



ATME

College of Engineering

Ref: ATME(T)/CE/2013-14/1407002

Date: 02-07-2014

To,

Ms Shruthi H G
#3632, 23rd Cross,
VV Nagar, Kalahalli,
Mandya - 571401

Sub:- Appointment Order for the post of "Assistant Professor"

With reference to your application dated 12-05-2014 and the subsequent interview you had with us for the post of Assistant Professor in Civil Engineering, the Management of ATME College intend to appoint you as under, subject to acceptance of following terms:

Full Name	:	Ms Shruthi H G
Designation	:	Assistant Professor
Department	:	Civil Engineering
Emoluments in Rs.		
Basic	:	15,600
AGP	:	6,000
Total Basic	:	21,600

Total	:	21,600
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This will be effective from the date of you reporting to duty.

You will be on probation for a period of two years or for such extended period as may be determined by the management, you will be deemed to be temporary unless an order in writing is given to you of your confirmation have been made permanent. During this period, your services will be subject to termination at 24 hours notice without assigning any reason. However, the management has the right to confirm your services before the completion of the probation period. During your employment in ATME College of Engineering is governed by the terms & conditions as stipulated in Employee Hand Book including the revisions. Following are the some of the important points of the handbook. For details refer the Employee Hand Book.

- 1 During the employment in our Institute, you shall devote your full time and attention to your work and shall obey faithfully to carry out all orders or directions that may be given to you from time to time by the Management of the Institute or any person duly authorised by the Management on its behalf. You will be responsible for prompt, efficient, satisfactory and diligent discharge of the duties as enumerated in the job description annexed to this appointment letter. However, you are bound to carry out any additional responsibility entrusted to you from time to time.
- 2 If at any time during your tenure, you are found dishonest, disobedient, intemperate, and irregular in attendance to work or if you misconduct yourself or commit breach of terms of your employment, the Institute shall not withstand anything contrary that may be contained herein, be entitled to terminate your employment.
- 3 The terms and conditions of service and standing instructions will bind you in force from time to time.

- 4 You shall not be absent yourself from duty without prior permission from Management.
- 5 You are subject to the code of conduct and discipline that are generally applicable to all the staff of the Institute. Please refer to Employee Hand Book annexed to this appointment letter.
- 6 You will not, at any time, without the consent of the management in writing, disclose, divulge or otherwise make public, any accounts, correspondence, documents, drawings, formulae, information, processes or reports, secrets or any other matter confided in maintain strict confidence and secrecy in all such matters.
- 7 LEAVE: As per the leave policy of the Institute. Refer Employee Hand Book.
- 8 Without the prior permission of the Management, you will not carry on any business or engage any part of your time in any capacity, service or be employed by any other Institute or person. You either shall not, during your employment with us or thereafter, engage yourself in any pursuit, which will have detrimental effect on the Institute's interests, technical or commercial.
- 9 During the period of employment in our Institute, you shall not engage yourself in any kind of tuition and/or consultancy and/or part time job and/or further studies without prior consent in writing from the Management.
- 10 The age of superannuation is attainment of 65 years of age. However the management is at the discretion for extension of your service period.
- 11 In case if you opt to quit the employment, you can do so by serving an advance notice of 2 months. However you will not be relieved in between the academic term days.
- 12 Notwithstanding anything contrary herein contained, misconduct on your part (such misconduct to be determined by the Management) will entitle us to terminate your services without any notice or payment in lieu of notice and also take legal action as per rule of land.
- 13 You shall be paid the emoluments and other allowances as mentioned above.
- 14 Further, after accepting this offer if you fail to report to duty, you hereby undertake to compensate the ATME College of Engineering an amount of Rs 50,000/- (Rupees Fifty thousand only) to make alternate arrangement by way of initiating fresh appointment process
- 15 Formal appointment order will be released on accepting this letter of intent. Your acceptance of this letter of intent shall reach this office not any later than 3 days of the issue of this letter.
- 16 Original certificates shall be surrendered along with acceptance to this letter of intent


We enclose this letter in duplicate. Please return the original to us duly signed and dated in token of your acceptance of this letter of intent.

