

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)
Accredited by National Assessment and Accreditation Council (NAAC)
College Code: 12305

Ref: IECT / CH / ICOE / APPT / 617 / 2015

30.09.2015

To

Mrs. J. Sukanya
No.11, F-1, 9th Avenue,
Banu Nagar
Ambathur, Chennai 53

LETTER OF APPOINTMENT

Ref: Your application dated 28.09.2015

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor** in **INDHIRA COLLEGE OF EDUCATION**, Pandur – 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

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Managed by Indira Educational and Charitable Trust

Regd. Office : No. 19, Govindan St., Ayyavoo Colony, Aminjikarai, Chennai - 600 029. Ph : 044 - 23741616 / 1717 Fax : 044 - 23740433

Campus : No. 1, V.G.R. Gardens, V.G.R. Nagar, Pandur - 631 203, Thiruvallur Taluk & District, Ph : 27650160 / 181

Web : www.indiraeducational.org

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)
Accredited by National Assessment and Accreditation Council (NAAC)

College Code: 12306

9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 30.09.2015

Signature: J. Sukanya
Date : 30.09.2015

1. The Principal
ICOE
2. File

Managed by Indira Educational and Charitable Trust

Joining Report

From

Mrs. J. Sukanya
No.11,F-1, 9th Avenue
Banu Nagar, Ambathur
Chennai 53.

To

The Managing Director,
Indira Educational & Charitable Trust
Chennai 29

Respected Madam,

Sub : Submission of Joining Report – Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 30.09.2015 as per your instruction.

Signature : J. Sukanya

Date : 30.09.2015

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

Minutes of the meeting of staff selection committee

held on 01-08-2016

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Assistant Professor.
4. The committee is satisfied with the eligibility of **Miss. V. Surya** and found her suitable to be appointed for the post of Assistant Professor.
4. The committee recommends that **Miss. V. Surya** may be appointed as Assistant Professor with effect from 01.08.2016


Chairman

Date : 01.08.2016

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)
Accredited by National Assessment and Accreditation Council (NAAC)

Ref: IECT / CH / ICOE / APPT / 630 / 2016 College Code: 12306

01.08.2016

To

Miss. V. Suriya

No.608, GMC Nagar, II street

Ikkadu

Thiruvallur Dist 602 021

LETTER OF APPOINTMENT

Ref: Your application dated 28.07.2016

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor** in **INDHIRA COLLEGE OF EDUCATION**, Pandur – 631203, Thiruvallur Taluk & District with effect from the date of joining.

9. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
10. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
11. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
12. You are required to hand over all original certificates at the time of receipt of appointment letter.
13. You will be retired from service on your completion of 65 years of age.
14. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
15. You should be willing to accept transfer to any post or to any place within our Organisation.
16. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

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Regd. Office : No. 19, Govindan St., Ayyavoo Colony, Aminjikarai, Chennai - 600 029. Ph : 044 - 23741616 / 1717 Fax : 044 - 23740433

Campus : No. 1, V.G.R. Gardens, V.G.R. Nagar, Pandur - 631 203, Thiruvallur Taluk & District, Ph : 27650160 / 161

Web : www.indiraeducational.org

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)
Accredited by National Assessment and Accreditation Council (NAAC)
College Code: 12306

9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 11/21/2016

Signature: V. Srinivasan.....

Date : 11.21.2016.....

1. The Principal
ICOE
2. File

Managed by Indira Educational and Charitable Trust

Joining Report

From

Miss. V. Surya

No.608, GMC Nagar,

II street

Ikkadu

Tiruvallur dist 602021

To

The Managing Director,

Indira Educational & Charitable Trust

Chennai – 29.

Respected Madam,

Sub : Submission of Joining Report – Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 01.08.2016 as per your instruction.

Signature : *V. Susiya*

Date : 01.08.2016

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

Minutes of the meeting of staff selection committee

held on 28-11-2016

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Assistant Professor.
4. The committee is satisfied with the eligibility of **Mrs. J. Jayanthi** and found her suitable to be appointed for the post of Assistant Professor.
5. The committee recommends that **Mrs. J. Jayanthi** may be appointed as Assistant Professor with effect from 28-11-2016.


Chairman

Date : 28-11-2016

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)

Accredited by National Assessment and Accreditation Council (NAAC)

College Code: 12306

Ref: IECT / CH / ICOE / APPT / 620 / 2016

28.11.2016

To

J. Jayanthi

No.58, Ellai Amman Koil Street

Pungathur

Thiruvallur Dist 602 001

LETTER OF APPOINTMENT

Ref: Your application dated 25.11.2016

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor in INDHIRA COLLEGE OF EDUCATION, Pandur – 631203, Thiruvallur Taluk & District** with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

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Campus : No. 1, V.G.R. Gardens, V.G.R. Nagar, Pandur - 631 203, Thiruvallur Taluk & District, Ph : 27650160 / 161

Web : www.indiraeducational.org

Indira College of Education


9. If information furnished by you in your application regarding your qualification, previous experience, employment etc. are found to be incorrect or not true, you will be liable for dismissal and further action as the Trust deems fit. (Approved by NCTE / Affiliated to the Tamil Nadu Teachers Education University) (MAAC)
College Code: 12305
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 28.11.2016

Signature: 
Date : 28.11.2016.....

1. The Principal
ICOE
2. File

Joining Report

From

Mrs. J. Jayanthi
No. 58, Ellai Amman Koil Street
Pungathur, Thiruvallur 602001


To

The Managing Director,
Indira Educational & Charitable Trust
Chennai – 29.

Respected Madam,

Sub : Submission of Joining Report – Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 28.11.2016 as per your instruction.

Signature : 

Date : 28.11.2016


INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

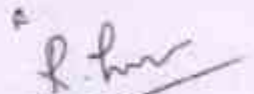
Minutes of the meeting of staff selection committee

held on 28.11.2016

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Assistant Professor.
3. The committee is satisfied with the eligibility of **Mr. R. Chandrasekaran** and found his suitable to be appointed for the post of Assistant Professor.
4. The committee recommends that **Mr. R. Chandrasekaran** may be appointed as Assistant Professor with effect from 28.11.2016


Chairman

Date : 28.11.2016

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)

Accredited by National Assessment and Accreditation Council (NAAC)

College Code: 12306

Ref: IECT / CH / ICOE / APPT / 619 / 2016

28.11.2016

To

R. Chandrasekaran
Nedumbaram Village & Post
Tiruttani Taluk
Thiruvallur Dist 631 204

LETTER OF APPOINTMENT

Ref: Your application dated 25.11.2016

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor** in **INDHIRA COLLEGE OF EDUCATION**, Pandur – 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

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Managed by Indira Educational and Charitable Trust

Indhira College of Education

9. If information furnished by you in your application regarding your qualification, previous experience, employment etc. are found to be incorrect or not true, you will be liable for dismissal and further actions as the Trust deems fit.
(Approved by NCTE / Affiliated to the Tamil Nadu Teachers Education Council)
College Code: 12306
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 28-11-2016.

