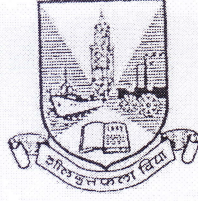


# University of Mumbai



No. RAPC/ICD/2020-21/ 1677  
Mumbai- 400 032  
16<sup>th</sup> March, 2021

To,  
Dr. (Smt.) Deshmukh Tejashree Ranjit  
216, Gee Jumbo Darshan,  
Jeeva Mahale Marg,  
Andheri (E),  
Mumbai – 400 069

Sir/ Madam,

This has reference to your application dated 17<sup>th</sup> December, 2019 which was forwarded through the Director, PTVA's Institute of Management, Chitrakar Ketkar Marg, Behind M. L. Dahanukar College of Commerce Vile Parle (E), Mumbai – 400 057, for recognition as a teacher of the University.

In this connection, I am directed to inform you that you have been granted recognized as a teacher to guide student for the Ph.D. degree in the subject of Management Studies of the University with effect from 27<sup>th</sup> January, 2021 upto superannuation of your services through PTVA's Institute of Management, Chitrakar Ketkar Marg, Behind M. L. Dahanukar College of Commerce Vile Parle (E), Mumbai – 400 057.

Further, a copy of the Ordinances prescribing duties of recognize teacher of the University is enclosed, for your perusal.

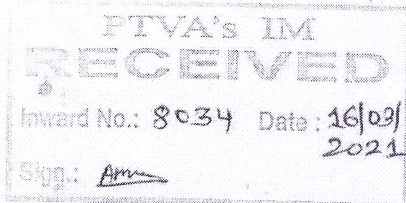
Yours faithfully,

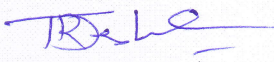
  
Deputy Registrar 16/3/2021  
Research Administration & Promotion Cell

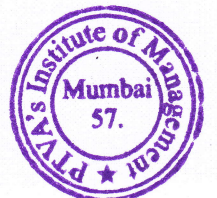
\*\*\*\*\*

Copy forwarded with compliments for information and necessary action:-

- 1) Director, PTVA's Institute of Management, Chitrakar Ketkar Marg, Behind M. L. Dahanukar College of Commerce Vile Parle (E), Mumbai – 400 057.
- 2) The Deputy Registrar, AAMS, University of Mumbai, Fort Campus, Mumbai- 400 032. This is action taken report of the Board of Deans at its meeting held on 27<sup>th</sup> January, 2021 vide item no. 3.6

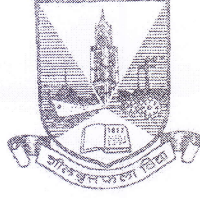


  
Director  
PTVA's Institute of Management  
Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar College,  
Vile Parle (E), Mumbai-400 057.



To: Registrar  
Pl. do the needful  
so that we can inform  
Dr. Tejashree in  
writing etc  
21/6/2021

# University of Mumbai



Phone No.-022-68320050  
email- [concolsection@gmail.com](mailto:concolsection@gmail.com)

PTVA's IM  
**RECEIVED**  
Inward No.: 8083 Date: 21/6/21  
Sign: [Signature]

College Teachers Approval Unit

Room No. 204 & 205  
Fort Campus,  
M.G. Road,  
Mumbai – 400 032

Ref. No.: CTA /SA/ ICD /2020-21/217

Date: 18 / 06 / 2021

To,  
The Director,  
Parle Tilak Vidyalaya Association's  
PTVA's Institute of Management,  
Vile Parle (West),  
Mumbai – 400 057

Sir / Madam,

This has reference to your letter No. 4404/2021, dated 30<sup>th</sup> March, 2021  
In this connection I am directed to inform you that, the appointment of  
Dr. (Smt.) Tejashree Ranjit Deshmukh (Nee Tejashree D. Ranadive) as a full-time  
Professor (Open to Open post) in Management has been approved by the University on  
regular basis from 13.02.2020 as per University Circular No. CONCOL/ICC/04 of 2012,  
dated 10<sup>th</sup> February, 2012.

Further, you are requested to communicate the above decision to  
the concern teacher in writing as per S.109-C alongwith the copy of this letter.

Please note that if any discrepancy is found in the approval of  
Dr. (Smt.) Tejashree Ranjit Deshmukh (Nee Tejashree D. Ranadive) the University  
reserves the right to withdraw their approval at any time.

Yours faithfully,

[Signature]

(Ravindra D. Salve)  
Deputy Registrar

College Teachers Approval Unit



[Signature]  
**Director**  
PTVA's Institute of Management  
Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar College,  
Vile Parle (E), Mumbai-400 057.



