

**NAAC
Assessment
and
Accreditation 2021**



St. Stephen's College
University of Delhi
Delhi 110007
Phone: +91-11-27667200
E-mail: pstoprincipal@ststephens.edu
Website: www.ststephens.edu

CRITERION 2

SUPPORTING DOCUMENT

**2.4.1 Average percentage of full time teachers
against sanctioned posts during the last five years**





S. No.	Content
1	<p>Appointment letters of the following full time faculty members:</p> <p>Dr. M.S. Frank, Dr. Ashutosh Dayal Mathur, Dr. Neelam Saxena, Mr. S. K. Chakravorty, Dr. Shabnam Johry, Dr. Rene Saksena, Dr. Rohit Wanchoo, Dr. Malay Neerav, Ms. Sunita Prasher, Dr. Ajay Ranjan Tripathi, Mr. R. S. Nanda, Ms. Archana Chopra, Ms. Sangeeta Sethi, Dr. Sonia Davar, Mr. Sanjay Rao Ayde, Dr. Giti Chandra, Dr. Tasneem Suhrawardy, Ms. Sangeeta Luthra Sharma, Dr. P. Jacob Cherian, Mr. Sanjeev Kumar Grewal, Dr. Karen Gabriel, Dr. Vibha Sharma</p>

PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



PRINCIPAL

(14)
ST STEPHEN'S COLLEGE
DELHI 110 007

No. Accts/81/310

6 August 1981

Dear Dr Frank,

I am happy to inform you that you have been selected for appointment as temporary Lecturer in Chemistry in St Stephen's College on a basic pay of Rs.740/- per month with the usual allowances with effect from 7 August 1981, in the Pay-scale of Rs.700-40-1100-50-1600 for a period of one year. However until the approval to the higher start of pay given to you is received by the College from the University of Delhi, you will be paid Rs.700/- per month.

This appointment is subject to the approval of the University and the University Grants Commission.

In case you want to resign your post in St Stephen's College, you would be required to give one month's notice or forfeit one month's salary in lieu of notice. If the College does not require your services, you will be given one month's notice or salary for that period in lieu of notice by the College.

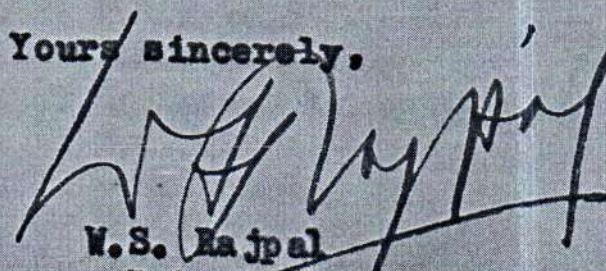
I hope you will enjoy being with us in St Stephen's College.

You will be governed by the rules and regulations in force in College, from time to time, for academic staff. I hope you will be willing and happy to do such work as is given to you in College.

Please let me know if this offer of appointment is acceptable to you on the terms and conditions stated above.

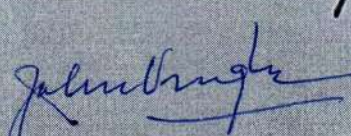
With every good wish,

Yours sincerely,


W.S. Rajpal
Principal

*Received
H.S. Rajpal
28.8.81*

Dr H.S. Frank,
28-4-7/1 Yellammathoja
Visag 530 020


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PRINCIPAL

55
ST STEPHEN'S COLLEGE
DELHI-110007

No. Admn./83/TS/

22 September 1983

Dear Dr Frank,

I am happy to say that you have been selected for appointment as Lecturer in Chemistry in St Stephen's College, in a permanent vacancy, with effect from today, the 22nd of September 1983, on a basic pay of Rs.780/- per month with the usual allowances since you have been working in College with effect from 7 August 1981 in the pay-scale Rs.700 - 1600. You would be on probation for a period of one year with effect from 22 September 1983. The date of your annual increment would be the same as it has been so far. During the period of probation, you would be expected to give one month's notice, or lose salary for the same period if no notice is given. Likewise, if the College decides to terminate your service, you will be given one month's notice or salary for that period in lieu of notice.

This appointment is subject to the approval of the University and the University Grants Commission.

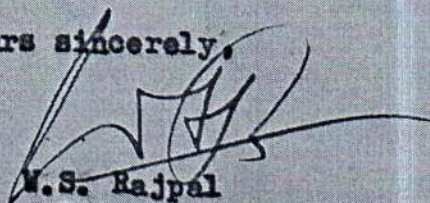
I hope that you would enjoy being with us in St Stephen's College and would make substantial contribution to the total life of the College.

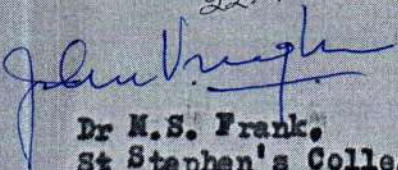
You will be governed by the rules and regulations in force in College, from time to time, for academic staff. You are required to sign an Agreement of Service for Teachers appointed in St Stephen's College on a non-judicial Stamp Paper of the value of Rupees Two, by 15 October 1983. I would expect that you would be willing and happy to do such work as is given to you in College.

Please let me know if this offer of appointment is acceptable to you on the terms and conditions stated above.

With every good wish,

Yours sincerely,


N.S. Rajpal
Principal

Received
Please
22.9.83

Dr N.S. Frank,
St Stephen's College,
Delhi-110007

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PRINCIPAL

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DELHI 110 007

No.Accts/81/

12 August 1981

Dear Mr Mathur,

I am happy to inform you that you have been selected for appointment as temporary Lecturer in Sanskrit in St Stephen's College on a basic pay of Rs.700/- per month with the usual allowances with effect from today, the 12th of August 1981, in the pay-scale of Rs.700-40-1100-50-1600 for a period of one year.

This appointment is subject to the approval of the University and the University Grants Commission.

In case you want to resign your post in St Stephen's College, you would be required to give one month's notice or forfeit one month's salary in lieu of notice. If the College does not require your services, you will be given one month's notice or salary for that period in lieu of notice by the College.

I hope you will enjoy being with us in St Stephen's College.

You will be governed by the rules and regulations in force in College, from time to time, for academic staff. I hope you will be willing and happy to do such work as is given to you in College.

Please let me know if this offer of temporary appointment is acceptable to you on the terms and conditions stated above.

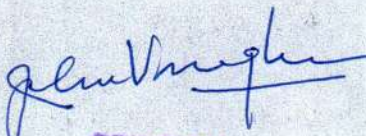
With every good wish,

Received
Ashutosh Dayal Mathur
12.8.1981

Yours sincerely,

W.S. Rajpal
Principal

Mr Ashutosh Dayal Mathur,
78 Mahabat Khan Road,
Rouse Avenue,
New Delhi-110 002


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No. Admn./83/TS/

14 September 1983

Dear Mr Mathur,

I am happy to say that you have been selected for appointment as Lecturer in Sanskrit in St Stephen's College, in a permanent vacancy, with effect from today, the 14th of September 1983, on a basic pay of Rs.780/- per month with the usual allowances since you have been working in College with effect from 12 August 1981 in the pay-scale Rs.700 - 1600. The date of your annual increment would be the same as it has been so far. You will be on probation for a period of one year with effect from 14 September 1983. During the period of probation, you would be expected to give one month's notice, or lose salary for the same period if no notice is given. Likewise, if the College decides to terminate your service, you will be given one month's notice or salary for that period in lieu of notice.

This appointment is subject to the approval of the University and the University Grants Commission.

I write to say that you would not be entitled to annual increment on the expiry of eight years' service in College with effect from 14 September 1983, if you do not obtain a Ph.D. degree, vide U.G.C. letter No.F.-35/78(D-5c)/NP-I dated 31 October 1980 addressed to the Registrar, University of Delhi.


