



MIT
SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Ref No. MSB/ADM/2019/214(2)

Date: 05.09.2019

To
Ms. Aishwarya Sarangi
MSc (Microbiology)
D/o. Sri Ramakrishna Sarangi
At/Po: Radhadeipur,
Via: Mahimagadi, Dhenkanal
Odisha-759014

Sub: Letter of offer as Teaching Assistant in the department of Biotechnology, MSB.

Dear Ms. Aishwarya Sarangi,

This has reference to your Curriculum Vitae and subsequent interview held on 2nd Sept, 2019 at our institute, we are pleased to appoint you as **Teaching Assistant in Biotechnology** of this institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Temporary/Ad hoc basis. Your date of joining in this institute is **5th Sept, 2019**. You will be on probation and based on your performance appraised by the department, your services will be recommended to the management for Regular.
2. You will be paid a consolidated salary of Rs.10,000/- (Ten Thousand) only per month.
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one-month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of one year from the date of your joining and need to accomplish assigned lab/classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

Contd. Page 02

7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by the institute.
8. Your position is a whole-time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. In addition to laboratory assignments, you will be required to take up certain other administrative responsibilities like student counseling, organization of seminars and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including biodata), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


DIRECTOR

MITS School of Biotechnology

Cc: Bhubaneswar Vice Officer, MSB

Cc: Chief Executive / Vice-Chairman for information

Aishwarya Sarangi
(Ms. Aishwarya Sarangi)

05th Sept, 2019



MITS
SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Ref No. MSB/ADM/2020/32

Date: 12.02.2020

To
Ms. Barsha Samantaray
MSc (Biotechnology)
D/o. Sri Sashanka Sekhar Samantaray
At: Tangibanta, Po: Kalyanpur
Khandagiri,
Odisha-754001

Sub: Letter of offer as Teaching Assistant in the Department of Biotechnology, MSB.

Dear Ms. Barsha Samantaray,

This has reference to your Curriculum Vitae and subsequent interview held on 10th Feb, 2020 at our institute, we are pleased to appoint you as **Teaching Assistant in Biotechnology** of this institute on the following terms and conditions.

1. You are hereby appointed as per MITS Service Rules on Temporary/Ad hoc basis. Your date of joining in this institute is 12th Feb, 2020. You will be on probation and based on your performance appraised by the department, your services will be recommended to the management for Regular.
2. You will be paid a consolidated salary of Rs. 10,000/- (Ten Thousand) only per month.
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one-month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of one year from the date of your joining and need to accomplish assigned lab/classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

Contd. Page 02

Page-02

7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by the institute.
8. Your position is a whole-time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. In addition to laboratory assignments, you will be required to take up certain other administrative responsibilities like student counseling, organization of seminars and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you based on the information and particulars furnished by you in your application (including biodata), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


2.2.20
DIRECTOR

MITS School of Biotechnology

Bhubaneswar
Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information


(Ms. Barsha Samantaray)

12th Feb, 2020

Ref No. MSB/ADM/313

Date: 28.11.2022

To

Dr. Bhabatosh Mitra, PhD
Retd. Professor,
Dept. of Bio-Sciences & Bio-Technology
Fakir Mohan University, Balasore
At- Bangali Sahi, PO- Telenga Bazar,
Dist: Cuttack, Odisha, Pin- 753 009
<bhaba_mit@yahoo.co.uk>

Sub: Letter of offer as Professor in Biotechnology department, MSB.

Dear Dr. Bhabatosh Mitra,

This has reference to your Curriculum Vitae and subsequent interview held on 15th November, 2022 at our institute, we are pleased to appoint you as **Professor in Biotechnology** of this institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **28th November, 2022**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly consolidated salary of Rs.40, 000/- (Forty Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.


Contd. Page 02

7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the MITS management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the MITS management.
9. In addition to teaching/laboratory assignments and allied courses in Biotechnology/ Microbiology, you will be required to take up certain other allied responsibilities like guiding projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/ projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the MITS management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Bestwishes.