We take this opportunity of welcoming you to '**ATME College of Engineering**' and look forward to a long and mutually satisfying association.

for **Academy For Technical & Management Excellence**


Chairman

I have read the contents of the above letter as well as the terms and conditions of service and standing instructions, and I fully understand and accept the same. I will be reporting to duty on 17/7/2014

Signature: 

Date: 4/7/2014


PRINCIPAL

ATME College of Engineering
KM. Mysuru-Kanakapura Bangalore Road



ATME

College of Engineering



Affiliated to VTU, Belagavi; Approved by AICTE, New Delhi and Recognised by Government of Karnataka
Programs accredited by NBA, New Delhi - CV, EC, EE & ME (Validity: 2019-20 to 2021-22)

Ref:ATME(T)/Adm/2020-21/2011002

Date: 2/11/2020

To,

Ms Namitha A P
Avverahalli Village
Nagamangala Taluk, Mandya Dist.
Mandya-571418

Sub: Appointment Order for the post of "Assistant Professor"
Ref: Letter of Intent of Appointment /2007008/22-07-2020

With reference to your application dated 25-10-2020 and the subsequent interview you had with us for the post of Assistant Professor in Civil Engineering, the Management of ATME College intend to appoint you as under, subject to acceptance of following terms:

Full Name	: Ms Namitha A P
Designation	: Assistant Professor
Department	: Civil Engineering

Emoluments in Rs.

Basic+AGP : 21,600

Total Basic+ AGP : 21,600

Total : 21,600

This will be effective from the date of you reporting to duty.

You will be on a Probation for 2 years or for such extended period as may be determined by the management.

You will be deemed to be temporary unless an order in writing is given to you of your confirmation have been made permanent. During this period, your services will be subject to termination at 24 hours notice without assigning any reason. However, the management has the right to confirm your services before the completion of probation period.

During your employment in ATME College of Engineering is governed by the terms & conditions as stipulated in Employee Hand Book including the revisions. Following are the some of the important points of the handbook. For details refer the Employee Hand Book.

- 1 During the employment in our Institute, you shall devote your full time and attention to your work and shall obey faithfully to carry out all orders or directions that may be given to you from time to time by the Management of the Institute or any person duly authorised by the Management on its behalf. You will be responsible for prompt, efficient, satisfactory and diligent discharge of the duties as enumerated in the job description annexed to this appointment letter. However, you are bound to carry out any additional responsibility entrusted to you from time to time.
- 2 If at any time during your tenure, you are found dishonest, disobedient, intemperate, and irregular in attendance to work or if you misconduct yourself or commit breach of terms of your employment, the Institute shall not withstand anything contrary that may be contained herein, be entitled to terminate your employment.
- 3 The terms and conditions of service and standing instructions will bind you in force from time to time.

- 4 You shall not be absent yourself from duty without prior permission from Management.
- 5 You are subject to the code of conduct and discipline that are generally applicable to all the staff of the Institute. Please refer to Employee Hand Book annexed to this appointment letter.
- 6 You will not, at any time, without the consent of the management in writing, disclose, divulge or otherwise make public, any accounts, correspondence, documents, drawings, formulae, information, processes or reports, secrets or any other matter confided in maintain strict confidence and secrecy in all such matters.
- 7 LEAVE: As per the leave policy of the Institute. Refer Employee Hand Book.
- 8 Without the prior permission of the Management, you will not carry on any business or engage any part of your time in any capacity, service or be employed by any other Institute or person. You either shall not, during your employment with us or thereafter, engage yourself in any pursuit, which will have detrimental effect on the Institute's interests, technical or commercial.
- 9 During the period of employment in our Institute, you shall not engage yourself in any kind of tuition and/or consultancy and/or part time job and/or further studies without prior consent in writing from the Management.
- 10 The age of superannuation is attainment of 60 years of age. However the management is at the discretion for extension of your service period.
- 11 In case if you opt to quit the employment, you can do so by serving an advance notice of 2 months. However you will not be relieved in between the academic term days. Similarly if the Institute opts to terminate your services without assigning any reason can do so by serving advance notice of 2 months. In either case the notice period can be waived in lieu of payment of 2 months salary.
- 12 Notwithstanding anything contrary herein contained, misconduct on your part (such misconduct to be determined by the Management) will entitle us to terminate your services without any notice or payment in lieu of notice and also take legal action as per rule of land.
- 13 You shall be paid the emoluments and other allowances as mentioned above.
- 14 Further, after accepting this offer if you fail to report to duty, you hereby undertake to compensate the ATME College of Engineering an amount of Rs 50,000/- (Rupees Fifty thousand only) to make alternate arrangement by way of initiating fresh appointment process
- 15 All original certificates, 2 reference letters shall be surrendered along with acceptance to the letter of intent.