Signature: R. CHIT

Date : 28-11-2016

1. The Principal
ICOE
2. File

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.
2. Member : Smt. Indira Rajendran
Managing Director
3. Member : Dr. Shanthi Promod
Principal


Chairman

Joining Report

From

Mr. R. Chandrasekarn
Nedumbaram Vill&Post
Tirutani TK
Thiruvallur dist 631 204

To

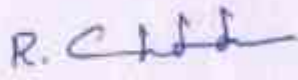
The Managing Director,
Indira Educational & Charitable Trust

Chennai 29

Respected Madam,

Sub : Submission of Joining Report – Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 28.11.2016 as per your instruction.

Signature : 

Date : 28.11.2016

Minutes of the meeting of staff selection committee

held on 05-10-2015

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Assistant Professor.
7. The committee is satisfied with the eligibility of **Mr. S. Dasarathan** and found him suitable to be appointed for the post of Assistant Professor.
4. The committee recommends that **Mr. S. Dasarathan** may be appointed as Assistant Professor with effect from 05-10-2015.


Chairman

Date : 05-10-2015

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)
Accredited by National Assessment and Accreditation Council (NAAC)
College Code: 12306

Ref: IECT / CH / ICOE / APPT / 618 / 2015

01.10.2015

To

Mr. S. Dasarathan
Keezkaramanoor,
Sudlamenai post,
Uthukottai Tk, Thiruvallur dist – 602 026

LETTER OF APPOINTMENT

Ref: Your application dated 28.09.2015

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor in INDHIRA COLLEGE OF EDUCATION**, Pandur – 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

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Managed by Indira Educational and Charitable Trust

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)
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9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 1. 10. 15

Signature: 

Date 1. 10. 15

1. The Principal
ICOE
2. File

Managed by Indira Educational and Charitable Trust

Joining Report

From

Mr.S. Dasarathan

Keezkaramanoor

Soolaimeni (post)

Uthukottai TK

Tiruvallur dist 602026

To

The Managing Director,

Indira Educational & Charitable Trust

Chennai 29.

Respected Madam,

Sub : Submission of Joining Report – Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 05.10.2015 as per your instruction.

Signature : 

Date : 05.10.2015

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

Minutes of the meeting of staff selection committee

held on 05.10.2015

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Assistant Professor.
3. The committee is satisfied with the eligibility of **Mrs. S. Rajalakshmi** and found her suitable to be appointed for the post of Assistant Professor.
4. The committee recommends that **Mrs. S. Rajalakshmi** may be appointed as Assistant Professor with effect from 05.10.2015


Chairman

Date : 05.10.2015

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)
Accredited by National Assessment and Accreditation Council (NAAC)
Page Code: 12305

Ref: IECT / CH / ICOE / APPT / 605 / 2015

05.10.2015

To

Mrs. S. Rajalakshmi
No.66, K.G.P. Nagar
Near Jaya Nagar
Thiruvallur dist 602001

LETTER OF APPOINTMENT

Ref: Your application dated 22.09.2015

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor in INDHIRA COLLEGE OF EDUCATION, Pandur – 631203, Thiruvallur Taulk & District** with effect from the date of joining.

9. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
10. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
11. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
12. You are required to hand over all original certificates at the time of receipt of appointment letter.
13. You will be retired from service on your completion of 65 years of age.
14. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
15. You should be willing to accept transfer to any post or to any place within our Organisation.
16. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

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Managed by Indira Educational and Charitable Trust

Indhira College of Education

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9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on

Signature: 

Date : 05-10-2015

1. The Principal
ICOE
2. File

Managed by Indira Educational and Charitable Trust

Joining Report

From

Mrs. S. Rajalakshmi
No.66, KGP Nagar
Near Jaya Nagar
Thiruvallur District – 602001.

To

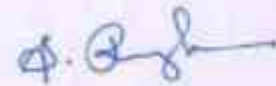
The Managing Director,
Indira Educational & Charitable Trust
Chennai 29.

Respected Madam,

Sub : Submission of Joining Report – Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 05.10.2015 as per your instruction.

Signature :



Date : 05.10.2015

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)
Accredited by National Assessment and Accreditation Council (NAAC)
College Code: 12305

Ref: IECT / CH / ICOE / APPT / 640 / 2016

01.08.2016

To

Miss. R. Subhalakshmi
No.52/21, Bajanai Kovil street
Pungathur
Thiruvallur dist. Pin 602001.

LETTER OF APPOINTMENT

Ref: Your application dated 25.09.2015

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor in INDHIRA COLLEGE OF EDUCATION**, Pandur – 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

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Managed by Indira Educational and Charitable Trust

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)

Accredited by National Assessment and Accreditation Council (NAAC)

College Code: 12306

9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 1-08-2016

Signature: 

Date : 1-8-2016

1. The Principal
ICOE
2. File

Managed by Indira Educational and Charitable Trust

Regd. Office : No. 19, Govindan St., Ayyavoo Colony, Amrthikarai, Chennai - 600 029. Ph : 044 - 23741616 / 1717 Fax : 044 - 23740433

Campus : No. 1, V.G.R. Gardens, V.G.R. Nagar, Pandur - 631 203. Thruvair Taluk & District, Ph : 27650180 / 161

Web : www.indraeducational.org

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

Minutes of the meeting of staff selection committee

held on 01-08-2016

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

1. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Assistant Professor.
2. The committee is satisfied with the eligibility of **Miss. R. Subhalakshmi** and found her suitable to be appointed for the post.
3. The committee recommends that **Miss. R. Subhalakshmi** may be appointed as Assistant Professor with effect from 01-08-2016.


