



MGM INSTITUTE OF HEALTH SCIENCES
(Deemed to be University) **Grade 'A' Accredited by NAAC**

MGM NEW BOMBAY COLLEGE OF NURSING

5th Floor, MGM Educational Campus, Plot No. 1 & 2, Sector-1
Kamothe, Navi Mumbai – 410 209.

Ref. No. : MGM/NBCON/18/10/2021

Date:- 01.10.2021

To,
Ms. Manisha Sawant
Flat No – 202, Tulsi Residency,
Plot No- W93 to W95, Sector 19/20
CBD Belapur, Navi Mumbai – 400614.

Sub: Appointment to the post of Sr. Tutor/ Charge Nurse

Dear Ms. Manisha Sawant,

We are pleased to inform that, you are appointed as Sr. Tutor/ Charge Nurse in MGM New Bombay College of Nursing, a constituent unit of MGM Institute of Health Sciences, Navi Mumbai. Kindly note that this appointment is as per “dual role” guidelines notified by INC vide its notification no. F.No1-5/2018-INC dated April 24, 2019. The said appointment is purely on temporary basis subject to the terms and conditions mentioned below:

1. Your appointment is subject to the final approval of the Board of Management, MGMIHS.
2. You will be paid on salary scale of Rs.5200-20200 fixed at Rs. 9370 + AGP 2800.
3. You will have to perform and fulfill all clinical responsibilities as assigned to you at attached teaching hospitals by the Principal, MGM New Bombay College of Nursing in collaboration with Nursing Superintendent and Hospital Director, MGM Hospital, Kamothe / Kalamboli apart from your teaching duties at College of Nursing.
4. Under dual role appointment, your teaching/education and clinical duties are broadly specified in the attached sheet with this appointment letter. These are comprehensive in nature and may change from time to time as per the need of the organization.
5. You will have to submit an authentic proof of your date of birth, educational qualifications, experience and ten copies of passport size photographs, while joining.
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. 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 institute but also you will have to deposit an amount equal to the two months' salary.
8. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai.
9. 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.



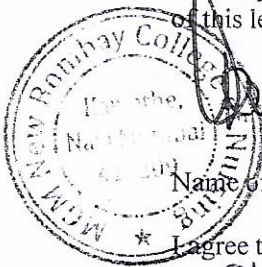
MGM INSTITUTE OF HEALTH SCIENCES
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MGM NEW BOMBAY COLLEGE OF NURSING

5th Floor, MGM Educational Campus, Plot No. 1 & 2, Sector-1
Kamothe, Navi Mumbai – 410 209.

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. Your services are transferable to any constituent institutions of MGM Institute of Health Sciences on any equivalent post.
12. You shall not refuse to carry out the decisions by the authorities and or functionaries of the institute. Failure to comply shall be treated as insubordination.
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 should devote your whole time and attention to your duties under this appointment order 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 Principal of your College.
15. Your unsanctioned absence from duty will be treated as 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 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.
17. Your contract of services may be renewed on successful completion of one year subject to approval of Board of Management.
18. You will not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind.
19. Your appointment is subject to your medical fitness for which you need to present yourself for medical examination at MGM Hospital, Kamothe, Navi Mumbai on the scheduled date and time.

In case you agree to the terms and conditions offered as above, you are required to return the second copy of this letter duly signed to the undersigned.



Principal

Name of Employee: Mrs. Mamisha V. Sawant.

Dr. Rajesh B. Goel
Registrar

MGM Institute of Health Sciences
Navi Mumbai - 410209

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

01/10/2024.

Signature: M Sawant

Date: 01/10/2024

Copy with compliments to:

1. Accounts
2. Personal File



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5th Floor, MGM Educational Campus, Plot No. 1 & 2, Sector-1
Kamothe, Navi Mumbai – 410 209.