I hope that you would enjoy being with us in St Stephen's College, and would make substantial contribution to the total life of the College.

You would be governed by the rules and regulations in force in College, from time to time, for academic staff. You are required to sign an Agreement of Service for Teachers appointed in St Stephen's College on a non-judicial Stamp Paper of the value of Rupees Two, by 15 October 1983. I would expect that you would be willing and happy to do such work as is given to you in College.

Please let me know if this offer of appointment is acceptable to you on the terms and conditions stated above.

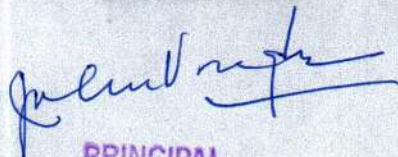
With every good wish,

Yours sincerely,


W.S. Rajpal
Principal

Received
Ashutosh Dayal Mathur
14 Sept. 1983.

Mr Ashutosh Dayal Mathur,
Lecturer in Sanskrit,
St Stephen's College,
Delhi-110007



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DELHI-110 007

No. Adm./84/TS/447

11 October 1984

Dear Mrs Saxena,

I am happy to say that you have been selected for appointment as Lecturer in Hindi in St Stephen's College, in a permanent vacancy, with effect from 16 October 1984, on probation for a period of one year in the pay-scale Rs.700 - 1600. Your salary will be fixed as per rules of the University. Until the approval of the University is received to the higher start of salary, you would be paid Rs.700/- per month plus the usual allowances permissible under the rules. During the period of probation, you would be expected to give one month's notice, or lose salary for the same period if no notice is given. Likewise, if the College decides to terminate your service, you will be given one month's notice or salary for that period in lieu of notice.

This appointment is subject to the approval of the University and the University Grants Commission, and the Governing Body of the College.

I hope that you would enjoy being with us in St Stephen's College and would make substantial contribution to the total life of the College.

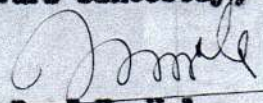
You will be governed by the rules and regulations in force in College, from time to time, for academic staff. You are required to sign an Agreement of Service for Teachers appointed in St Stephen's College on a non-judicial Stamp Paper of the value of Rupees Two, by 31 October 1984. I would expect that you would be willing and happy to do such work as is given to you in College.


Please let me know if this offer of appointment is acceptable to you on the terms and conditions stated above.

With every good wish,

Yours sincerely,

Dr (Mrs) Neelam K Saxena,
26 Bungalow Road, Kaila Nagar,
Delhi-110007


Dr J.H. Hala
Acting Principal


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Dated: October 20, 1984.

(16)

The Principal,
St. Stephen's College,
Delhi - 7

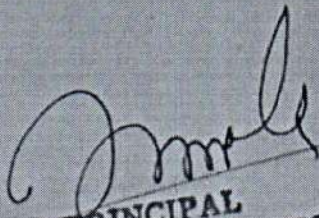
Dear Sir,

With reference to your letter No. Admn/84/
TS/447 dated Oct. 11, 1984, I would like to
inform you that I am joining my duties
in the college from today's forenoon (i.e. 20th Oct, 84)
I have been relieved from Zakia Hussain College
yesterday's afternoon. A photocopy of the
relieving letter is enclosed herewith.

Thanking you,

Sincerely yours
Saxena

(Dr. (Mrs) Neelam Saxena)
26, Bungalow Road,
Kamla Nagar, Delhi-7


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(128)

ST STEPHEN'S COLLEGE

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13 March 1997


CL/TS/97/

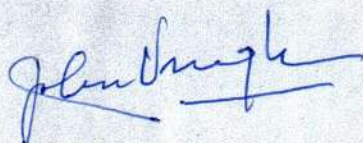
(51)

TO WHOM IT MAY CONCERN

This is to certify that Mr. Sushant K. Chakravorty, Lecturer in Physical Education, was appointed from 16.9.1983 to 15.9.1984 against leave vacancy, 18.9.1984 to till the end of 2nd term i.e. 23 December 1985 of the academic year 1985-86, on temporary basis.

He was appointed Director of Physical Education, in a permanent vacancy, on probation for one year with effect from 10.12.1985, on a basic pay of Rs.700/- p.m. in the pay scale of Rs.700-1600, as per the recommendation of the Selection Committee.


Horace Jacob
Principal


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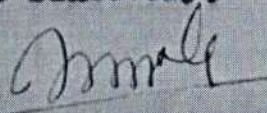
Dear Miss Saxena,

I am happy to inform you that you have been appointed as Lecturer in Chemistry in St Stephen's College, on an ad hoc basis, from 16 July 1985 to 30 September 1985, both days inclusive, on a basic pay of Rs.700/- per month plus the usual allowances. This appointment is subject to the approval of the University and the U.G.C., and can be terminated on either side by giving one week's notice.

You will be governed by the rules and regulations in force in College, from time to time, for academic staff.

Please let me know if this offer of ad hoc appointment is acceptable to you on the terms and conditions stated above.

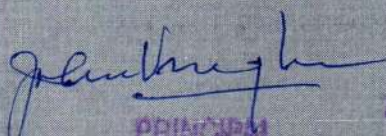
Yours sincerely,



Dr J.H. Hala
Principal

Received
Shabna
16.7.85

Miss Shabnam Saxena,
Pocket B-38A,
Phase II, Ashok Vihar,
Delhi-110052



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PRINCIPAL

ST STEPHEN'S COLLEGE

DELHI-110 007

9 August 1985

No. Admn/TS/85

Dear Miss Saxena,

I am happy to say that you have been selected for appointment as Lecturer in Chemistry in St Stephen's College, in a permanent vacancy, with effect from today, the 9th of August 1985, on probation for a period of one year on a basic pay of Rs 780/- per month plus the usual allowances permissible under the rules in the pay scale Rs.700 - 1600. Until the approval of the University is received to the higher start of salary, you would be paid Rs 700/- per month plus the usual allowances permissible under the rules. During the period of probation, you would be expected to give one month's notice, or lose salary for the same period if no notice is given. Likewise, if the College decides to terminate your service, you will be given one month's notice or salary for that period in lieu of notice.

This appointment is subject to the approval of the University and the University Grants Commission, and the Governing Body of the College.

I hope that you would enjoy being with us in St Stephen's College and would make substantial contribution to the total life of the College.

You will be governed by the rules and regulations in force in College, from time to time, for academic staff. You are required to sign an Agreement of Service for Teachers appointed in St Stephen's College on a non-judicial Stamp Paper of the value of Rupees Two by 30 September 1985. I would expect that you would be willing and happy to do such work as is given to you in College.

Please let me know if this offer of appointment is acceptable to you on the terms and conditions stated above.

With every good wish,

Yours sincerely,

Received

Shabnam Saxena

Dr Shabnam Saxena
Pocket B - 38 A,
Phase - II, Ashok Vihar,
Delhi-110 052

9.8.85

J.H. Hala
Dr J.H.Hala
Principal

J.H. Hala

PRINCIPAL

ST. STEPHEN'S COLLEGE

DELHI-110007



(10)

ST STEPHEN'S COLLEGE
DELHI-110 007

15 July 1985

No. Admn./TS/85/

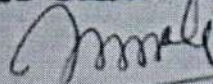
Dear Miss Shrivastava,

I am happy to inform you that you have been appointed as Lecturer in Chemistry in St Stephen's College, on an ad hoc basis, from 16 July 1985 to 30 September 1985, both days inclusive, on a basic pay of Rs.700/- per month plus the usual allowances. This appointment is subject to the approval of the University and the U.G.C., and can be terminated ~~unilaterally~~ on either side by giving one week's notice.

