



HABIB EDUCATIONAL & WELFARE SOCIETY'S
M.S. COLLEGE OF LAW

Affiliated to University Of Mumbai & Approved By Bar Council Of India and Govt. of Maharashtra
At. Devghar, Post Khanivali Via Kudas Tal. Wada, Dist. Palghar - 421 312

☎ : 8805395450 / 7770056227 ✉ : mslawwada@gmail.com 🌐 : http://www.hewscity.com

Ref. No: MSL/Appointment Letter/2018-19/04

Date: 02-07-2018

To,

Dr.Dipti Gala

Subject: - Appointment Order

Dear, Dr. Dipti Gala

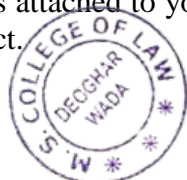
With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of **M S College of Law, Wada** on adhoc basis w.e.f. 02/07/2018 at consolidated salary of Rs. 31,000/- per month. Your appointment is subject to the following terms and conditions:-


1. You are required to submit the following documents in originals with self-attested Xerox copy at the time of joining, failing which your appointment will stand cancelled. The originals will be returned upon verification.
 - a) Proof of age and residence
 - b) Proof of educational qualifications
 - c) Proof of work experience
 - d) Copy of last drawn pay slip/ Bank Statement
 - e) Medical Fitness Certificate
 - f) Discharge/ Relieving Certificate
 - g) Two Passport size photographs
2. Your appointment is on temporary basis for academic year 2018-19 and automatically terminates on last day of academic year 2019-20. The period of temporary appointment may be extended verbally and/or in writing at the discretion of the Management. During this period of temporary appointment your service may be discontinued at any time without notice if your services are not found satisfactory.
3. **Leave:**

You are not entitled to vacation or any other leave other than casual leave during the tenure of your appointment. Casual leave cannot be claimed as a matter of right, it shall be for genuine and acceptable reasons.
4. **Examination Work:**

The examination work assigned by the College and University of Mumbai from time to time will be obligatory on your part.
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6. Full Time Employment:

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You will keep Institute informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

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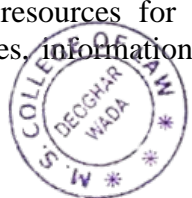
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HR Manger

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Ref. No: MSL/Appointment Letter/2018-19/01

Date: 01-06-2018

To,

Mrs. Mahek Pathan

Subject: - Appointment Order

Dear, Mrs. Mahek Pathan

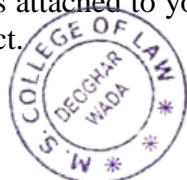
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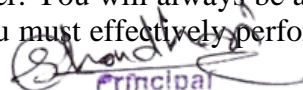
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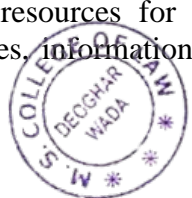
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Ref. No: MSL/Appointment Letter/2018-19/02

Date: 01-06-2018

To,

Mr. Shaikh Abdul Rasool

Subject: - Appointment Order

Dear, Mr. Shaikh Abdul Rasool,

With reference to your application for the post of "Assistant Professor", we are pleased to inform you that you have been appointed as Assistant Professor of **M S College of Law, Wada** on adhoc basis w.e.f. 01.06.2018 at consolidated salary of Rs. 31,000/- per month. Your appointment is subject to the following terms and conditions:-

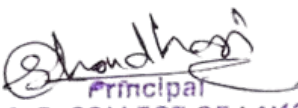
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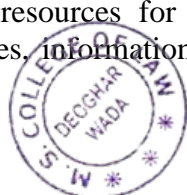
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Ref. No: MSL/Appointment Letter/2018-19/03

Date: 04/06/2018

To,

Mr. Shrey S Bhise

Subject: - Appointment Order

Dear, Mr. Shrey S Bhise

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of **M S College of Law, Wada** on adhoc basis w.e.f. 04.06.2018 at consolidated salary of Rs. 31,000/- per month. Your appointment is subject to the following terms and conditions:-