28.11.22

DIRECTOR


(Dr. Bhabatosh Mitra)

28th November, 2022

Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information



MITS
SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Ref No. MITS/ADM/2018/303

Date: 16.08.2018

To
Ms. Damayanti Nayak
MSc (Zoology)
D/o. Sri Bijay Kumar Nayak
At: Gurusahi, Deogarh,
Samantarapalli, Suguda
Odisha-768108

Sub: Letter of offer as Teaching Assistant in the department of Biotechnology, MSB.

Dear Ms. Damayanti Nayak,

This has reference to your Curriculum Vitae and subsequent interview held on 10th August, 2018 at our institute, we are pleased to appoint you as **Teaching Assistant in Biotechnology** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **16th August, 2018**. You will be on probation for one semester. Based on your performance appraised every six months, your services will be recommended to the management for Regular.
2. You will be paid a consolidated salary of Rs.10,000/- (Ten Thousand) only per month.
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of one year from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

Contd. Page 02

7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. In addition to laboratory assignments, you will be required to take up certain other administrative responsibilities like student counseling, organization of seminars and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


26.8.18
DIRECTOR


(Ms. Damayanti Nayak)

16th August, 2018

Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information



मिटस जैव प्रौद्योगिकी संस्थान MITS SCHOOL OF BIOTECHNOLOGY

Ref No. MITS/ADM/22-242

Date: 22.09.2022

To
Dr. Debee Prasad Sahoo, PhD
S/o Sri Dharanidhar Sahoo,
At-Qtr No C 15/1 New Type-II,
Railway Colony, Mancheswar,
Bhubaneswar, Odisha-751 017
<debeeps@gmail.com>

Sub: Letter of offer as Assistant Professor in Biotechnology, MSB.

Dear Dr. Debee Prasad Sahoo,

This has reference to your Curriculum Vitae and subsequent interview held on 14th September, 2022 at our institute, we are pleased to appoint you as **Assistant Professor in Biotechnology** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **19th September, 2022**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly consolidated salary of Rs.28,000/- (Twenty Eight Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB. You need to acknowledge the institute at proper part immediately after submission of your PhD thesis at university.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

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2(P), Infocity, Patia, Bhubaneswar
Pin- 751024 (Odisha), INDIA

Website: www.msb.ac.in
Email: principal@msb.ac.in

APPROVED BY DHE, GOVT. OF ODISHA & AFFILIATED TO UTKAL UNIVERSITY


7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the MITS management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the MITS management.
9. In addition to teaching/laboratory assignments for UG/PG in Biotechnology/Microbiology, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the MITS management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


22.9.22
DIRECTOR


(Dr. Debee Prasad Sahoo)
22nd September, 2022

Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information



मिडस जैव प्रौद्योगिकी संस्थान MITS SCHOOL OF BIOTECHNOLOGY

Ref No. MITS/ADM/22-243

Date: 22.09.2022

To

Dr. Dipanwita Deb, PhD
C/o Dr. Abhijit Sutradhar,
At-Flat No. 304, Krishna Plaza Apartments,
Dumduma, P.O. Jadupur,
Bhubaneswar, Odisha-751 019
<dipstua@gmail.com>

Sub: Letter of offer as Assistant Professor in Biotechnology, MSB.

