor - for information
2. Director (Research)
3. Dean, MGM Medical College, Navi Mumbai
4. Medical Suptdt., MGM Hospital, Kamothe
5. HOD - Prosthetics and Orthotics
6. Accounts Section
7. Establishment Section / Personal File.