You will be governed by the rules and regulations in force in College, from time to time, for academic staff.

Please let me know if this offer of ad hoc appointment is acceptable to you on the terms and conditions stated above.

Yours sincerely,

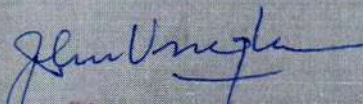


Dr J.H. Hala
Principal

Miss Rene Shrivastava,
1-C/15, New Rohtak Road,
New Delhi-110005

Received
16.7.85

Rene Shrivastava



PRINCIPAL

ST. STEPHEN'S COLLEGE
DELHI-110007



23 April 1987

Miss Rene' Shrivastava
1-C/15, New Rohtak Road,
New Delhi-110005

Dear Miss. Shrivastava;

I am happy to say that you have been selected for appointment as Lecturer in Chemistry in St Stephen's College in a permanent vacancy with effect from Monday, 13 July 1987, on a basic pay of Rs.700/- per month, with the allowances permissible under rules, in the pay scale of Rs.700-1600. This appointment is subject to the approval of the University and the University Grants Commission.

You will be on probation for a period of one year which may be extended to two years. During the probation, you would be expected to give one month's notice, or lose salary for the same period if no notice is given. Likewise, if the College decides to terminate your service, you will be given one month's notice or salary for that period in lieu of notice.

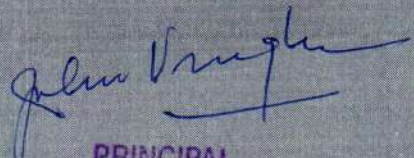
You will be governed by the rules and regulations in force in College from time to time, for academic staff. You are required to sign an Agreement of Service for Teachers appointed in St Stephen's College, on a non-judicial stamp paper of the value of Rs.2/-, by 10 August 1987. I would expect that you would be willing to do such work as is given to you in College.

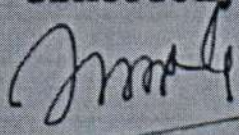
Please let me know as soon as possible if this offer of appointment is acceptable to you on the terms and conditions stated above.

I hope that you would enjoy being with us in St Stephen's College, and would make a substantial contribution to the total life of College.

With every good wish,

Yours sincerely,


PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007


Dr J.H.Hala
Principal



PRINCIPAL

ST STEPHEN'S COLLEGE
DELHI-110 007

No.Admn/TS/85

9 September 1985

Dear Mr Wanchoo,

I am happy to say that you have been selected for appointment as Lecturer in History in St Stephen's College, in a permanent vacancy, with effect from 10 September 1985, on probation for a period of one year on a basic pay of Rs.700/- per month plus the usual allowances permissible under the rules in the pay scale of Rs.700 - 1600. During the period of probation, you would be expected to give one month's notice, or lose salary for the same period if no notice is given. Likewise, if the College decides to terminate your service, you will be given one month's notice or salary for that period in lieu of notice.

This appointment is subject to the approval of the University and the University Grants Commission, and the Governing Body of the College.

I hope that you would enjoy being with us in St Stephen's College and would make substantial contribution to the total life of the College.

You will be governed by the rules and regulations in force in College, from time to time, for academic staff. You are required to sign an Agreement of Service for Teachers appointed in St Stephen's College on a non-judicial Stamp Paper of the value of Rupees two by 30 September 1985. I would expect that you would be willing and happy to do such work as is given to you in College.

Please let me know if this offer of appointment is acceptable to you on the terms and conditions stated above.

With every good wish,

Received
Rohit Wanchoo
10/9/85.

Yours sincerely,

J.H.Hala

Dr J.H.Hala
Principal

Mr Rohit Wanchoo
C/o Mr K.N.Channa,
R-485, New Rajinder Nagar,
New Delhi

J.H.Hala

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PRINCIPAL

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DELHI-110 007

1 August 1986

Mr Malay Neerav
GD/30 Vishaka Enclave
Pitampura
Delhi-110034

Dear Mr Neerav,

I am happy to inform you that you have been selected for a temporary lectureship in History in St Stephen's College till the end of the academic year 1986-87, on a salary of Rs.700/- per month with the usual permissible allowance, with effect from 4.8.1986 in the grade of Rs.700 - 1600. This is subject to the approval of the University and the University Grants Commission, New Delhi.

In case, you want to resign your post in St Stephen's College you would be required to give one month's notice or forfeit one month's salary in lieu of notice. If the College does not require your services, you will be given one month's notice or salary for that period in lieu of notice by the College.

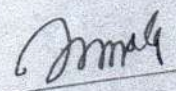
I hope that you would enjoy being with us in St Stephen's College, and that you would work with dedication.

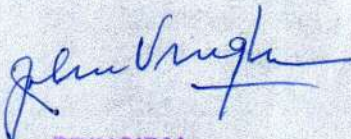
You will be governed by the rules and regulations in force in College from time to time. I hope that you would be willing and happy to do such work as is given to you in College.

Please let me know if this offer of appointment is acceptable to you on the terms and conditions stated in my letter.

With every good wish,

Yours sincerely,


Dr J.H.Hala
Principal



PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



18 November 1989

Mr Malay Neerav
Department of History
St Stephen's College
Delhi-7

Dear Mr Malay Neerav,

I am happy to inform you that you have been appointed as Lecturer in History in St Stephen's College in a permanent vacancy with effect from 20 November 1989 and that your present pay of Rs.242 5/- shall be protected and that you would continue to draw your annual increment as and when it falls due in the pay scale of Rs.2200-75-2800-100-4000. This appointment is subject to the approval by the College Governing Body, the University of Delhi and the University Grants Commission.

You will be on probation for one year which may be extended but in no case beyond two years. During the probation the service is terminable on one month's notice or one month's salary in lieu of notice, by either party.

You will be governed by the rules and regulations in force in College from time to time, for academic staff. You will be expected to perform such duties as may be assigned to you by the College.

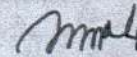
You are also required to sign an Agreement of Service for Teachers as prescribed by the University, on a nonjudicial stamp paper of the value of Rs.2/-, by 15 January 1990.

Please let me know as soon as possible if this offer of appointment is acceptable to you on the terms and conditions stated above.

I hope you would enjoy being with us in St Stephen's College, and would make substantial contribution to the total life of the College.

With every good wish,

Yours sincerely,

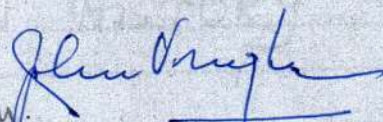


Dr J.H.Nala
Principal

*Read letter
Malay Neerav
19/11/89*

Copy: S.O. Admny.

RP



PRINCIPAL
ST-STEPHEN'S COLLEGE
DELHI-110007



PRINCIPAL

ST STEPHEN'S COLLEGE
DELHI-110 007

5 August 1986

Against Permanent Post.

Mrs Sunita Prasher
F-20B, MIG Flats,
G-8 Area, Rajouri Garden,
(Near Hari Nagar Clock Tower),
New Delhi-110064

Dear Mrs Prasher,

13/8/1987
I am happy to say that you have been selected for appointment as Lecturer in Computer Science in St Stephen's College, in a permanent vacancy, with effect from today, the 5th of August 1986 on a basic pay of Rs.780/- per month with the usual allowances in the pay scale of Rs.700-1600. This appointment is subject to the approval of the University and the University Grants Commission. // You will be on probation for a period of one year with effect from 5th of August 1986. During the probation, you would be expected to give one month's notice, or lose salary for the same period if no notice is given. Likewise, if the College decides to terminate your service, you will be given one month's notice or salary for that period in lieu of notice.

I hope that you would enjoy being with us in St Stephen's College, and would make substantial contribution to the total life of College.