Parle Tilak Vidyalyaya Association's  
**PTVA's Institute of Management**

Approved by AICTE, DTE and affiliated to University of Mumbai  
ISO 9001:2015 & Accredited by NAAC with "B++" Grade

Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar  
College of Commerce  
Vile Parle (East),  
Mumbai - 400 057.

Tel. : 2610 0100 / 2610 0200 /  
2617 2782 / 83  
Fax : 2610 0199  
E-mail : admin@ptvaim.com  
Website : www.ptvaim.com

June 21, 2021

Ref. No.4445/2021

**Dr. (Smt.)Tejashree Ranjit Deshmukh**

216, GEE Jumbo Darshan  
Jeeva Mahale Marg  
Andheri (E), Mumbai-400069.

**Sub: Approval of your appointment as 'Professor (Open to Open post) in Management' at PTVA's Institute of Management**

Dear Dr. Tejashree,

We take great pleasure in informing you that the proposal of your appointment as the **Professor (Open to Open post)** in Management at PTVA's Institute of Management is accepted and approved by the University of Mumbai.

The University vide its letter Ref.No.CTA/SA/ICD/2020-21/217, dated 18/06/2021, received on 21/06/2021, has communicated the same with effect from 13/02/2020 as per University circular no. CONCOL/ICC/04 of 2012 dated 10/02/2012 (please find the copy enclosed).

We congratulate you on your approval as the **Professor (Open to Open post)** in Management by the University of Mumbai in our Institute. With this I feel you will give your best efforts in improving the teaching-learning process and continue to contribute proactively in various academic and co-academic activities being organized in the Institute.

With warm regards,

**Dr. Harish Kumar S. Purohit**  
Director



*Thank you for all your guidance & motivation that encourages me to grow! I shall always try to give my best for the growth of the Institute.*  
*H. Deshmukh*  
*21/06/2021*



**Director**  
PTVA's Institute of Management  
Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar College,  
Vile Parle (E), Mumbai-400 057.



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2617 2782 / 83  
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E-mail : admin@ptvaim.com  
Website : www.ptvaim.com

Outward No.4245 /2020

February 13, 2020

**Dr. Tejashree Ranjit Deshmukh**  
216, GEE Jumbo Darshan,  
Jeeva Mahale Marg,  
Andheri (E), Mumbai- 400 069

**Sub. : Appointment for the post of Professor (Open) in Management (HR) in PTVA's Institute of Management (PTVA's IM)**

Dear Dr. Tejashree,

In continuation with your earlier appointment letter no. 3981/2019, dated 19<sup>th</sup> July 2019 for the post of Professor (HR) – Temporary / Adhoc basis in our PTVA's Institute of Management and your subsequent interview before the Selection Committee on 12<sup>th</sup> February 2020, the management of PTVA's Institute of Management has accepted the recommendation of the Selection Committee recommending your name for the post of Professor (Open) in Management (HR). Accordingly, we are pleased to appoint you as Professor (Open) in Management (HR) in PTVA's Institute of Management with effect from 13<sup>th</sup> February 2020 subject to the fulfillment of the guidelines of the University of Mumbai and All India Council for Technical Education (AICTE), New Delhi. Your appointment will be subject to the confirmation of the approval received for the mentioned post from the University of Mumbai and on following terms and conditions:

**1. Salary and Perquisites**

In case you accept the offer, bifurcation of your salary as per 6<sup>th</sup> Pay is given as below:

Pay in Band Rs.	AGP Rs.	Revised Basic Rs.	DA (164%) Rs.	HRA (30%) Rs.	CLA Rs.	TA Rs.	Total Rs.	Special Allowance Rs.	Gross Salary Rs.
40,300	10,000	50,300	77,462	15,090	300	2,400	1,45,552	5,000	1,50,552

**2. Probation**

Your services will be on probation for a period of two years from 13<sup>th</sup> February 2020. Your continuance in the service will depend on your performance and conduct, if found satisfactory, during the probation period and subject to approval from the University of Mumbai for the said post appointment. During the period of probation, your services can be dispensed with at one month's notice or salary in lieu thereof on either side. Your probation period may also be extended at the discretion of the management of the Institute and Parle Tilak Vidyalaya Association.

.....2



*Tejashree*

**Director**  
PTVA's Institute of Management  
Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar College,  
Vile Parle (E), Mumbai-400 057.