Chairman

Date : 01-08-2016

From

Miss. R. Subhalakshmi
No. 52/21, Bajanai Kovil Street
Pungathur
Thiruvallur dt. 602001

To

The Managing Director,
Indira Educational & Charitable Trust
Chennai 29

Respected Madam,

Sub : Submission of Joining Report – Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 01.08.2016 as per your instruction.

Signature : R. Subhalakshmi

Date : 01.08.2016

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

Minutes of the meeting of staff selection committee

held on 28-09-2015

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of **Assistant Professor**.

3. The committee is satisfied with the eligibility of **Mrs. D. JOTHI** and found her suitable to be appointed for the post.

4. The committee recommends that **Mrs. D. JOTHI** may be appointed as Assistant Professor with effect from 28-09-2015.


Chairman

Date : 28-09-2015



Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)

Ref: IECT / CH / ICOE / APPT / 612 / 2015

30.09.2015

To

Ms. D. Jothi
No15, M.V. Saalai,
Rajajipuram, part II
Thiruvallur Dist - 602 001

LETTER OF APPOINTMENT

Ref: Your application dated 26.09.2015

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor** in **INDHIRA COLLEGE OF EDUCATION**, Pandur - 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

Managed by Indira Educational and Charitable Trust



Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)

: 2:


9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and such further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 30/09/2015

Signature: ...  ...
Date : 30.09.2015

Copy To:-

1. Accounts
2. File.

Managed by Indira Educational and Charitable Trust

Joining Report

From

Mrs. D. Jothi
No. 15, M.V. Salai
Rajajipuram Part II
Thiruvallur - 602001

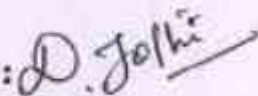
To

The Managing Director,
Indira Educational & Charitable Trust
Chennai 29.

Respected Madam,

Sub : Submission of Joining Report – Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 30.09.2015 as per your instruction.

Signature : 

Date : 30.09.2015

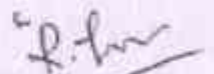
INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

Minutes of the meeting of staff selection committee

held on 03.12.2012

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Assistant Professor.
6. The committee is satisfied with the eligibility of **Mrs. D. Jayakumari** and found her suitable to be appointed for the post of Assistant Professor.
4. The committee recommends that **Mrs. D. Jayakumari** may be appointed as Assistant Professor with effect from 03.12.2012


Chairman

Date : 03.12.2012

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)

Ref: IECT / CH / ICOE / APPT / 244 / 2012

03.12.2012

To

Ms. D.JayaKumari
No.98, 1st Cross St.
AnjaneyaPuram,
Kakkalur, Thiruvallur Dist.

LETTER OF APPOINTMENT

Ref: Your application dated 01.12.2012

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor of Biological Science** in **INDHIRA COLLEGE OF EDUCATION**, Pandur - 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

..2

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)

: 2:


9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and such further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 03.12.12.

Signature: 
Date : 03.12.12.....

Copy To:-

1. Accounts
2. File.

Managed by Indira Educational and Charitable Trust

Joining Report

From

Mrs. D. Jayakumari
No.98, I cross street,
Kakkalur,
Thiruvallur District – 602003.

To

The Managing Director,
Indira Educational & Charitable Trust
Chennai – 29.

Respected Madam,

Sub : Submission of Joining Report – Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 03.12.2012 as per your instruction.

Signature : 

Date : 03.12.2012

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

Minutes of the meeting of staff selection committee

held on 23-11-2006

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Assistant Professor.
5. The committee is satisfied with the eligibility of **Mr. S. Arunachala Perumal** and found him suitable to be appointed for the post.
4. The committee recommends that **Mr. S. Arunachala Perumal** may be appointed as Assistant Professor with effect from 23-11-2006.


Chairman

Date : 23-11-2006

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)
Accredited by National Assessment and Accreditation Council (NAAC)
College Code: 12306

Ref: IECT / CH / ICOE / APPT / 112 / 2006

23.11.2006

To

Mr. S. Arunachala Perumal
14A/8, A4, B.K. Four Square Apartments,
Kabilar Street, Senthil Nagar,
Thirumullaivoyal
Chennai Dist 600 062.

LETTER OF APPOINTMENT

Ref: Your application dated 27.10.2006

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor** in **INDHIRA COLLEGE OF EDUCATION**, Pandur – 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

..2

Managed by Indira Educational and Charitable Trust

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)
Accredited by National Assessment and Accreditation Council (NAAC)
College Code: 12306

9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on

Signature: 

Date : 23/11/2006

1. The Principal
ICOE
2. File

Managed by Indira Educational and Charitable Trust

Joining Report

From

Mr. S. Arunachala Perumal
14A/8, A4, B.K.
Four Square Apartments,
Trust
Kabilar Street, Senthil Nagar,
Thirumullaivoyal
Chennai 600 062.

To

The Managing Director,
Indira Educational & Charitable
Chennai 29.

Respected Madam,

Sub : Submission of Joining Report – Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 23.11.2006 as per your instruction.

Signature :

Date : 23.11.2006

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

Minutes of the meeting of staff selection committee

held on 25-09-2015

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Assistant Professor.
3. The committee is satisfied with the eligibility of Mrs. G. POONGUZHALI and found her suitable to be appointed for the post.
4. The committee recommends that Mrs. G. POONGUZHALI may be appointed as Assistant Professor with effect from 25-09-2015.


Chairman

Date : 25-09-2015

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)
Accredited by National Assessment and Accreditation Council (NAAC)

Ref: IECT / CH / ICOE / APPT / 613 / 2015

29.09.2015

To

Mrs. G. Poonguzhali,
No. 15, Thatco Nagar, Thirupachur
Thiruvallur Dist – 631 203

LETTER OF APPOINTMENT

Ref: Your application dated 28.09.2015

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor** in **INDHIRA COLLEGE OF EDUCATION**, Pandur – 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

..2

Managed by Indira Educational and Charitable Trust

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)
Accredited by National Assessment and Accreditation Council (NAAC)
College Code: 12306

9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on

29.09.2015

Signature: 

Date : 29.09.2015

1. The Principal
ICOE
2. File

Managed by Indira Educational and Charitable Trust

Joining Report

From

Mrs. G. Poonguzhali
No.15, Thatco Nagra,
Thirupachur
Thiruvallur – 631 203

To

The Managing Director,
Indira Educational & Charitable
Chennai 29.

Respected Madam,

Sub : Submission of Joining Report – Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 29.09.2015 as per your instruction.

Signature : G. Poonguzhali.