Dear Dr. Dipanwita Deb,

This has reference to your Curriculum Vitae and subsequent interview held on 10th September, 2022 at our institute, we are pleased to appoint you as **Assistant Professor in Biotechnology** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **20th September, 2022**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly consolidated salary of Rs.26,000/- (Twenty Six Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB. You need to acknowledge the institute at proper part immediately after submission of your PhD thesis at university.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

Contd. Page 02

7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the MITS management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the MITS management.
9. In addition to teaching/laboratory assignments for UG/PG in Biotechnology/Microbiology, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the MITS management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


22.9.22
DIRECTOR


(Dr. Dipanwita Deb)
22nd September, 2022

Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information

21

मिदस जैव प्रौद्योगिकी संस्थान MITS SCHOOL OF BIOTECHNOLOGY

Ref No.MSB/ADM/23-07(1)

Date: 09.01.2023

To
Dr. Diptipriya Sethi, PhD
W/o Sri. Manas Kumar Sethi,
At/Po- Dandamukundapur, Pipli
Dist: Puri, Odisha, Pin- 752 104
<dipti.priya123@gmail.com>

Sub: Letter of offer as Assistant Professor in Biotechnology, MSB.

Dear Dr. Diptipriya Sethi,

This has reference to your Curriculum Vitae and subsequent interview held on 03rd January, 2023 at our institute, we are pleased to appoint you as **Assistant Professor in Biotechnology** of this institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **07th January, 2023**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly salary of Rs.26,000/- (Twenty Six Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.
7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.

Contd. Page 02

8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the MITS management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the MITS management.
9. In addition to teaching/laboratory assignments, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
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Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

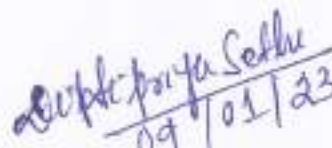
We welcome you to MITS family and look forward to a fruitful association.

With Best Wishes


09.01.23
DIRECTOR-MSB

Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information




09/01/23
(Diptipriya Sethi)

09th January, 2023



(2)

MITS

SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Ref No.413(A)/MSB/2017

Date: 16.08.2017

To

Dr. (Mrs.) Haimanti Bhattacharya
Quarter no-C3, Staff quarter Complex
Regional Medical Research Centre (ICMR),
Bhubaneswar-751023, Odisha

Sub: Letter of Offer as Asst. Professor in Biotechnology Dept. for MITS School of Biotechnology, Bhubaneswar.

Dear Dr. Haimanti,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Asst. Professor for our MITS School of Biotechnology, Bhubaneswar on the following terms and conditions:-

Date of Joining: 16th August, 2017.

1. You will be paid a consolidated salary of Rs. 22,000/- (Rupees Twenty two Thousand) only per month.
2. You will be on a Probation period for one year. Based on your performance appraised every six months, your services will be confirmed by the management. During the probation period your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
3. Subject to condition No.2 above, you should serve the Institution at least for a period of one year from the date of your joining.
4. Subject to conditions No. 2 above, a notice of one months or one months' salary in lieu of is required for discontinuance of service. However, you will not serve one months' notice to quit before completion of one year of employment as stated in 3 above.
5. You will abide by the Standing Orders, rules & regulations and service conditions that may be in force or application to the organization or are framed from time to time by MITS Group.

Contd..p/2

- 6. Your position is a whole time employment with MITS Group and you shall devote yourself exclusively to the business and interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MITS Group, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
- 7. If at any time in our opinion, which is final in this matter you are found non- performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
- 8. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With best wishes,

Accepted
Haimanti Bhattacharya


 (Prof. Ramanuja Nayak)
 PRINCIPAL PRINCIPAL
 MITS School of Biotechnology
 Bhubaneswar

CC: Administrative Officer, MSB
Cc: Chief Executive/Vice Chairman for information.



Ref No,MSB/ADM/23-26

Date: 01.02.2023

To

Mr. Sandesh Behera, MSc, MPhil

C/o Sambaru Behera

At- Brahmani, Po-Ghosaramal,

Ps- Rairakhol

Dist-Sambalpur, Pin- 768106

<sandeshkumarbehera40@gmail.com>

Sub: Letter of offer as Assistant Professor in Biotechnology, MSB.