Parle Tilak Vidyalaya Association's  
**PTVA's Institute of Management**

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2617 2782 / 83  
Fax : 2610 0199  
E-mail : admin@ptvaim.com  
Website : www.ptvaim.com

Continuation Sheet

: 2 :

### 3. Discipline

As per prevailing norms, you are required to remain present in the institute (PTVA's IM) premises for atleast 6 & 1/2 hours (Six and Half Hours) a day and **minimum** 40 hours (Forty Hours) a week and do the assigned teaching, administrative and other activities for the development of yourself, the students and the institute (PTVA's IM).

PTVA's IM places strong emphasis on supporting its teaching activities with a sound research base. You are expected to actively contribute in the development of teaching-learning process with qualitative research based through your own individual efforts as well as the collective efforts of the PTVA's IM's faculty members.

Your contribution to the Institute including students' feedback, organizing conferences/workshops, placement initiatives, management development programs, research and publication etc. will be integral to our assessment of your performance.

Your services will be governed by the provisions of the Statutes, Ordinances, Regulation and Rules of University of Mumbai, University Grants Commission (UGC) and All India Council for Technical Education (AICTE), New Delhi for the time being in force and the rules of trust i.e. Parle Tilak Vidyalaya Association not inconsistent with the Statues, Ordinances, Regulation and Rules of University of Mumbai and All India Council for Technical Education (AICTE), New Delhi.

You are also informed that all possible steps for prevention of ragging in the premises of the educational institutions should be followed and that you will be liable for disciplinary action, in case of non-compliance.

### 4. Outside Employment / No Simultaneous Employment

You cannot engage in any other gainful pursuit, academic or otherwise without the written consent of the Director, and/or Management. You are not expected to give tuitions with or without honorarium in any form. For any consultancy assignment or lectures at other institutions/ college(s)/ organisation(s), including guest lectures, you will take prior written permission from the Director of the PTVA's IM or in his absence from the Chairman of the Managing Committee of the Institute during your employment with us.



Director  
PTVA's Institute of Management  
Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar College,  
Vile Parle (E), Mumbai-400 057.

.....3



Parle Tilak Vidyalaya Association's  
**PTVA's Institute of Management**

Approved by AICTE, DTE and affiliated to University of Mumbai  
ISO 9001:2015 & Accredited by NAAC with "B++" Grade

Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar  
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Vile Parle (East),  
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2617 2782 / 83  
Fax : 2610 0199  
E-mail : admin@ptvaim.com  
Website : www.ptvaim.com

Continuation Sheet

: 3 :

### 5. Confidentiality

- You will not divulge, communicate or disclose to any person or persons any of the trade secrets of the Institute and Association, which you may come across during your employment with us or in the event of your resignation or termination, as the case may be.
- During your employment with us, you shall not without the written permission of the Institute and Association, publish any article or deliver any talk or lecture on any subject related to the activities, you will be either directly or indirectly engaged in for the Institute and Association.
- You will be responsible for the safe keeping and return in good condition and order all the properties of the Institute and Association such as calculators, books, tools, equipment's, video-recorder/camera, computers, etc. placed in your custody or during use. The Institute reserves the right to deduct the money value of such articles from your dues and may take suitable action as deemed proper in the event of your failure to account for such property to its satisfaction.

### 6. Termination/Resignation

- You will be required to give one month notice in writing if you wish to resign from the Institute's services or pay the Institute one month's Salary in lieu thereof.
- This contract of employment may be terminated without notice or any compensation in lieu thereof, if any act of yours is detrimental to the interest of the Institute (PTVA's IM), and Parle Tilak Vidyalaya Association.

### 7. Validity of Information

The appointment is offered to you based on the information provided by you in writing and during the course of subsequent correspondence and meetings. In the event of any of the information provided by you being found to be incorrect, the Management of the Institute will view it seriously and at its discretion, will take appropriate action.

### 8. Policies, facilities and amenities

- The facilities and amenities granted by the Management of the Institute & Association in excess of statutory requirements do not form a part of conditions of service and are subject to change at the discretion of the Management of the Institute & Association.
- Any change in rules, regulations, policies and orders issued by the Management of the Institute & Association from time to time and applicable to you, will form a part of this contract.



Director  
PTVA's Institute of Management  
Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar College,  
Vile Parle (E), Mumbai-400 057.

.....4



Parle Tilak Vidyalaya Association's  
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E-mail : admin@ptvaim.com  
Website : www.ptvaim.com

Continuation Sheet

: 4 :

**9. Medical Fitness**

This offer is being made to you subject to you being found medically fit.