Date : 29.09.2015


INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

Minutes of the meeting of staff selection committee

held on 25-09-2015

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

- The committee scrutinized the eligibility criteria of the candidate who has applied for the post of **Assistant Professor**.
- The committee is satisfied with the eligibility of **Mr. C. VEERAMANIKANDAN** and found him suitable to be appointed for the post.
- The committee recommends that **Mr. C. VEERAMANIKANDAN** may be appointed as **Assistant Professor** with effect from 25-09-2015.


Chairman

Date : 25-09-2015

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)

Ref: IECT / CH / ICOE / APPT / 609 / 2015

25.09.2015

To

Mr. Veeramanikandan, C
East West Road,
MEyyur, Rajapalayam,
Thiruvallur Dist – 601 103.

LETTER OF APPOINTMENT

Ref: Your application dated 21.09.2015

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor** in **INDHIRA COLLEGE OF EDUCATION**, Pandur – 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

..2

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)

: 2:

9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and such further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 25.09.2015

Signature: C. Veeramani Kandasami

Date : 25.09.2015

Copy To:-

1. Accounts
2. File.

Managed by Indira Educational and Charitable Trust

Joining Report

From

Mr. C. Veeramanikandan
East West Road
Meyyur, Rajapalayam
Thiruvallur dist - 601 103

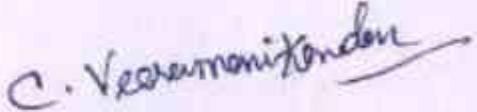
To

The Managing Director,
Indira Educational & Charitable
Chennai 29.

Respected Madam,

Sub : Submission of Joining Report - Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 25.09.2015 as per your instruction.

Signature : 

Date : 25.09.2015

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

**Minutes of the meeting of staff selection committee
held on 18.07.2011**

1. The following were present :

- | | | | |
|-----|--|---|----------|
| (a) | Mr. V.G. Rajendran
Chairman, Indira Education | - | Chairman |
| (b) | Mrs. Indhira Rajendran
Managing Director, Indhira Education | - | Member |
| (c) | Dr. Shanthi Promod
Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Physical Director.
3. The committee is satisfied with the eligibility of **Mr. I. Dinesh** and found him suitable to be appointed for the post of Assistant Professor.
4. The committee recommends that **Mr. I. Dinesh** may be appointed as Assistant Professor with effect from 18.07.2011


Chairman

Date : 18.07.2011

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)

Ref: IECT / CH / ICOE / APPT / 216 / 2011

18.07.2011

To

Mr.J.Dinesh,
NO.213, Mettu Street,
Chendranpalayam Post,
Poondi, Thiruvallur Dist - 602 023

LETTER OF APPOINTMENT

Ref: Your application dated 15.07.2011

Based on your application and interview, we take pleasure in appointing you a **Physical Director** in **INDHIRA COLLEGE OF EDUCATION**, Pandur - 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

..2

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)

: 2:

9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and such further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 18.07.2011

Signature: I. Dinesh

Date : 18.07.2011

Copy To:-

1. Accounts
2. File.

Managed by Indira Educational and Charitable Trust

Joining Report

From

Mr. I.Dinesh
No.213, Mettu street
Chendranpalayam Post
Poondi , Thiruvallur District - 602023

To

The Managing Director,
Indira Educational & Charitable Trust
Chennai - 29

Respected Madam,

Sub : Submission of Joining Report – Reg.

I hereby submit that I have joined duty as Physical Director, Indhira College of Education, Pandur, on the forenoon of 17.07.2011 as per your instruction.

Signature : *I. Dinesh*

Date : 17.07.2011

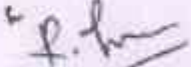
INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

Minutes of the meeting of staff selection committee

held on 24.03.2014

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Assistant Professor.
3. The committee is satisfied with the eligibility of Mrs. M. Sumathi and found her suitable to be appointed for the post.
4. The committee recommends that Mrs. M. Sumathi may be appointed as Assistant Professor with effect from 24.03.2014


Chairman

Date : 24.03.2014

Joining Report

From

Mrs. M. Sumathi
No.202, Kammavar Street
Pattaraiperumbuthur
Thiruvallur District - 631203

To

The Managing Director,
Indira Educational & Charitable Trust
Chennai - 29

Respected Madam,

Sub : Submission of Joining Report – Reg.

I hereby submit that I have joined duty as Librarian , Indhira College of Education, Pandur, on the forenoon of 24.03.2014 as per your instruction.

Signature : *M. Sumathi*

Date : 24.03.2014

Indhira College Of Education

Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University

Re-accredited B++ level by National Assessment and Accreditation Council (NAAC)

Ref: IECT / CH / ICOE / APPT / 650 / 2024 College Code - 12306

17.01.2022

To

Dr. M. Amaranatha Reddy
Akkayapalle, Kadapa
Andhra Pradesh 516 003

LETTER OF APPOINTMENT

Ref: Your application dated 01.02.2021

Based on your application and interview, we take pleasure in appointed you as **Professor** in **INDHIRA COLLEGE OF EDUCATION**, Pandur – 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

..2

Indhira College Of Education

Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University

Re-accredited B++ level by National Assessment and Accreditation Council (NAAC)

College Code - 12306

9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and further action as the Trust deems fit.

10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.

11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.

For Indira Educational & Charitable Trust


CHAIRMAN / Trustee

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 01.02.2021

Signature: 

Date : 01.02.2021

1. The Principal

ICOE

2. File

Managed by Indira Educational and Charitable Trust

Joining Report

From

Dr.M. Amarnatha Reddy

Akkayapalle, kadapa

Andhra Pradesh 516 003

To

The Managing Director,

Indira Educational & Charitable Trust

Chennai – 29

Respected Madam,

Sub: Submission of Joining Report – Reg.

I hereby informed that I have joined duty as **Professor**, Indhira College of Education, Pandur, on the forenoon of 01.02.2021 as per your instruction.

Thanking You

Yours Sincerely

Signature :



Date : 01.02.2021

Indhira College Of Education

Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University

Re-accredited B++ level by National Assessment and Accreditation Council (NAAC)

College Code - 12306

Ref: IECT / CH / ICOE / APPT / 645 / 2017

29.01.2021

To

Dr. J. Lizzie

No. 4/846, Sri Ram Nagar

Ramapuram, Puttur (post)

Via- Tirur, Tiruvallur district

Pin: 602025

LETTER OF APPOINTMENT

Ref: Your application dated 01.02.2021

Based on your application and interview, we take pleasure in promoting you as **PROFESSOR** in **INDHIRA COLLEGE OF EDUCATION**, Pandur – 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

..2

Managed by Indira Educational and Charitable Trust

Indhira College Of Education

Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University

Re-accredited B++ level by National Assessment and Accreditation Council (NAAC)

College Code - 12306

9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and further action as the Trust deems fit.

