



SOMAIYA
VIDYAVIHAR UNIVERSITY



SVU/R/APPT/20-21/26

July 15, 2021

Sub: Appointment Letter

Dr. Brijesh Singh
(PA-1 Yoga), CSAI-TKDL Unit
NISCAIR Building
14, Satsang Vihar
Institutional Area.
New Delhi 110067

Dear Sir,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you to the position of **Assistant Professor-Yoga in K.J. Somaiya Institute of Dharma Studies (KJSIDS)**, a Constituent College of, Somaiya Vidyavihar University, Mumbai (hereinafter referred to as "The University").

A word about Somaiya Vidyavihar & Somaiya Vidyavihar University

The Somaiya Vidyavihar campus comprises 35 institutions dedicated to the streams of arts, sciences, management, engineering, medicine, humanities, philosophy, and social sciences. It is spread across 2 main campuses – a 65-acre complex in Vidyavihar, in north central area of Mumbai and a 35 acre complex in Sion, both in the heart of Mumbai, besides a number of other smaller campuses across rural Maharashtra and Karnataka. Somaiya Vidyavihar also runs a few autonomous post-graduate courses, vocational training courses and high schools within its campus as well as in rural India.

Shri Samir Somaiya, a Cornell University and Harvard alumnus is the President of Somaiya Vidyavihar and Chancellor of Somaiya Vidyavihar University. He provides invaluable direction to all the educational institutions of Vidyavihar.

Somaiya Vidyavihar University, Mumbai established under The Somaiya Vidyavihar University Mumbai Act, 2019 (Mah. Act No. V of 2019) and became operational on 26th August 2019. Also, Somaiya Vidyavihar University is the first private self-financed University in Mumbai. There are various constituent academic institutions functioning under the Somaiya Vidyavihar University.

Glimpse about Vision and History

Somaiya Vidyavihar follows the Gandhian Philosophy as the living legacy which has been left behind by our founder Pujya Shriman Karamshibhai Jethabhai Somaiya. As per one of the principles of Gandhian philosophy, all social action should be governed by the simple set of moral values, of which the main elements are selflessness, non-attachment, non-violence and active services. It is the vision of Shri S.K. Somaiya that modern professional education must remain true to the spirit of Indian ethos and culture. He

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insisted on value-based education, believing firmly that community uncaring for its traditions is decadent and insubstantial.

You will be governed by the following terms and conditions of service.

1. Your date of joining is **15th April 2021**.
2. **Reporting:** You will be reporting to the Director, K.J. Somaiya Institute of Dharma Studies at Somaiya Vidyavihar University. However, you may be assigned to work under any other HoI/ HoD/ Executive/ Officer as may be decided by the Management from time to time.
3. **Salary:** You will be entitled to receive a **Basic Pay of Rs. 57,700/-** in the **7th CTC, Level 10** and **Total CTC Rs.76,048/- (Rupees Seventy-Six Thousand and Forty Eight only)** per month, with such other allowances as may be prevailing on the date of appointment. Entitlement of annual increment shall be subject to the norms of Somaiya Vidyavihar University.
4. **Probation:** You shall be on probation for a period of two years from the date of your joining the services of "The University". The Competent Authority of the University reserves the right to extend this probation period if your performance not found to be satisfactory. The Competent Authority reserves the right to reduce your probation period, based on your performance and also terminate your services during the probation period or extended probation period upon giving 30 days' notice without assigning any reason.
5. **Confirmation:** On successful completion of your probation period or its extension thereof, if the performance reports are satisfactory, you will be confirmed in the services of the University, which will be intimated to you by a letter of confirmation and until such letter is issued or pending performance assessment, you shall be deemed to be on probation.
6. **Separation:** In the event of a separation, a confirmed staff member resigning from the post, he/she will be required to give **three months'** notice and he/she will be relieved in **three months** provided the date of expiry of such notice does not fall within the academic term. **One month's** notice is required in case of resignation of a staff member under probation. Your services will be terminable by giving **One month's** notice from either side or payment in lieu thereof as applicable, however, Management reserves right to dis-continue your services within 24 hours if found guilty of negligence and on disciplinary grounds, without any notice period and pay.
7. **Work Location:** You will be based at our Vidyavihar Campus but based on exigencies of requirement; you may be transferred to any other offices/ campuses. You shall be ready for any training or Imparting Training at any place whenever required.
8. **Change in personal information:** You will keep us informed of any change in your residential address, civil or marital status and other such matters, failing which any communication sent on your last recorded address shall be deemed to have been served on you.
9. **Adherence to the Time office Policy:** You will be responsible for the quality of the work assigned to you and will cooperate in obeying the directions given to you by your Superiors from time to time to achieve outcomes as appropriate from time to time. Furthermore, you will adhere to the attendance and leave policy of "The University".

