

ANNAMACHARYA INSTITUTE OF TECHNOLOGY & SCIENCES; KADAPA
(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUA, Anantapuram)

Utukur (Post), Chinthakomma Dinne (V&M), Kadapa, YSR (Distt.) Andhra Pradesh - 516 003.

PROCEDURES AND POLICIES FOR MAINTAINING AND UTILIZING PHYSICAL, ACADEMIC AND SUPPORT FACILITIES - LABORATORY, LIBRARY, SPORTS COMPLEX, COMPUTERS, CLASSROOMS ETC.

Physical, Academic Facilities:

Physical infrastructures like classrooms, Gallery, seminar halls, toilets, ladies waiting halls are maintained by the supervisor under the supervision of AO's. To maintain hygiene the classrooms, seminar halls, toilets are cleaned twice in a day. Adequate in-house workers are employed for maintenance on the campus to clean classrooms, staffrooms, seminar halls and laboratories. Dustbins are located at appropriate places.

For maintenance of electrical works, plumbing are available in the campus as in-house workers. Gardening and lawn maintenance are regularly done by the concern workers. Regular cleaning of water tanks, removing the garbage to maintain cleanliness is done by the workers.

Laboratory:

Laboratory maintenance is regularly done by the concerned lab technicians under the supervision of Lab-in-charge and the same is recorded in maintenance register. Lab-in-charges are responsible for the safe and smooth functioning of the equipment and facilities. Stock registers and consumables are recorded regularly by the lab in-charges. The recorded information in maintenance register is regularly verified by the Head of the Department.

The record consists of information related to the service of equipment, periodical repairs or damaged and the same is submitted by the head of the department to the principal for approval if any. Log books are maintained in each laboratory to ensure entries and problems encountered during the laboratory session. Depending on the necessity the service is being done periodically by the concerned technicians from the enterprises or suppliers of the equipment.

A. S. Reddy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

Library:

Central Library is automated partially with Insproplus software. Software is used to assist the library for operations like acquisition cataloguing, circulation, OPAC, stock verification etc. For procurement of books, journals, references the recommendations are called up from each department and put forth the same before the library committee.

The library committee recommends the books, references, journals for procurement. The purchase orders are placed after the final approval based on the comparative statement of different vendors. The central library is also equipped with computers with internet facility to access the information digitally. Books are stacked systematically in the stacks branch wise separately to ensure easy access for the faculty and students. The reference books are placed in a section separately for easy access. The library committee looks after the maintenance, procurement, disposal of old versions of the books. The stock registers are properly maintained by the librarian.

Sports:

Sports utilities are made available for all the students. Ball Badminton, Tennis court, Cricket ground, football ground, handball, Volleyball courts are maintained with lush greenery by the workers under the supervision of physical director. Sports utilities are issued to the students after depositing the Student ID after the regular class work. Sports committee will look after the preparation of schedules, conducting the games and sports regularly. The physical director keeps a well-maintained record of all the sports utilities. The purchasing of equipment for sports is done in relevance to the procedures adopted at the institute. Ground Staff regularly performs the marking of the play fields, and makes the courts for practice matches.

Computers:

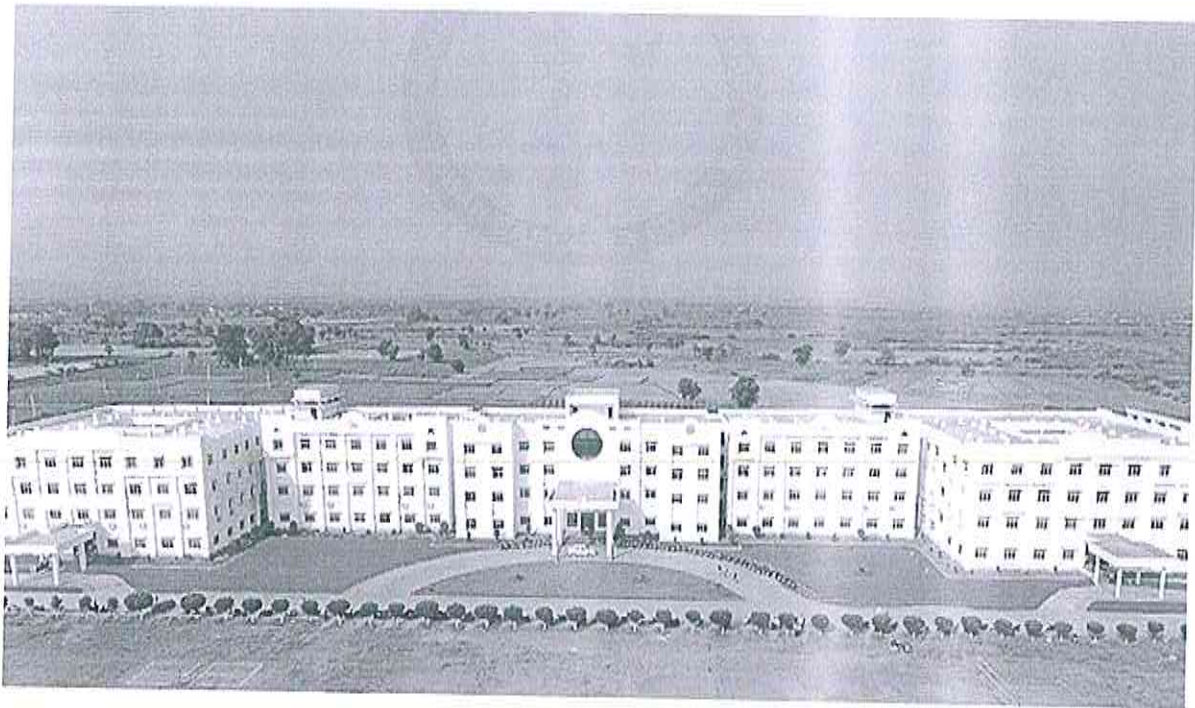
The computer laboratories are completely maintained by the respective lab Technician allocated for each laboratory. The stock register, log books are maintained by the lab technicians under the supervision of a lab in-charge of respective department. The allocation of labs for regular academic works and examinations is completely monitored by the central computer lab coordinator. The procurement, of the computers is done whenever necessary within the standard procedures adopted in the institute. The regular maintenance of air-conditioners and their service is done regularly.

Aroky
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
KADAPA-516003




SERVICE RULES



ACAS
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

Prepared by
INTERNAL QUALITY ASSURANCE CELL
ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES
Utukur (Post), Chinthakomma Dinne (V&M), Kadapa, YSR (Distt.),
Andhra Pradesh - 516 003.
(Approved by AICTE, New Delhi & Affiliated to JNTUA, Anantapuramu)
Speak to Us (08562) 201003 Fax (08562) 201005
Mobile +919603999591 / +919603999592 Email aitskadapa@gmail.com


PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)



Sri Gangi Reddy Choppa, Founder & Honorary Secretary
Annamacharya Educational Trust (AET)



Dr. A. Sudhakara Reddy
PRINCIPAL

Abhishek
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)


Sri. C. Abhishek Reddy
TREASURER, AET

About Institute

Annamacharya Institute of Technology and Sciences was established in the year of 2010 at kadapa. The college is affiliated to Jawaharlal Nehru Technological University Anantapur, Ananthapuramu. Annamacharya Institute of Technology and Sciences, Kadapa was founded by Sri Choppa Gangi Reddy garu, under the auspices of Annamacharya Educational Trust. He put in all his heart and sinew to raise technocrats and managers of high academic standards and character. In his leadership, Annamacharya Group, consequently, founded three engineering colleges located at different parts in Andhra Pradesh and Telangana.

Annamacharya Institute of Technology and Sciences, Kadapa is an exemplary institution of higher learning with a mission of pursuing excellence in education and research. Having made a humble beginning in 2010 with an annual intake of 300 in five streams, AITS Kadapa now offers graduate engineering degree in Civil, Mechanical, EEE, ECE, CSE and AI&DS. Post graduate programmes in Structural Engineering, Thermal Engineering, VLSI System Design, EPS, and CSE are offered. For this academic year around 1350 students are studying in the campus.

Since its inception, AITS Kadapa is committed to develop and nurture technological education and intends to produce technical manpower of high quality, comparable to the best in the world.


PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

ANNAMACHARYA INSTITUTE OF TECHNOLOGY & SCIENCES



INSTITUTE VISION

To emerge into excellence meeting the changing needs of society by fostering on its traditions of knowledge, innovation, problem solving, professional and technological acumen, and discipline. Transforming individuals into highly enlightened professionals enriched with innovative technical skills entwined with intellectual, ethical and humane sensitivities.

INSTITUTE MISSION

- Our primary mission is to move frontiers of technological knowledge, enrich and elevate the rural education seekers, endow them with technical skills, ethics, innovative thinking and leadership qualities enabling them to utilize their competencies for the sustainable development of the nation and mankind.
- Emerge into premier institute by imparting quality technical education to enhance knowledge and employability skills.
- Promote up gradation of teaching and research skills to cater to the societal needs.

QUALITY POLICY


AITTS is committed to achieve excellence in Teaching, Research and Consultancy

- By imparting truly Global Focused Education
- By Creating World Class Professionals
- By Establishing Synergic Relationships with Research hub and Society
- By Developing State-of-art-Infrastructure and Well Endowed Faculty
- By Imparting Knowledge through Team Work and Incessant Effort

Asad
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

CONTENTS

PART	Description	Page No
PART-I	SERVICE RECORDS	
1.1	General	1
1.2	Definition	1
1.3	Service Records	1
1.3.1	Service of records	1
1.3.2	Service conditions for the staff (Permanent/Ad-hoc)	2
1.3.3	Termination of Service/Resignation	3
PART- II	METHOD OF RECRUITMENT	
2.1	Screening	4
2.2	Interview	5
2.3	Pay fixation	5
2.4	Promotion policy	5
2.5	Retirement	5
PART-III	CONDUCT & DISCIPLINE	
3.1	Conduct	5
3.2	Discipline	7
PART - IV	LEAVE RULES	
4.1	General	7
4.2	Appointed on Regular Basis (on scale)	8
4.2.1	Earned Leave	8
4.2.2	Vacation Leave	8
4.2.3	Accumulation of earned leaves	9
4.2.4	Maternity Leave	9
4.3	Temporary and Ad-hoc Basis and on Consolidated Salary	9
4.3.1	Earned Leave	9
4.3.2	Vacation Leave	10
4.3.3	Accumulation of earned leaves	10
4.4	On Duty rules	10


 PRINCIPAL
 ANNAMACHARYA INSTITUTE OF
 TECHNOLOGY & SCIENCES
 C.K. Dinne (V&M),
 KADAPA - 516 003. (A.P.)