You will be governed by the rules and regulations in force in College from time to time, for academic staff. You are required to sign an Agreement of Service for Teachers appointed in St Stephen's College, on a non-judicial Stamp Paper of the value of Rs.2/-, by 31 August 1986. I would expect that you would be willing and happy to do such work as is given to you in College.

Please let me know if this offer of appointment is acceptable to you on the terms and conditions stated above.

With every good wish,

Yours sincerely,

J.H. Hala

Dr J.H.Hala
Principal

J.H. Hala

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ST. STEPHEN'S COLLEGE
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PRINCIPAL

ST STEPHEN'S COLLEGE
DELHI-110 007

16 June 1987

To Whom It May Concerns:

This is to certify that Mrs Sunita Prasher is employed, in a permanent vacancy, as Lecturer in Computer Science in St Stephen's College, Delhi, on probation for one year from 7 August 1986.

I understand that her Provident Fund is lying with her previous employer, the State Trading Corporation of India Ltd., New Delhi, before she joined her service in this College.

I have no objection if she is paid her Provident Fund by her previous employer, the State Trading Corporation of India Ltd., New Delhi.

*Recd. two copies
SP Prasher
17.6.87*

J. Hala

Dr J.H. Hala
Principal

PRINCIPAL
ST STEPHEN'S COLLEGE
DELHI-110007.

J. Hala

PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



(25)

PRINCIPAL

ST STEPHEN'S COLLEGE
DELHI-110 007

23 April 1987

Mr Ajay Ranjan Tripathi
26, Vaishali
Pitampuri,
Delhi-110034

Dear Mr Tripathi;

I am happy to say that you have been selected for appointment as Lecturer in Hindi in St Stephen's College in a permanent vacancy with effect from Monday, 13 July 1987, on a basic pay of Rs.700/- per month, with the allowances permissible under rules, in the pay scale of Rs.700-1600. This appointment is subject to the approval of the University and the University Grants Commission.

You will be on probation for a period of one year which may be extended to two years. During the probation, you would be expected to give one month's notice, or lose salary for the same period if no notice is given. Likewise, if the College decides to terminate your service, you will be given one month's notice or salary for that period in lieu of notice.

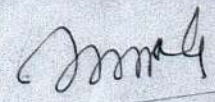
You will be governed by the rules and regulations in force in College from time to time, for academic staff. You are required to sign an Agreement of Service for Teachers appointed in St Stephen's College, on a non-judicial stamp paper of the value of Rs.2/-, by 10 August 1987. I would expect that you would be willing to do such work as is given to you in College.

Please let me know as soon as possible if this offer of appointment is acceptable to you on the terms and conditions stated above.

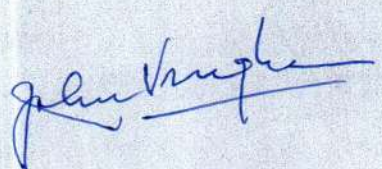
I hope that you would enjoy being with us in St Stephen's College, and would make a substantial contribution to the total life of College.

With every good wish,

Yours sincerely,



Dr J.H.Hala
Principal



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DELHI-110007



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DELHI-110 007

12

23 April 1987

Mr Rishiyur Sivaswami Nanda
168, Munirka Enclave,
New Delhi-110067

Dear Mr Nanda;

I am happy to inform you that you have been selected for appointment as Lecturer in Philosophy in St Stephen's College in a temporary vacancy for the academic year 1987-88 beginning with 13 July 1987, on a basic salary of Rs.700/- per month, with the allowances permissible under rules, in the scale of Rs.700-1600. This appointment is subject to the approval of the University and the University Grants Commission.

The appointment is terminable on one month's notice, or on payment of one month's salary in lieu of notice, by either party.

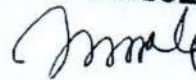
You will be governed by the rules and regulations in force in College from time to time, for academic staff. I hope that you would be willing to do such work as is given to you in College.

Please let me know as soon as possible if this offer of appointment is acceptable to you on the terms and conditions stated above.

I hope that you would enjoy being with us in St Stephen's College.

With every good wish,

Yours sincerely,



Dr J.H.Hala
Principal



PRINCIPAL
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DELHI-110007



PRINCIPAL

ST STEPHEN'S COLLEGE

DELHI-110 007

30 April 1990

17

Mr R.S.Nanda
168 Munirka Enclave
New Delhi-110067

Dear Mr Nanda,

I am happy to inform you that you have been appointed as Lecturer in Philosophy in St Stephen's College in a permanent vacancy with effect from 1 August 1990 and that your present pay of Rs.2350/- shall be protected and that you would continue to draw your annual increment as and when it falls due in the pay scale of Rs.2200-75-2800-100-4000. This appointment is subject to the approval by the College Governing Body, the University of Delhi and the University Grants Commission.

You will be on probation for one year which may be extended but in no case beyond two years. During the probation the service is terminable on one month's notice or one month's salary in lieu of notice, by either party.

You will be governed by the rules and regulations in force in College from time to time, for academic staff. You will be expected to perform such duties as may be assigned to you by the College.

You are also required to sign an Agreement of Service for Teachers as prescribed by the University, on a non-judicial stamp paper of the value of Rs.2/-, by 20 August 1990.

Please let me know as soon as possible if this offer of appointment is acceptable to you on the terms and conditions stated above.

I hope you would enjoy being with us in St Stephen's College, and would make substantial contribution to the total life of the College.

With every good wish,

Yours sincerely,

Dr J. H. Hala
Principal
St. Stephen's College
DELHI

Received appointment letter

*R.S.Nanda
2nd May 1990*

PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



7

PRINCIPAL

ST STEPHEN'S COLLEGE
DELHI-110 007

23 April 1987

Miss Archana Guglani
F-4/16, Model Town,
Delhi-110009

Dear Miss Guglani ;

I am happy to inform you that you have been selected for appointment as Lecturer in Mathematics in St Stephen's College in a temporary vacancy for the academic year 1987-88 beginning with 13 July 1987, on a basic salary of Rs.700/- per month, with the allowances permissible under rules, in the scale of Rs.700-1600. This appointment is subject to the approval of the University and the University Grants Commission.

The appointment is terminable on one month's notice, or on payment of one month's salary in lieu of notice, by either party.

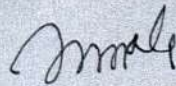
You will be governed by the rules and regulations in force in College from time to time, for academic staff. I hope that you would be willing to do such work as is given to you in College.

Please let me know as soon as possible if this offer of appointment is acceptable to you on the terms and conditions stated above.

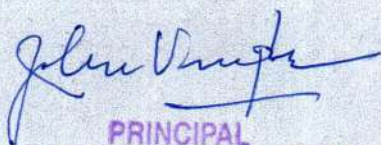
I hope that you would enjoy being with us in St Stephen's College.

With every good wish,

Yours sincerely,



Dr J.H.Hala
Principal


PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



PRINCIPAL

ST STEPHEN'S COLLEGE

DELHI-110007

24 April 1939

Mrs Archana Chopra
B-212, Gujranwala Town-I,
Delhi-110009

Mathematics

Dear Mrs Chopra,

I am happy to say that you have been selected for appointment as Lecturer in Mathematics in St Stephen's College in a permanent vacancy with effect from the opening day of the academic session 1939-90, on a basic pay of Rs. 2200/- per month, with the allowances permissible under rules, in the pay scale of Rs. 2200-75-2800-100-4000. (You are entitled to another increment.) This appointment is subject to the approval of the University and the University Grants Commission.

You will be on probation for a period of one year which may be extended to two years. During the probation, you would be expected to give one month's notice, or lose salary for the same period if no notice is given. Likewise, if the College decides to terminate your services you will be given one month's notice or salary for that period in lieu of notice.