**10. Change of Address and Contact details**

You will keep the Institute informed about the change in your contact details, if any, of your residence phone number, mobile numbers, email id, residential and permanent address.

We look forward to a mutually rewarding relationship with you in building the PTVA's IM to a position of national eminence in management education and research.

Kindly sign and return the duplicate copy of this letter in token of your acceptance of the aforesaid terms and conditions.

Thanking you,

Yours faithfully,

For and On behalf of **PTVA's Institute of Management**

**Dr. Harish Kumar S. Purohit**  
DIRECTOR

I hereby confirm having read and having understood, my acceptance of above terms and conditions.

Place: Mumbai

Date:

Signature:

Name: **Dr. Tejashree Ranjeet Deshmukh**



**Director**  
**PTVA's Institute of Management**  
Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar College,  
Vile Parle (E), Mumbai-400 057.



PTVA's  
**Institute of Management**

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Mumbai - 400 057.

Tel. : 26100100 / 26100200  
Fax : 2610 0199  
E-mail :  
admin@ptvaim.com  
Website :  
www.ptvaim.com

OK

Outward No. 3981/2019

19<sup>th</sup> July, 2019

To

Dr. Tejashree Ranjit Deshmukh  
216, Gee Jumbo Darshan,  
Jeeva Mahale Marg,  
Andheri (E), Mumbai- 400 069

**Sub. : Appointment for the post of Professor (HR) – Temporary / Adhoc basis in PTVA's Institute of Management (PTVA's IM)**

Dear Dr. Tejashree,

In continuation with your earlier appointment letter no. 1899/2015 dated 26<sup>th</sup> May, 2015 and with reference to your application dated 12<sup>th</sup> June, 2019 for the post of Professor (HR) – Temporary / Adhoc basis in our PTVA's Institute of Management and your subsequent interview before the Selection Committee on 18<sup>th</sup> July, 2019, the management of PTVA's Institute of Management has accepted the recommendation of the Selection Committee recommending your name for the post of Professor (HR) – Temporary / Adhoc basis. Accordingly, we are pleased to appoint you as Professor (HR) – Temporary / Adhoc basis in PTVA's Institute of Management for the period of eleven months with effect from 1<sup>st</sup> August, 2019. Your appointment will be on the following terms and conditions:

**1. Salary and Perquisites**

In case you accept the offer, your gross salary will be Rs. 1,50,552/- (Rupees One Lakh Fifty Thousand Five Hundred Fifty Two Only) as per 6<sup>th</sup> Pay Commission.

**2. Discipline**

As per prevailing norms, you are required to remain present in the institute (PTVA's IM) premises for atleast 6 & 1/2 hours (Six and Half Hours) a day and **minimum** 40 hours (Forty Hours) a week and do the assigned teaching, administrative and other activities for the development of yourself, the students and the institute (PTVA's IM).

PTVA's IM places strong emphasis on supporting its teaching activities with a sound research base. You are expected to actively contribute in the development of teaching-learning process with qualitative research through your own individual efforts as well as the collective efforts of the PTVA's IM's faculty members.

Your contribution to the Institute including students' feedback, organizing conferences/workshops, placement initiatives, management development programs, research and publication etc. will be integral to our assessment of your performance.

Your services will be governed by the provisions of the Statutes, Ordinances, Regulation and Rules of University of Mumbai, University Grants Commission (UGC) and All India Council for Technical Education (AICTE), New Delhi for the time being in force and the rules of trust i.e. Parle Tilak Vidyalaya Association not inconsistent with the Statues, Ordinances, Regulation and Rules of University of Mumbai and All India Council for Technical Education (AICTE), New Delhi.

.....2



*TR*

**Director**  
PTVA's Institute of Management  
Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar College,  
Vile Parle (E), Mumbai-400 057.



PTVA's  
**Institute of Management**

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Mumbai - 400 057.

Tel. : 26100100 / 26100200  
Fax : 2610 0199  
E-mail :  
admin@ptvaim.com  
Website :  
www.ptvaim.com

Continuation Sheet

: 2 :

You are also informed that all possible steps for prevention of ragging in the premises of the educational institutions should be followed and that you will be liable for disciplinary action, in case of non-compliance.

**3. Outside Employment / No Simultaneous Employment**

You cannot engage in any other gainful pursuit, academic or otherwise without the written consent of the Director, and/or Management. You are not expected to give tuitions with or without honorarium in any form. For any consultancy assignment or lectures at other institutions/ college(s)/ organisation(s), including guest lectures, you will take prior written permission from the Director of the PTVA's IM or in his absence from the Chairman of the Managing Committee of the Institute during your employment with us.