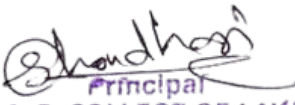
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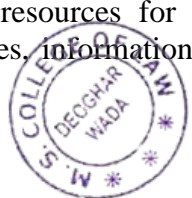
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HR Manager

Habib Educational & Welfare Society's



Principal
M. S. COLLEGE OF LAW
At : Devghar,
Post-Khanivali, Tal. Wada,
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Ref. No: MSL/Appointment Letter/2018-19/05

Date: 02-05-2019

To,

Mr. Abishek Singh

Subject: - Appointment Order

Dear, Mr. Abishek Singh,

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of **M S College of Law, Wada** on adhoc basis w.e.f. 02.05.2019 at consolidated salary of Rs. 31,000/- per month. Your appointment is subject to the following terms and conditions:-

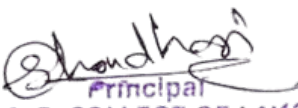
1. You are required to submit the following documents in originals with self-attested Xerox copy at the time of joining, failing which your appointment will stand cancelled. The originals will be returned upon verification.
 - a) Proof of age and residence
 - b) Proof of educational qualifications
 - c) Proof of work experience
 - d) Copy of last drawn pay slip/ Bank Statement
 - e) Medical Fitness Certificate
 - f) Discharge/ Relieving Certificate
 - g) Two Passport size photographs
2. Your appointment is on temporary basis for academic year 2018-19 and automatically terminates on last day of academic year 2018-19. The period of temporary appointment may be extended verbally and/or in writing at the discretion of the Management. During this period of temporary appointment your service may be discontinued at any time without notice if your services are not found satisfactory.
3. **Leave:**

You are not entitled to vacation or any other leave other than casual leave during the tenure of your appointment. Casual leave cannot be claimed as a matter of right, it shall be for genuine and acceptable reasons.
4. **Examination Work:**

The examination work assigned by the College and University of Mumbai from time to time will be obligatory on your part.
5. **Responsibilities & Duties:**

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7. Personal Particulars:

You will keep Institute informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

8. Nature of Work:

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities will be assigned and explained to you by the college management from time to time.

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11. Secrecy I Confidentiality:

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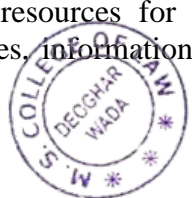
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(Signature)
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Ref. No: MSL/Appointment Letter/2019-20/3

Date: 11.6.2019

To,

Mr.Sachin Patil

Subject: - Appointment Order

Dear, **Mr.Sachin Patil**

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of **M S College of Law, Wada** on adhoc basis w.e.f. 11.6.2019 at consolidated salary of Rs. 32,000/- per month. Your appointment is subject to the following terms and conditions:-

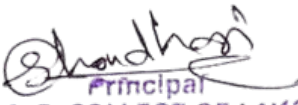
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2. Your appointment is on temporary basis for academic year 2019-20 and automatically terminates on last day of academic year 2020-21. The period of temporary appointment may be extended verbally and/or in writing at the discretion of the Management. During this period of temporary appointment your service may be discontinued at any time without notice if your services are not found satisfactory.
3. **Leave:**

You are not entitled to vacation or any other leave other than casual leave during the tenure of your appointment. Casual leave cannot be claimed as a matter of right, it shall be for genuine and acceptable reasons.
4. **Examination Work:**

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5. **Responsibilities & Duties:**

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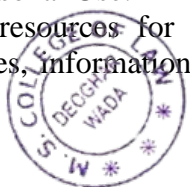
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HR Manger

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Ref. No: MSL/Appointment Letter/2019-20/2

Date: 01.6.2019

To,

Ms. Shivalika Pandey

Subject: - Appointment Order

Dear, Ms. Shivalika Pandey

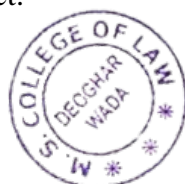
With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of **M S College of Law, Wada** on adhoc basis w.e.f. 01.6.2019 at consolidated salary of Rs. 32,000/- per month. Your appointment is subject to the following terms and conditions:-