PART- V	REGULATIONS FOR STAFF MEMBERS	11
PART- VI	DEPARTMENT RULES	12
PART VII	CLASS ROOM TEACHING	12
PART -VIII	LABORATORY	13
PART- IX	TESTS/EXAMINATIONS	14
PART- X	STUDENT - FACULTY REPORT	14
Annexure 1	Financial assistance for faculty	
Annexure 2	Pay Scales	

Access
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

PART I: GENERAL RULES

1.1 GENERAL

- 1.1.1 These rules shall be called “Annamacharya Institute of Technology & Sciences, Kadapa Service and Conduct Rules” and shall come into force from the date May 2011 as decided by the Annamacharya Educational Trust. These rules were framed from the rules which are already in force.
- 1.1.2 These rules shall apply to all categories of staff members (Teaching, Non-Teaching and Supporting Staff).

1.2 DEFINITION:

- 1.2.1 ‘Institute’ means “Annamacharya Institute of Technology & Sciences, Kadapa”
- 1.2.2 ‘Trust’ means “Annamacharya Educational Trust, Hyderabad”
- 1.2.3 ‘Teaching Post’ means a post carrying a definite scale of pay /consolidated pay
- 1.2.4 ‘Supporting Staff’ means a person appointed in a Non-Teaching post to which no other person holds a lien.


1.3 SERVICE RECORDS

1.3.1 *Records of Service*

- 1.3.1.1 A service book for keeping the record of service of staff shall be maintained by Office in respect of each employee of the Institute.
- 1.3.1.2 All activities of a staff member in his/her official position shall be recorded in this service book, and each entry must be attested by the Administrative Officer (AO) or his/her superior.
- 1.3.1.3 The AO shall show the service book to each staff member in the month of April every year and the employee shall sign in the service book after verification.

1.3.2 *Service conditions for the staff (Permanent/Ad-hoc)*

- 1.3.2.1 Every staff member shall agree to abide by all the conditions herein stated and also such conditions as may be stipulated from time to time by the competent authority.


PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

SERVICE RULES

- 1.3.2.2 Every staff member shall employ himself/herself honestly, efficiently and diligently under the orders and instructions of the Principal/Director or other officers under whom he/she shall, from time to time, be placed. He/she shall discharge all duties pertaining to the office and perform in such a manner which may be required of him/her or which are necessary to be done in his/her capacity as aforesaid.
- 1.3.2.3 Every staff member shall devote his/her whole time to the duties of the said employment and shall not, either directly or indirectly, carry on or be concerned/involved in any trade, business or canvassing/private consulting work, private tuition or the like of a remunerative kind or of an honorary nature without the specific written permission of the Chairman/Director/Principal.
- 1.3.2.4 Notwithstanding anything contained above, whenever any consultation work for any private firm or institution is undertaken by the Institute, such members of the staff as are required will be commissioned by the institute, with/without additional remuneration or honorarium as prescribed by the institute, from time to time.
- 1.3.2.5 Any staff member, on appointment, except on contract, shall be on probation for a period of two years.
- 1.3.2.6 All the teaching staff on permanent basis shall be paid AICTE scale of pay and other allowances as per Institute norms. In addition, contribution shall be made by the management towards the employees' provident fund, at a rate fixed by the Government of Andhra Pradesh.
- 1.3.2.7 Staff attendance should be signed every day in staff attendance register and swipe the attendance machine while he/she enters into institute and swipe while he/she leaves the institute.
- 1.3.2.8 Staff should be available in the Institute premises during the entire period of office hours, on all working days.
- 1.3.2.9 If a staff member on any kind of leave has to be out of station, he/she should intimate the Principal/Head of the Department his/her exact out station address and phone numbers in his/her leave application.
- 1.3.2.10 No faculty member shall apply, during the period of his/her service in this institution, for an appointment outside or send an application for study or training, except with the prior permission of the management and such application should be routed through the Principal/Director. Any violation of this rule will be viewed seriously and suitable disciplinary action will be taken. The management may permit not more than two such applications in an academic year, but reserves the right to refuse the forwarding of such applications in case there is

Aravind
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

any bond for the employee for a particular period of service in the institute.

- 1.3.2.11 The Principal/Director shall have the right to place any staff under suspension on charges of misconduct.
- 1.3.2.12 In a case wherein a member of the teaching or non-teaching staff commits any misconduct in discharge of his/her duties, the Secretary has got discretion to award punishment such as warning, censure, withholding of increment with or without cumulative effect after conducting an enquiry by a committee constituted by Principal.
- 1.3.2.13 For the development and progress of the institute/department, all members of the staff should work as a team and they should also maintain a cordial relationship with other departments.
- 1.3.2.14 In any meeting or assembly, decorum should be maintained and difference of opinion, if any, shall be expressed politely in diplomatic words without hurting the feelings of others.
- 1.3.2.15 Staff members should get prior permission from Management/Principal/Director to contact any outside agency or government departments for any matter related to the institute/hostels.
- 1.3.2.16 If a staff member draws advance from the institute to meet financial expenses for official tour or for arrangement of an institute event, he/she shall settle the account within 10 days from the date of withdrawal of advance, failing which the advance shall be adjusted from his/her salary.
- 1.3.2.17 Staff Members, if and when relinquishing their job, shall hand over their jobs and responsibilities and get the NOC from all departments concerned.
- 1.3.2.18 All members of the staff shall be governed by general rules / norms also practiced by institute from time to time.
- 1.3.2.19 The appointing authority shall have the power to terminate the service of any member of the staff by 3 months' notice if on the medical grounds, certified by a medical authority nominated by the Governing Body; his retention in service is considered undesirable by such authority.
- 1.3.2.20 The management shall have the power to terminate the service of any member of the staff on grounds of retrenchment or economy by giving to the person concerned 3 months' notice in writing.

1.3.3 Termination of Service/Resignation

- 1.3.3.1 If in the opinion of the appointing authority, the efficiency of an employee has been impaired due to any infirmity, due to which his retention in service is considered undesirable, by such appointing authority, his services may be terminated.

Arredy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

- 1.3.3.2 Faculty member, when resigns, has to give the following information.
- Nature of appointment at this institute (Consolidated or on scale)
 - Notice period (2 Months/3 Months)
 - Reasons for resignation (unless it is confidential)
 - Date of relief, before the end of the notice period
- 1.3.3.3 The member will be relieved on any day before the end of the notice period as decided by the Principal of the Institute. However, the Principal of the Institute has the right to detain the member beyond the notice period till the end of the semester or academic year.
- 1.3.3.4 The decision regarding the date of relief will depend on a number of factors like the appointment of a substitute, completion of the responsibilities like covering the syllabus, valuation of the answer scripts, completion of a particular assignment entrusted to the member, etc.
- 1.3.3.5 The other terms and conditions of such employment shall be specified by the appointing authority in the letter of appointment.

PART- II - METHOD OF RECRUITMENT

2.1 SCREENING

- 2.1.1. Recruitment is normally done twice in a year.
- 2.1.2. Number of vacancies is notified by Principal/Director based on student strength/resignations or terminations of staff members, to the management for approval/information.
- 2.1.3. Vacancies are advertised in leading newspapers – both Telugu and English.
- 2.1.4. Screening of applications is done by the respective screening committee.
- 2.1.5. Short listed candidates are informed through call letters
- 2.1.6. At times, Walk- in interviews is also conducted for immediate postings.

ACBAM
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

2.2 INTERVIEW

- 2.2.1. Interview Committee consists of Hon. Secretary, Principal, Director, faculty member; subject expert from outside the institute and respective Heads of the department.
- 2.2.2. In case of large number of applications, a written test is conducted for Lecturers post and short listed candidates shall be called for personal interview and selection be made on merit.
- 2.2.3. Direct interview is conducted for senior posts. Selection committee shall be constituted by the Secretary as per the guidelines approved by the Governing body.

2.3 PAY FIXATION

- 2.3.1. Pay for the selected candidates is fixed by the selection committee as per the pay scale approved by the Governing Body for the respective post based upon the qualification and experience of the candidate.
- 2.3.2. Higher Pay Packages for exceptional and experienced candidates are fixed by the selection committee subject to the approval of the Chairman of the Annamacharya Educational Trust.

2.4 PROMOTION POLICY

- 2.4.1 Person entering the teaching profession with PG Degree shall be designated as Assistant Professor and shall be placed in the Pay Band of Rs.15000 with AGP of Rs.6000
- 2.4.2 Assistant Professors with Ph.D. having 5 years of experience or Assistant Professor with completed service of 10 years can be promoted as Associate Professor and shall be in the Pay Band of Rs.37400- 67000 with AGP of Rs.9000
- 2.4.3 Associate Professors completing Ph.D. having 10 years of Experience shall be promoted as Professor and can be in Pay Band of 37400-67000 with AGP of Rs.10,000

2.5 RETIREMENT

- 2.5.1 The age of retirement of teaching faculty member shall be as per AICTE Norms.
- 2.5.2 The age of retirement of other non – teaching staff shall be as per State Government Rules or as may be decided by the Management.

PART III CONDUCT & DISCIPLINE

3.1 CONDUCT

- 3.1.1. Every staff member shall, at all times, maintain absolute integrity and devotion to duty and do nothing which is unbecoming of an employee of an educational institution.