**4. Confidentiality**

- (a) You will not divulge, communicate or disclose to any person or persons any of the trade secrets of the Institute and Association, which you may come across during your employment with us or in the event of your resignation or termination, as the case may be.
- (b) During your employment with us, you shall not without the written permission of the Institute and Association, publish any article or deliver any talk or lecture on any subject related to the activities, you will be either directly or indirectly engaged in for the Institute and Association.
- (c) You will be responsible for the safe keeping and return in good condition and order all the properties of the Institute and Association such as calculators, books, tools, equipments, video-recorder/camera, computers, etc. placed in your custody or during use. The Institute reserves the right to deduct the money value of such articles from your dues and may take suitable action as deemed proper in the event of your failure to account for such property to its satisfaction.

**5. Termination/Resignation**

- (a) You will be required to give one month notice in writing if you wish to resign from the Institute's services or pay the Institute one month's Salary in lieu thereof.
- (b) This contract of employment may be terminated without notice or any compensation in lieu thereof, if any act of yours is detrimental to the interest of the Institute (PTVA's IM), and Parle Tilak Vidyalyaya Association.

**6. Validity of Information**

The appointment is offered to you based on the information provided by you in writing and during the course of subsequent correspondence and meetings. In the event of any of the information provided by you being found to be incorrect, the Management of the Institute will view it seriously and at its discretion, will take appropriate action.

.....3



*T. D. K.*

**Director**  
**PTVA's Institute of Management**  
Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar College,  
Vile Parle (E), Mumbai-400 057.



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www.ptvaim.com

: 3 :

Continuation Sheet

**7. Policies, facilities and amenities**

- (a) The facilities and amenities granted by the Management of the Institute & Association in excess of statutory requirements do not form a part of conditions of service and are subject to change at the discretion of the Management of the Institute & Association.
- (b) Any change in rules, regulations, policies and orders issued by the Management of the Institute & Association from time to time and applicable to you, will form a part of this contract.

**8. Medical Fitness**

This offer is being made to you subject to you being found medically fit.

**9. Change of Address and Contact details**

You will keep the Institute informed about the change in your contact details, if any, of your residence phone number, mobile numbers, email id, residential and permanent address.

We look forward to a mutually rewarding relationship with you in building the PTVA's IM to a position of national eminence in management education and research.

Kindly sign and return the duplicate copy of this letter in token of your acceptance of the aforesaid terms and conditions.

Thanking you,

Yours faithfully,

For and On behalf of PTVA's Institute of Management

Dr. Harish Kumar S. Purohit  
DIRECTOR

I hereby confirm having read and having understood, my acceptance of above terms and conditions.

Place: Mumbai

Date: 19/07/2019

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Dr. Tejashree Ranjeet Deshmukh



**Director**  
**PTVA's Institute of Management**  
Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar College,  
Vile Parle (E), Mumbai-400 057.



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Fax : 2610 0199  
E-mail :  
admin@ptvaim.com  
Website :  
www.ptvaim.com

Ref. No. 2397/2016.

June 16, 2016.

To

**Dr. (Mrs.) Tejashree Ranjit Deshmukh**  
Associate Professor  
PTVA's Institute of Management

Dr. (Mrs.)Tejashree,

I am glad to inform you that the Management has decided to appoint you as a **Dean-Academics** in the institute w.e.f. 1<sup>st</sup> July 2016, in addition to your responsibilities as an Associate Professor and further decided special allowance of Rs.10,000/- for shouldering the Dean Academic responsibility, which is subject to the prevailing tax rules. The decision to withdraw the post and special allowance will be on either side.

As Dean - Academics, your principal duty is to assure and promote the academic quality, integrity, and effectiveness of teaching, research, and service, including outreach, consistent with the mission of the University of Mumbai and our institute, as an institution of higher learning.

In addition to the existing responsibilities shared by you, Dean-Academics is responsible for ensuring that the institute's policies and practices are consistent with those of the University of Mumbai, AICTE, and DTE in terms of following:

- 1) Coordinating the assessment and development of academic programs offered by the institute.
- 2) Ensuring development of Research culture among teaching staff members by involving in research papers, writing them and publication alongwith Guest sessions/ conferences etc. and it's utility in the field of work among students as well.
- 3) Coordinating the use of facilities assigned to the academic activities including the regular conduct of meetings and documentation of the meeting proceedings related to various statutory committees.
- 4) Fulfilling additional responsibilities as assigned by the Director/ Management of the Institute, for strengthening academic activities in the institute.