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 - a) Proof of age and residence
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 - c) Proof of work experience
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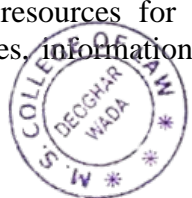
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Ref. No: MSL/Appointment Letter/2019-20/6

Date: 11.6.2019

To,

Dr. Qamar Ara Alimohamed Menon

Subject: - Appointment Order

Dear, Dr. Qamar Ara Alimohamed Menon

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of **M S College of Law, Wada** on adhoc basis w.e.f. 11.6.2019 at consolidated salary of Rs. 32,000/- per month. Your appointment is subject to the following terms and conditions:-

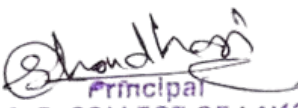
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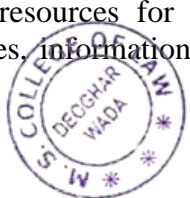
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At : Devghar,
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HR Manager

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Ref. No: MSL/Appointment Letter/2019-20/1

Date: 01.6.2019

To,

Mrs.Sankran Sabhitha

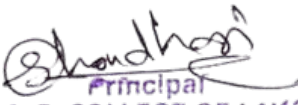
Subject: - Appointment Order

Dear, Mrs.Sankran Sabhitha

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of **M S College of Law, Wada** on adhoc basis w.e.f. 01.6.2019 at consolidated salary of Rs. 32,000/- per month. Your appointment is subject to the following terms and conditions:-

1. You are required to submit the following documents in originals with self-attested Xerox copy at the time of joining, failing which your appointment will stand cancelled. The originals will be returned upon verification.
 - a) Proof of age and residence
 - b) Proof of educational qualifications
 - c) Proof of work experience
 - d) Copy of last drawn pay slip/ Bank Statement
 - e) Medical Fitness Certificate
 - f) Discharge/ Relieving Certificate
 - g) Two Passport size photographs
2. Your appointment is on temporary basis for academic year **2019-20** and automatically terminates on last day of academic year 2020-21. The period of temporary appointment may be extended verbally and/or in writing at the discretion of the Management. During this period of temporary appointment your service may be discontinued at any time without notice if your services are not found satisfactory.
3. **Leave:**
You are not entitled to vacation or any other leave other than casual leave during the tenure of your appointment. Casual leave cannot be claimed as a matter of right, it shall be for genuine and acceptable reasons.
4. **Examination Work:**
The examination work assigned by the College and University of Mumbai from time to time will be obligatory on your part.
5. **Responsibilities & Duties:**
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You will keep Institute informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

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You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities will be assigned and explained to you by the college management from time to time.

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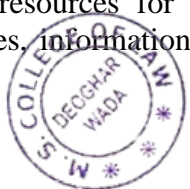
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(Signature)
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HR Manager

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Ref. No: MSL/Appointment Letter/2019-20/7

Date: 04.1.2020

To,

Mr.Rathode Ravindra P

Subject: - Appointment Order

Dear, Mr.Rathode Ravindra P

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of **M S College of Law, Wada** on adhoc basis w.e.f. 04.1.2020 at consolidated salary of Rs. 32,000/- per month. Your appointment is subject to the following terms and conditions:-

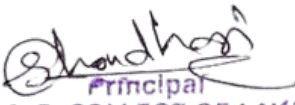
1. You are required to submit the following documents in originals with self-attested Xerox copy at the time of joining, failing which your appointment will stand cancelled. The originals will be returned upon verification.
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2. Your appointment is on temporary basis for academic year 2019-20 and automatically terminates on last day of academic year 2020-21. The period of temporary appointment may be extended verbally and/or in writing at the discretion of the Management. During this period of temporary appointment your service may be discontinued at any time without notice if your services are not found satisfactory.
3. **Leave:**

You are not entitled to vacation or any other leave other than casual leave during the tenure of your appointment. Casual leave cannot be claimed as a matter of right, it shall be for genuine and acceptable reasons.
4. **Examination Work:**

The examination work assigned by the College and University of Mumbai from time to time will be obligatory on your part.
5. **Responsibilities & Duties:**

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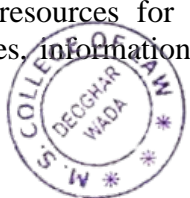
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Ref. No: MSL/Appointment Letter/2019-20/08