10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.

11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.

For Indira Educational & Charitable Trust


CHAIRMAN
Chairman / Trustee

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on

Signature:.....

Date : 01.02.2021

1. The Principal
ICOE
2. File

Managed by Indira Educational and Charitable Trust

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

1. Chairman : Mr. V.G. Raajendran
Chairman of Indhira Education.
2. Member : Smt. Indira Raajendran
Managing Director
3. Member : Mr. K. Angaiyar Kannan
CEO



Chairman
CHAIRMAN
V.G. RAAJENDRAN
INDIRA EDUCATIONAL AND CHARITABLE TRUST
No. 19, GOVINDAN STREET
AYYAVOO COLONY, AMINJIKARAI,
CHENNAI - 600 029.


**Minutes of the meeting of staff selection committee
held on 29.01.2021**

1. The following were present :

- | | | | |
|-----|---|---|----------|
| (a) | Mr. V.G. Raajendran | - | Chairman |
| | Chairman, Indhira College of Education | | |
| (b) | Mrs. Indira Raajendran | - | Member |
| | Managing Director, Indhira College of Education | | |
| (c) | Mr. K. Angaiyar Kannan | - | Member |
| | CEO, Indhira College of Education | | |

2. The committee scrutinized the eligibility criteria of the candidate **Dr. J. Lizzie** who has been promoted for the post of **Professor**.
3. The committee is satisfied with the eligibility of **Dr. J. Lizzie** and found her suitable to be promoted for the post of **Professor**.
4. The committee recommends that **Dr. J. Lizzie** may be promoted as **Professor** with effect from 01.02.2021.

For Indira Educational & Charitable Trust


Chairman / Trustee
Chairman

Date : 29.01.2021

16/
21

Joining Report

From

Dr. J. Lizzie

No. 4/846, Sri Ram Nagar

Ramapuram, Putlur (post)

Via- Tirur, Thiruvallur - 602025

To

The Managing Director,

Indira Educational & Charitable Trust

Chennai – 29.

Respected Madam,

Sub : Submission of Joining Report – Reg.

I hereby submit that I have joined duty as Professor, Indhira College of Education, Pandur, on the forenoon of 01.02.2021 as per your instruction.

Signature :



Date : 01.02.2021

INDHIRA COLLEGE OF EDUCATION

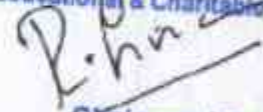
Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

1. Chairman : Mr. V.G. Raajendran
Chairman of Indhira Education.
2. Member : Smt. Indira Raajendran
Managing Director
3. Member : Mr. K. Angaiyar Kannan
CEO

For Indira Educational & Charitable Trust


Chairman / Trustee
Chairman

Minutes of the meeting of staff selection committee

held on 29.01.2021

1. The following were present :

- | | | | |
|-----|---|---|----------|
| (a) | Mr. V.G. Raajendran | - | Chairman |
| | Chairman, Indhira College of Education | | |
| (b) | Mrs. Indira Raajendran | - | Member |
| | Managing Director, Indhira College of Education | | |
| (c) | Mr. K. Angaiyar Kannan | - | Member |
| | CEO, Indhira college of Education | | |

- The committee scrutinized the eligibility criteria of the candidate **Dr. B. Krishnaiah** who has been applied for the post of **Associate Professor**
- The committee is satisfied with the eligibility of **Dr. B. Krishnaiah** and found him suitable to be appointed for the post of **Associate Professor**.
- The committee recommends that **Dr. B. Krishnaiah** may be appointed as **Associate Professor** with effect from 01.02.2021.

For Indira Educational & Charitable Trust


Chairman / Trustee
Chairman

Date : 01.02.2021

21 /
21

Indhira College Of Education

Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University

Re-accredited B++ level by National Assessment and Accreditation Council (NAAC)

College Code - 12306

Ref: IECT / CH / ICOE / APPT / 650 / 2025

17.01.2022

To

Dr. B. Krishnaiah
No. 45, Nagalapuram
Chittoor, Andhra Pradesh

LETTER OF APPOINTMENT

Ref: Your application dated 01.02.2021

Based on your application and interview, we take pleasure in appointing you as **Associate Professor** in **INDHIRA COLLEGE OF EDUCATION**, Pandur – 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

..2

Indhira College Of Education

Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University

Re-accredited B++ level by National Assessment and Accreditation Council (NAAC)

College Code - 12306


9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and further action as the Trust deems fit.

10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.

11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.

For Indira Educational & Charitable Trust



CHAIRMAN / Trustee

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 01-02-2021

Signature: 

Date : 01.02.2021

1. The Principal

ICOE

2. File

Managed by Indira Educational and Charitable Trust

Joining Report

From

Dr. B. Krishnaiah

No.45, Nagalapuram

Chitoor, Andhra Pradesh

To

The Managing Director,

Indira Educational & Charitable Trust

Chennai – 29

Respected Madam,

Sub: Submission of Joining Report – Reg.

I hereby informed that I have joined duty as **Associate Professor**, Indhira College of Education, Pandur, on the forenoon of 01.02.2021 as per your instruction.

Thanking You

Yours Sincerely

Signature : *B. Krishnaiah*

Date : 01.02.2021

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

1. Chairman : Mr. V.G. Raajendran
Chairman of Indhira Education.
2. Member : Smt. Indira Raajendran
Managing Director
3. Member : Mr. K. Angaiyar Kannan
CEO

For Indira Educational & Charitable Trust



Chairman / Trustee
Chairman

Minutes of the meeting of staff selection committee
held on 29.01.2021

1. The following were present :

- | | | | |
|-----|---|---|----------|
| (a) | Mr. V.G. Raajendran | - | Chairman |
| | Chairman, Indhira College of Education | | |
| (b) | Mrs. Indira Raajendran | - | Member |
| | Managing Director, Indhira College of Education | | |
| (c) | Mr. K. Angaiyar Kannan | - | Member |
| | CEO, Indhira College of Education | | |
2. The committee scrutinized the eligibility criteria of the candidate **Dr. Mohammed Raffi** who has been applied for the post of **Associate Professor**.
3. The committee is satisfied with the eligibility of **Dr. Mohammed Raffi** and found her suitable to be appointed for the post of **Associate Professor**.
4. The committee recommends that **Dr. Mohammed Raffi** may be appointed as **Associate Professor** with effect from 01.02.2021.