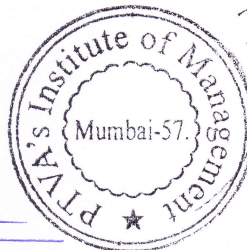
I congratulate you on your appointment as a Dean-Academics and you will contribute proactively in various academic and co-academic activities being organized in the institute.

Yours faithfully,

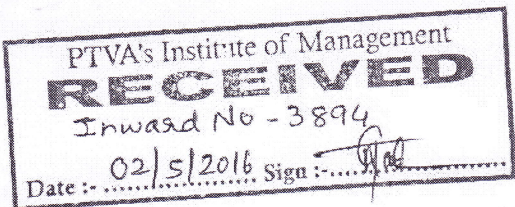
**Dr. Harish Kumar S. Purohit**  
DIRECTOR



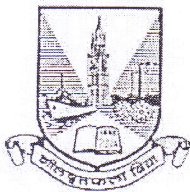
**Director**  
**PTVA's Institute of Management**  
Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar College,  
Vile Parle (E), Mumbai-400 057.



Dear Sir,  
Thank you ~~for~~ very much!  
I will give my best in  
order to fulfill my new  
responsibilities and will  
try to live upto the  
trust shown by you &  
management.  
Deshmukh  
16/6/16



# University of Mumbai



Concol Section,  
Room No. 204  
Fort Campus, M.G. Road,  
Mumbai - 400 032

Phone No.-022-22708741  
email- concolsection@gmail.com

Ref. No.: CONCOL / ICD / 2016-17 / 55796

Date: 29/4/2016

To,  
The Director,  
PTVA's Institute of Management  
Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar College  
Of Commerce  
Vile Parle (East)  
Mumbai - 400 057.

30/4/16

Sir / Madam,

Please refer to your letter No. 2289/2016, dated 18<sup>th</sup> March, 2016 forwarding therewith the reports of appointments of the following teachers in respective subjects in the college from the academic year 2014-2015, for consideration of the University :-

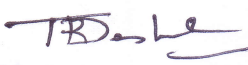
Sr. No.	Name of the person	Nature of the Appointment
1.	Dr. Smt. Tejashree R. Deshmukh (Nee:- Tejashree D. Ranadive)	Full-time Associate Professor in Management from 01.07.2015 (Open to Open Post)
2.	Smt. Manali R. Patil (Nee:- Manali Kamat)	Full-time Assistant Professor in Management from 14.07.2015 (Open to Open Post)

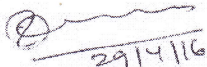
In this connection, I am directed to inform you that the appointments mentioned at Sr. Nos. 1 & 2 have been approved by the University as remarks mentioned against each of them as per University Circular No. CONCOL/ICC/04 of 2012, dated 10<sup>th</sup> February, 2012.

Further, you are requested to communicate the above decision to the teachers concerned in writing as per S.109-C alongwith the copy of this letter.

Please note that if any discrepancy is found in this approval, the University reserves the right to withdraw the approval at any time.



  
Director  
PTVA's Institute of Management  
Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar College,  
Vile Parle (E), Mumbai-400 057.

Yours faithfully,  
  
29/4/16  
(YOGINI GHARE)  
DEPUTY REGISTRAR  
CONCOL UNIT.

..2/-



Telephone Nos. : 26118601  
26116645

# PARLE TILAK VIDYALAYA ASSOCIATION

Hanuman Road, Vile Parle (East), Mumbai - 400 057.

Ref. No. 1899/2015

Date 26/05/2015

To

Dr. Tejashree Ranjit Deshmukh  
216, Gee Jumbo Darshan,  
Jeeva Mahale Marg,  
Andheri (E), Mumbai- 400 069

**Sub. : Appointment for the post of Associate Professor in PTVA's Institute of Management (PTVA's IM)**

Madam,

With reference to your application dated 1<sup>st</sup> April 2015 for the post of Associate Professor in our PTVA's Institute of Management and your subsequent interview before the Selection Committee on 30<sup>th</sup> April 2015, the management of Parle Tilak Vidyalaya Association's PTVA's Institute of Management has accepted the recommendation of the Selection Committee recommending your name for the post of Associate Professor. Accordingly, we are pleased to appoint you as Associate Professor in PTVA's Institute of Management with effect from 1<sup>st</sup> July 2015 subject to the fulfillment of the guidelines of the University of Mumbai and All India Council for Technical Education (AICTE), New Delhi. Your appointment will be subject to the confirmation of the approval received for the mentioned post from University of Mumbai and on following terms and conditions:

**1. Salary and perquisites**


In case you accept the offer, your basic salary will be Rs. 22,840/- per month with Academic Grade P. of Rs.8,000/-p.m. You will be paid Dearness Allowance, H.R.A., C.L.A. and Travelling Allowance as permissible under the rules of University of Mumbai.