Date: 02.5.2020

To,

Mrs.Wagale Priti W

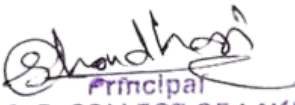
Subject: - Appointment Order

Dear, Mrs.Wagale Priti W

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of **M S College of Law, Wada** on adhoc basis w.e.f. 02.5.2020 at consolidated salary of Rs. 32,000/- per month. Your appointment is subject to the following terms and conditions:-

1. You are required to submit the following documents in originals with self-attested Xerox copy at the time of joining, failing which your appointment will stand cancelled. The originals will be returned upon verification.
 - a) Proof of age and residence
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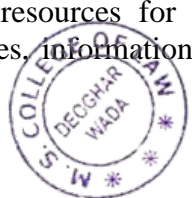
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Ref. No: MSL/Appointment Letter/2020-21/4

Date: 10.6.2020

To,

Mrs.Zaman Fatima Rizvi

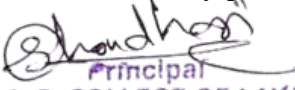
Subject: - Appointment Order

Dear, Mrs.Zaman Fatima Rizvi

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of **M S College of Law, Wada** on adhoc basis w.e.f. 10.6.2020 at consolidated salary of Rs. 32,000/- per month. Your appointment is subject to the following terms and conditions:-

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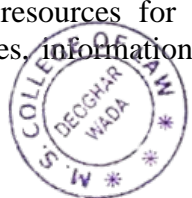
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(Signature)
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HR Manager

Habib Educational & Welfare Society's



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Ref. No: MSL/Appointment Letter/2020-21/01

Date: 01.6.2020

To,

Ms.Aisha Shaikh

Subject: - Appointment Order

Dear, Ms.Aisha Shaikh

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of **M S College of Law, Wada** on adhoc basis w.e.f. 01.6.2020 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-

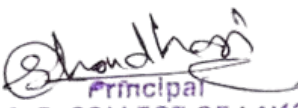
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 - c) Proof of work experience
 - d) Copy of last drawn pay slip/ Bank Statement
 - e) Medical Fitness Certificate
 - f) Discharge/ Relieving Certificate
 - g) Two Passport size photographs
2. Your appointment is on temporary basis for academic year 2020-21 and automatically terminates on last day of academic year 2021-22. The period of temporary appointment may be extended verbally and/or in writing at the discretion of the Management. During this period of temporary appointment your service may be discontinued at any time without notice if your services are not found satisfactory.
3. **Leave:**

You are not entitled to vacation or any other leave other than casual leave during the tenure of your appointment. Casual leave cannot be claimed as a matter of right, it shall be for genuine and acceptable reasons.
4. **Examination Work:**

The examination work assigned by the College and University of Mumbai from time to time will be obligatory on your part.
5. **Responsibilities & Duties:**

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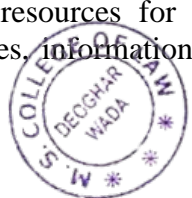
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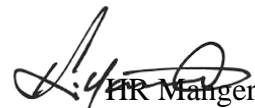
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Ref. No: MSL/Appointment Letter/2020-21/02

Date: 01.6.2020

To,

Mrs.Priyanka Singh

Subject: - Appointment Order

Dear, Mrs.Priyanka Singh

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of **M S College of Law, Wada** on adhoc basis w.e.f. 01.6.2020 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-

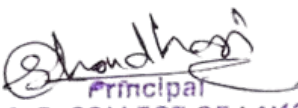
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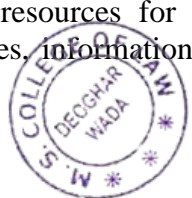
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Ref. No: MSL/Appointment Letter/2020-21/03

Date:01.6.2020

To,

Ms.Pimple Shweta V

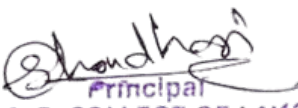
Subject: - Appointment Order

Dear, Ms.Pimple Shweta V

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of **M S College of Law, Wada** on adhoc basis w.e.f. 01.06.2020 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-

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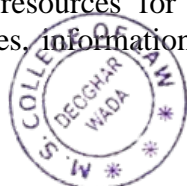
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Ref. No: MSL/Appointment Letter/2021-22/06

Date: 10.6.2021

To,

Ms. Singh Aakansha Y

Subject: - Appointment Order

Dear, Ms. Singh Aakansha Y

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of **M S College of Law, Wada** on adhoc basis w.e.f. 10.6.2021 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-

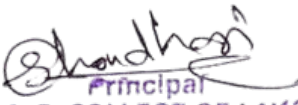
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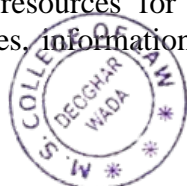
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Ref. No: MSL/Appointment Letter/2021-22/05

Date: 10.6.2021

To,

Ms.Upadhyay Mini A


Subject: - Appointment Order

Dear, Ms.Upadhyay Mini A

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of M S College of Law, Wada on adhoc basis w.e.f. 10.6.2021 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-

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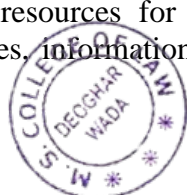
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Ref. No: MSL/Appointment Letter/2021-22/04

Date: 10.6.2021

To,

Mr.Meshram Deepak

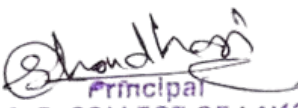
Subject: - Appointment Order

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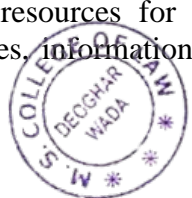
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Ref. No: MSL/Appointment Letter/2021-22/04

Date: 03.6.2021

To,

Mr. Wilson Nadar

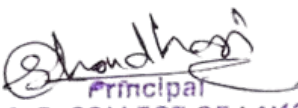
Subject: - Appointment Order

Dear, Mr. Wilson Nadar

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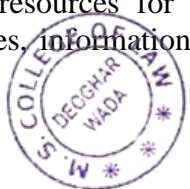
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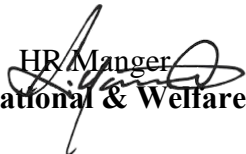
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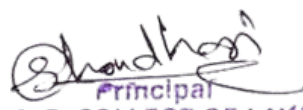
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HR Manager

Habib Educational & Welfare Society's




Principal
M. S. COLLEGE OF LAW
At : Devghar,
Post-Khanivali, Tal. Wada,
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Ref. No: MSL/Appointment Letter/2021-22/01

Date: 01.6.2021

To,

Mr.Sagar Gala

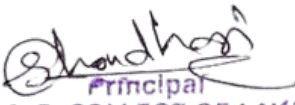
Subject: - Appointment Order

Dear, Mr.Sagar Gala

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of M S College of Law, Wada on adhoc basis w.e.f. 01.6.2021 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-

1. You are required to submit the following documents in originals with self-attested Xerox copy at the time of joining, failing which your appointment will stand cancelled. The originals will be returned upon verification.
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 - e) Medical Fitness Certificate
 - f) Discharge/ Relieving Certificate
 - g) Two Passport size photographs
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3. Leave:
You are not entitled to vacation or any other leave other than casual leave during the tenure of your appointment. Casual leave cannot be claimed as a matter of right, it shall be for genuine and acceptable reasons.
4. Examination Work:
The examination work assigned by the College and University of Mumbai from time to time will be obligatory on your part.
5. Responsibilities & Duties:
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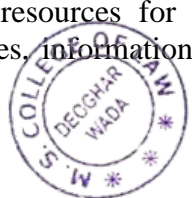
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Ref. No: MSL/Appointment Letter/2021-22/02

Date: 01.6.2021

To,

Mr.Sanjay Singh

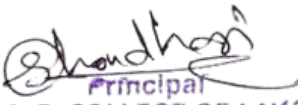
Subject: - Appointment Order

Dear, Mr.Sanjay Singh

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of M S College of Law, Wada on adhoc basis w.e.f. 01.6.2021 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-

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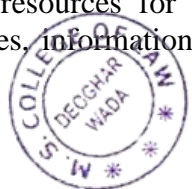
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Ref. No: MSL/Appointment Letter/2021-22/01

Date: 03.1.2022

To,

Dr.Mehetre Nirmala N

Subject: - Appointment Order

Dear, Dr.Mehetre Nirmala N

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of M S College of Law, Wada on adhoc basis w.e.f. 03.1.2022 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-


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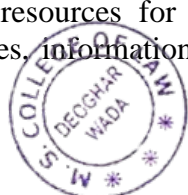
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Ref. No: MSL/Appointment Letter/2022-23/01

Date: 01.6.2022

To,

Dr.Mithun Bansode

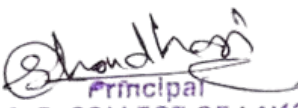
Subject: - Appointment Order

Dear, Dr.Mithun Bansode

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of M S College of Law, Wada on adhoc basis w.e.f. 01.6.2022 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-

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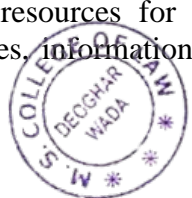
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HR Manager
Habib Educational & Welfare Society's



Shandhan
Principal
M. S. COLLEGE OF LAW
At : Deoghar,
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Ref. No: MSL/Appointment Letter/2022-23/02

Date: 01.6.2022

To,

Dr.Mithun Bansode

Subject: - Appointment Order

Dear, Dr.Mithun Bansode

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of M S College of Law, Wada on adhoc basis w.e.f. 01.6.2022 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-

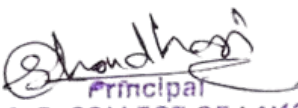
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 - c) Proof of work experience
 - d) Copy of last drawn pay slip/ Bank Statement
 - e) Medical Fitness Certificate
 - f) Discharge/ Relieving Certificate
 - g) Two Passport size photographs
2. Your appointment is on temporary basis for academic year 2022-23 and automatically terminates on last day of academic year 2023-24. The period of temporary appointment may be extended verbally and/or in writing at the discretion of the Management. During this period of temporary appointment your service may be discontinued at any time without notice if your services are not found satisfactory.
3. Leave:

You are not entitled to vacation or any other leave other than casual leave during the tenure of your appointment. Casual leave cannot be claimed as a matter of right, it shall be for genuine and acceptable reasons.
4. Examination Work:

The examination work assigned by the College and University of Mumbai from time to time will be obligatory on your part.
5. Responsibilities & Duties:

Your work in this organization will be subject to the rules and regulations of the organization as laid down in relation to conduct, discipline and other matter. You will always be available for discharging responsibilities and duties attached to your office. You must effectively perform to ensure results and follow the code of conduct.




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You will keep Institute informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

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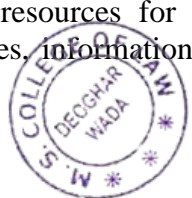
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HR Manager

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Ref. No: MSL/Appointment Letter/2022-23/03

Date: 01.6.2022

To,

Mr.Warghade Dinesh Kumar

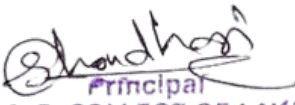
Subject: - Appointment Order

Dear, Mr.Warghade Dinesh Kumar

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of M S College of Law, Wada on adhoc basis w.e.f. 01.6.2022 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-

1. You are required to submit the following documents in originals with self-attested Xerox copy at the time of joining, failing which your appointment will stand cancelled. The originals will be returned upon verification.
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You are not entitled to vacation or any other leave other than casual leave during the tenure of your appointment. Casual leave cannot be claimed as a matter of right, it shall be for genuine and acceptable reasons.
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The examination work assigned by the College and University of Mumbai from time to time will be obligatory on your part.
5. Responsibilities & Duties:
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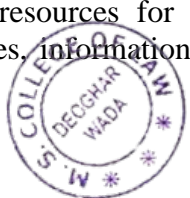
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Ref. No: MSL/Appointment Letter/2022-23/04

Date: 01.6.2022

To,

Mr.Pawar Sangram A

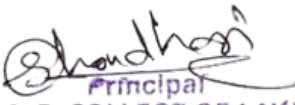
Subject: - Appointment Order

Dear, Mr.Pawar Sangram A

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of M S College of Law, Wada on adhoc basis w.e.f. 01.6.2022 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-

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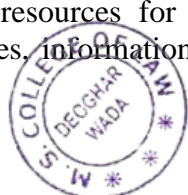
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Ref. No: MSL/Appointment Letter/2022-23/08

Date: 04.6.2022

To,

Mr.Borse Kailash D


Subject: - Appointment Order

Dear, Mr.Borse Kailash D

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of M S College of Law, Wada on adhoc basis w.e.f. 04.6.2022 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-

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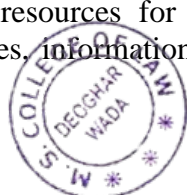
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HR Manager

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Ref. No: MSL/Appointment Letter/2022-23/05

Date: 01.6.2022

To,

Mr.Ubale Rajesh B

Subject: - Appointment Order

Dear, Mr.Ubale Rajesh B

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of M S College of Law, Wada on adhoc basis w.e.f. 01.6.2022 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-

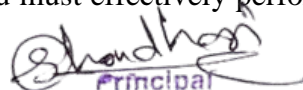
1. You are required to submit the following documents in originals with self-attested Xerox copy at the time of joining, failing which your appointment will stand cancelled. The originals will be returned upon verification.
 - a) Proof of age and residence
 - b) Proof of educational qualifications
 - c) Proof of work experience
 - d) Copy of last drawn pay slip/ Bank Statement
 - e) Medical Fitness Certificate
 - f) Discharge/ Relieving Certificate
 - g) Two Passport size photographs
2. Your appointment is on temporary basis for academic year 2022-23 and automatically terminates on last day of academic year 2023-24. The period of temporary appointment may be extended verbally and/or in writing at the discretion of the Management. During this period of temporary appointment your service may be discontinued at any time without notice if your services are not found satisfactory.
3. Leave:

You are not entitled to vacation or any other leave other than casual leave during the tenure of your appointment. Casual leave cannot be claimed as a matter of right, it shall be for genuine and acceptable reasons.
4. Examination Work:

The examination work assigned by the College and University of Mumbai from time to time will be obligatory on your part.
5. Responsibilities & Duties:

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7. Personal Particulars:

You will keep Institute informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

8. Nature of Work:

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities will be assigned and explained to you by the college management from time to time.

9. Consultancy:

The management encourages consultancy and for such work prior permission of the Management would be necessary.

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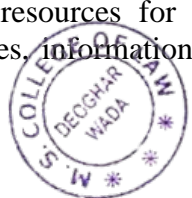
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HR Manager

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Ref. No: MSL/Appointment Letter/2022-23/06

Date: 01.6.2022

To,

Ms.Rorhe Ujwala P

Subject: - Appointment Order

Dear, Ms.Rorhe Ujwala P

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of M S College of Law, Wada on adhoc basis w.e.f. 01.6.2022 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-

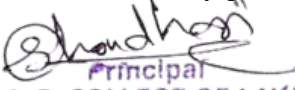
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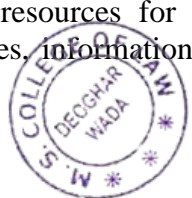
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Ref. No: MSL/Appointment Letter/2022-23/07

Date: 03.6.2022

To,

Ms.Mehere Laxmi S

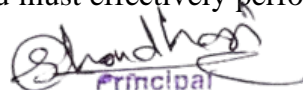
Subject: - Appointment Order

Dear, Ms.Mehere Laxmi S

With reference to your application for the post of “Assistant Professor”, we are pleased to inform you that you have been appointed as Assistant Professor of M S College of Law, Wada on adhoc basis w.e.f. 03.6.2022 at consolidated salary of Rs. 33,000/- per month. Your appointment is subject to the following terms and conditions:-

1. You are required to submit the following documents in originals with self-attested Xerox copy at the time of joining, failing which your appointment will stand cancelled. The originals will be returned upon verification.
 - a) Proof of age and residence
 - b) Proof of educational qualifications
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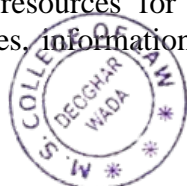
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Ref. No: MSL/Appointment Letter/2023-24/01

Date: 07.5.2024

To,

Dr.Shweta Chaudhari

Subject: - Appointment Order

Dr.Shweta Chaudhari

With reference to your application for the post of “Principal”, we are pleased to inform you that you have been appointed as Assistant Professor of M S College of Law, Wada on adhoc basis w.e.f. 07.5.2024 at consolidated salary of Rs. 45,000/- per month. Your appointment is subject to the following terms and conditions:-

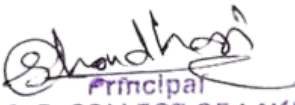
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6. Full Time Employment:

Your position is of whole employment with the Institute and you shall devote yourself exclusively to the work and interests of the Institute. You will not take up any other work for remuneration (Part time or Full time) or work in an advisory capacity, or be interested directly or indirectly in any other trade or work during your employment with the Institute, without permission in writing of the Management of the Institute. You will also not seek membership of any local or public bodies without first obtaining specific permission from the management.

7. Personal Particulars:

You will keep Institute informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

8. Nature of Work:

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities will be assigned and explained to you by the college management from time to time.

9. Consultancy:

The management encourages consultancy and for such work prior permission of the Management would be necessary.

10. Assignment, Training Seminar & Workshop:

Though you have been engaged to a specific position, the Institute reserves the right to send you or assign you any of our other Institute's work in Mumbai. You will hold yourself in readiness for any Training, Seminar & Workshop at any place whenever required. Such training would be imparted to you at the Institute's expenses subject to the management approval. Kindly note that refusal to participate in training programme without any extraneous circumstances would lead to automatic termination of your employment.

11. Secrecy I Confidentiality:

You will not during the course of your employment with the Institute or at any time thereafter divulge or disclose to whomsoever or make any use whatsoever for your own purpose or for any other purpose other than that of the Institute, of any information or knowledge obtained by you during your employment as to the business or affairs of the Institute including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavor to prevent any other person from doing so.

12. Restrain:

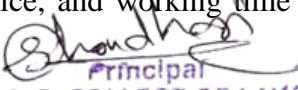
1. Access to Information:

Information is available on need to know basis for specific group and the network file server of the Institute is segregated to allow individual sectors information access for projects and units. Access to this is authorized through access privileges approved by unit mentors or project mentors.

2. Restriction on Personal Use:

Use of Institute resources for personal use is strictly restricted. This includes usage of computer resources, information, Internet service, and working time of the Institute for any personal use.




Principal
M. S. COLLEGE OF LAW
At : Devghar,
Post-Khanivali, Tal. Wada,
Dist. Palghar, Pin-401204.



HABIB EDUCATIONAL & WELFARE SOCIETY'S M.S. COLLEGE OF LAW

Affiliated to University Of Mumbai & Approved By Bar Council Of India and Govt. of Maharashtra
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13 Security:

Security is an important aspect of our communication and office infrastructure. Communication security is maintained by controlling physical access to computer system, disabling all working stations, floppy disk drives and Institute wide awareness about the need for protection of intellectual property and sensitive information.

14 Appointment in Good Faith:

It must be specifically understood that this appointment is made based on your proficiency on technical / professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently. In case at a later date any of your statements/particulars furnished are found to be false or misleading or your performance is not up to the mark or falls short of the minimum standard set by the Institute, the Institute shall have the right to terminate your services forthwith without giving any notice notwithstanding any other terms and conditions stipulated therein.

15 Notice Period:

In case, you intend to leave the services after joining the post, of your own accord during this Ad-hoc period, you shall give us one month notice or payment of one month basic pay.

16 Termination of Service:

Unauthorized absence or absence without permission from duty for continuous period of 7 days would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination or notice pay. You will be governed by the laid down code of conduct of the Institute and if there is any breach of the same or non-conformance of contractual obligation or with the terms and conditions laid down in this agreement, your services can be terminated without any notice; notwithstanding any other terms and conditions stipulated herein the Institute reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interest.

HR Manager

Habib Educational & Welfare Society's



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