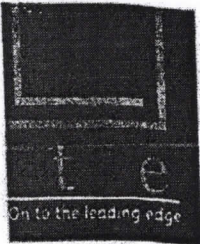
We take this opportunity of welcoming you to '**ATME College of Engineering**' and look forward to a long and mutually satisfying association.

for **Academy For Technical & Management Excellence**

Chairman

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ATME College of Engineering
KM, Mysuru-Kanakapura-Bangalore Road
Mellahalli, Mysuru-570028



Technical &
Management
Excellence

(A Registered Trust)

P +91-821-2424 374
F +91-821-2421 373

info@atme.in
www.atme.in

30-08-2010

To,

Mrs. Sowmyasudhan S
#559, 7th Link Road, 3rd
Cross, Alanahalli Layout,
Mysore -570011.

Dear Mrs. Sowmyasudhan S

Sub:- Appointment Order for the post of "Lecturer"

With reference to your application and the subsequent interview you had with us, we are pleased to offer you an employment in our Institute as follow :

Full Name	:	Mrs. Sowmyasudhan S
Designation	:	Lecturer
Department	:	Computer Science

Emoluments	:	
Basic	:	
DA	:	
HRA	:	
CCA	:	
Consolidated	:	12,000
Total	:	Rs. 12,000


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ATME College of Engineering
at KM, Mysuru-Kanakapura-Bangalore Road
Mellahalli, Mysuru - 570028

This will take effect from the date of you joining at the duty, which should not be later than 01/09/2010.

You will be on probation for a period of one year or for such extended period as may be determined by the management and at its sole discretion and unless an order in writing confirming you is given, you will not be deemed to have been made permanent. During this period, your services will be subject to termination at 24 hours notice without assigning any reason. However, the management has the right to confirm your services before the completion of the probation period.

1 During the employment in our Institute, you shall devote your full time and attention to your work and shall obey and faithfully carry out all orders or directions that may be given to you from time to time by the Institute or any person duly authorised by the Institute on its behalf. You will have the responsibility for an efficient, satisfactory, and economical discharge of the duties entrusted to you from time to time.

2 If at any time during your tenure, you are found dishonest, disobedient, intemperate, and irregular in attendance to work or if you misconduct yourself or commit breach of terms of your employment, the Institute shall not withstand anything contrary that may be contained herein, be entitled to terminate your employment.

4 You shall not be absent yourself from duty without prior permission from respective heads of the department in writing.

5 LEAVE: As per the leave policy of the Institute.

6 You will not, at any time, without the consent of the management in writing, disclose, divulge or otherwise make public, any accounts, correspondence, documents, drawings, formulae, information, processes or reports and maintains strict confidence and secrecy in all such matters.

7 Your duties will be such as are laid down by the management from time to time.

8 You are subject to the code of conduct and discipline that are generally applicable to all the staff of the Institute.

9 Without the prior permission of the Management, you will not carry on any business or engage any part of your time in any capacity, service or be employed by any other Institute or person. You either shall not, during your employment with us or thereafter, engage yourself in any pursuit, which will have detrimental effect on the Institute's interests, technical or commercial.

10 During the period of employment in our Institute, you shall not engage yourself in any kind of tuition and/or consultancy and/or part time job and/or further studies without prior consent in writing from the Management.

11 The age of superannuation is attainment of 58 years of age. However the management is at the discretion for extension of your service period.

12 Notwithstanding the provisions herein contained, your services are liable for termination by two month notice or payment in lieu thereof, on either side.