**2. Probation**

Your services will be on probation for a period of two years from 01<sup>st</sup> July 2015. Your continuance in the service will depend on your performance and conduct, if found satisfactory, during the probation period and subject to approval from the University of Mumbai for the said post appointment. During the period of probation, your services can be dispensed with at one month's notice or salary in lieu thereof on either side. Your probation period may also be extended at the discretion of the management of the Institute and Parle Tilak Vidyalaya Association.

**3. Discipline**

As per prevailing norms, you are required to remain present in the institute (PTVA's IM) premises for atleast 6 & 1/2 hours (Six and Half Hours) a day and minimum 40 hours (Forty Hours) a week and do the assigned teaching, administrative and other activities for the development of yourself, the students and the institute (PTVA's IM). The PTVA's IM places strong emphasis on supporting its teaching activity with a sound research base. You are expected to actively contribute to the development of teaching-learning process with a qualitative research base through your own individual efforts as well as the collective efforts of the PTVA's IM's faculty members. Your contribution through students' feedback, organizing conferences/workshops, placement initiatives, management development programs, research and publication etc. will count towards our assessment of your performance.

  
**Director**  
PTVA's Institute of Management  
Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar College,  
Vile Parle (E), Mumbai-400 057.





# Parle Tilak Vidyalaya Association

Hanuman Road, Vile Parle (East), Mumbai - 400 057.

Tel. : 2611 8601 / 2611 6645

Continuation Sheet

: 2 :

Your services will be governed by the provisions of the Statutes, Ordinances, Regulation and Rules of University of Mumbai, University Grants Commission (UGC) and All India Council for Technical Education (AICTE), New Delhi for the time being in force and the rules of trust i.e. Parle Tilak Vidyalaya Association not in consistent with the Statues, Ordinances, Regulation and Rules of University of Mumbai and All India Council for Technical Education (AICTE), New Delhi.

#### 4. Outside Employment / No Simultaneous Employment

You cannot engage in any other gainful pursuit, academic or otherwise without the written consent of the Director, and, or Management. You are not expected to give tuitions with or without honorarium in any form. For any consultancy assignment or lectures at other institutions/ College(s)/ Organisation(s) including guest lectures, you will take prior written permission from the Director of the PTVA's IM or in his absence from the Chairman of the Managing Committee of the Institute during your employment with us.

#### 5. Confidentiality


- You will not divulge, communicate or disclose to any person or persons any of the trade secrets of the Institute and Association, which you may come across during your employment with us or in the event of your resignation or termination, as the case may be.
- During your employment with us you shall not without the written permission of the Institute and Association publish any article or deliver any talk or lecture on any subject related to the activities you will be either directly or indirectly engaged in for the Institute and Association.
- You will be responsible for the safe keeping and return in good condition and order all the properties of the Institute and Association such as calculators, books, tools, equipments, video-recorder/camera, computers, etc. placed in your custody or during use. The Institute reserves the right to deduct the money value of such articles from your dues and may take suitable action as deemed proper in the event of your failure to account for such property to its satisfaction.

#### 6. Termination/Resignation

- In the event of your confirmation after, expiry of probation period, you will be required to give one month notice in writing if you wish to resign from the Institute's services or pay the Institute one month's Basic Salary, Grade Pay and D.A. in lieu thereof.
- This contract of employment may be terminated without notice or any compensation in lieu thereof, if any act of yours is detrimental to the interest of the Institute (PTVA's IM), and Parle Tilak Vidyalaya Association.

#### 7. Validity of Information

The appointment is offered to you based on the information provided by you in writing and during the course of subsequent correspondence and meetings. In the event of any of the information provided by you being found to be incorrect, the Management of the Institute will view it seriously and at its discretion will take appropriate action.

  
**Director**  
**PTVA's Institute of Management**  
**Chitrakar Ketkar Marg,**  
**Behind M. L. Dahanukar College,**  
**Vile Parle (E), Mumbai-400 057.**





# Parle Tilak Vidyalaya Association

Hanuman Road, Vile Parle (East), Mumbai - 400 057.  
Tel. : 2611 8601 / 2611 6645

Continuation Sheet

: 3 :

## 8. Policies, facilities and amenities

- The facilities and amenities granted by the Management of the Institute & Association in excess of statutory requirements do not form a part of conditions of service and are subject to change at the discretion of the Management of the Institute & Association.
- Any change in rules, regulations, policies and orders issued by the Management of the Institute & Association from time to time and applicable to you will form a part of this contract.