Ref. No. : MGM/NBCON/10/2021

Date:- 01.10.2021

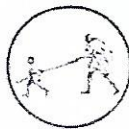
To,
Ms. Smruti Parkar
A-501, Om Shivam Residency,
Plot No. 8 A & 9,
Sector – 17, Kamothe,
Navi Mumbai – 410 209.

Sub: Appointment to the post of Sr. Tutor/ Charge Nurse.

Dear Ms. Smruti Parkar,

We are pleased to inform that, you are appointed as Sr. Tutor/ Charge Nurse in MGM New Bombay College of Nursing, a constituent unit of MGM Institute of Health Sciences, Navi Mumbai. Kindly note that this appointment is as per "dual role" guidelines notified by INC vide its notification no. F.No1-5/2018-INC dated April 24, 2019. The said appointment is purely on temporary basis subject to the terms and conditions mentioned below:

1. Your appointment is subject to the final approval of the Board of Management, MGMIHS.
2. You will be paid a consolidated salary of Rs. 29,000/- (Rupees Twenty Nine Thousand only) per month for a period of one year. Based on your satisfactory performance during the year, you will be placed on salary scale of Rs.5200 to 20200 fixed at Rs. 9010 + AGP 2800 applicable after successful completion of one year based on satisfactory performance.
3. You will have to perform and fulfill all clinical responsibilities as assigned to you at attached teaching hospitals by the Principal, MGM New Bombay College of Nursing in collaboration with Nursing Superintendent and Hospital Director, MGM Hospital, Kamothe / Kalamboli apart from your teaching duties at College of Nursing.
4. Under dual role appointment, your teaching/education and clinical duties are broadly specified in the attached sheet with this appointment letter. These are comprehensive in nature and may change from time to time as per the need of the organization.
5. You will have to submit an authentic proof of your date of birth, educational qualifications, experience and ten copies of passport size photographs, while joining.
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. 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 institute but also you will have to deposit an amount equal to the two months' salary.
8. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai.
9. 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.



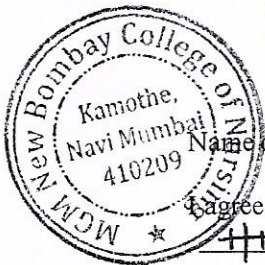
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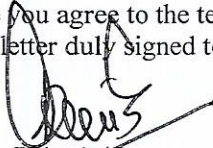
MGM NEW BOMBAY COLLEGE OF NURSING

5th Floor, MGM Educational Campus, Plot No. 1 & 2, Sector-1
Kamothe, Navi Mumbai – 410 209.


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. Your services are transferable to any constituent institutions of MGM Institute of Health Sciences on any equivalent post.
12. You shall not refuse to carry out the decisions by the authorities and or functionaries of the institute. Failure to comply shall be treated as insubordination.
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 should devote your whole time and attention to your duties under this appointment order 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 Principal of your College.
15. Your unsanctioned absence from duty will be treated as 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 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.
17. Your contract of services may be renewed on successful completion of one year subject to approval of Board of Management.
18. You will not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind.
19. Your appointment is subject to your medical fitness for which you need to present yourself for medical examination at MGM Hospital, Kamothe, Navi Mumbai on the scheduled date and time.

In case you agree to the terms and conditions offered as above, you are required to return the second copy of this letter duly signed to the undersigned.



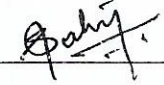

Principal

Name of Employee: Ms. Smruti V. Parkar


Registrar
MGM Institute of Health Sciences
Navi Mumbai - 410209

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

11/10/2021 8/11/2021

Signature: 

Date: 1/10/2021

Copy with compliments to:

3. Accounts
4. Personal File



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MGM NEW BOMBAY COLLEGE OF NURSING

5th Floor, MGM Educational Campus, Plot No. 1& 2, Sector-1
Kamothe, Navi Mumbai – 410 209.