Dear Mr. Sandesh Behera,

This has reference to your Curriculum Vitae and subsequent interview held on 30th May, 2023 at our institute, we are pleased to appoint you as **Assistant Professor in Biotechnology** of this institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **03rd Feb, 2023**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly salary of Rs.18,000/- (Eighteen Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit photocopy of all your original certificates at MSB administration section and obtain stamped acknowledgement.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.
7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.

Contd. Page 02

8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the MITS management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the MITS management.
9. In addition to teaching/laboratory assignments, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
11. If at any time in our opinion, which is final in this matter you are found non- performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the MITS management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best Wishes


DIRECTOR-MSB

Director
School of Biotechnology
Bhubaneswar

Cc: Administrative Officer, MSB

Cc: Chief Executive / Vice-Chairman for information




(Mr. Sandesh Behera)

1st Feb, 2023



MITS
SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Ref No. MITS/ADM/2018/281

Date: 23.07.2018

To
Dr. Manisha Patnaik
PhD (Biotechnology)
D/o. Sri Mandhata Satyanarayan Patnaik
At: Nityananda Nivas,
PS- Zanana Hospital Road, Berhampur
Dist: Ganjam, Odisha-760001

Sub: letter of offer as Assistant Professor in the department of Biotechnology, MSB.

Dear Dr. Manisha Patnaik,

This has reference to your Curriculum Vitae and subsequent interview held on 29th June, 2018 at our institute, we are pleased to appoint you as **Assistant Professor in Biotechnology** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **23rd July, 2018**. You will be on probation for one semester. Based on your performance appraised every six months, your services will be recommended to the management for Regular.
2. You will be paid a consolidated salary of Rs.20,000/- (Rupees Twenty Thousand) only per month.
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of one year from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

Contd. Page 02

7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. In addition to laboratory assignments, you will be required to take up certain other administrative responsibilities like student counseling, laboratory classes, Seminars and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes,



DIRECTOR

Director

MITS Administrative Officer, MSB

Cc: Chief Executive / Vice-Chairman for information



(Dr. Manisha Patnaik)

23rd July, 2018



MITS ⁽²¹⁾
SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Ref No. 452/MSB/2016

Date: 22.08.2016

To

Mrs. Monalisa Pradhan
C/o- Rajan Pradhan
Qtr. No - 2RB-14, Unit-8,
Nayapalli, Bhubaneswar
Pin-751012

Sub: Letter of Offer as Teaching Asst. in Biotech Dept. for MITS School of Biotechnology, Bhubaneswar.

Dear Mrs. Monalisa Pradhan,

With reference to your application and subsequent interview with us, we are pleased to appoint you as **Teaching Asst. in Biotech Dept. for MITS School of Biotechnology, Bhubaneswar** on the following terms and conditions:-

Date of Joining: 22 August, 2016.

1. You will be paid a consolidated salary of Rs.8, 000/- (Rupees Eight Thousand) only per month.
2. You will be on a Probation period for one year. Based on your performance appraised every six months, your services will be confirmed by the management. During the probation period your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
3. Subject to condition No.2 above, you should serve the Institution at least for a period of one year from the date of your joining.
4. Subject to conditions No. 2 above, a notice of one months or one months' salary in lieu of is required for discontinuance of service. However, you will not serve one months' notice to quit before completion of one year of employment as stated in 3 above.
5. You will abide by the Standing Orders, rules & regulations and service conditions that may be in force or application to the organization or are framed from time to time by MITS Group.

Contd..p/2

6. Your position is a whole time employment with MITS Group and you shall devote yourself exclusively to the business and interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MITS Group, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
7. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
8. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With best wishes,


(Prof. Ramanuja Nayak)
PRINCIPAL
MITS School of Biotechnology
Bhubaneswar

CC: Administrative Officer, MSB
Cc: Chief Executive/Vice Chairman for information.