## 9. Change of Address

You will keep the Institute informed about the change, if any, of your residential and permanent address.

You are required to give your acceptance of this offer by returning the duplicate copy of this letter, duly signed within seven days from the date of offer. On acceptance of this letter, your details will be informed accordingly to the institute (PTVA's IM) office. You are requested to submit two (2) sets of attested photocopies of all relevant original documents, pertaining to your qualification and experience.

We look forward to a mutually rewarding relationship with you in building the PTVA's IM to a position of national eminence in management education and research.

Kindly sign and return the duplicate copy of this letter in token of your acceptance of the aforesaid terms and conditions.

Thanking you,

Yours faithfully  
For Parle Tilak Vidyalaya Association

Anil B. Ganu  
Hon. Secretary

I hereby confirm having read and having understood, my acceptance of above terms and conditions.

Place: Mumbai

Signature:

Date: 28/5/2015

Name:

Dr. Tejashree Ranjit Deshmukh

**Director**  
**PTVA's Institute of Management**  
**Chitrakar Ketkar Marg,**  
**Behind M. L. Dahanukar College,**  
**Vile Parle (E), Mumbai-400 057.**





Telephone Nos. : 26118601  
26116645

# PARLE TILAK VIDYALAYA ASSOCIATION

Hanuman Road, Vile Parle (East), Mumbai - 400 057.

April 19, 2012.

Ref. No. \_\_\_\_\_

Date \_\_\_\_\_

Mrs. Tejashree Ranjit Deshmukh  
216, Gee Jumbo Darshan,  
Jeeva Mahale Marg,  
Andheri (E),  
Mumbai 400069.

Ref: Appointment in PTVA's Institute of Management

Dear Madam,

With reference to your application and subsequent interview, the management is pleased to offer you the position of **Assistant Professor** in the pay band of Rs. 15600-39100 + AGP 6000 in the 6<sup>th</sup> pay on the following terms and conditions:-

1. As per prevailing norms, you are required to remain present in the PTVA's IM for atleast 6 hours a day and 40 hours (forty hours) a week and do the assigned teaching, administrative and other activities for the development of yourself, the students and the PTVA's IM. You will be governed by the rules and regulations as in vogue of AICTE/UGC/University of Mumbai from time to time.
2. You are not expected to give tuitions with or without honorarium in any form. For any consultancy assignment or lectures at other institutions, including guest lectures, you will take prior permission from the Director of the PTVA's IM or in his absence from the Chairman of the Managing Committee of the Institute.
3. The PTVA's IM places strong emphasis on supporting its teaching activity with a sound research base. You are expected to actively contribute to the development of such a research base through your own individual efforts as well as the collective efforts of the PTVA's IM's faculty. Your contribution through research and publication will count towards our assessment of your performance.
4. Your services will be on probation for a period of one year from the date of joining service. Your continuance in the service will depend on your performance and conduct, if found satisfactory, during the probation period and subject to approval from the University of Mumbai for the appointment. During this probationary period, services are terminable on either side by giving one month's notice.

Director  
PTVA's Institute of Management  
Chitrakar Ketkar Marg,  
Behind M. L. Dahanukar College,  
Vile Parle (E), Mumbai-400 057.



..... 2 .....

5. You are required to give your acceptance of this offer by returning the duplicate copy of this letter, duly signed within seven days from the date of offer. On acceptance of this letter, your date of joining the Institute will be mutually decided. You are requested to submit 2 sets of attested Xerox copies of all relevant original documents, pertaining to your qualification and experience.

We look forward to a mutually rewarding relationship with you in building the PTVA's IM to a position of national eminence in management education and research.

This offer of appointment is subject to getting the approval from AICTE and any other relevant authority to commence the PGDM / 3 years part time programme for the academic year 2012-13.

Thanking you,

Yours faithfully,

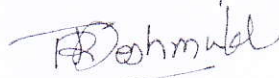
For PARLE TILAK VIDYALAYA ASSOCIATION




Anil B. Ganu  
Hon. Secretary

I have received and understood the terms and conditions and I hereby unconditionally accept the above offer.

Read & Accepted



20/04/2012

  
Director  
PTVA's Institute of Management  
Chitrakar Keikar Marg,  
Behind M. L. Dahanukar College,  
Vile Parle (E), Mumbai-400 057.