Ref. No. : MGM/NBCON/43/09/2021

Date: 30.09.2021

To,
Ms. Arathi Chandran,
Kalamkulathu (H)
Vijayakavu (P.O.)
Pathanamthitta,
Kerala-689675.

Sub: Appointment to the post of Tutor.

Dear Arathi,

We are pleased to inform that you are hereby appointed as "Tutor" in MGM New Bombay College of Nursing, under MGM Institute of Health Sciences, Kamothe, Navi Mumbai. Your appointment is purely on temporary basis subject to the terms and conditions mentioned below:

1. Your appointment is subject to the final approval of the Board of Management, MGMIHS.
2. You will be paid salary monthly Basic Pay - Rs.8,670/- + AGP Rs. 2,800/- + DA -Rs.14,338/- + HRA- Rs. 2,294/-+ TA- Rs.400/- + Excess Deduction- Rs.3,588/-. The total emolument comes to Rs.32,090/-/- (Rs. Thirty-Two Thousand Ninety Only) per month.
3. You will have to submit an authentic proof of your date of birth, educational qualifications, experience and ten copies of passport size photographs, while reporting on duty.
4. You are required to keep one month's salary as security deposit with the institute till you are officially relieved from your duties.
5. You will perform teaching responsibilities as assigned to you by the Principal of MGM New Bombay College of Nursing, planned in collaboration with the Nursing Superintendent and Hospital Director, MGM Medical College Hospital, Kamothe apart from your regular clinical duties in the hospital.
6. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai.
7. 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.
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. Your services are transferable to any constituent institutions of MGM Institute of Health Sciences on any equivalent post.
10. You shall not refuse to carry out the decisions by the authorities and or functionaries of the institute. Failure to comply shall be treated as insubordination.



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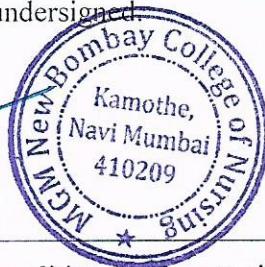
5th Floor, MGM Educational Campus, Plot No. 1 & 2, Sector-1

Kamothe, Navi Mumbai – 410 209.

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 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 Director of your College.
13. 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.
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. Your contract of services may be renewed on successful completion of one-year subject to approval of Board of Management.
16. You will not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind.
17. 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.

In case you agree to the terms and conditions offered, you are required to return the second copy of this letter duly signed to the undersigned.


Principal




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

Name of Employee: _____

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

Signature: _____

Date: _____

Copy with compliments to:

1. Accounts
2. Personal File



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5th Floor, MGM Educational Campus, Plot No. 1 & 2, Sector-1

Kamothe, Navi Mumbai – 410 209.

Ref. No. : MGM/NBCON/44/09/2021

Date: 30.09.2021

To,
Mrs. Reddimalla Kavitha,
A/21, Khanda Colony,
Sector -7, New Panvel
Navi Mumbai.

Sub: Appointment to the post of Tutor.

Dear Kavitha,

We are pleased to inform that you are hereby appointed as "Tutor" in MGM New Bombay College of Nursing, under MGM Institute of Health Sciences, Kamothe, Navi Mumbai. Your appointment is purely on temporary basis subject to the terms and conditions mentioned below:

1. Your appointment is subject to the final approval of the Board of Management, MGMIHS.
2. You will be paid salary monthly Basic Pay - Rs.11,518/- + AGP Rs. 4,800/- + DA - Rs. 20,398 + HRA – 3,264 + TA- Rs. 400/-. The total emolument comes to Rs.40,380/- (Rs. Forty Thousand Three Hundred Eighty Only) per month.
3. You will have to submit an authentic proof of your date of birth, educational qualifications, experience and ten copies of passport size photographs, while reporting on duty.
4. You are required to keep one month's salary as security deposit with the institute till you are officially relieved from your duties.
5. You will perform teaching responsibilities as assigned to you by the Principal of MGM New Bombay College of Nursing, planned in collaboration with the Nursing Superintendent and Hospital Director, MGM Medical College Hospital, Kamothe apart from your regular clinical duties in the hospital.
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10. You shall not refuse to carry out the decisions by the authorities and or functionaries of the institute. Failure to comply shall be treated as insubordination.



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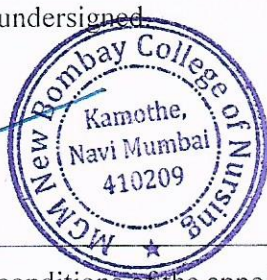
5th Floor, MGM Educational Campus, Plot No. 1 & 2, Sector-1

Kamothe, Navi Mumbai – 410 209.

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 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 Director of your College.
13. 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.
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. Your contract of services may be renewed on successful completion of one-year subject to approval of Board of Management.
16. You will not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind.
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In case you agree to the terms and conditions offered, you are required to return the second copy of this letter duly signed to the undersigned.


Principal




Registrar

Name of Employee: _____

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

Signature: _____

Date: _____

Copy with compliments to:

1. Accounts
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5th Floor, MGM Educational Campus, Plot No. 1& 2, Sector-1

Kamothe, Navi Mumbai – 410 209.

Ref. No. : MGM/NBCON/41/09/2021

Date: 30.09.2021

To,
Mrs. Manjerekar Prabdhha Kishor
At Khopoli, Lowjee Railway Station,
Tal- Khalapur, Dist – Raigad,
Maharashtra - 410203

Sub: Appointment to the post of Tutor.

Dear Prabdhha,

We are pleased to inform that you are hereby appointed as “Tutor” in MGM New Bombay College of Nursing, under MGM Institute of Health Sciences, Kamothe, Navi Mumbai. Your appointment is purely on temporary basis subject to the terms and conditions mentioned below:

1. Your appointment is subject to the final approval of the Board of Management, MGMIHS.
2. You will be paid salary monthly Basic Pay - Rs.11,513/- + AGP Rs. 4,800/- + DA – Rs. 20,391 + HRA – Rs. 3,263 + TA – Rs. 400/- + Critical Care Allowance- Rs.1,806/-. The total emolument comes to Rs.42,173/- (Rs. Forty Two Thousand One Hundred Seventy Three Only) per month.
3. You will have to submit an authentic proof of your date of birth, educational qualifications, experience and ten copies of passport size photographs, while reporting on duty.
4. You are required to keep one month's salary as security deposit with the institute till you are officially relieved from your duties.
5. You will perform teaching responsibilities as assigned to you by the Principal of MGM New Bombay College of Nursing, planned in collaboration with the Nursing Superintendent and Hospital Director, MGM Medical College Hospital, Kamothe apart from your regular clinical duties in the hospital.
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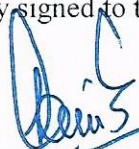
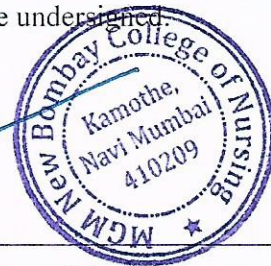
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MGM NEW BOMBAY COLLEGE OF NURSING

5th Floor, MGM Educational Campus, Plot No. 1& 2, Sector-1
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13. 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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15. Your contract of services may be renewed on successful completion of one-year subject to approval of Board of Management.
16. You will not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind.
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In case you agree to the terms and conditions offered, you are required to return the second copy of this letter duly signed to the undersigned.


Principal



Registrar


Name of Employee: _____

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

Signature: _____

Date: _____

Copy with compliments to:

1. Accounts
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Kamothe, Navi Mumbai – 410 209.

Ref. No. : MGM/NBCON/45/09/2021

Date: 30.09.2021

To,
Ms. Vinila Angel Kumari,
Flat No-501, Plot No.47,
Sector-10, Manthan Residency
Kamothe, Navi Mumbai-410206.