Accepted



737
21
MITS

SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Ref No. MITS/ADM2018/277

Date: 20.07.2018

To
Dr. Mousumi Mishra
Ph.D. (Micro-Biology)
C/o. Sri Uma Kant Mishra
B-302, Versa Rivera, Near Baliana Block Office
Gadasrirampur, Bhubaneswar-752100

Sub: Letter of offer as Assistant Professor in the department of Biotechnology, MSB.

Dear Dr. Mousumi Mishra,

This has reference to your Curriculum Vitae and subsequent interview held on 29th June, 2018 at our institute, we are pleased to appoint you as **Assistant Professor in Biotechnology** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **11th July, 2018**. You will be on probation for one semester. Based on your performance appraised every six months, your services will be recommended to the management for Regular.
2. You will be paid a consolidated salary of Rs.23,000/- (Rupees Twenty Three Thousand) only per month.
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of one year from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

Contd. Page 02

7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. In addition to teaching assignment, you will be required to take up certain other administrative responsibilities like participating in HR/T&P Cell, student counseling, laboratory classes, Seminars and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


DIRECTOR

MITS School of Biotechnology
Bhubaneswar

Cc: Administrative Officer, MSB

Cc: Chief Executive / Vice-Chairman, for information.


(Dr. Mousumi Mishra)

20th July, 2018



MITS
SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Ref No. MITS/ADM/2018/278

Date: 20.07.2018

To
Mr. Prakash Kumar Bishwal
M.Sc. (Life Science)
S/o. Sri Sudhakar Bishwal
At: Lembery, PO: Kalapathar,
PS-Baideswar, Block Banki
Dist: Cuttack, Odisha-754009

Sub: Letter of offer as Teaching Assistant in the department of Biotechnology, MSB.

Dear Mr. Prakash Kumar Bishwal,

This has reference to your Curriculum Vitae and subsequent interview held on 29th June, 2018 at our institute, we are pleased to appoint you as **Teaching Assistant in Biotechnology** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **9th July, 2018**. You will be on probation for one semester. Based on your performance appraised every six months, your services will be recommended to the management for Regular.
2. You will be paid a consolidated salary of Rs.10,000/- (Rupees Ten Thousand) only per month.
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of one year from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above

Contd. Page 02

7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. In addition to laboratory assignments, you will be required to take up certain other administrative responsibilities like student counseling, laboratory classes, Seminars, class work in absentia and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


20-7-18
DIRECTOR
MITS School of Biotechnology

Bhubaneswar
Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information


20-7-18
(Mr. Prakash Kumar Bishwal)
20th July, 2018



MITS
SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Ref No. MITS/ADM/2018/347

Date: 04.10.2018

To

Ms. Pritina Samal

MSc (Appl. Microbiology)

D/o. Sri Dhruba Charan Samal

At/Po: Patia, Bhubaneswar

Khorda,

Odisha-751024

Sub: Letter of offer as Teaching Assistant in the department of Biotechnology, MSB.

Dear Ms. Pritina Samal,

This has reference to your Curriculum Vitae and subsequent interview held on 3rd October, 2018 at our institute, we are pleased to appoint you as **Teaching Assistant in Biotechnology** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **4th October, 2018**. You will be on probation for one semester. Based on your performance appraised every six months, your services will be recommended to the management for Regular.
2. You will be paid a consolidated salary of Rs.10,000/- (Ten Thousand) only per month.
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of one year from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

Contd. Page 02

7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. In addition to laboratory assignments, you will be required to take up certain other administrative responsibilities like student counseling, organization of seminars and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


DIRECTOR


(Ms. Pritina Samal)

4th October, 2018

Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information



Ref No.MSB/ADM/22-313

Date: 05.12.2022

To

Dr. Ramakanta Rana, PhD
S/o Sri. Prafulla Kumar Rana,
At- Nuagaon, Po-Paikmal,
Dist-Bargarh, Pin- 768 039
<ramakanta.rana@gmail.com>

Sub: Letter of offer as Assistant Professor in Biotechnology, MSB.