13 Notwithstanding anything contrary herein contained, misconduct on your part (such misconduct to be determined by the Management) will entitle us to terminate your services without any notice or payment in lieu of notice and also take legal action as per rule of land.

14 You shall be paid the emoluments and other allowances as mentioned.

We enclose this letter in duplicate. Please return the original to us duly signed and dated in token of your acceptance of the above said terms of appointment and confirm the date of your reporting.

We take this opportunity of welcoming you to 'ATME' and look forward to a long and mutually satisfying association.

for Academy For Technical & Management Excellence

Chairman

I have read the contents of the above letter as well as the terms and conditions of service and standing instructions, and I fully understand and accept the same. I will be reporting to duty on 01/09/2010.

Signature:

PRINCIPAL

ATME College of Engineering,
KM, Mysuru-Kanakapura-Bangalore Road



Ref: ATME(T)/CS/2017-18/1707025

Date: 28/07/2017

To,

Ms Shrilakshmi Prasad
#231, 2nd Cross,
LIC Colony, Srirampura 2nd stage,
Mysore- 570023

Sub: Appointment Order for the post of "Assistant Professor"

Ref: Letter of intent - ATME(T)/CS/2017-18/1707019 dated 28-07-2017

With reference to your application dated 27-07-2017 and the subsequent interview you had with us for the post of Assistant Professor in Computer Science Engineering, the Management of ATME College intend to appoint you as under, subject to acceptance of following terms:

Full Name	: Ms Shrilakshmi Prasad
Designation	: Assistant Professor
Department	: Computer Science Engineering

Emoluments in Rs.

Basic	: 15,600
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Total Basic	: 15,600
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DA	: 2,184
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HRA	: 2,496
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Total	: 20,280
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#231, 2nd Cross, LIC Colony, Srirampura 2nd stage,
Mysore- 570023

This will be effective from the date of your reporting to duty

You will be on a Probation for 2 Years or for such extended period as may be determined by the management. You will be deemed to be temporary unless an order in writing is given to you of your confirmation have been made permanent. During this period, your services will be subject to termination at 24 hours notice without assigning any reason. However, the management has the right to confirm your services before the completion of the probation period. During your employment in ATME College of Engineering is governed by the terms & conditions as stipulated in Employee Hand Book including the revisions. Following are the some of the important points of the handbook. For details refer the Employee Hand Book.

- 1 During the employment in our Institute, you shall devote your full time and attention to your work and shall obey faithfully to carry out all orders or directions that may be given to you from time to time by the Management of the Institute or any person duly authorised by the Management on its behalf. You will be responsible for prompt, efficient, satisfactory and diligent discharge of the duties as enumerated in the job description annexed to this appointment letter. However, you are bound to carry out any additional responsibility entrusted to you from time to time.
- 2 If at any time during your tenure, you are found dishonest, disobedient, intemperate, and irregular in attendance to work or if you misconduct yourself or commit breach of terms of your employment, the Institute shall not withstand anything contrary that may be contained herein, be entitled to terminate your employment.
- 3 The terms and conditions of service and standing instructions will bind you in force from time to time.

- 4 You shall not be absent yourself from duty without prior permission from Management.
- 5 You are subject to the code of conduct and discipline that are generally applicable to all the staff of the Institute. Please refer to Employee Hand Book annexed to this appointment letter.
- 6 You will not, at any time, without the consent of the management in writing, disclose, divulge or otherwise make public, any accounts, correspondence, documents, drawings, formulae, information, processes or reports, secrets or any other matter confided in maintain strict confidence and secrecy in all such matters.
- 7 LEAVE: As per the leave policy of the Institute. Refer Employee Hand Book.
- 8 Without the prior permission of the Management, you will not carry on any business or engage any part of your time in any capacity, service or be employed by any other Institute or person. You either shall not, during your employment with us or thereafter, engage yourself in any pursuit, which will have detrimental effect on the Institute's interests, technical or commercial.
- 9 During the period of employment in our Institute, you shall not engage yourself in any kind of tuition and/or consultancy and/or part time job and/or further studies without prior consent in writing from the Management.
- 10 The age of superannuation is attainment of 65 years of age. However the management is at the discretion for extension of your service period.
- 11 In case if you opt to quit the employment, you can do so by serving an advance notice of 2 months. However you will not be relieved in between the academic term days.
- 12 Notwithstanding anything contrary herein contained, misconduct on your part (such misconduct to be determined by the Management) will entitle us to terminate your services without any notice or payment in lieu of notice and also take legal action as per rule of land.
- 13 You shall be paid the emoluments and other allowances as mentioned above.
- 14 Further, after accepting this offer if you fail to report to duty, you hereby undertake to compensate the ATME College of Engineering an amount of Rs 50,000/- (Rupees Fifty thousand only) to make alternate arrangement by way of initiating fresh appointment process
- 15 All original certificates, 2 reference letters shall be surrendered along with acceptance to the letter of intent.