Sub: Appointment to the post of Tutor.

Dear Vinila,

We are pleased to inform that you are hereby appointed as "Tutor" in MGM New Bombay College of Nursing, under MGM Institute of Health Sciences, Kamothe, Navi Mumbai. Your appointment is purely on temporary basis subject to the terms and conditions mentioned below:

1. Your appointment is subject to the final approval of the Board of Management, MGMIHS.
2. You will be paid salary monthly Basic Pay - Rs.10,160/- + AGP - Rs. 4,800/- + DA- Rs.18,700/- +HRA- Rs. 2,992/- + TA- Rs.400/- + Critical Care Allowance- Rs.1,032/-. The total emolument comes to Rs.38,084/- (Rs. Thirty-Eight Thousand Eighty-Four only) per month.
3. You will have to submit an authentic proof of your date of birth, educational qualifications, experience and ten copies of passport size photographs, while reporting on duty.
4. You are required to keep one month's salary as security deposit with the institute till you are officially relieved from your duties.
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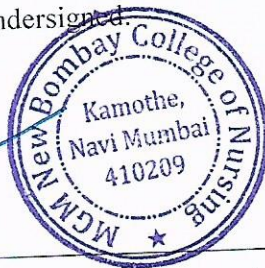
5th Floor, MGM Educational Campus, Plot No. 1 & 2, Sector-1

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In case you agree to the terms and conditions offered, you are required to return the second copy of this letter duly signed to the undersigned.

Principal



Registrar
Registrar

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

Name of Employee: _____

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

Signature: _____

Date: _____

Copy with compliments to:

1. Accounts
2. Personal File



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5th Floor, MGM Educational Campus, Plot No. 1 & 2, Sector-1
Kamothe, Navi Mumbai – 410 209.

Ref. No.: MGM/NBCON/ /08/2021

Date: 01.08.2021

To,
Mrs. Mankayarkarasi S,
702, Purnima Heights Plot No.13,
Sector- 17, Kamothe, Navi Mumbai- 410209
Mobile Number- 7092369015/9769608204

Sub: Appointment to the post of "Nurse Preceptor".

Dear Mankayarkarasi,

We are pleased to inform that you are hereby appointed as "Nurse Preceptor" for NPCC Program at MGM New Bombay College of Nursing, under MGM Institute of Health Sciences, Kamothe, Navi Mumbai. Your appointment is purely on temporary basis subject to the terms and conditions mentioned below:

1. Your appointment is subject to the final approval of the Board of Management, MGMIHS.
2. You will be paid salary monthly Basic Pay - Rs. 9,300/- + AGP – Rs. 4,800/- + DA – Rs. 21,150/- + HRA- Rs. 2,820/-+ TA – Rs.400 + Critical Care Allowance – Rs.5000/- + Sp. Allowance – Rs. 2636. The total emolument comes to Rs. 46,106/- (Rs. Forty Six Thousand One Hundred and Six only) per month.
3. You will have to submit an authentic proof of your date of birth, educational qualifications, experience and ten copies of passport size photographs, while reporting on duty.
4. You are required to keep one month's salary as security deposit with the institute till you are officially relieved from your duties.
5. You will perform teaching responsibilities as assigned to you by the Principal of MGM New Bombay College of Nursing, planned in collaboration with the Nursing Superintendent and Hospital Director, MGM Medical College Hospital, Kamothe apart from your regular clinical duties in the hospital.
6. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai.
7. 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.
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. Your services are transferable to any constituent institutions of MGM Institute of Health Sciences on any equivalent post.
10. You shall not refuse to carry out the decisions by the authorities and or functionaries of the institute. Failure to comply shall be treated as insubordination.



MGM INSTITUTE OF HEALTH SCIENCES

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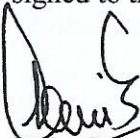
MGM NEW BOMBAY COLLEGE OF NURSING

5th Floor, MGM Educational Campus, Plot No. 1& 2, Sector-1

Kamothe, Navi Mumbai – 410 209.

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 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 Director of your College.
13. 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.
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. Your contract of services may be renewed on successful completion of one-year subject to approval of Board of Management.
16. You will not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind.
17. 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.

In case you agree to the terms and conditions offered, you are required to return the second copy of this letter duly signed to the undersigned.


Principal





Dr. Rajesh B. Goel
Registrar Registrar
MGM Institute of Health Sciences
(Deemed University u/s 3 of UGC Act, 1956)
Navi Mumbai- 410 209

Name of Employee: _____

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

Signature: _____

Date: _____

Copy with compliments to:

1. Accounts
2. Personal File



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MGM NEW BOMBAY COLLEGE OF NURSING

5th Floor, MGM Educational Campus, Plot No. 1 & 2, Sector-1
Kamothe, Navi Mumbai – 410 209.

Ref. No. : MGM/NBCON/51/09/2021

Date: 30.09.2021

To,
Mrs. Thresiamma Varghese
D62/3:1, Sector -6,
Kalamboli
Navi Mumbai – 410218.

Sub: Appointment to the post of Tutor.

Dear Thresiamma,

We are pleased to inform that you are hereby appointed as "Tutor" in MGM New Bombay College of Nursing, under MGM Institute of Health Sciences, Kamothe, Navi Mumbai. Your appointment is purely on temporary basis subject to the terms and conditions mentioned below:

1. Your appointment is subject to the final approval of the Board of Management, MGMIHS.
2. You will be paid salary monthly Basic Pay - Rs.23,944/- + DA – Rs.29,930/- + HRA- Rs. 4,789/- + TA – Rs.400. The total emolument comes to Rs. 59,063/- (Rs. Fifty-Nine Thousand Sixty-Three only) per month.
3. You will have to submit an authentic proof of your date of birth, educational qualifications, experience and ten copies of passport size photographs, while reporting on duty.
4. You are required to keep one month's salary as security deposit with the institute till you are officially relieved from your duties.
1. You will perform teaching responsibilities as assigned to you by the Principal of MGM New Bombay College of Nursing, planned in collaboration with the Medical Superintendent and Matron, MGM Medical College Hospital, Kalamboli apart from your regular clinical duties in the hospital.
2. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai.
3. 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.
4. 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.
5. Your services are transferable to any constituent institutions of MGM Institute of Health Sciences on any equivalent post.
6. You shall not refuse to carry out the decisions by the authorities and or functionaries of the institute. Failure to comply shall be treated as insubordination.



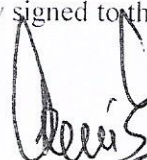
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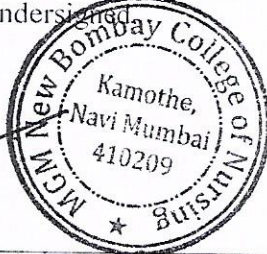
MGM NEW BOMBAY COLLEGE OF NURSING


5th Floor, MGM Educational Campus, Plot No. 1& 2, Sector-1
Kamothe, Navi Mumbai – 410 209.

7. 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.
8. 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 Director of your College.
9. 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.
10. 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.
11. Your contract of services may be renewed on successful completion of one-year subject to approval of Board of Management.
12. You will not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind.
13. 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.

In case you agree to the terms and conditions offered, you are required to return the second copy of this letter duly signed to the undersigned.


Principal




Dr. Rajesh B. Goel
Registrar
MGM Institute of Health Sciences
(Deemed University u/s 3 of UGC Act, 1956)
Navi Mumbai-410 209

Name of Employee: _____

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

Signature: _____

Date: _____

Copy with compliments to:

1. Accounts
2. Personal File



MGM INSTITUTE OF HEALTH SCIENCES

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MGM NEW BOMBAY COLLEGE OF NURSING

5th Floor, MGM Educational Campus, Plot No. 1 & 2, Sector-1

Kamothe, Navi Mumbai – 410 209.

