

MATA SUNDRI COLLEGE FOR WOMEN**(UNIVERSITY OF DELHI)
MATA SUNDRI LANE, NEW DELHI-110 002**PHONE : 23237291
FAX : 23236102

Dated : 9 / 11 / 2006

Ref. No. : MSC/ADMNI.2.1.6/2006-2102

Mrs. Radhika Menon,
Flat No.25, Plot No.24,
Sreeniketan Apartments, Vasundhara Enclave,
Delhi-110096

Dear Madam

With reference to your application dated 24.5.2006, I am to inform you that on the recommendation of a duly constituted selection committee, you have been appointed as Lecturer in the Department of Education in this College on the following terms and conditions subject to the approval of the Governing Body of the College and subject to the University of Delhi recognising you as a Teacher of the University.

1. You will be on probation for a period of one year with effect from your date of joining the appointment and this probationary period may further be extended by not more than twelve months by the Governing Body.
2. On confirmation, you will be entitled for New Pension Scheme, as introduced in Delhi University, vide EC resolution dated 18.11.2004 and other retirement benefits according to Delhi University Rules.
3. You will draw salary of Rs.8550/- p.m. in the scale of pay Rs.8000-275-13,500 plus usual allowances i.e. DA, HRA, ADA, CCA, TA at the rates and according to the rules in force in the University.
4. You will be expected to do teaching and research work as may be assigned to you from time to time.
5. In all matters, relating to Group Insurance, Leave and other conditions of service, you will be governed by the rules in force in the University of Delhi from time to time.
6. You will be required to enter into an agreement of service with the University of Delhi immediately on joining the appointment.

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Dated :200.....

7. Your appointment will further be subject to your being found medically fit for which you are required to produce a fitness certificate from any one of the following:-
- (a) The medical officer in-charge WUS Health Centre, University of Delhi.
 - (b) Prof./Assst. Directors/Associate Prof. or Readers/Senior Research Officers/Assistant Prof. Of any of the Medical college/Institution in Delhi or out side Delhi.
 - (c) Any of the Senior or Junior Hony. Physicians/ Surgeons attached to Lok Nayak J.P.Hospital.
 - (d) Senior Staff/Physicians/Surgeons of CGHS/ESI.
 - (e) Civil Surgeons or District medical Officer in India.
8. The appointment will also be subject to verification of your qualifications etc. as mentioned in your application.

If the offer of appointment on the above terms and conditions is acceptable to you, report for duty to the under signed immediately.

Sabte
Principal

Copy to :-

S.O.(accounts)/Bursar;
MSC

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PHONE : 23237291
FAX : 23236102

Ref. No. : MSC/ADMINI...74.../2006-2101

Dated : 9-11-2006

The Chief Medical Officer,
WUS Health Centre,
University of Delhi,
Delhi-110007

Subject :- Medical Fitness Report

The following candidates have been recommended for appointment at the College as lecturers subject to their found medically fit :

1. Dr.(Mrs.)Asha Rani in the Department of Sanskrit
2. Mrs. Radhika Menon in the Department of Education

Kindly get them medically examined and send your report to the undersigned immediately. These candidates have been instructed to contact you accordingly.

With regards,

Yours sincerely,

Sachin
Principal