Aswathy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P)

SERVICE RULES

- 3.1.2. Every staff member shall abide by and comply with the rules and regulations of the institute and all orders and directions of his/her superior authorities, under whose control, he/she is placed.
- 3.1.3. Every staff member shall extend utmost courtesy and attention to all persons with whom he/she is to deal with in the course of his/her duties.
- 3.1.4. Every staff member shall Endeavour to promote the interest of the institute and shall not act in any manner prejudicial thereto.
- 3.1.5. No staff member shall be a member, or be otherwise associated with, any political party or any organization which takes part in politics, nor shall he/she take part in, subscribe in aid of, or assist, in any other manner any political movement or activity.
- 3.1.6. No staff member shall join, or continue to be a member of an association the objectives or activities of which are prejudicial to the interests of the autonomy and integrity of India or public order or morality.
- 3.1.7. No staff member shall engage directly or indirectly in any trade or business or undertake any other employment. For undertaking honorary work of a social and charitable nature or work of a literary, artistic or scientific character the staff member shall obtain prior permission of the Principal/Director.
- 3.1.8. A staff member of this institute shall strictly abide by any law relating to alcoholic drink or drug in force in any area in which he may happen to be for the time being and not to be under the influence of any alcoholic drink or drug during the course of his duty and shall also take due care that the performance of his duties at any time is not affected in any way by the influence of such drink or drug.
- 3.1.9. Obligation to maintain secrecy: Every staff member shall maintain the strictest secrecy regarding the institute affairs and the affairs of its constituents and shall not divulge, directly or indirectly, any information of confidential nature either to a member of the public or of the institute staff, unless compelled to do so by a judicial or other authority or unless instructed to do so by a superior officer in the discharge of his duties.
- 3.1.10. No staff member of the institute shall enter into any partnership, accept any fees, endowment or commission whatsoever from any part other than the institute, except with the prior permission of the Hon. Secretary.
- 3.1.11. Acceptance of gifts: A staff member shall not solicit or accept any gift from any subordinate employee, provided that such gifts, grants and donations shall be received by a staff member in the official discharge of his duties for the Institute.

Agreddy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)


3.2 DISCIPLINE

- 3.2.1. The Chairman/ Secretary or any other competent authority may place a staff member under suspension when disciplinary proceedings against him/her are contemplated or are pending or a case against him/her in respect of any criminal offence is under investigation, inquiry or trial.
- 3.2.2. A staff member who is detained in police or judicial custody, whether on a criminal charge or otherwise for a period exceeding 48 hours or is sentenced to a term of imprisonment exceeding 48 hours by a court of law and is not forthwith dismissed or removed or compulsorily retired consequent to such conviction, shall be deemed to have been suspended with effect from the date of his detention/conviction by an order of the Chairman/Secretary and shall remain under suspension until further orders.
- 3.2.3. An order of suspension made or deemed to have been made under this bye-law shall continue to remain in force until it is modified or revoked by the authority competent to do so.

PART IV – LEAVE RULES

4.1 General

- 4.1.1 Leave accounts shall be maintained for each staff member in appropriate forms.
- 4.1.2 Leave is earned by "Duty" only. Duty for the purpose of leave includes, in addition to the days on duty;
- 4.1.3 Leave cannot be claimed as a matter of right. The sanctioning authority has full discretion to refuse or revoke leave of any description when the exigencies of service so demand or based on the reason for leave application.
- 4.1.4 A staff member who tenders resignation will not be eligible for any Leave excepting the casual leave for the proportionate period
- 4.1.5 The sanctioning authority may recall a staff member to duty before the expiry of his leave or vacation.
- 4.1.6 Unauthorized absence from duty may be treated as misbehavior involving disciplinary action.
- 4.1.7 A Staff member on leave shall not take up any service or accept any employment without the prior sanction of the sanctioning authority.
- 4.1.8 The Principal shall be the authority competent to sanction leave to all staff member. In the case of the Principal, Chairman of the Governing Body will be the authority to sanction leave.
- 4.1.9 Casual leave will be admissible to a staff member of the Institute for a total period not exceeding 15 days in a calendar year. It may be granted for a period not exceeding 10 days at a time, including holidays. It may also be granted for half a day. Any balance period of C.L. shall lapse with the Calendar year.


PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

4.1.10 Casual Leave should not be combined with any kind of regular leave or vacation or with Special Casual Leave.

4.1.11 *Academic leave:* A faculty member is eligible for 15 days of academic leave in a calendar year, which can be sanctioned only for JNTUA examination work (Spot valuation, observer, etc.)

4.1.12 *Extra-ordinary Leave:* Extra-ordinary leave maybe granted in the special circumstances mentioned below:

- 1) When no other leave is admissible, or
- 2) When other leave being admissible, the employee applied in writing for extraordinary leave. Such leave is not debited against leave account.

4.1.13 Leave Salary:

- 1) A staff member on Leave is entitled to Leave Salary equal to the pay drawn in his/her post before the day leave commences.
- 2) A staff member on Extra-ordinary leave is not entitled to any leave salary.

4.2 Staff members appointed on Regular Basis (on scale)

4.2.1 **Earned Leave:** The earned leave admissible to a staff member will be computed by using the following formulae.

A. For staff member on scale of pay Earned leave =

$$\left[\frac{30}{N} * (N - n_1 - n_2) \right] = n_3$$

Where

N = Number of calendar days i. e., 365/366

n₁ = No. of days of Extra Ordinary leave (i. e., leave on loss of pay)
+ No. of calendar days lost due to late joining in the year

n₂ = Number of days of earned leaves availed in the year n₃ =

Number of days of vacation availed in the year ÷ 2

Note: The earned leave calculated as above, on 31st December of the year, will be credited to the employee's Earned leave account on 1st January of next year.

4.2.2 Vacation Leave:

4.2.2.1 The Teaching staff and such other members of staff declared as vacation staff shall be eligible for 30 days of vacation in a calendar year. The Earned Leave calculated as in '4.2.1'

4.2.2.2 Vacation may be taken in combination with any kind of leave excepting the Casual Leave provided the total duration of vacation and leave shall not exceed 60 days.

A. Srinivas
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

- 4.2.3 **Accumulation of earned leaves:** An employee will, however, cease to earn such leave when the earned leave due amounts to 240 days. Further, the grant of earned leave at a time shall not exceed 60 days. This limit May, however, be relaxed by the competent authority who may grant earned leave in excess of 60 days for special reasons.
- 4.2.4 **Maternity Leave:** Maternity leave on full pay may be granted to a woman employee for a total period of 90 days to be availed in the entire career. This will be granted subject to the production of Medical Certificate from the Doctor specifying the period of leave recommended. Maternity leave may be combined with earned leave. Extraordinary leave may be granted if Medical certificate supports the request. Maternity leave may also be granted in case of miscarriage including abortion subject to the condition that the total leave granted in respect of this to a woman employee in her career is not more than 90 days and the application for leave is supported by Medical Certificate. Maternity leave will be sanctioned only in case of woman employee with a minimum of three years' service at this Institute, once during the service period.
- 4.2.5 Special C.L. not exceeding 6 days commencing from the date of operation shall be granted to male employee when he undergoes sterilization operation under the family planning scheme, once during the service period. This will be granted subject to the production of a Medical Certificate from the Doctor who performs the operation to the effect that the operation has been performed on him.
- 4.2.6 The minimum period of leave under these categories is 3 days and must be applied at least 3 days before proceeding on leave. The employee can proceed on leave only after getting such leave sanctioned.

4.3 Staff members on Temporary and Ad-hoc Basis and on Consolidated Salary

4.3.1 Earned Leave

The earned leave admissible to an employee will be computed by using the following formulae.

A. For staff member on Adhoc scale of pay

$$\text{Earned leave} = \left[\left[\frac{15}{N} * (N - n_1 - n_2) \right] - n^3 \right] \frac{1}{2}$$

Where

N = Number of calendar days i. e., 365/366

n₁ = No. of days of Extra Ordinary leave (i. e., leave on loss of pay)
+ No. of calendar days lost due to late joining in the year

n₂ = Number of days of earned leaves availed in the year

Asst. Prncipal
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

n_3 = Number of days of vacation availed in the year $\div 2$

Note: The earned leave calculated as above, on 31st December of the year, will be credited to the employee's Earned leave account on 1st January of next year.

- 4.3.2 **Vacation Leave:** The Teaching staff and such other members of staff declared as vacation staff shall be eligible for 30 days of vacation in a calendar year provided that the employee has been in service for more than a year. The Earned Leave calculated in 4.3.1 above will be reduced by $\frac{1}{4}$ of vacation days availed by the candidate.
- 4.3.3 An employee will however cease to earn such leave when the earned leave due amounts to 120 days. Further, the grant of earned leave at a time shall not exceed 30 days. This limit may, however, be relaxed by the competent authority who may grant earned leave in excess of 30 days for special reasons. In case an employee dies while in service, cash equivalent of leave salary that the deceased employee who had got, had he gone on earned leave but for death, due and admissible on the date immediately following the date of death subject to a maximum leave for 120 days shall be paid to the family.
- 4.3.4 The minimum period of leave under these categories is 3 days and must be applied at least 3 days before proceeding on leave. The employee can proceed on leave only after getting such leave sanctioned.
- 4.3.5 **Maternity Leave:** Maternity leave on full pay may be granted to a woman employee for a total period of 30 days to be availed in the entire career. This will be granted subject to the production of Medical Certificate from the Doctor specifying the period of leave recommended. Maternity leave may be combined with earned leave. Extraordinary leave may be granted if Medical certificate supports the request. Maternity leave may also be granted in case of miscarriage including abortion subject to the condition that the total leave granted in respect of this to a woman employee in her career is not more than 30 days and the application for leave is supported by Medical Certificate. Maternity leave will be sanctioned only in case of woman employee with a minimum of one year service at this Institute, only once in the total service period.

4.4 ON DUTY

- 4.5.1 Teaching staff members shall be permitted to avail Special Casual Leave (SCL) for a maximum period of 15 days for University examination duty purpose. Staff member shall be permitted to avail on _____ duty _____ for attending FDP/Workshop/Conference/Symposiums/Seminars etc., in an academic year. ON DUTY shall be availed only with prior approval of the Head of the Institution (Principal).

A. Reddy

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

- 4.5.2 Teaching staff who are deputed for specific purpose on “Other Duty” should submit a detailed report to the Principal about the purpose for which they are deputed, on the next day without fail.
- 4.5.3 The staff members who are proceeding on “Other Duty” with the approval of Principal should produce the “Attendance Certificate” immediately on the date of joining duty after availing “OD”.


PART V: GENERAL REGULATIONS FOR STAFF MEMBERS

- 5.1. The Faculty Member should come to the institute at least 15 minutes before the commencement of classes and should leave the Institute not earlier than 15 minutes after the end of the last hour.
- 5.2. All the Faculty Members are expected to follow the rules and regulations of the Institution as prevalent from time to time.
- 5.3. The work load of all the staff shall be fixed by the management. The work load of the teacher should not be less than 40 hours a week, of which teaching contact hours should be at least as follows:
- (i) Principal 8 hours/week
 - (ii) Dean / Professor 12 hours / week
 - (iii) Associate Professor 16 hours / week
 - (iv) Assistant Professor/Senior Lecturer/Lecturer 22 hours/week

For the above stipulations, two tutorial hours/two ~ three laboratory/Drawing hours will be counted as one teaching hour.

The work plan of teachers shall ensure, in the most productive manner, the utilization of stipulated 40 working hours per week, with regard to the roles, jobs and targets assigned to them by the Department/Institution.

- 5.4. Faculty Members are expected to update their knowledge by attending seminars/workshops/conference, after obtaining necessary permission from the Principal/Management.
- 5.5. Faculty Members should attempt to publish text books, research papers in reputed International / Indian Journals / Conferences.
- 5.6. The Faculty Member must strive to prepare himself/herself academically to meet all the challenges and requirements in the methodology of teaching so that the input may be useful for the student community at large. Every Faculty Member is expected to extend his/her beneficial influence in building up the personality of students and he/she should associate himself/herself actively with such extra-curricular activities which he / she is interested in or assigned to him/her from time to time.
- 5.7. Groupism of any kind should be absolutely avoided. Faculty Members found indulging in such activities will be subject to discipline proceedings.


PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

PART VI: DEPARTMENT RULES

- 6.1. The Faculty Member should talk to the HOD and keep the HOD in confidence about the member's professional and personal activities.
- 6.2. The teaching load will be allotted by the HOD after taking into account of the Faculty member's interests.
- 6.3. In addition to the teaching, the Faculty Member should take additional responsibilities as assigned by Principal / HOD in academic, co-curricular or extra-curricular activities.
- 6.4. Every Faculty Member must give seminar at least once in each semester to other faculty.
- 6.5. Every Faculty Member has to post the student attendance online in ARP portal and simultaneously the absentees Hall Tickets should be noted every day in the Master attendance Register maintained in the Department as soon as the classes/laboratory hours are over.
- 6.6. Whenever a Faculty Member intends to take leave, the Faculty Member should get the leave sanctioned in advance and with proper alternate arrangements made for class/lab/ invigilation duty. In case of emergency, the HOD or the next senior faculty must be informed with appropriate alternate arrangements suggested.
- 6.7. The Faculty Member should make him/her presentable. The Faculty Member should show no partiality to any segment / individual student.
- 6.8. The Faculty Advisor must update the student's personal file regularly and put up for inspection by HOD/Principal as the case may be.

PART VII: CLASS ROOM TEACHING RULES

- 7.1. Once the subject is allotted the Faculty Member should prepare the lecture hour wise lesson plan.
- 7.2. The Faculty Member should get the lesson plan and course file approved by HOD and Principal. The course file consists of preface, previous year university question papers, notes, handouts, OHP sheets, test/exam question papers, two model answer scripts for each test/exam, Assignments.
- 7.3. The Faculty Member's Diary must be regularly updated and put up for inspection by HOD/Principal as the case may be.
- 7.4. The Faculty Member should refer to more reference manuals than text books and prepare his/her detailed lecture notes. The Faculty Member should not dictate the notes in the class.
- 7.5. The Faculty Member should go to the class at least 5 minutes before and enter the class without delay when the bell rings.


A. Dinne
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

SERVICE RULES

- 7.6. The Faculty Member should engage the full 55 minutes and should not leave the class early.
- 7.7. For the first 5 minutes the faculty member should recall the lessons of the previous lecture, and brief for 2 minutes about what they are going to learn in this session, then go on lecture up to 45 minutes and in the last 3 minutes conclude and say what we will see in the next class.
- 7.8. The Faculty Member should cultivate to include humor in the lecture, to break the monotony.
- 7.9. Should practice/rehearse the lecture well before going to the class.
- 7.10. The Faculty Member should make use of OHP/LCD, Models etc., as teaching learning aids.
- 7.11. The Faculty Member should encourage students asking doubts / questions.
- 7.12. The Faculty Member should get the feedback from students and act/adjust the teaching appropriately.
- 7.13. The Faculty Member should take care of academically backward students and pay special attention to their needs in special classes.
- 7.14. In problem oriented subject, regular tutorials have to be conducted. The Tutorial problems have to be handed over to the students at least one week in advance of actual class.
- 7.15. The Faculty Member should sign in the class log book every day after he/she complete the lecture.
- 7.16. The Faculty Member should interact with the class coordinator or counselor and inform him / her about the habitual absentees, academically backward student, objectionable behavior etc.
- 7.17. The Faculty Member should always aim for 100% pass results in his /her subjects and work accordingly.
- 7.18. The Faculty member should regularly visit library and read the latest journals / magazines in his / her specialty and keep oneself abreast of latest advancements.
- 7.19. The Faculty Member should be available for doubt clearance.
- 7.20. The Faculty Member should motivate the students and bring out the creativity/originality in the students.

PART-VIII LABORATORY

- 8.1. The Faculty Member going for laboratory class must perform the experiments personally and be satisfied with the results before asking the students to conduct the experiments.
- 8.2. Whenever possible, additional experiments to clarify or enlighten the students must be given.


PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

- 8.3. The lab observations must be corrected then and there and the records before the next class.

PART IX: TESTs / EXAMs


- 9.1. While setting question paper, the Faculty Member should also prepare the detailed answer and making scheme and submit to HOD for approval.
- 9.2. During invigilation, the Faculty Member should be continuously moving around. He / She should not sit in a place for a prolonged time. He/ She should watch closely so that nobody resorts to any malpractice in the exam/test.
- 9.3. Whenever any malpractice is noticed, the Faculty Member should get a written statement from the student and inform the Chief Controller examinations / Controller of examinations.
- 9.4. The test papers must be corrected within three days from the date of examination and marks submitted to the HOD for forwarding to Academic Cell / Principal with remarks.
- 9.5. The faculty members should be very fair and impartial in awarding of internal marks to students or in selecting the outstanding students of the department and on similar occasions, it should be done strictly as per the prescribed norms. It should not have any bearing with region, language, religion, caste, status of parents, personal relations, etc.,

PART X: STUDENT - FACULTY REPORT

- 10.1. The Faculty Member should have a good control of students.
- 10.2. As soon as the Faculty Member enters the class, He / She should mark attendance. If anybody enters late beyond 5 minutes, the student may be permitted to attend the class but marked absent. In case of repeaters or habitual late comers the teacher should try to correct the student through personal counseling and if it does not bring any change the student must be directed to meet the student counselor / HOD.
- 10.3. The Faculty Member should act with tact and deal with students gently.
- 10.4. *The Faculty Member should be strict but not harsh. Never use harsh words, which would hurt the feeling of the students.*

Interpretation:


Notwithstanding anything contained in these Rules, the Governing Body shall have the power to decide on any matter when any difficulty arises, regarding the interpretation or implementation of any of the above Rules.


PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

Financial assistance for Paper Presentation / Publications for staffers

Given below are the norms for getting the financial assistance regarding Paper Presentations / Publications by the faculty members at the National and International Conferences, International Journals with immediate effect.

1. A letter is to be put-up to the Principal, recommended by the concerned Head of the Department, enclosing a copy of communication received from the organizers accepting the presentation / publication of the paper. The letter must necessarily give an estimate of expenditure involved including T.A, D.A, Registration fee etc., if any, etc.,
2. The paper must be presented by the faculty member in A.I.T.S., fixing-up a convenient date in consultation with the AITS Seminar Organizer. This presentation can be either before or after receiving the acceptance letter from the conference organizers / publisher.
3. After the presentation of the paper in the conference, a claim is to be made by the faculty member giving the details of expenditure incurred showing the proof of such expenditure.
4. Faculty members are eligible for T.A & D.A. as per the Institute rules but must produce the tickets or Xerox copies of the tickets, receipt of registration fee, as the proof of such expenditure. However, no proof is required for claiming the D.A.
5. The actual expenditure incurred in the above forms, subject to a maximum of Rs.3, 000/- will be sanctioned to the faculty member for paper presentations in the Conferences.
6. Faculty members presenting papers in International conferences abroad will be eligible for a financial assistance of Rs.10, 000/-.
7. Faculty members publishing papers in international journals are eligible to claim the expenditure involved in getting the paper published, subject to a maximum amount of Rs.5,000/-.
8. A faculty member can avail such financial assistance from the Institute, to an extent of two conferences in a calendar year out of which only one can be for presentation abroad. However, the claim for international journal paper printing expenditure can be made once in a year irrespective of the claim for the presentation in Conference. If the faculty member presents papers more than twice in any calendar year, the financial assistance cannot be extended for those additional presentations. However, the period of absence on all such paper presentations will be treated as on duty.



PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

Annexure I**TA, DA & incidentals for staff members**

Grades	Salary (per Month)	T.A. (actual subject to a maximum of)	D.A.		Rent (actual subject to a maximum of)	
			State Capitals	Other places	State Capitals	Other places
I	Rs.40000/- & above	1 st class A/C	Rs.350	Rs.200	Rs.1500	Rs.1000
II	Rs.20,000/- & above but less than Rs.40,000/-	2 nd class A/C	Rs.300	Rs.170	Rs.1200	Rs.700
III	Rs.10,000/- & above but less than Rs.20,000/-	3 rd class A/C	Rs.300	Rs.170	Rs.1000	Rs.500
IV	Less than Rs.10,000/-	2 nd class Sleeper	Rs.250	Rs.150	Rs.800	Rs.500

Incidentals at Actual Full D.A. for the 8 hrs to 24 hrs of absence from headquarters; 50% D.A. for the 4 hrs to 8 hrs of absence from headquarters; Nil D.A. for the less than 4 hrs of absence from headquarters

However, for journey undertaken by employees of any grade by Volvo bus to Hyderabad / Chennai etc., actual bus fare is to be taken as T.A. to be paid.


PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)



AIMS is a Learning Center

**ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES
KADAPA**

Utukur (Post), Chinthakomma Dinne (V&M), Kadapa, YSR (Dist.),
Andhra Pradesh - 516 003.