Ref. No. : MGM/NBCON/54/09/2021

Date: 30.09.2021

To,
Ms. Gauri Pramod Vartak
Mangalmurti Society
Room No.12, Plot No.A 1,
Sector-6 .New Panvel,

Sub: Appointment to the post of Tutor.

Dear Gauri,

We are pleased to inform that you are hereby appointed as "Tutor" in MGM New Bombay College of Nursing, under MGM Institute of Health Sciences, Kamothe, Navi Mumbai. Your appointment is purely on temporary basis subject to the terms and conditions mentioned below:

1. Your appointment is subject to the final approval of the Board of Management, MGMIHS.
2. You will be paid salary monthly Basic Pay - Rs.9,280/- + DA – Rs.11,600/- + HRA- Rs. 1,856/- + TA – Rs.200+ Critical Care Allowance- Rs.2,806/-. The total emolument comes to Rs.25,742/- (Rs. Twenty-Five Thousand Seven Hundred Forty-Two only) per month.
3. You will have to submit an authentic proof of your date of birth, educational qualifications, experience and ten copies of passport size photographs, while reporting on duty.
4. You are required to keep one month's salary as security deposit with the institute till you are officially relieved from your duties.
5. You will perform teaching responsibilities as assigned to you by the Principal of MGM New Bombay College of Nursing, planned in collaboration with the Medical Superintendent and Matron, MGM Medical College Hospital, Kalamboli apart from your regular clinical duties in the hospital.
6. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai.
7. 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.
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. Your services are transferable to any constituent institutions of MGM Institute of Health Sciences on any equivalent post.
10. You shall not refuse to carry out the decisions by the authorities and or functionaries of the institute. Failure to comply shall be treated as insubordination.



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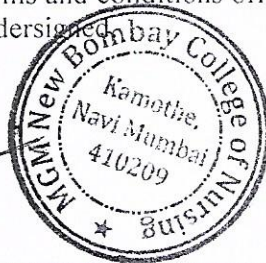
MGM NEW BOMBAY COLLEGE OF NURSING


5th Floor, MGM Educational Campus, Plot No. 1 & 2, Sector-1
Kamothe, Navi Mumbai – 410 209.

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 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 Director of your College.
13. 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.
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. Your contract of services may be renewed on successful completion of one-year subject to approval of Board of Management.
16. You will not be entitled to any Provident Fund, Insurance, Bonus, Gratuity, or any other terminal benefits of any kind.
17. 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.

In case you agree to the terms and conditions offered, you are required to return the second copy of this letter duly signed to the undersigned.


Principal




Dr. Rajesh B. Goel
Registrar Registrar
MGM Institute of Health Sciences
(Deemed University u/s 3 of UGC Act, 1956)
Navi Mumbai- 410 209

Name of Employee: _____

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

Signature: _____

Date: _____

Copy with compliments to:

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MGM INSTITUTE OF HEALTH SCIENCES
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MGM NEW BOMBAY COLLEGE OF NURSING
5th Floor, MGM Educational Campus, Plot No. 1 & 2, Sector-1
Kamothe, Navi Mumbai – 410 209.

Ref. No. : MGM/NBCON/52/09/2021

Date: 30.09.2021

To,
Ms. Rani Regi
A-02, Pushpak,
Plot No-57, Sector -11,
Kharghar, Navi Mumbai.

Sub: Appointment to the post of Tutor.