You will be governed by the rules and regulations in force in College from time to time, for academic staff. You are required to sign an Agreement of Service for Teachers appointed in St Stephen's College, on a non-judicial stamp paper of the value of Rs. 2/-, by 10 August 1939. I would expect that you would be willing to do such work as is given to you in College.

Please let me know as soon as possible if this offer of appointment is acceptable to you on the terms and conditions stated above.

I hope that you would enjoy being with us in St Stephen's College, and would make a substantial contribution to the total life of College.

With every good wish,

Yours sincerely,

J. H. Hala

Dr J.H.Hala
Principal

P.S. - Academic year 1939-90 begins from 10 July 1939.

Copy: S.O. Adm; S.O. Accts.

RP

J. H. Hala
PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



PRINCIPAL

PRINCIPAL

8

9

ST STEPHEN'S COLLEGE
DELHI-110007

6 July 1989

Dear Mrs Chopra,

This has reference to the letter which I wrote to you on 24 April 1989.

Kindly note that as the new academic session 1989-90 now begins on 17 July, your appointment will be effective from that date.

Yours sincerely,

Dr J.H.Hala
Principal

Mrs Archana Chopra
B-212, Gujranwala Town-I,
Delhi-110009

PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007

Copy: SO. Ms.
RP.



Copy also given
SO. Adm.

23 64 61 (Off)
23 42 19 (Res)

ST STEPHEN'S COLLEGE
DELHI-110 007

3 November 1987

9 Nov 1987

Ms Sangeeta Dewan
A-3/282, Paschim Vihar
New Delhi-110063

Scanned from

Dear Ms Dewan,

I am happy to inform you that you have been selected for appointment as Lecturer in Computer Science in St Stephen's College in a temporary vacancy for a year, beginning with the date of your joining, on a basic salary of Rs.700/- per month, with the allowances permissible under rules, in the scale of Rs.700-1600. You are requested to join as soon as possible. This appointment is subject to the approval of the University and the University Grants Commission.

The appointment is terminable on one month's notice, or on payment of one month's salary in lieu of notice, by either party.

You will be governed by the rules and regulations in force in College from time to time, for academic staff. I hope that you would be willing to do such work as is given to you in College.

Please let me know at the earliest if this offer of appointment is acceptable to you on the terms and conditions stated above.

I hope that you would enjoy being with us in St Stephen's College.

With every good wish,

Yours sincerely,

J. H. Hala

PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007

J. H. Hala
Dr J.H.Hala
Principal



PRINCIPAL

ST STEPHEN'S COLLEGE

DELHI-110 007

16 November 1988

Miss Sangeeta Dewan
A-3/282, Paschim Vihar,
New Delhi-110063.

Dear Miss Dewan,

I am happy to say that you have been selected for appointment as Lecturer in Computer Science in St Stephen's College in a permanent vacancy with effect from 16th of November 1988, on a basic pay of Rs.2200/- per month, with the allowances permissible under rules, in the pay scale of Rs.2200-75-2800-100-4000. You are entitled to an increment. This appointment is subject to the approval of the University and the University Grants Commission.

You will be on probation for a period of one year which may be extended to two years. During the probation, you would be expected to give one month's notice, or lose salary for the same period if no notice is given. Likewise, if the College decides to terminate your service, you will be given one month's notice or salary for that period in lieu of notice.

You will be governed by the rules and regulations in force in College from time to time, for academic staff. You are required to sign an Agreement of Service for Teachers appointed in St Stephen's College, on a non-judicial stamp paper of the value of Rs.2/-, by 15 December 1988. I would expect that you would be willing to do such work as is given to you in College.

Please let me know as soon as possible if this offer of appointment is acceptable to you on the terms and conditions stated above.

I hope that you would enjoy being with us in St Stephen's College, and would make a substantial contribution to the total life of College.

With every good wish,

Yours sincerely,

J.H. Hala

Dr J.H.Hala
Principal

given the letter and other papers to S.O. Admn + a copy of this letter also given to S.O. Accts for implementation.

Ran Nath
16.11.88

John King

PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



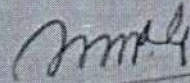
ST STEPHEN'S COLLEGE
DELHI-110 007

30 November 1990

Dear Mrs Sangeeta Sethi,

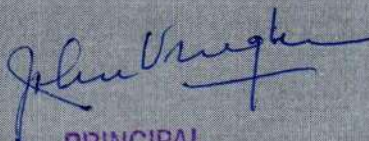
I am happy to inform you that the Governing Body, at their meeting held on Friday, 23 November 1990, have decided to confirm you as Lecturer in Computer Science with effect from the date of your initial appointment, i.e. with effect from 9 November 1987.

Yours sincerely,



Dr J.H.Hala
Principal

Mrs Sangeeta Sethi
Lecturer in Computer Science
St Stephen's College
Delhi



PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



ST STEPHEN'S COLLEGE
DELHI-110007

3 May 1988

Registered

PRINCIPAL

Miss Sonia Davar
23/143, Vikram Vihar,
Lajpat Nagar IV,
New Delhi-110024.

Dear Miss Davar,

I am happy to inform you that you have been selected for appointment as Lecturer in Mathematics in St Stephen's College in a temporary vacancy for the academic year 1988-89 beginning with the opening day of that academic year, on a basic salary of Rs. 2200/- per month, with the allowances permissible under rules, in the pay scale of Rs. 2200-75-2800-100-4000. This appointment is subject to the approval of the University and the University Grants Commission.

This temporary appointment is in the leave vacancy against Dr Dinesh Singh, and would be till the end of the academic year 1988-89 or when Dr Dinesh Singh resumes duty, whichever is earlier.

The appointment is terminable on one month's notice, or on payment of one month's salary in lieu of notice, by either party.

You will be governed by the rules and regulations in force in College from time to time, for academic staff. I hope that you would be willing to do such work as is given to you in College.

Please let me know as soon as possible if this offer of appointment is acceptable to you on the terms and conditions stated above.

I hope that you would enjoy being with us in St Stephen's College.

With every good wish,

Yours sincerely,

J.H. Hala

Dr J.H. Hala
Principal

Copy: SO Adm.
SO A/cs.

J.H. Hala

PRINCIPAL
ST. STEPHEN'S COLLEGE

DELHI-110007

Acceptance Received.



The Principal,

NCIPAL

(4)

ST STEPHEN'S COLLEGE
DELHI-110007

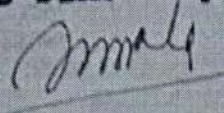
15 June 1988

Miss Sonia Davar
23/143, Vikram Vihar,
Lajpat Nagar IV,
New Delhi-110024

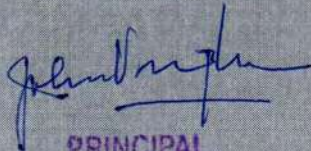
Dear Miss Davar,

This is in continuation of my letter of
3 May 1988. The College reopens on 11 July 1988.
As a result, your appointment would be with effect
from that date.

Yours sincerely,



Dr J.R.Hala
Principal



PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



PRINCIPAL

6
ST STEPHEN'S COLLEGE

DELHI-110007

24 April 1989

Mrs Sonia Vasal
23/143, Vikram Vihar,
Lajpat Nagar-IV,
New Delhi-110024

Mathematics

Dear Mrs Vasal,

I am happy to say that you have been selected for appointment as Lecturer in Mathematics in St Stephen's College in a permanent vacancy with effect from the opening day of the academic session 1989-90 i.e. 10th of July 1989, on a basic pay of Rs. 2200/- per month, with the allowances permissible under rules, in the pay scale of Rs. 2200-75-2300-100-4000. You are entitled to an increment. This appointment is subject to the approval of the University and the University Grants Commission.