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10. **Values:** As we believe in Gandhian Principles, we enforce non-consumption of intoxicating substances and non-consumption of non-vegetarian food at the work location and in the campuses. Smoking and chewing of tobacco/ betel nuts are banned at the work location and in the campuses.
11. Borrowing and lending money internally is not allowed as per the policy of the University. Furthermore, you will refrain yourself from accepting gifts.
12. The appointment is a full time one and does not permit the holder to engage himself/herself in any outside business, professional consulting, tutorial, and/or such other outside work, either with or without remuneration. You shall work exclusively for and in the interest of the Institution/ University and undertake not to engage in any part-time or any other work, business, occupation of consultation of any kind or accept any employment whether free or paid, directly or indirectly.
13. You will not be additionally paid for the work/ inputs in addition to the regular work assigned to you.
14. You undertake not to divulge any of the University's information, secrets, proprietary information which you may come to know during the tenure of your employment.
15. **Intellectual property:** Any Intellectual contributions made by you during your employment with SVU will be the sole property of the University and the University shall have the sole and exclusive rights to utilize any such material. The right in these works that are created, written or made shall continue to vest with the University even after the termination / dis-continuation or end of your services with the University. In the event of any emergency where intellectual property created by you is sought by the Government/ University/ Competent Authority, then it will be done with due written permission of the University for which application has to be made to the competent authority accordingly by the party desiring the same.
16. You will automatically retire on attaining the age of superannuation i.e. 60 years of age as per the policy of the University or such period you are fit to perform duties, mentally or physically, at the discretion of the University, whichever is earlier. For all official purposes, your valid date of birth will be considered i.e., **May 1, 1990**, as per the records produced by you or earlier if found medically unfit.
17. It is agreed between you and the University that in the event you resign / separate from the University, you will not recruit, select, or influence in any way, any employee of Somaiya Vidyavihar University or anyone working with us on contract, to join your new employment in future, as an employee or partner or any other form of work association.
18. Your services will be governed as per the Act, Statutes, Ordinances, Manuals, Regulations, Rules Notifications and Directions and or Orders of the Somaiya Vidyavihar University, Mumbai as framed or amended from time to time.
19. You will be responsible for safe keeping and return in good condition/ any equipment's, tools belonging to the Somaiya Vidyavihar University etc. which is in use, or in your custody for carrying out your assignments.

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20. You will observe general decorum and discipline and will be governed by policies and procedures and its guidelines as in force from time to time.

Kindly sign and return to us the duplicate copy of appointment letter, as acceptance of the above terms and conditions.

We expect from you the highest standards of personal and professional conduct and performance which will support the University in achieving its vision. We wish you a long, successful, and rewarding career with us.

With best wishes,

For Somaiya Vidyavihar University



Dr. Nandkumar Gilke
Registrar

I have carefully read contents of the above appointment letter and I agree to the terms and conditions as stated above in the appointment letter. My date of joining as per my joining report is _____.

Date: _____

(Name & Signature)

Remarks: