FORMAT FOR PARTICULAR OF STAFF TO BE SUBMITTED TO NRC, NCTE, JAIPUR

P A R T I C U L A R S O F S T A F F

Session: 2012-2013

Name and address of the Institution: Sohan Lal DAV College of Education, Ambala City

Course: B.Ed. & M.Ed.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sl. No. | Name with Date of BirthAge  | Attested photograph of the appointed staff | Whether SC/ST/OBC/other Category | Designation | Qualification | Date of initial appointment and NCTE Regulation under which he or she was appointed | Joining Date | Salary bank account number |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) |
| **I.** | **DETAILS OF NON-TEACHING STAFF**  |
| 1. | Sh. P.K. Vijh12.8.1954 | C:\Users\user\Desktop\100NIKON\DSCN6447.JPG | Gen. | Head Clerk | B.A. | 11.1.1984 | 11.1.1984 | 3931000400031053 |
| 2. | Sh. Anupam Arya1.6.1958 |  | Gen. | Account Clerk | Matric | 12.1.1983 | 12.1.1983 | 3931000400032496 |
| 3. | Sh. Nand Lal20.7.1953 |  | BC | Lib. Restorer  | Matric | 1.8.1979 | 1.8.1979 | 3931000400009359 |
| 4. | Sh. Amarjeet Singh10.5.1954 | C:\Users\user\Desktop\100NIKON\DSCN6441.JPG | BC | Lab Bearer  | Under Matric | 2.5.1978 | 2.5.1978 | 3931000100000968 |
| 5. | Sh. Jiya Lal7.5.1972 | C:\Users\user\Desktop\100NIKON\DSCN6444.JPG | BC | Chowkidar | Under Matric | 22.5.1990 | 22.5.1990 | 3931000400060046 |
| 6. | Sh. Ashok Kumar20.5.1960 | C:\Users\user\Desktop\100NIKON\DSCN6443.JPG | Gen. | Lab Bearer | Matric | 25.9.1985 | 25.9.1985 | 3931000400026583 |
| 7. | Smt. Santosh Kumari1.7.1965 | C:\Users\user\Desktop\100NIKON\DSCN6446.JPG | SC | Safai Karamchari | Under Matric | 1.12.1986 | 1.12.1986 | 3931000400042484 |
| 8. | Smt. Meena Rani1.3.1959 |  | Gen. | Lib. Attended  | Matric | 6.11.1993 | 6.11.1993 | 3931000400070229 |
| 9. | Smt. Sapna Devi10.10.1974 | C:\Users\user\Desktop\100NIKON\DSCN6442.JPG | Gen. | Mali | Matric | 15.5.2003 | 15.5.2003 | 3931000100106952 |
| 10. | Sh. Darbara Singh10.8.1969 | C:\Users\user\Desktop\100NIKON\DSCN6445.JPG | Gen. | Driver  | Matric | 21.2.2007 | 21.2.2007 | 3931000100096433 |

The above appointment have been made on the basis of recommendations of the Selection Committee constituted as per the policy of the UGC/the affiliating University/Affiliating Body.

Sd/-

Dr Vivek Kohli, Principal

Name & Signature of the Name & Counter Signature with Seal of the

Authorized Representative of the Institution Registrar/Competent Authority of the Affiliating Body\*

Date \_\_\_30.9.2012\_\_\_\_\_\_\_\_

* Note: The institution shall submit the above list as per the provisions of the NCTE Regulations, 2009 indicating qualification , percentage of marks, teaching experience etc. alongwith attested copy of professional qualification & experience certificate and attested photographs of staff duly countersigned by the competent authority of the affiliating body or endorsement of the same by submitting a written approval of the competent authority of the affiliating body as per the above format.

CERTIFICATE FROM THE MANAGEMENT

1. All appointments are on full-time and regular basis except those specified as part-time as per the NCTE norms. The academic staff of the institution (including part-time staff) is/shall be paid salary in such scale of pay as prescribed by the UGC/University/affiliating body from time to time through account payee cheque or as per advice into the bank account of employee specially opened for the propose. The supporting staff shall be paid as per the UGC/State Government/Central Government pay scale structure.
2. The management of the institution shall discharge the statutory duties relating to pension, gratuity, provident fund, etc for its employees. The institution shall follow all the norms of the NCTE as amended from time to time.

Sd/-

Dr Vivek Kohli

Name & Signature of the

Authorized Representative of the Institution

Date \_\_\_30.9.2012\_\_\_\_\_\_\_\_

* It may be noted by the teacher education institution that in case of self finance institutions run by the pvt. Managements under society/trust, the above details shall be signed by the Secretary/President/Chairman of the concerned Management. In case of the Govt./University/aided institution the same shall be signed by the Registrar/Director/Principal/HOD of the institution.