You will be on probation for a period of one year which may be extended to two years. During the probation, you would be expected to give one month's notice, or lose salary for the same period if no notice is given. Likewise, if the College decides to terminate your service, you will be given one month's notice or salary for that period in lieu of notice.

You will be governed by the rules and regulations in force in College from time to time, for academic staff. You are required to sign an Agreement of Service for Teachers appointed in St Stephen's College, on a non-judicial stamp paper of the value of Rs. 2/-, by 10 August 1989. I would expect that you would be willing to do such work as is given to you in College.

Please let me know as soon as possible if this offer of appointment is acceptable to you on the terms and conditions stated above.

I hope that you would enjoy being with us in St Stephen's College, and would make a substantial contribution to the total life of College.

With every good wish,

Yours sincerely,

J.H. Hala

Dr J.H. Hala
Principal

Copy: S.O. Accts.
S.O. Admn.

RP.

J. H. Hala

PRINCIPAL

ST. STEPHEN'S COLLEGE
DELHI-110007



PRINCIPAL

12

ST STEPHEN'S COLLEGE
DELHI-110007

1 November 1988

Mr Sanjay Rao Ayde
I-37, Phase One,
Ashok Vihar,
Delhi-110052

Dear Mr Ayde,

I am happy to inform you that you have been selected for appointment as Lecturer in Political Science in St Stephen's College in a temporary vacancy for the academic year 1988-89, on a basic salary of Rs.2200/- per month, with the allowances permissible under rules, in the pay scale of Rs.2200-75-2800-100-4000. This appointment is subject to the approval of the University and the University Grants Commission.

The appointment is terminable on one month's notice, or on payment of one month's salary in lieu of notice, by either party.

You will be governed by the rules and regulations in force in College from time to time, for academic staff. I hope that you would be willing to do such work as is given to you in College.

Please let me know as soon as possible if this offer of appointment is acceptable to you on the terms and conditions stated above.

I hope that you would enjoy being with us in St Stephen's College.

With every good wish,

Yours sincerely,

Dr J.H. Hala
Principal

Copy :- So. Adm.
So Accts.

RP

Joined his duties
w.e.f. 1.11.88.

RP

1.11.88.

PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



PRINCIPAL

(24)
ST STEPHEN'S COLLEGE

DELHI-110007

18 October 1989

Mr Sanjay Rao Ayde
I-37, Phase - One,
Ashok Vihar,
Delhi-110052

Dear Mr Ayde,

I am happy to say that you have been selected for appointment as Lecturer in Political Science in St Stephen's College in a permanent vacancy with effect from today, the 18th of October 1989 on the basic pay of Rs.2200/- per month, with the allowances permissible under rules, in the pay scale of Rs.2200-75-2800-100-4000. The Selection Committee has recommended an additional increment in view of your M.Phil degree. This appointment is subject to the approval of the University and the University Grants Commission.

You will be on probation for a period of one year which may be extended to two years. During the probation, you would be expected to give one month's notice, or lose salary for the same period if no notice is given. Likewise, if the College decides to terminate your service, you will be given one month's notice or salary for that period in lieu of notice.

You will be governed by the rules and regulations in force in College from time to time, for academic staff. You are required to sign an Agreement of Service for Teachers appointed in St Stephen's College, on a non-judicial stamp paper of the value of Rs.2/-, by 20 November 1989. I would expect that you would be willing to do such work as is given to you in College.

Please let me know as soon as possible if this offer of appointment is acceptable to you on the terms and conditions stated above.

I hope that you would enjoy being with us in St Stephen's College, and would make a substantial contribution to the total life of College.

With every good wish,

Yours sincerely,

Joined w.e.f. 18/10/89

Copy: S.O. Adm
S.O. Accts.

Pan Mathur
19.10.89

J.H.Hala
Principal

PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



15 December 1989

Miss Giti Chandra
C 1/13, Humayun Road
New Delhi-110003

Dear Miss Giti Chandra,

15-1-90
RMP

I am happy to inform you that you have been selected for appointment as Lecturer in English in St Stephen's College in a temporary vacancy for a year with effect from 8 January 1990, on a basic salary of Rs.2200/- per month, with allowances permissible under rules, in the pay scale of Rs.2200-75-2800-100-4000. This is subject to the approval of the University and the University Grants Commission.

The appointment is terminable on one month's notice, or on payment of one month's salary in lieu of notice, by either party.

You will be governed by the rules and regulations in force in College from time to time, for academic staff. I hope that you would be willing to do such work as is given to you in College.

Please let me know as soon as possible if this offer of appointment is acceptable to you on the terms and conditions stated above.

I hope that you would enjoy being with us in St Stephen's College.

With every good wish,

Yours sincerely,

J.H. Hala

Dr J.H.Hala
Principal

John Vaughn
PRINCIPAL

ST. STEPHEN'S COLLEGE
DELHI-110007



PRINCIPAL

ST STEPHEN'S COLLEGE

DELHI-110 007

20 January 1993

Ms Giti Chandra
C1/13, Humayun Road
New Delhi-110003

Dear Ms Chandra,

I am happy to inform you that on the recommendation of the duly constituted Selection Committee you have been selected for appointment as Lecturer in English in the St Stephen's College, Delhi, against a permanent vacancy, on the following terms and conditions:-

1. This appointment is on a regular/permanent basis and will come into effect from the date of your joining duty. You shall be on probation for an initial period of one year from the date of your joining duty, as per rules.
2. You will be placed in the pay scale of Rs.2200-75-2800-100-4000 at the appropriate place, subject to such increments as may be permissible under rules.
3. The terms and conditions of your service shall be governed by the rules and regulations in force in the College from time to time and applicable to the faculty. You are expected to acquaint yourself with the same.
4. You will be expected to do such curricular and co-curricular duties as shall be assigned to you from time to time.
5. You are required to sign an Agreement of Service for Teachers as prescribed by the University, on a non-judicial Stamp Paper of value of Rs.2/-, within one month of your joining duty.
6. This appointment is subject to the approval of the College Governing Body.

Kindly let me know at the earliest whether this offer of appointment is acceptable to you on the terms and conditions stated above, and if so, the date when you will join duty.

Wishing you all the best for the future,

yours sincerely,

Anil Wilson
Principal

Received.

Giti Chandra
20th Jan. '93.

PRINCIPAL

ST. STEPHEN'S COLLEGE
DELHI-110007



PRINCIPAL

ST STEPHEN'S COLLEGE
DELHI-110 007

2

History

31 July 1991

Ms Tasneem Suhrawardy
375-B, Pocket-II
Mayur Vihar, Pocket-I,
Delhi-110 091

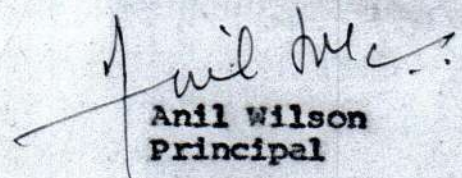
Dear Ms Suhrawardy,

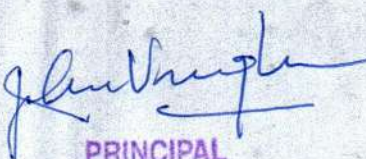
I write to say that you have been appointed lecturer in History in St Stephen's College, Delhi on an ad hoc basis with effect from 1 August 1991 for a period of four months in the pay scale of Rs.2200-4000.

During this ad hoc period appointment can be terminated by either side (you or the undersigned) at any time by giving a simple notice of twenty four hours and without assigning any reason. In any case, this ad hoc appointment will not exceed a period of four months and will automatically terminate on the afternoon 30 November 1991.

Kindly acknowledge receipt of this letter and intimate your date of joining.

Yours sincerely,


Anil Wilson
Principal


PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



PRINCIPAL

ST STEPHEN'S COLLEGE
DELHI-110 007
23 April 1997

(77)

Ms Tasneem Suhrawardy
Lecturer in History
St Stephen's College
Delhi

Dear Ms Suhrawardy,

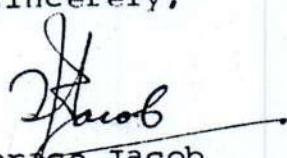
I am happy to inform you that on the recommendation of the duly constituted Selected Committee you have been selected for appointment as Lecturer in History in the St Stephen's College, Delhi, against a permanent vacancy, on the following terms and conditions:-

- 1 This appointment is on a regular/permanent basis and will come into effect from the date of your duty. You shall be on probation for an initial period of one year from the date of your joining duty, as per rules.
- 2 You will be placed in the pay scale of Rs.2200-75-2800-100-4000 at the appropriate place subject to such increments as may be permissible under rules.
- 3 The terms and conditions of your service shall be governed by the rules and regulations in force in the College from time to time and applicable to the faculty. You are expected to acquaint yourself with the same.
- 4 You will be expected to do such curricular and co-curricular duties as shall be assigned to you from time to time.
- 5 You are required to sign an Agreement of Service for Teachers as prescribed by the University, on a non-judicial stamp paper of value of Rs.2/-, within one month of your joining duty.
6. This appointment is subject to the approval of the College Governing Body.

Kindly let me know at the earliest whether this offer of appointment is acceptable to you on the terms and conditions stated above, and your willingness to join duty as soon as possible, failing which this offer shall stand cancelled.

Wishing you all the best for the future,

Yours sincerely,


Dr Horace Jacob
A/Principal

Received.
23/4/97


PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



PRINCIPAL

ST STEPHEN'S COLLEGE

DELHI-110 007

22 July 1997

Ms Sangeeta Luthra-Sharma
Lecturer in History
St Stephen's College
Delhi

Dear Ms Luthra-Sharma,

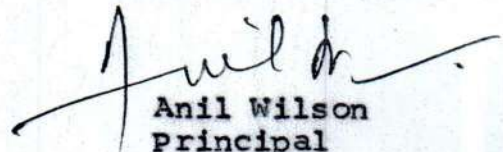
I am happy to inform you that on the recommendation of the duly constituted Selection Committee you have been selected for appointment as Lecturer in History in the St Stephen's College, Delhi, against a permanent vacancy, on the following terms and conditions:-

- 1 This appointment is on a regular/permanent basis and will come into effect from the date of your ^{joining} duty. You shall be on a probation for an initial period of one year from the date of your joining duty, as per rules.
- 2 You will be placed in the pay scale of Rs.2200-75-2800-100-4000 at the appropriate place subject to such increments as may be permissible under rules.
- 3 The terms and conditions of your service shall be governed by the rules and regulations in force in the College from time to time and applicable to the faculty. You are expected to acquaint yourself with the same.
- 4 You will be expected to do such curricular and co-curricular duties as shall be assigned to you from time to time.
- 5 You are required to sign an Agreement of Service for Teachers as prescribed by the University, on a non-judicial stamp paper of value of Rs.2/-, within one month of your joining duty.
- 6 This appointment is subject to the approval of the College Governing Body.

Kindly let me know at the earliest whether this offer of appointment is acceptable to you on the terms and conditions stated above, and your willingness to join duty as soon as possible, failing which this offer stand cancelled.

Wishing you all the best for the future,

yours sincerely,


Anil Wilson
Principal

*Received with thanks
S Sharma
22/7/97*


PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



19 December 1991

Mrs Sangeeta Luthra-Sharma
16/16 Shakti Nagar,
Delhi-110007

Dear Mrs Sangeeta Sharma,

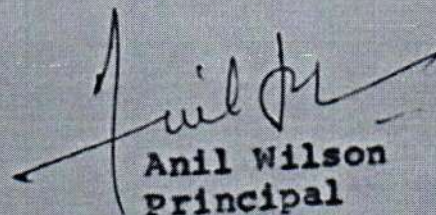
I write this to say that you have been appointed lecturer in History in St Stephen's College, Delhi on an ad hoc basis with effect from 26 December 1991 for a maximum period of four months in the pay scale of Rs.2200-4000.

This ad hoc appointment can be terminated at any time by you or the undersigned, by giving a notice of twenty-four hours and without assigning any reason whatsoever. However, in any case, this appointment shall not go beyond the afternoon of 25 April 1992.

You will be governed by the terms and conditions of service as applicable from time to time for academic staff.

Kindly acknowledge the receipt of this letter.

Yours sincerely,


Anil Wilson
Principal

*Received the letter of
appointment*

*Sharma
20/12/91*

[Signature]

PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



*Personal file.
Dhanraj*

PRINCIPAL

ST STEPHEN'S COLLEGE

DELHI-110 007

7 May 1992

Dr P. Jacob Cherian
39 C, Govinda Auddy Road,
Alipore P.O.
Calcutta-700027

Dear Dr Cherian,

I am happy to inform you that you have been selected for appointment as a lecturer in Physics in this College on a temporary position against a leave vacancy in the Department of Physics, on the following terms and conditions:-

1. This is a purely temporary appointment against a leave vacancy and is initially for a period of one year with effect from 16 July, 1992. This period may be extended by another year if the incumbent on leave requests for and is granted an extension of leave. However, in no case will the vacancy exist thereafter.
2. You will be given the scale of pay as applicable to lecturers in the Delhi University and such increments as may be permissible under rules.
3. You shall be governed by the rules and regulations in force in the College from time to time, and applicable to the teaching staff. You shall also be expected to perform such duties and functions as may be assigned to you from time to time.
3. During the period of your employment here, this appointment can be terminated by either side (you or the undersigned) by giving one month's notice or pay in lieu thereof and without assigning any reason.
4. This appointment is subject to the approval of the College Governing Body.

If the above terms and conditions are acceptable to you and if you are willing to join duty on 16 July, 1992, then kindly inform me accordingly in writing at the earliest.

If no response is received from you by the end of this month then it will be deemed that you are not willing to accept this offer and the same shall be deemed to be withdrawn.

With good wishes,

Personal file of
Dr. P. Jacob Cherian.
RP.

yours sincerely,

Anil Wilson
Principal

Anil Wilson
PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



Monday, 17 May 1993

(49)

ST STEPHEN'S COLLEGE
DELHI-110 007

Body

19 May 1993

of

Dr P. Jacob Cherian
311 Virat Apartments
Jawalapuri-5; Rohtak Road
Nangloi P.O.
New Delhi-110041

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Dear Dr Cherian,

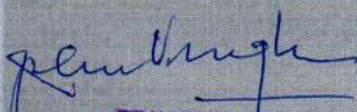
I am happy to inform you that on the recommendation of the duly constituted Selection Committee you have been selected for appointment as Lecturer in Physics in the St Stephen's College, Delhi, against a temporary post which is likely to be permanent, on the following terms and conditions:-

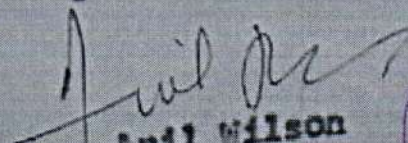
1. This appointment shall come into effect from 16 July, 1993. In case the position becomes permanent then you shall be deemed to be on probation for an initial period of one year from the date of your joining, i.e. 16 July 1993, as per rules.
2. You will be placed in the pay scale of Rs.2200-75-2800-100-4000, at the appropriate place subject to such increments as may be permissible under rules.
3. The terms and conditions of your service shall be governed by the rules and regulations in force in the College from time to time and applicable to the faculty. You are expected to acquaint yourself with the same.
4. You will be expected to do such curricular and co-curricular duties as shall be assigned to you from time to time.
5. You are required to sign an Agreement of Service for Teachers as prescribed by the University, on a non-judicial Stamp Paper of value of Rs.2/-, within one month of your joining duty.
6. This appointment is subject to the approval of the College Governing Body.

Kindly let me have your acceptance of this appointment on the terms and conditions mentioned above as well as your willingness to join duty from 16 July 1993.

Wishing you all the best,

yours sincerely,


PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007


Anil Wilson
Principal



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(48)
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ST STEPHEN'S COLLEGE
DELHI-110 007
29 September 1994

Bursar

The College Governing Body, in its 184 meeting
(28.9.94) confirmed the Services of Dr Jacob P. Cherian,
Lecturer in Physics, and Dr Soami P. Satsangee, Lecturer
in Chemistry, from 16 July, 1992.

Their P.F. deductions be made as per rules.

Anil Wilson
Anil Wilson
Principal

J. P. Hughes
PRINCIPAL

ST. STEPHEN'S COLLEGE
DELHI-110007



Personal file of
Dr. Jacob P. Cherian.

RP.

24 August 1992

Mr Sanjeev K. Grewal
57, Vaishali
Pitampura
Delhi-110034

Dear Mr Grewal,

I am happy to inform you that on the recommendation of the duly constituted Selection Committee you have been selected for appointment as Lecturer in Economics in the St Stephen's College, Delhi, against a permanent vacancy, on the following terms and conditions:-

1. This appointment will come into effect from today, 24 August, 1992, subject to your joining duty.
2. You will be placed in the pay scale of Rs.2200-75-2800-100-4000. at the appropriate place subject to such increments as may be permissible under rules.
3. The terms and conditions of your service shall be governed by the rules and regulations in force in the College from time to time and applicable to the faculty. You are expected to acquaint yourself with the same.
4. You will be expected to do such curricular and co-curricular duties as shall be assigned to you from time to time.
5. You are required to sign an Agreement of Service for Teachers as prescribed by the University, on a non-judicial Stamp Paper of value of Rs.2/-, by the end of September 1992.
6. This appointment is subject to the approval of the College Governing Body.

Kindly let me know at the earliest whether this offer of appointment is acceptable to you on the terms and conditions stated above.

Wishing you all the best for the future,

yours sincerely,

Anil Wilson
Anil Wilson
Principal

*Received the
letter
Sanjeev Grewal
Aug 24, 92.*

John High
PRINCIPAL

ST. STEPHEN'S COLLEGE
DELHI-110007



20 January 1993

Mrs Karen Gabriel
C/o O.V.Vijayan -
D-1/90 Satya Marg
Chanakyapuri
New Delhi-110021

673217 (R)
- c/o Mr. O.V. Vijayan.

Dear Mrs Gabriel,

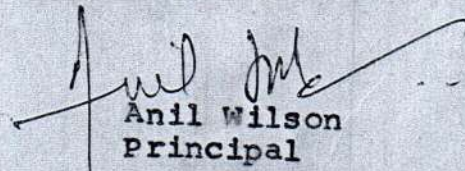
I am happy to inform you that on the recommendation of the duly constituted Selection Committee you have been selected for appointment as Lecturer in English in the St Stephen's College, Delhi, against a permanent vacancy, on the following terms and conditions:-

1. This appointment is on a regular/permanent basis and will come into effect from the date of your joining duty. You shall be on probation for an initial period of one year from the date of your joining duty, as per rules.
2. You will be placed in the pay scale of Rs.2200-75-2800-100-4000, at the appropriate place subject to such increments as may be permissible under rules.
3. The terms and conditions of your service shall be governed by the rules and regulations in force in the College from time to time and applicable to the faculty. You are expected to acquaint yourself with the same.
4. You will be expected to do such curricular and co-curricular duties as shall be assigned to you from time to time.
5. You are required to sign an Agreement of Service for Teachers as prescribed by the University, on a non-judicial Stamp paper of value of Rs.2/-, within one month of your joining duty.
6. This appointment is subject to the approval of the College Governing Body.

Kindly let me know at the earliest whether this offer of appointment is acceptable to you on the terms and conditions stated above, and if so, the date when you will join duty.

Wishing you all the best for the future,

yours sincerely,


Anil Wilson
Principal


PRINCIPAL

ST. STEPHEN'S COLLEGE
DELHI-110007



ST STEPHEN'S COLLEGE
DELHI-110 007
26 February 1993

Bursar:

Mrs Karen Gabriel has been selected for appointment as Lecturer in English in the St Stephen's College against a permanent vacancy with effect from 22 February 1993 forenoon in the pay scale of Rs.2200 - 4000.

Anil Wilson
Anil Wilson
Principal

Personal file of
Mrs. Karen Gabriel.

RP.
26.2.93

John Hughes
PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



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22 February 1993

The Principal,
St Stephen's College
Delhi

Sir,

With reference to your registered letter dated 20th January 1993, offering me the appointment as permanent lecturer in the department of English. I had accepted the appointment in my letter dated 21.1.1993 and am joining duty from 22.2.1993 forenoon as 21.2.1993 was a Sunday.

Thanking you,

Yours faithfully,

Karen Gabriel

So / Adm / Personal file

22/2/93
Principal
St. Stephen's College
DELHI

PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



ST STEPHEN'S COLLEGE
DELHI-110 007

17 July 1995

Ms Vibha Sharma
G-7, Dhakka Colony
Kingsway Camp,
Delhi-110009

Dear Ms Sharma,

I write this to say that you have been appointed lecturer in Chemistry in St Stephen's College, on an ad hoc basis with effect from 17 July 1995.

This ad hoc appointment will automatically terminate on the afternoon of 30 September 1995, unless you are informed to the contrary in writing by the undersigned.

You will be governed by the terms and conditions of service as applicable from time to time for academic staff.

Please acknowledge the receipt of this letter.

Yours sincerely,

Anil Wilson
Anil Wilson
Principal

*Received the letter
Sharma
17/7/95*

[Signature]
PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



PRINCIPAL

ST STEPHEN'S COLLEGE

DELHI-110 007

1 August 1997

Mrs Vibha Sharma
23C, Pocket I, Mayur Vihar, Phase I,
Delhi-91

Dear Mrs Sharma,

I am happy to inform you that on the recommendation of the duly constituted Selection Committee you have been selected for appointment as Lecturer in Chemistry in the St Stephen's College, Delhi, against a permanent vacancy, on the following terms and conditions:-

1 This appointment is on a regular/permanent basis and will come into effect from the date of your duty. You shall be on probation for an initial period of one year from the date of your joining duty, as per rules.

2 You will be placed in the pay scale of Rs.2200-75-2800-100-4000 at the appropriate place subject to such increments as may be permissible under rules.

3 The terms and conditions of your service shall be governed by the rules and regulations in force in the College from time to time and applicable to the faculty. You are expected to acquaint yourself with the same.

4 You will be expected to do such curricular and co-curricular duties as shall be assigned to you from time to time and to take on any teaching assignment which may pertain to any part of the course context relating to the classes in the Department to which you will be attached. In your case it is the Department of Chemistry

5 You are required to sign an Agreement of Service for Teachers as prescribed by the University, on a non-judicial stamp paper of value of Rs.2/-, within one month of your joining duty.

6 This appointment is subject to the approval of the College Governing Body.

Kindly let me know at the earliest whether this offer of appointment is acceptable to you on the terms and conditions stated above, and your willingness to join duty on 1.8.1997, failing which this offer shall stand cancelled.

Wishing you all the best for the future,

yours sincerely,

Anil Wilson
Anil Wilson
Principal

Received
11/8/97
[Signature]

PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007



Personal file of
Mrs. Vibha Sharma

[Signature]