For Indira Educational & Charitable Trust


Chairman / Trustee
Chairman

Date : 01.02.2021

20 / 21

Indhira College Of Education

Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University

Re-accredited B++ level by National Assessment and Accreditation Council (NAAC)

College Code - 12306

Ref: IECT / CH / ICOE / APPT / 650 / 2023

17.01.2022

To

Dr.Mohammad Raffi

Ansari Colony, Miryalaguda Road,

Nalgonda, Andhra Pradesh 508 001

LETTER OF APPOINTMENT

Ref: Your application dated 01.02.2021

Based on your application and interview, we take pleasure in appointed you as **Associate Professor** in **INDHIRA COLLEGE OF EDUCATION**, Pandur – 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

..2

Indhira College Of Education

Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University

Re-accredited B++ level by National Assessment and Accreditation Council (NAAC)

9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and further action as the Trust deems fit.

10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.

11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.

For Indira Educational & Charitable Trust


CHAIRMAN / Trustee

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 01.02.2021

Signature: 

Date : 01.02.2021

1. The Principal

ICOE

2. File

Managed by Indira Educational and Charitable Trust

Joining Report

From

Dr. Mohammad Raffi
Ansari Colony, Miryalaguda Road
Nalgonda, Andhra Pradesh 508 001

To

The Managing Director,
Indira Educational & Charitable Trust
Chennai – 29


Respected Madam,

Sub: Submission of Joining Report – Reg.

I hereby informed that I have joined duty as **Associate Professor**, Indhira College of Education, Pandur, on the forenoon of 01.02.2021 as per your instruction.

Thanking You

Yours Sincerely

Signature : 

Date : 01.02.2021

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

1. Chairman : Mr. V.G. Raajendran
Chairman of Indhira Education.
2. Member : Smt. Indira Raajendran
Managing Director
3. Member : Mr. K. Angaiyar Kannan
CEO



CHAIRMAN

V.G. RAAJENDRAN

INDHIRA EDUCATIONAL AND CHARITABLE TRUST
No. 19, GOVINDAN STREET,
AYYAVOO COLONY, AMINJIKURAI,
CHENNAI - 600 029.

Minutes of the meeting of staff selection committee

held on 29.01.2021

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Raajendran | - | Chairman |
| | Chairman, Indhira Education | | |
| (b) | Mrs. Indira Raajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Mr. K. Angaiyar Kannan | - | Member |
| | CEO | | |

2. The committee scrutinized the eligibility criteria of the candidate who has promoted for the post of **Assistant Professor of M.Ed.**
3. The committee is satisfied with the eligibility of **Mrs. D. Jayakumari** and found her suitable to be promoted for the post of Assistant Professor of M.Ed.
4. The committee recommends that **Mrs. D. Jayakumari** may be promoted as Assistant Professor of M.Ed with effect from 01.02.2021.

Date : 29.01.2021


Chairman
CHAIRMAN
V.G. RAAJENDRAN
INDIRA EDUCATIONAL AND CHARITABLE TRUST
No. 19, GOVINDAN STREET
AYYAVOO COLONY, AMINJIKKAL, CHENNAI - 600 029.

Indhira College Of Education

Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University

Re-accredited B++ level by National Assessment and Accreditation Council (NAAC)

College Code - 12306

Ref: IECT / CH / ICOE / APPT / 649 / 2022

17.01.2022

To

Mrs. D. Jayakumari

No 98, I cross Street, Anjaneyapuram

Kakkalur, Thiruvallur District. 602003

LETTER OF APPOINTMENT

Ref: Your application dated 01.02.2021

Based on your application and interview, we take pleasure in Promoting you as **Assistant Professor of M.Ed in INDHIRA COLLEGE OF EDUCATION, Pandur - 631203, Thiruvallur Taluk & District** with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

..2

Managed by Indira Educational and Charitable Trust

Indhira College Of Education

Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University

Re-accredited B++ level by National Assessment and Accreditation Council (NAAC)

College Code - 12306

9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and further action as the Trust deems fit.

10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.

11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational and Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 01.02.2021

CHAIRMAN
Y.G. RAO JENDRAN
INDIRA EDUCATIONAL AND CHARITABLE TRUST
NO. 19, GOVINDAN STREET,
AYYAVOO COLONY, AMINJIKARAI,
CHENNAI - 600 029.

Signature: 

Date: 01.02.2021

1. The Principal

ICOE

2. File

Managed by Indira Educational and Charitable Trust

Joining Report

From

Mrs. D. Jayakumari
No.98, I cross Street
Anjaneyapuram
Tiruvallur-602003.

To

The Managing Director,
Indira Educational & Charitable Trust
Chennai – 29

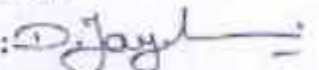
Respected Madam,

Sub: Submission of Joining Report – Reg.

I hereby informed that I have joined duty as Assistant Professor of M.Ed,
Indhira College of Education, Pandur, on the forenoon of 01.02.2021 as per your
instruction.

Thanking You

Yours Sincerely

Signature : 

Date : 01.02.2021

Indhira College Of Education

Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University

Re-accredited B++ level by National Assessment and Accreditation Council (NAAC)
College Code - 12306

To

Date: 11. 3. 2022

The Registrar

Bundelkhand University

Jhansi

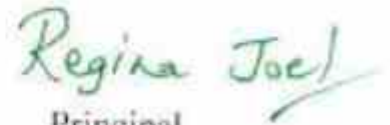
Uttar Pradesh-284128

Respected Sir,

Sub: Genuineness certificate requested-reg

Our Indhira College of Education faculty Dr. MOHAMMED RAFI, Associate Professor completed Ph.D under Bundelkhand University. I request the university to provide genuineness certificate for the degree for staff approval.