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Mallahalli Mysuru - 570028



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College of Engineering



NBA

ACCREDITED

Affiliated to VTU, Belagavi; Approved by AICTE, New Delhi and Recognised by Government of Karnataka
Programs accredited by NBA, New Delhi - CV, EC, EE & ME (Validity: 2019-20 to 2021-22)

Ref: ATME(T)/CS/2020-21/2008023

Date: 25-08-2020

To,

Mrs Kavya P O

#424/A, 9th cross

2nd stage, Hebbal

Mysore-570017

Sub: Appointment Order for the post of "Assistant Professor"

With reference to your application dated 12-02-2020 and the subsequent interview you had with us for the post of Assistant Professor in Computer Science Engineering, the Management of ATME College intend to appoint you as under, subject to acceptance of following terms:

Full Name	: Mrs Kavya P O
Designation	: Assistant Professor
Department	: Computer Science Engineering

Emoluments in Rs.

Consolidated Pay	: 18,000
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Total	: 18,000
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This will be effective from the date of your reporting to duty.

You will be on a Contract for further notification or for such extended period as may be determined by the you will be deemed to be temporary unless an order in writing is given to you of your confirmation have been made permanent. During to this period, your services will be subject to termination at 24 hours notice without assigning any reason. However, the managment has the right to confirm your services before the completion of probation period. During your employment in ATME College of Engineering is governed by the terms & conditions as stipulated in Employee Hand Book including the revisions. Follwing are the some of the important points of the handbook. For details refer the Employee Hand Book.

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- 2 If at any time during your tenure, you are found dishonest, disobedient, intemperate, and irregular in attendance to work or if you misconduct yourself or commit breach of terms of your employment, the Institute shall not withstand anything contrary that may be contained herein, be entitled to terminate your employment.
- 3 The terms and conditions of service and standing instructions will bind you in force from time to time.

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4th KM, Mysuru-Kanakapura-Bangalore Road
Mysuru-570028

- 4 You shall not be absent yourself from duty without prior permission from Management.
- 5 You are subject to the code of conduct and discipline that are generally applicable to all the staff of the Institute. Please refer to Employee Hand Book annexed to this appointment letter.
- 6 You will not, at any time, without the consent of the management in writing, disclose, divulge or otherwise make public, any accounts, correspondence, documents, drawings, formulae, information, processes or reports, secrets or any other matter confided in maintain strict confidence and secrecy in all such matters.
- 7 LEAVE: As per the leave policy of the Institute. Refer Employee Hand Book.
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- 9 During the period of employment in our Institute, you shall not engage yourself in any kind of tuition and/or consultancy and/or part time job and/or further studies without prior consent in writing from the Management.
- 10 The age of superannuation is attainment of 65 years of age. However the management is at the discretion for extension of your service period.
- 11 In case if you opt to quit the employment, you can do so by serving an advance notice of 2 months. However you will not be relieved in between the academic term days.
- 12 Notwithstanding anything contrary herein contained, misconduct on your part (such misconduct to be determined by the Management) will entitle us to terminate your services without any notice or payment in lieu of notice and also take legal action as per rule of land.
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- 15 All original certificates, 2 reference letters shall be surrendered along with acceptance to the letter of intent.

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Chairman

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