(Approved by AICTE, New Delhi & Affiliated to JNTUA, Anantapuramu)

Speak to Us (08562) 201003

Fax (08562) 201005

Mobile +919603999591 / +919603999592

Email aitskadapa@gmail.com

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-25/P/7/1,
D.D. Colony,
Bagh Amberpet,
HYDRABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya

Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 26.09.2017

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr. S. Mohammad Ali, as **Assistant Professor** - Orders issued – Reg.
Ref: Interview held on 26.09.2017.

* * *

ORDER

With reference to the above, **Mr. S. Mohammad Ali**, is appointed as **Assistant Professor** in C.S.E. Department, **Annamacharya Institute of Technology & Sciences, Chintakomma Dinne** (Village, Post & Mandal), **Kadapa**. He is placed at a basic pay of **Rs.15600/-** p.m. in the pay scale of **Rs.15600-39100**. He is eligible to draw the total allowances of **Rs.4400/-** p.m. on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

C. Shashikala.

(Smt. C. SHASHI KALA)
SECRETARY

To
Mr. S. Mohammad Ali
4/269,-
Badulla Makkan St
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.S.E. Department.

Asst. Secy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-25/P/7/1,
D.D. Colony,
Bagh Amberpet,
HYDERABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 26.09.2017

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. A. Sravani, as **Assistant Professor** - Orders issued – Reg.
Ref: Interview held on 26.09.2017.

* * *

ORDER

With reference to the above, **Ms. A. Sravani**, is appointed as **Assistant Professor** in **C.S.E.** Department, **Annamacharya Institute of Technology & Sciences, Chintakomma Dinne** (Village, Post & Mandal), **Kadapa**. She is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. She is eligible to draw the total allowances of **Rs.4400/-p.m.** on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

C. Shashikala.

(Smt. C. SHASHI KALA)
SECRETARY

To
Ms. A. Sravani
37/452-1,-
Nehru Nagar
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.S.E. Department.

Agree
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

27-25/P/7/1,
D D Colony,
Bagh Amberpet,
HYDERABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post&Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 26.09.2017

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr. J. Sreenivasulu, as **Assistant Professor** - Orders issued – Reg.
Ref: Interview held on 26.09.2017.

* * *

ORDER

With reference to the above, **Mr. J. Sreenivasulu**, is appointed as **Assistant Professor** in **C.S.E.** Department, **Annamacharya Institute of Technology & Sciences, Chintakomma Dinne** (Village, Post & Mandal), **Kadapa**. He is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. He is eligible to draw the total allowances of **Rs.4400/-p.m.** on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

C. Shashikala.

(Smt. C. SHASHI KALA)
SECRETARY

AShashikala
PRINCIPAL

ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

To
Mr. J. Sreenivasulu
Kadapanagaya Palli-
Simhadripuram
Kadapa Dist

Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.S.E. Department.

AGREEMENT

This bond is executed between **Mr. J. Sreenivasulu**, , called as employee hereafter and Smt. C. Shashi Kala, W/o Sri. C. Gangi Reddy, Secretary, Annamacharya Educational Trust, Rajampet (hereafter called employer).

- a) The employee will work upto .
- b) The employee is aware that he is appointed temporarily and during this period he will receive his salary specified in the appointment order.
- c) The employer is at liberty to terminate the services of the employee if it is found that his work is unsatisfactory or finds him engaged in activities detrimental to the interests of the institution or staff, students or if he is accused of or convicted at any offence involving moral turpitude.
- d) The employee hereby undertakes to discharge his duties towards the students, staff and the establishment with all care and caution during the period of employment, as per Code of Conduct and duties of a teacher.
- e) The employee, further undertakes that he will not desert his post during the middle of the academic year and should he desert the post, he undertakes to indemnify the employer in terms specified below:
 - i. If the employee deserts his post at any time within the specified period, he will pay back two months salary (total emoluments without deduction) to the employer.
 - ii. If the employee wants to take some of the original certificates for a limited period he should deposit a sum equivalent to two months (gross) salary in the form of a draft. The draft will be returned to him as soon as the originals are returned to the employer.

The salary will be withheld for the period if he does not return the originals. He will be allowed to retain the originals under this arrangement for a maximum period of one month only.

The said agreement is signed on day of month of year.

EMPLOYER

SIGNATURE OF THE EMPLOYEE

WITNESSES

1.

2.

A. S. Reddy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-25/P/7/1,
U D. Colony,
Bagh Amberpet,
HYDERABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 26.09.2017

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. S. Nadiya, as Assistant Professor - Orders issued – Reg.
Ref: Interview held on 26.09.2017.

* * *

ORDER

With reference to the above, **Ms. S. Nadiya**, is appointed as **Assistant Professor in C.S.E. Department, Annamacharya Institute of Technology & Sciences, Chintakomma Dinne** (Village, Post & Mandal), **Kadapa**. She is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. She is eligible to draw the total allowances of **Rs.4400/-p.m.** on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

ASleddy
PRINCIPAL

ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashikala.

(Smt. C. SHASHI KALA)
SECRETARY

To
Ms. S. Nadiya
18/61,-
B.Syed Saheb St
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.S.E. Department.

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-75/P/7/1,
D.D. Colony,
Bagh Amberpet,
HYDERABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 01.04.2018

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr. G. Pradeep Kumar, as **Assistant Professor** - Orders issued – Reg.
Ref: Interview held on 01.04.2018.

* * *

ORDER

With reference to the above, **Mr. G. Pradeep Kumar**, is appointed as **Assistant Professor** in **C.S.E. Department, Annamacharya Institute of Technology & Sciences, Chintakomma Dinne (Village, Post & Mandal), Kadapa**. He is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. He is eligible to draw the total allowances of **Rs.4400/-p.m.** on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Pradeep

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashikala

(Smt. C. SHASHI KALA)
SECRETARY

To
Mr. G. Pradeep Kumar
45/150-17,-
Chemmumiapet
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.S.E. Department.

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-25/P/7/I,
D.D. Colony,
Bagh Amberpet,
HYDERABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 01.04.2018

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr. S. Arifullah, as Assistant Professor - Orders issued – Reg.
Ref: Interview held on 01.04.2018.

* * *

ORDER

With reference to the above, **Mr. S. Arifullah**, is appointed as **Assistant Professor** in C.S.E. Department, **Annamacharya Institute of Technology & Sciences, Chintakomma Dinne** (Village, Post & Mandal), **Kadapa**. He is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. He is eligible to draw the total allowances of **Rs.4400/-p.m.** on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

C. Shashikala.

(Smt. C. SHASHI KALA)
SECRETARY

A. S. Arifullah
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

To
Mr. S. Arifullah
15/406,-
Jandra St
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.S.E. Department.

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126, KADAPA Dist.

Head Office :

2-2-25/P/7/1,
D.D. Colony,
Bagh Amberpet,
HYDRABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post&Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 26.09.2017

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. C. Sireesha, as Assistant Professor - Orders issued – Reg.
Ref: Interview held on 26.09.2017.

* * *

ORDER

With reference to the above, **Ms. C. Sireesha**, is appointed as **Assistant Professor in E.C.E Department, Annamacharya Institute of Technology & Sciences, Chintakomma Dinne (Village, Post & Mandal), Kadapa**. She is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. She is eligible to draw the total allowances of **Rs.4400/-p.m.** on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

Anandeshy
PRINCIPAL

ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashikala.

(Smt. C. SHASHI KALA)
SECRETARY

To
Ms. C. Sireesha
R.K. Nagar
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of E.C.E Department.

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126, KADAPA Dist.

Head Office :

2-2-25/P/7/1,
D.D. Colony,
Bagh Amberpet,
HYDERABAD 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post&Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 26.09.2017

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. S. Madhuri, as **Assistant Professor** - Orders issued – Reg.
Ref: Interview held on 26.09.2017.

* * *

ORDER

With reference to the above, **Ms. S. Madhuri**, is appointed as **Assistant Professor** in **E.C.E** Department, **Annamacharya Institute of Technology & Sciences, Chintakomma Dinne** (Village, Post & Mandal), **Kadapa**. She is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. She is eligible to draw the total allowances of **Rs.4400/-p.m.** on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

To
Ms. S. Madhuri
20/1108,-
R.K. Nagar
Kadapa

As Secretary
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashikala.
(Smt. C. SHASHI KALA)
SECRETARY

Copy to : 1. Personal File
2. Administrative Officer
3. Head of E.C.E Department.

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-25/P/7/1,
D.D. Colony,
Bagh Amberpet,
HYDERABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & MdI),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 26.09.2017

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr. G. Raj Kumar, as **Assistant Professor** - Orders issued – Reg.
Ref: Interview held on 26.09.2017.

* * *

ORDER

With reference to the above, **Mr. G. Raj Kumar**, is appointed as **Assistant Professor** in **E.C.E** Department, **Annamacharya Institute of Technology & Sciences, Chintakomma Dinne** (Village, Post & Mandal), **Kadapa**. He is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. He is eligible to draw the total allowances of **Rs.4400/-p.m.** on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Sreedu
PRINCIPAL

ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashikala

(Smt. C. SHASHI KALA)
SECRETARY

To
Mr. G. Raj Kumar
2-252-1-
Maruthi Nagar
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of E.C.E Department.

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

7-2-25/P/7/1,
D.D. Colony,
Bagh Amberpet,
HYDRABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 26.09.2017

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. V.Z. Shaista Samreen, as **Assistant Professor** - Orders issued – Reg.
Ref: Interview held on 26.09.2017.

* * *

ORDER

With reference to the above, **Ms. V.Z. Shaista Samreen**, is appointed as **Assistant Professor** in **E.C.E Department, Annamacharya Institute of Technology & Sciences, Chintakomma Dinne (Village, Post & Mandal), Kadapa**. She is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. She is eligible to draw the total allowances of **Rs.4400/-p.m.** on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Shashi
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashikala.
(Smt. C. SHASHI KALA)
SECRETARY

To
Ms. V.Z. Shaista Samreen
48/185-3,-
Ravindra Nagar
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of E.C.E Department.

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126, KADAPA Dist.

Head Office :

2-2-25/P/7/1,
D.B. Colony,
Bagh Amberpet,
HYDRABAD - 500-013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 25.09.2017

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr. S. Ghouse Basha, as **Assistant Professor** - Orders issued – Reg.
Ref: Interview held on 25.09.2017.