Thanking You



Principal

PRINCIPAL

INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203



Managed by Indira Educational and Charitable Trust



Indhira College Of Education

Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University

Re-accredited B++ level by National Assessment and Accreditation Council (NAAC)

College Code - 12306

To

Date: 11.03.2022

The Registrar

Osmania University

Amberpet, Hyderabad

Telangana-500007

Respected Sir,

Sub: Genuineness certificate requested-reg

Our Indhira College of Education faculty Dr.B. KRISHNAIAH, Associate Professor completed Ph.D under Osmania University. I request the university to provide genuineness certificate for the degree for staff approval.

Thanking You

Regina Joel

Principal

PRINCIPAL
INDHIRA COLLEGE OF EDUCATION
PANDUR, THIRUVALLUR-631 203



Managed by Indira Educational and Charitable Trust



Indhira College Of Education

Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University

Re-accredited B++ level by National Assessment and Accreditation Council (NAAC)

College Code - 12306

To

Date: 11.03.2022

The Registrar

Sri Venkateswara University

Sri Padmavati Mahila Visvavidyalayam

Tirupati, Andhra Pradesh-517502

Respected Sir,

Sub: Genuineness certificate requested-reg

Our Indhira College of Education faculty Dr. J.M. AMARANATHA REDDY, Professor completed Ph.D under Sri Venkateswara University. I request the university to provide genuineness certificate for the degree for staff approval.

Thanking You

Regina Joel

Principal
PRINCIPAL

INDHIRA COLLEGE OF EDUCATION
PANDUR, TIRUVALLUR-631 203



Managed by Indira Educational and Charitable Trust



Indira Educational and Charitable Trust

Ref: IECT / CH / B.Ed / APPT / 098 / 2006

18.09.2006

To
Mrs. N.Jayavardhini
No.6, Mettu Street,
Avadi,
Chennai – 600 054

LETTER OF APPOINTMENT

Ref: Your application dated : 11.09.2006

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor of Psychology** in **Indhira College of Education, Pandur – 631203, Thiruvallur Taluk & District** with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.

: 2:

: 2:



Indira Educational and Charitable Trust

8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.
9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and such further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on

Signature: 

Date : ...18/9/2006.....

1. The Principal
ICOE
2. File.

Joining Report

From

Mrs. N. Jayavardhini
No.6, Mettu street
Kannigapuram
Avadi, Chennai 54

To

The Managing Director,
Indira Educational & Charitable Trust
Chennai - 29.

Respected Madam,

Sub : Submission of Joining Report - Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 18.09.2006 as per your instruction.

Signature : *N. Jayavardhini*

Date : 18.09.2006

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

Minutes of the meeting of staff selection committee

held on 29-01-2007

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Assistant Professor.
3. The committee is satisfied with the eligibility of **Mrs. U. Visalatchi** and found her suitable to be appointed for the post.
4. The committee recommends that **Mrs. U. Visalatchi** may be appointed as Assistant Professor with effect from 01-02-2007.


Chairman

Date : 29-01-2007



Indira Educational and Charitable Trust

Ref: IECT / CH / B.Ed / APPT / 161 / 2007

01.02.2007

To
Mrs. U. Visalatchi
19, Balasundharam Street,
Arcot,
Vellur District – 632 503

LETTER OF APPOINTMENT

Ref: Your application dated : 26.01.2007

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor of Tamil in Indhira College of Education, Pandur – 631203, Thiruvallur Taluk & District** with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.

: 2:

: 2:



Indira Educational and Charitable Trust

8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.
9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and such further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 01/02/2007 [F/N]

Signature: 

Date: 01.2.2007

1. The Principal
ICOE
2. File.

Joining Report


From
Mrs. U. Visalatchi
19m Balasundharam Street,
Arcot,
Vellur District - 632 503.

To
The Managing Director,
Indira Educational & Charitable Trust
Chennai-29.

Respected Madam,

Sub : Submission of Joining Report -- Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 01-02-2007 as per your instruction.

Signature : 

Date : 01-02-2007

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

**A committee is formed to select academic staff for Indhira College of Education
with the following constituents**

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

Minutes of the meeting of staff selection committee

held on 31-08-2009

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Assistant Professor.
3. The committee is satisfied with the eligibility of **MS. J. LIZZIE** and found her suitable to be appointed for the post.
4. The committee recommends that **MS. J. LIZZIE** may be appointed as Assistant Professor with effect from 02-09-2009.


Chairman

Date : 31-08-2009



Indira Educational and Charitable Trust

Ref: IECT / CH / B.Ed / APPT / 367/ 2009

02.09.2009

To

Mrs. J. Lizzie

4/846, Ramapuram,
Puttur Post (via) Tirur,
Thiruvallur – 602 025

LETTER OF APPOINTMENT

Ref: Your application dated : 21.08.2009

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor of Mathematics in Indira College of Education, Pandur – 631203, Thiruvallur Taluk & District** with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.

: 2:

: 2:



Indira Educational and Charitable Trust

8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.
9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and such further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 2/09/2009 [FIN]

Signature: 

Date : 02.09.2009

1. The Principal
ICOE
2. File.

Joining Report

From

Ms. J. Lizzie
4/846, Ramapuram,
Puttur Via, Tirur,
Thiruvallur - 602 025.

To

The Managing Director,
Indira Educational & Charitable Trust
Chennai-29.

Respected Madam,

Sub : Submission of Joining Report -- Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 02-09-2009 as per your instruction.

Signature :



Date : 02-09-2009

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

Minutes of the meeting of staff selection committee

held on 31-08-2009

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Assistant Professor.
3. The committee is satisfied with the eligibility of **MRS. M.P. RAMA PRIYA** and found her suitable to be appointed for the post.
4. The committee recommends that **MRS. M.P. RAMA PRIYA** may be appointed as Assistant Professor with effect from 02-09-2009.


Chairman

Date : 31-08-2009



Indira Educational and Charitable Trust

Ref: IECT / CH / B.Ed / APPT / 368 / 2009

02.09.2009

To

Mrs. M.P. Rama Priya
No.7, Santhanam Avenue
J.N. Road
Thiruvallur – 602 025

LETTER OF APPOINTMENT

Ref: Your application dated 20.08.2009

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor of Physical Science** in **Indhira College of Education**, Pandur – 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.

: 2:

: 2:



Indira Educational and Charitable Trust

8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.
9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and such further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 02.09.2009 [FIN]

Signature: M.P.R. P.

Date : 02.09.2009...

1. The Principal
ICOE
2. File.

Joining Report

From

Mrs. M.P. Rama Priya
No.7, Santhanam Avenue,
J.N. Road,
Thiruvallur - 602 025.