Dear Rani,

We are pleased to inform that you are hereby appointed as "Tutor" in MGM New Bombay College of Nursing, under MGM Institute of Health Sciences, Kamothe, Navi Mumbai. Your appointment is purely on temporary basis subject to the terms and conditions mentioned below:

1. Your appointment is subject to the final approval of the Board of Management, MGMIHS.
2. You will be paid salary monthly Basic Pay - Rs.19,531/- + DA – Rs.24,414/- + HRA- Rs. 3,906/- + TA – Rs.400 + Critical Care Allowance – Rs. 3000/-. The total emolument comes to Rs.51,251/- (Rs. Fifty-One Thousand Two Hundred and Fifty-One only) per month.
3. You will have to submit an authentic proof of your date of birth, educational qualifications, experience and ten copies of passport size photographs, while reporting on duty.
4. You are required to keep one month's salary as security deposit with the institute till you are officially relieved from your duties.
1. You will perform teaching responsibilities as assigned to you by the Principal of MGM New Bombay College of Nursing, planned in collaboration with the Medical Superintendent and Matron, MGM Medical College Hospital, Kalamboli apart from your regular clinical duties in the hospital.
2. Your services will be governed by the rules and regulations prescribed by MGM Institute of Health Sciences, Navi Mumbai.
3. 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.
4. 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.
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6. You shall not refuse to carry out the decisions by the authorities and or functionaries of the institute. Failure to comply shall be treated as insubordination.

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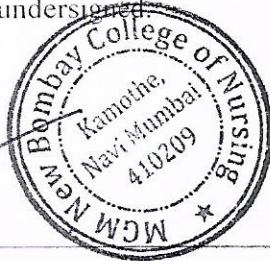
5th Floor, MGM Educational Campus, Plot No. 1 & 2, Sector-1

Kamothe, Navi Mumbai – 410 209.

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In case you agree to the terms and conditions offered, you are required to return the second copy of this letter duly signed to the undersigned.

Principal



Registrar

Name of Employee: _____

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

Signature: _____

Date: _____

Copy with compliments to:

1. Accounts
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MGM INSTITUTE OF HEALTH SCIENCES

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MGM NEW BOMBAY COLLEGE OF NURSING

5th Floor, MGM Educational Campus, Plot No. 1& 2, Sector-1

Kamothe, Navi Mumbai – 410 209.

Ref. No. : MGM/NBCON/53/09/2021

Date: 30.09.2021

To,
Ms. Leena Mol
LIG A3, K1, Sector-3,
Kalamboli, Navi Mumbai.
Pin- 410218

Sub: Appointment to the post of Tutor.

Dear Leena,

We are pleased to inform that you are hereby appointed as "Tutor" in MGM New Bombay College of Nursing, under MGM Institute of Health Sciences, Kamothe, Navi Mumbai. Your appointment is purely on temporary basis subject to the terms and conditions mentioned below:

1. Your appointment is subject to the final approval of the Board of Management, MGMIHS.
2. You will be paid salary monthly Basic Pay - Rs. 11,470/- + DA – Rs. 14,338/- + HRA- Rs. 2,294/-+ TA – Rs.400. The total emolument comes to Rs. 28,502/- (Rs. Twenty-Eight Thousand Five Hundred Two only) per month.
3. You will have to submit an authentic proof of your date of birth, educational qualifications, experience and ten copies of passport size photographs, while reporting on duty.
4. You are required to keep one month's salary as security deposit with the institute till you are officially relieved from your duties.
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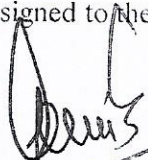
MGM NEW BOMBAY COLLEGE OF NURSING

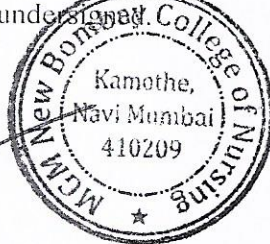
5th Floor, MGM Educational Campus, Plot No. 1 & 2, Sector-1

Kamothe, Navi Mumbai – 410 209.

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In case you agree to the terms and conditions offered, you are required to return the second copy of this letter duly signed to the undersigned.


Principal




Registrar

Majesh B. Goel
Registrar

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

Name of Employee: _____

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

Signature: _____

Date: _____

Copy with compliments to:

1. Accounts
2. Personal File