* * *

ORDER

With reference to the above, **Mr. S. Ghouse Basha**, is appointed as **Assistant Professor** in **E.E.E** Department, **Annamacharya Institute of Technology & Sciences, Chintakomma Dinne** (Village, Post & Mandal), **Kadapa**. He is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. He is eligible to draw the total allowances of **Rs.4400/-p.m.** on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

Asst. Secy

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashikala

(Smt. C. SHASHI KALA)
SECRETARY

To
Mr. S. Ghouse Basha
S. Anwar Basha
22/59, Moulana Azad st-
Proddatur
Kadapa Dt

Copy to : 1. Personal File
2. Administrative Officer
3. Head of E.E.E Department.

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-75/P/7/1,
D.D. Colony,
Bagh Amberpet,
HYDRABAD 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Disc. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 25.09.2017

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr. T. Ravindra, as **Assistant Professor** - Orders issued – Reg.
Ref: Interview held on 25.09.2017.

* * *

ORDER

With reference to the above, **Mr. T. Ravindra**, is appointed as **Assistant Professor** in **Mechanical Engg. Department, Annamacharya Institute of Technology & Sciences, Chintakomma Dinne** (Village, Post & Mandal), **Kadapa**. He is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. He is eligible to draw the total allowances of **Rs.4400/-p.m.** on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Reddy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashikala.
(Smt. C. SHASHI KALA)
SECRETARY

To
Mr. T. Ravindra
Thummaluru (V)-
Pendlimarri (M)
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of Mechanical Engg. Department.

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-25/P/771,
D.D. Colony,
Bagh Amberpet,
HYDERABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 25.09.2017

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. T. Madhavi Latha, as **Assistant Professor** - Orders issued – Reg.
Ref: Interview held on 25.09.2017.

* * *

ORDER

With reference to the above, **Ms. T. Madhavi Latha**, is appointed as **Assistant Professor** in **Civil Engg. Department, Annamacharya Institute of Technology & Sciences, Chintakomma Dinne (Village, Post & Mandal), Kadapa**. She is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. She is eligible to draw the total allowances of **Rs.4400/-p.m.** on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

Asst. Secy

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashikala.
(Smt. C. SHASHI KALA)
SECRETARY

To
Ms. T. Madhavi Latha
4/107, Gopavaram-
Kadapa Dt

Copy to : 1. Personal File
2. Administrative Officer
3. Head of Civil Engg. Department.

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-25/P/7/1,
D.D. Colony,
Bagh Amberpet,
HYDRABAD 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Md),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 25.09.2017

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr.Y. Siva Venkata Srikar, as **Assistant Professor** - Orders issued – Reg.
Ref: Interview held on 25.09.2017.

* * *

ORDER

With reference to the above, **Mr.Y. Siva Venkata Srikar**, is appointed as **Assistant Professor** in **E.E.E Department, Annamacharya Institute of Technology & Sciences, Chintakomma Dinne (Village, Post & Mandal), Kadapa**. He is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. He is eligible to draw the total allowances of **Rs.4400/-p.m.** on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

To
Mr.Y. Siva Venkata Srikar
Y. Chinnaiah
D.No:1/2490-
APHB Colony
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of E.E.E Department.

Aravind
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashikala.
(Smt. C. SHASHI KALA)
SECRETARY

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-25/P/7/1,
D.D. Colony,
Bagh Amberpet,
HYDERABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 25.09.2017

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr.B. Sai Ramesh, as Assistant Professor - Orders issued – Reg.
Ref: Interview held on 25.09.2017.

* * *

ORDER

With reference to the above, **Mr.B. Sai Ramesh**, is appointed as **Assistant Professor** in **E.E.E** Department, **Annamacharya Institute of Technology & Sciences, Chintakomma Dinne** (Village, Post & Mandal), **Kadapa**. He is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. He is eligible to draw the total allowances of **Rs.4400/-p.m.** on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. S. Reddy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashikala.
(Smt. C. SHASHI KALA)
SECRETARY

To
Mr.B. Sai Ramesh
B. Damodhar
D.No:1/718-D-
Krishna Temple, Dwaraka Nagar
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of E.E.E Department.

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-25/P/7/1,
D.D. Colony,
Bagh Amberpet,
HYDRABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya

Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 25.09.2017

Sub: AITS-KDP - Establishment - Faculty recruitment - Appointment of
Mr. S. Abdul Qadir, as **Assistant Professor** - Orders issued - Reg.
Ref: Interview held on 25.09.2017.

* * *

ORDER

With reference to the above, **Mr. S. Abdul Qadir**, is appointed as **Assistant Professor** in **Mechanical Engg. Department, Annamacharya Institute of Technology & Sciences, Chintakomma Dinne (Village, Post & Mandal), Kadapa**. He is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. He is eligible to draw the total allowances of **Rs.4400/-p.m.** on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Reddy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashikala
(Smt. C. SHASHI KALA)
SECRETARY

To
Mr. S. Abdul Qadir
8/405, Almaspet-
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of Mechanical Engg. Department.

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-75/P/771,
D.D. Colony,
Begu Amberpet,
HYDRABAD 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Md),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 31.05.2017

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. G. Nirmala, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 31-05-2017.

* * *

ORDER

With reference to the above, Ms. G. Nirmala, is appointed as Assistant Professor in Civil Engg. Department, Annamacharya Institute of Technology & Sciences, Chintakomma Dinne (Village, Post & Mandal), Kadapa. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

Received original copy

G. Nirmala
Principal

(Smt. C. SHASHI KALA)
SECRETARY

To
Ms. G. Nirmala
G. Sree Ramulu Reddy
D.No. 71/2-2, Alamkhan Palli
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of Civil Engg. Department.

ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

5/1272-3,
D.D. Colony,
Bagh Amberpet,
HYDRABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2017.

Dt: 31.05.2017

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr. Y. Uday Kumar, as Assistant Professor - Orders issued – Reg.
Ref: Interview held on 31-05-2017.

* * *

ORDER

With reference to the above, **Mr. Y. Uday Kumar**, is appointed as Assistant Professor in Mechanical Engg. Department, Annamacharya Institute of Technology & Sciences, Chintakomma Dinne (Village, Post & Mandal), Kadapa. He is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. He is eligible to draw the other allowances of Rs.400/-p.m. on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

To
Mr. Y. Uday Kumar
Y. Nagamaiah
D.No. 5/1272-3, Dorasani Palli
Proddatur
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of Mechanical Engg. Department.

As ready
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA 516003 (A.P.)

Received original copie

Guy

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

College :

Annamacharya

Institute of Technology and Sciences,

C.K. DINNE (Vill, Post & Mdl),

Kadapa Dist. - 516 003, A.P.

Mobile : 9603999591, 9603999592.

Ph. (08562) 201003 Fax. (08562)201005

Head Office :

2-2-25/P/7/1,

D.D. Colony,

Bagh Amberpet,

HYDERABAD - 500 013, A.P.

Phone : 040-27425089



PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

Dt: 20.09.2017

No: AITS-KDP/Est-(T)/2017.

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. S. Sabitha, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 20/Sep/2017.

* * *

ORDER

With reference to the above, **Ms. S. Sabitha**, is appointed as Assistant Professor in H & S (MBA) Department, **Annamacharya Institute of Technology & Sciences, Chintakomma Dinne** (Village, Post & Mandal), **Kadapa**. She is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. She is eligible to draw the total allowances of **Rs.400/-p.m.** on this basic salary.

1. She should report for duty immediatly.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. This appointment is initially up to 30.04.2018. Renewal thereafter would be based on review and appraisal of her performance during that period.
5. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
6. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
7. This appointment is terminable with two months notice without assigning any reasons.

A. S. S. S.
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashi Kala
(Smt. C. SHASHI KALA)
SECRETARY

To
Ms. S. Sabitha
2/14-A, Shanthi Nagar-
Akkaya Palli,
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of H & S (MBA) Department.

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-25/P/7/1,
D.D. Colony,
Bagh Amberpet,
HYDERABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2018.

Dt: 01.06.2018

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. C. Blessy, as Assistant Professor - Orders issued – Reg.
Ref: Interview held on 01-06-2018.

* * *

ORDER

With reference to the above, **Ms. C. Blessy**, is appointed as **Assistant Professor** in **E.C.E** Department, **Annamacharya Institute of Technology & Sciences, Chintakomma Dinne** (Village, Post & Mandal), **Kadapa**. She is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. She is eligible to draw the other allowances of **Rs.400/-p.m.** on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

To
Ms. C. Blessy
D.No.1/378-3,
Maruthi Nagar
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of E.C.E Department.

ASleddy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)
Received Copy
C. Blessy

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-25/P/7/1,
D.D. Colony,
Bagh Amberpet,
HYDRABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2018.

Dt: 01.06.2018

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. Y. Aasritha, as **Assistant Professor** - Orders issued – Reg.
Ref: Interview held on 01-06-2018.

* * *

ORDER

With reference to the above, **Ms. Y. Aasritha**, is appointed as **Assistant Professor** in **E.C.E** Department, **Annamacharya Institute of Technology & Sciences, Chintakomma Dinne** (Village, Post & Mandal), **Kadapa**. She is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. She is eligible to draw the other allowances of **Rs.400/-p.m.** on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

To
Ms. Y. Aasritha
D.No. 45/227-4
Balaji Nagar
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of E.C.E Department.

Received
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-25/P/771,
D.D. Colony,
Bagh Amberpet,
HYDERABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2018.

Dt: 01.06.2018

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. M.S. Priyadarshini, as Assistant Professor - Orders issued – Reg.
Ref: Interview held on 01-06-2018.
* * *

ORDER

With reference to the above, **Ms. M.S. Priyadarshini**, is appointed as **Assistant Professor** in **E.E.E Department, Annamacharya Institute of Technology & Sciences, Chintakomma Dinne (Village, Post & Mandal), Kadapa**. She is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. She is eligible to draw the other allowances of **Rs.9400/-p.m.** on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

To
Ms. M.S. Priyadarshini
D.No. 43/49-3-1,
Prakash Nagar
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of E.E.E Department.