To

The Managing Director,
Indira Educational & Charitable Trust
Chennai-29.

Respected Madam,

Sub : Submission of Joining Report — Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 02-09-2009 as per your instruction.

Signature : 

Date : 02-09-2009

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Principal**


Chairman

Minutes of the meeting of staff selection committee
held on 05-02-2014

1. The following were present :

- | | | | |
|-----|--------------------------------------|---|----------|
| (a) | Mr. V.G. Rajendran | - | Chairman |
| | Chairman, Indira Education | | |
| (b) | Mrs. Indhira Rajendran | - | Member |
| | Managing Director, Indhira Education | | |
| (c) | Dr. Shanthi Promod | | |
| | Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Assistant Professor.
3. The committee is satisfied with the eligibility of **MR. A. JAYAPPAUL** and found him suitable to be appointed for the post.
4. The committee recommends that **MR. A. JAYAPPAUL** may be appointed as Assistant Professor with effect from 05-02-2014.


Chairman

Date : 05-02-2014

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)

Ref: IECT / CH / ICOE / APPT / 353 / 2014

05.02.2014

To

Mr.A.Jayapaul
No.96, Siruvanur village,
Thirupachur post,
Thiruvallur Dist - 631 203.

LETTER OF APPOINTMENT

Ref: Your application dated 03.02.2014

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor of Commerce** in **INDHIRA COLLEGE OF EDUCATION**, Pandur - 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

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Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)

: 2:

9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and such further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on

Signature: .....

Date : 5/2/15.....

Copy To:-

1. Accounts
2. File.

Managed by Indira Educational and Charitable Trust

Joining Report

From

Mr . A.Jayapaul

No.96, Siruvanur village,,

Thirupachur post

Thiruvallur District – 631203.

To

The Managing Director,

Indira Educational & Charitable Trust

Chennai – 29.

Respected Madam,

Sub : Submission of Joining Report – Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 05.02.2014 as per your instruction.

Signature:

Date: 05.02.2014

INDHIRA COLLEGE OF EDUCATION

Pandur, Thiruvallur.

STAFF SELECTION COMMITTEE

A committee is formed to select academic staff for Indhira College of Education with the following constituents

- 1. Chairman : Mr. V.G. Rajendran
Chairman of Indhira Education.**
- 2. Member : Smt. Indira Rajendran
Managing Director**
- 3. Member : Dr. Shanthi Promod
Former Principal**


Chairman

Minutes of the meeting of staff selection committee
held on 02-05-2017

1. The following were present :

- | | | | |
|-----|--|---|----------|
| (a) | Mr. V.G. Rajendran
Chairman, Indira Education | - | Chairman |
| (b) | Mrs. Indhira Rajendran
Managing Director, Indhira Education | - | Member |
| (c) | Dr. Shanthi Promod
Former Principal | - | Member |

2. The committee scrutinized the eligibility criteria of the candidate who has applied for the post of Assistant Professor.
3. The committee is satisfied with the eligibility of **Mr. N. Mohana Kannan** and found him suitable to be appointed for the post.
4. The committee recommends that **Mr. N. Mohana Kannan** may be appointed as Assistant Professor with effect from 02-05-2017.

Date : 02-05-2017


Chairman

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)
Accredited by National Assessment and Accreditation Council (NAAC)
College Code: 12305

Ref: IECT / CH / ICOE / APPT / 647 / 2017

02.05.2017

To

Mr. N. Mohana Kannan
No:86/51, Mohammed Ali Street
Thiruvallur district-602001.

LETTER OF APPOINTMENT

Ref: Your application dated 29.04.2017

Based on your application and interview, we take pleasure in appointing you as **Assistant Professor** in **INDHIRA COLLEGE OF EDUCATION**, Pandur – 631203, Thiruvallur Taluk & District with effect from the date of joining.

1. You will be on probation for a period of one year which may be extended at the discretion of the Trust for such further period or periods as it may deem fit.
2. You may be considered for confirmation on completion of the probationary period if your services are found to be satisfactory.
3. You will be paid a monthly salary as applicable to the post to which you are appointed as fixed by the Trust from time to time.
4. You are required to hand over all original certificates at the time of receipt of appointment letter.
5. You will be retired from service on your completion of 65 years of age.
6. On your retirement or earlier termination, you shall hand over all papers, documents, and any other properties belonging to the Trust or which have been entrusted to you or received by you in the course of your employment with the College.
7. You should be willing to accept transfer to any post or to any place within our Organisation.
8. Although your normal work will consist of the duties assigned to you in the capacity mentioned above you may at times be called upon to discharge other duties which, in the opinion of the Trust, are within your capacity and ability to discharge and you will forthwith undertake to discharge those duties with diligence and care.

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Managed by Indira Educational and Charitable Trust

Indhira College of Education

(Approved by NCTE / Affiliated to the Tamilnadu Teachers Education University)
Accredited by National Assessment and Accreditation Council (NAAC)
College Code: 12305

9. If information furnished by you in your application regarding your qualification, previous experience, employment etc., are found to be incorrect or not true, you will be liable for dismissal and further action as the Trust deems fit.
10. Your services can be terminated by giving 3 months notice in writing by either side. However no notice will be required to be given in case your services are terminated for any misconduct.
11. You shall conform to the Rules and Regulations of the Trust that are in force and may be framed from time to time.

We are looking forward to a long and rewarding working relationship and we will endeavour to support your work with us in every way. Please indicate your acceptance of the duties and responsibilities by returning a signed duplicate copy of this appointment order.


CHAIRMAN

By signing below, I accept the specified terms and conditions of employment that are in force and may be framed from time to time by Indira Educational & Charitable Trust and agree to put forth my best efforts to support the goals and objectives of the Institution.

I am reporting for duty on 02-05-2017 (FN)

Signature: .....

Date : 02-05-2017..

1. The Principal
ICOE
2. File

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Joining Report

From

Mr. N. Mohana Kannan
No. 86/51, Mohammed Ali Street
Thiruvallur - 602001

To

The Managing Director,
Indira Educational & Charitable Trust
Chennai - 29.

Respected Madam,

Sub : Submission of Joining Report - Reg.

I hereby submit that I have joined duty as Assistant Professor, Indhira College of Education, Pandur, on the forenoon of 02.05.2017 as per your instruction.

Signature : N. Mohana Kannan

Date : 02.05.2017