*Received copy
Ms. M.S. Priyadarshini
(M.S. Priyadarshini)*

Accepted
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-25/P/7/1,
D.D. Colony,
Bagh Amberpet,
HYDERABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2019.

Dt: 02.06.2019

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. S. Shabana Banu, as Assistant Professor - Orders issued – Reg.
Ref: Interview held on 02-06-2019.

* * *

ORDER

With reference to the above, **Ms. S. Shabana Banu**, is appointed as Assistant Professor in E.E.E Department, **Annamacharya Institute of Technology & Sciences, Chintakomma Dinne** (Village, Post & Mandal), **Kadapa**. She is placed at a basic pay of **Rs.15600/-** p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of **Rs.2400/-**p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

(Smt. C. SHASHI KALA)
SECRETARY

To
Ms. S. Shabana Banu
8-214,
Prakash Nagar
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of E.E.E Department.

Asst. Secy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M)
KADAPA - 516 003 (A.P.)
copy received
Shabana

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

Head Office :

2-2-25/P/77/1,
D.D. Colony,
Bagh Amberpet,
HYDERABAD - 500 013, A.P.
Phone : 040 - 27425089



College :

Annamacharya
Institute of Technology and Sciences,
C.K. DINNE (Vill, Post & Mdl),
Kadapa Dist. - 516 003, A.P.
Mobile : 9603999591, 9603999592.

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2019.

Dt: 02.06.2019

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. S. Farhana, as Assistant Professor - Orders issued – Reg.
Ref: Interview held on 02-06-2019.
* * *

ORDER

With reference to the above, **Ms. S. Farhana**, is appointed as **Assistant Professor** in **E.C.E** Department, **Annamacharya Institute of Technology & Sciences, Chintakomma Dinne** (Village, Post & Mandal), **Kadapa**. She is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. She is eligible to draw the other allowances of **Rs.400/-p.m.** on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

To
Ms. S. Farhana
46/51-3-1,
Kagitalapenta
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of E.C.E Department.

A. Shashi kala
PRINCIPAL
ANNAMACHARYA INSTITUTE, OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V.M.)
KADAPA - 516 003. (A.P.)
Received
Farhan

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

ANNAMACHARYA EDUCATIONAL TRUST

(Regd. 135/IV/97)

RAJAMPET - 516 126. KADAPA Dist.

College :

Annamacharya

Institute of Technology and Sciences,

C.K. DINNE (Vill, Post & Mdl),

Kadapa Dist. - 516 003, A.P.

Mobile : 9603999591, 9603999592.

Head Office :

2-2-25/P/7/1.

D.D. Colony,

Bagh Amberpet,

HYDERABAD - 500 013, A.P.

Phone : 040 - 27425089



PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2019.

Dt: 26.06.2019

Sub: AITS-KDP - Establishment - Faculty recruitment - Appointment of
Mr. P. Yella Reddy, as Assistant Professor - Orders issued - Reg.

Ref: Interview held on 26-06-2019.

* * *

ORDER

With reference to the above, **Mr. P. Yella Reddy**, is appointed as **Assistant Professor** in **Mathematics (H&S) Department, Annamacharya Institute of Technology & Sciences, Chintakomma Dinne (Village, Post & Mandal), Kadapa**. He is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. He is eligible to draw the other allowances of **Rs.8400/-p.m.** on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

To
Mr. P. Yella Reddy
Plot No.101,
Narayanadri Residency,
Balaji Nagar,
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of Mathematics (H&S) Department.

As Reddy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003 (A.P.)

(Smt. C. SHASHI KALA)
SECRETARY

C. Shashi Kala



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 29.07.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr.Y. Venkata Subbaiah, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 29.07.2021.

* * *

ORDER

With reference to the above, **Mr.Y. Venkata Subbaiah**, is appointed as **Assistant Professor** in M.E Department, **Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist.** He is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100.** He is eligible to draw the other allowances of **Rs.2400/-p.m.** on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

To
Mr.Y. Venkata Subbaiah
4-28,
Thummala Palli (V),
B-Kodur,
Kadapa Dt.

Copy to: 1. Personal File
2. Administrative Officer
3. Head of M.E Department.

Agreed
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 29.07.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms.P. Prasanthi, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 29.07.2021.

* * *

ORDER

With reference to the above, Ms.P. Prasanthi, is appointed as Assistant Professor in C.S.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

ASRODDY
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

To
Ms.P. Prasanthi
Sri Nagar,
Utukur,
Kadapa

Copy to: 1. Personal File
2. Administrative Officer
3. Head of C.S.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

Dt: 29.07.2021

No: AITS-KDP/ Est (T)/2021.

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms.C. Nancy, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 29.07.2021.

* * *

ORDER

With reference to the above, Ms.C. Nancy, is appointed as Assistant Professor in C.S.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.6400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

C. Shashi Kala
(Smt. C. SHASHI KALA)
SECRETARY

AS Locky
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

To
Ms.C. Nancy
Anruth Nagar,
Proddatur,
Kadapa Dt

Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.S.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 27.01.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. M. Jyoshna, as Assistant Professor - Orders issued – Reg.

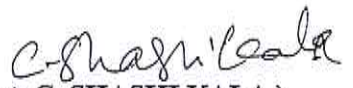
Ref: Interview held on 27.01.2021.

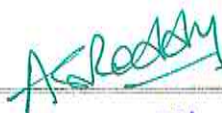
* * *

ORDER

With reference to the above, Ms. M. Jyoshna, is appointed as Assistant Professor in C.S.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.


(Smt. C. SHASHI KALA)
SECRETARY


PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

To
Ms. M. Jyoshna
D NO.51/142-15-A,
Rayachoti,
Kadapa

Copy to: 1. Personal File
2. Administrative Officer
3. Head of C.S.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com. :

Dt: 27.01.2021

No: AITS-KDP/ Est (T)/2021.

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. G. Savithri, as Assistant Professor - Orders issued – Reg.
Ref: Interview held on 27.01.2021.
* * *

ORDER

With reference to the above, Ms. G. Savithri, is appointed as Assistant Professor in C.S.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.4400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

C. Shashi Kala
(Smt. C. SHASHI KALA)
SECRETARY

A. Reddy

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

To
Ms. G. Savithri
D.No.2/237,
Bakji Nagar,
Kadapa

Copy to: 1. Personal File
2. Administrative Officer
3. Head of C.S.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

Dt: 27.01.2021

NO. AITS-KDP/ Est (T)/2021.

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. K. Munni, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 27.01.2021.

* * *

ORDER


With reference to the above, Ms. K. Munni, is appointed as Assistant Professor in C.S.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.


(Smt. C. SHASHI KALA)
SECRETARY

To
Ms. K. Munni
D.No.46/108-1-10,
Sattar Colony,
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.S.E Department.


PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 27.01.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. S. Sireesha, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 27.01.2021.


* * *

ORDER

With reference to the above, **Ms. S. Sireesha**, is appointed as **Assistant Professor** in **E.C.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist.** She is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100.** She is eligible to draw the other allowances of **Rs.400/-p.m.** on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.


(Smt. C. SHASHI KALA)
SECRETARY


PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

To:
Ms. S. Sireesha
P.No.39/515-15,
S. Nagar,
Kadapa

- Copy to: 1. Personal File
2. Administrative Officer
3. Head of E.C.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 27.01.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr. M. Reddy Sekhar, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 27.01.2021.

* * *

ORDER

With reference to the above, **Mr. M. Reddy Sekhar**, is appointed as Assistant Professor in M.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. He is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. He is eligible to draw the other allowances of Rs.400/-p.m. on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Reddy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashi Kala
(Smt. C. SHASHI KALA)
SECRETARY

To
Mr. M. Reddy Sekhar
Chintam Chowk,
Kadapa

Copy to: 1. Personal File
2. Administrative Officer
3. Head of M.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 27.01.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr. U. Bharath Reddy, as Assistant Professor - Orders issued – Reg.
Ref: Interview held on 27.01.2021.

* * *

ORDER

With reference to the above, Mr. U. Bharath Reddy, is appointed as Assistant Professor in M.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. He is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. He is eligible to draw the other allowances of Rs.1400/-p.m. on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

AS Reddy

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

To
Mr. U. Bharath Reddy
No.3/122,
Chintakomma Dinne,
Kadapa

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

Copy to: 1. Personal File
2. Administrative Officer
3. Head of M.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

Dt: 27.01.2021

No. AITS-KDP/ Est (T)/2021.

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. M. Sai Lakshmi, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 27.01.2021.

* * *

ORDER

With reference to the above, Ms. M. Sai Lakshmi, is appointed as Assistant Professor in E.C.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

Asst. Secy

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

TO
Ms. M. Sai Lakshmi
P.No.1/737,
Subba Reddy Quarters,
Kadapa

Copy to: 1. Personal File
2. Administrative Officer
3. Head of E.C.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 10.03.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Dr.M. Venkata Ramana, as Associate Professor - Orders issued – Reg.
Ref: Interview held on 10.03.2021.

* * *

ORDER

With reference to the above, **Dr.M. Venkata Ramana**, is appointed as Associate Professor in C.S.E Department, **Annamacharya Institute of Technology and Sciences, Chintakomma Dinne** (Village & Mandal), **Utukur** (Post) **Kadapa Dist.** He is placed at a basic pay of **Rs.37400/- p.m.** in the pay scale of **Rs.15600-39100.** He is eligible to draw the other allowances of **Rs.17600/-p.m.** on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Reddy

PRINCIPAL

ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

Dr. M. Venkata Ramana
NO.3-107,
pparapalli (V),
Kemmur (M),
Kadapa

- Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.S.E Department.

Utukur (Post), Chintakomma Dinne (Village & Mandal), Kadapa (District), A.P. - 516 003

Phone : (08562) 201003, Cell : 9603999591. E-mail : aitskadapa@gmail.com. Web : www.aitskadapa.ac.in
EAMCET / ECET / PGCET / POLYCET COUNSELING CODE : AITK



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

Not: AITS-KDP/ Est (T)/2021.

Dt: 10.03.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. T. Rajitha, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 10.03.2021.

* * *

ORDER

With reference to the above, Ms. T. Rajitha, is appointed as Assistant Professor in C.S.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.1400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

A. Reddy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

TO
Ms. T. Rajitha
D.No.105,
Railway Quarters,
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.S.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

NO AITS-KDP/ Est (T)/2021.

Dt: 10.03.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr.C. Harsha Vardhan Reddy, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 10.03.2021.

* * *

ORDER

With reference to the above, **Mr.C. Harsha Vardhan Reddy**, is appointed as Assistant Professor in **E.E.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist.** He is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100.** He is eligible to draw the other allowances of **Rs.6400/-p.m.** on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Reddy

PRINCIPAL

ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

To
Mr. C. Harsha Vardhan Reddy
D.No. 1-393-1,
Maruthi Nagar,
Kadapa

- Copy to: 1. Personal File
2. Administrative Officer
3. Head of E.E.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 10.03.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms.S. Renuka, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 10.03.2021.

* * *

ORDER

With reference to the above, Ms.S. Renuka, is appointed as Assistant Professor in E.E.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.5400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Reddy
PRINCIPAL

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

To
Ms.S. Renuka
Thollagangana Palli,
Malluru,
Kadapa

- Copy to
1. Personal File
 2. Administrative Officer
 3. Head of E.E.E Department.

Utukur (Post), Chintakomma Dinne (Village & Mandal), Kadapa (District), A.P. - 516 003

(08562) 201003, Cell : 9603999591. E-mail : aitskadapa@gmail.com. Web : www.aitskadapa.ac.in

EAMCET / ECET / PGECET / POLYCET COUNSELING CODE : AITK



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 10.03.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr.S. Jaffar Ali, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 10.03.2021.

* * *

ORDER

With reference to the above, **Mr.S. Jaffar Ali**, is appointed as Assistant Professor in E.C.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. He is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. He is eligible to draw the other allowances of Rs.5400/-p.m. on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Reddy
PRINCIPAL

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

To
Mr. S. Jaffar Ali
D No. 9/497-2,
Agadi Street,
Kadapa

Copy to: 1. Personal File
2. Administrative Officer
3. Head of E.C.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 10.03.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms.M. Preethi, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 10.03.2021.

* * *

ORDER

With reference to the above, Ms.M. Preethi, is appointed as Assistant Professor in E.C.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Reddy

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

To: Ms. Preethi
No. 3/393-2,
Naraja Reddy Street,
Kadapa

- Copy to: 1. Personal File
2. Administrative Officer
3. Head of E.C.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 03.04.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms.S. Ruksana Begum, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 03.04.2021.

* * *

ORDER

With reference to the above, **Ms.S. Ruksana Begum**, is appointed as Assistant Professor in C.S.E Department, **Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist.** She is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. She is eligible to draw the other allowances of **Rs.400/-p.m.** on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Reddy

C. Shashi Kala
(Smt. C. SHASHI KALA)
SECRETARY

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

To
Ms.S. Ruksana Begum
No. 242-J-10
Shastri Nagar
Kadapa

- Copy to: 1. Personal File
2. Administrative Officer
3. Head of C.S.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Established by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

Dt: 03.04.2021

NO. AITS-KDP/ Est (T)/2021.

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms.K. Sujana Kumari, as Assistant Professor - Orders issued – Reg.
Ref: Interview held on 03.04.2021.

* * *

ORDER

With reference to the above, Ms.K. Sujana Kumari, is appointed as Assistant Professor in C.S.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post), Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

Asst. Secy

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

To
Ms.K. Sujana Kumari
Pydipalem (V)
Simhadri Puram (M)
Kadapa Dist

Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.S.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

NO: AITS-KDP/ Est (T)/2021.

Dt: 02.06.2019

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr. K. Balakrishna, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 02.06.2019.

* * *

ORDER

With reference to the above, **Mr. K. Balakrishna**, is appointed as **Assistant Professor** in **C.S.E** Department, **Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist.** He is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100.** He is eligible to draw the other allowances of **Rs.3400/-p.m.** on this basic salary.

1. He should report for duty immediately.
2. He should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which he joins duty.
4. His service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of his indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, his services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Reddy
PRINCIPAL

ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashi Kala
(Smt. C. SHASHI KALA)
SECRETARY

Mr. K. Balakrishna
Botha Rachapalli
R. Palli
Kadapa Dt.

- Copies to:
1. Personal File
 2. Administrative Officer
 3. Head of C.S.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 29.07.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms.J. Beena Sindhuri, as **Assistant Professor** - Orders issued – Reg.
Ref: Interview held on 29.07.2021.

* * *

ORDER

With reference to the above, **Ms.J. Beena Sindhuri**, is appointed as **Assistant Professor** in **E.C.E** Department, **Annamacharya Institute of Technology and Sciences, Chintakomma Dinne** (Village & Mandal), **Utukur** (Post) **Kadapa Dist.** She is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100**. She is eligible to draw the other allowances of **Rs.400/-p.m.** on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Beena

C. Shashi Kala
(Smt. C. SHASHI KALA)
SECRETARY

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

To
Ms.J. Beena Sindhuri
2/188-3,
Muruthi Nagar,
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of E.C.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 29.07.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms.S.S. Adeeba Tasneem, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 29.07.2021.

* * *

ORDER

With reference to the above, Ms.S.S. Adeeba Tasneem, is appointed as Assistant Professor in C.S.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

AB Reddy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashi Kala
(Smt. C. SHASHI KALA)
SECRETARY

To
Ms.S.S. Adeeba Tasneem
Masthan rathi street,
Near Krushna Circle,
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.S.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 29.07.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms.G. Naga Deepthi, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 29.07.2021.

* * *

ORDER

With reference to the above, Ms.G. Naga Deepthi, is appointed as Assistant Professor in E.C.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.8400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

AK Reddy
PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashikala
(Smt. C. SHASHIKALA)
SECRETARY

To
Ms.G. Naga Deepthi
516 003,
Kadapa Reddy Street,
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of E.C.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 29.07.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms.D. Jareena Begum, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 29.07.2021.

* * *

ORDER

With reference to the above, **Ms.D. Jareena Begum**, is appointed as Assistant Professor in C.S.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.2400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. S. Reddy

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

To
Ms. D. Jareena Begum
D.No. 13/696,
Suryaya Palli Road,
Utukur,
Kadapa Dt.

Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.S.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 29.07.2021

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms.B. Veera Mounika, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 29.07.2021.

* * *

ORDER

With reference to the above, **Ms.B. Veera Mounika**, is appointed as **Assistant Professor** in **C.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist.** She is placed at a basic pay of **Rs.15600/- p.m.** in the pay scale of **Rs.15600-39100.** She is eligible to draw the other allowances of **Rs.2400/-p.m.** on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Reddy

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

To
Ms.B. Veera Mounika
12-C,
Chintakotta,
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 25/Nov/2019

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Ms. K. Sireesha, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 25/Nov/2019.

* * *

ORDER

With reference to the above, Ms. K. Sireesha, is appointed as Assistant Professor in E.C.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

A. Sireesha

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

To,
Ms. K. Sireesha
Chintakomma Dinne,
Kadapa

- Copy to: 1. Personal File
2. Administrative Officer
3. Head of E.C.E Department.

Utukur (Post), Chintakomma Dinne (Village & Mandal), Kadapa (District), A.P. - 516 003

Phone: (08562) 201003, Cell : 9603999591. E-mail : aitskadapa@gmail.com. Web : www.aitskadapa.ac.in

EAMGET / ECET / PGECET / POLYCET COUNSELING CODE : AITK



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashikala, M. Com.

No. AITS-KDP/ Est (T)/2021.

Dt: 01.12.2019

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr. Shaik Mohammad Ali, as Assistant Professor - Orders issued – Reg.
Ref: Interview held on 01.12.2019.

* * *

ORDER

With reference to the above, Mr. Shaik Mohammad Ali, is appointed as Assistant Professor in C.S.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post) Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.4400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

AK

C. Shashikala
(Smt. C. SHASHIKALA)
SECRETARY

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

To
Mr. Shaik Mohammad Ali
D.No.4/269,
Makun Street
Anantapur
Kadapa

Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.S.E Department.



College Code: HM

ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES : KADAPA

(Approved by A.I.C.T.E., New Delhi & Affiliated to Jawaharlal Nehru Technological University Anantapur)

PROCEEDINGS OF THE SECRETARY

Present : Smt. C. Shashi kala, M. Com.

No: AITS-KDP/ Est (T)/2021.

Dt: 01.12.2019

Sub: AITS-KDP – Establishment – Faculty recruitment – Appointment of
Mr. P. Chandra Sekhar, as Assistant Professor - Orders issued – Reg.

Ref: Interview held on 01.12.2019.

* * *

ORDER

With reference to the above, **Mr. P. Chandra Sekhar**, is appointed as Assistant Professor in C.S.E Department, Annamacharya Institute of Technology and Sciences, Chintakomma Dinne (Village & Mandal), Utukur (Post), Kadapa Dist. She is placed at a basic pay of Rs.15600/- p.m. in the pay scale of Rs.15600-39100. She is eligible to draw the other allowances of Rs.4400/-p.m. on this basic salary.

1. She should report for duty immediately.
2. She should produce all original certificates of age, qualifications, experience, etc., at the time of reporting for duty for verification and retention by the office.
3. This appointment shall take effect from the date on which she joins duty.
4. Her service conditions will be governed by the rules and regulations of the college in force from time to time.
5. Further, in the event of her indulgence in misconduct or negligence in discharge of assigned duties and responsibilities, her services are liable for termination, without notice and compensation.
6. This appointment is terminable with two months notice on either side.

C. Shashi kala
(Smt. C. SHASHI KALA)
SECRETARY

Asst. Secy

PRINCIPAL
ANNAMACHARYA INSTITUTE OF
TECHNOLOGY & SCIENCES
C.K. Dinne (V&M),
KADAPA - 516 003. (A.P.)

To
Mr. P. Chandra Sekhar
D.No. 1/231-2-E,
Chintakomma Chowk
Kadapa

- Copy to : 1. Personal File
2. Administrative Officer
3. Head of C.S.E Department.

Utukur (Post), Chintakomma Dinne (Village & Mandal), Kadapa (District), A.P. - 516 003

Ph : (08562) 201003, Cell : 9603999591. E-mail : aitskadapa@gmail.com. Web : www.aitskadapa.ac.in

EAMCET / ECET / PGECET / POLYCET COUNSELING CODE : AITK