Dear Dr. Ramakanta Rana,

This has reference to your Curriculum Vitae and subsequent interview held on 1st Dec, 2022 at our institute, we are pleased to appoint you as **Assistant Professor in Biotechnology** of this institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **05th December, 2022**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly salary of Rs.25,000/- (Twenty Five Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit photocopy of all your original certificates at MSB administration section and obtain stamped acknowledgement.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.
7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.

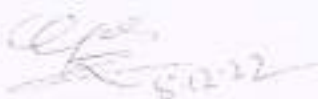
Contd. Page 02

8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the MITS management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the MITS management.
9. In addition to teaching/laboratory assignments, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the MITS management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best Wishes



DIRECTOR MSB
MITS SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR, ODISHA-751024, INDIA
Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information



Dr. Ramakanta Rana
(Dr. Ramakanta Rana)

05th December, 2022



MIT S
SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Date: 15.07.2019

Ref No. MIT S/ADM/2019/161

To

Mr. Ranjan Kumar Mohapatra

MSc (Biotechnology)

S/o. Sri Basanta Kumar Mohapatra

At: Rautrapur, Po: Durgadevi,

Via: Mitrapur, Ps: Remuna

Dist: Balasore, Odisha-756020

Sub: Letter of offer as Teaching Assistant (Lab) in the Dept. of Biotechnology, MSB.

Dear Mr. Ranjan Kumar Mohapatra,

This has reference to your Curriculum Vitae and subsequent interview held on 11th July, 2019 at our institute, we are pleased to appoint you as **Teaching Assistant (Lab) in Biotechnology** of this Institute on the following terms and conditions

1. You are hereby appointed as per MIT S Service Rules on Ad hoc basis. Your date of joining in this institute is **15th July, 2019**. You will be on probation for one semester.
2. You will be paid a consolidated salary of Rs.15,000/- (Fifteen Thousand) only per month.
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of three years from the date of your joining and need to accomplish assigned tasks.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

Contd., Page 02

7. You shall abide by the Standing Orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively towards the laboratory developments/ academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. You shall be responsible to main all laboratories at par with high-standard processes in restructuring equipments/peripherals, repairing non-working equipments and imparting training to other Teaching/Lab Assts. You need to suggest for student field visits, experiment visits to other laboratories, if any, from time to time. You shall be responsible to get repair/caliber equipments on need basis and to execute the maintenance/AMC /Warranty processes. You need to take up certain other administrative responsibilities concerning your profession as may be assigned to you from time to time by your superiors.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information furnished by you in your CV, at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.
With Best wishes.


15-7-19
DIRECTOR



(Mr. Ranjan Kumar Mohapatra)

15th July, 2019

Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information



17

MIT S
SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

MSB/Fac-Rec/ 2938 / 09
Biotech

Dt: 23/ 06 / 09

APPOINTMENT ORDER

Mr. Rashmi Ranjan Mishra is hereby appointed as Senior Lecturer in the Department of Biotechnology at MITS School of Biotechnology under the following terms and conditions.

1. His appointment is effective from 1st July 2009, with a probation period of one year.
2. He shall be paid a consolidated salary of Rs. 14,000/- (Rupees fourteen thousand only) per month.
3. He will work in close harmony with all other staff with the common objective of maximizing the performance and growth for the institution in research field.
4. The management expects a good deal of performance in all key areas. The duties and responsibilities of Mr. Rashmi Ranjan Mishra shall be given in the **Annexure**.
5. The service of Mr. Rashmi Ranjan Mishra at the institute shall be governed by the terms, conditions, service rules as prescribed by the Board of Directors of the Institute from time to time.
6. Mr. Rashmi Ranjan Mishra, immediately on receipt of this order, must give his acceptance for the same and must report for duty to the Director of the Institute.

(Contd.....Page 2)

7. Mr. Rashmi Ranjan Mishra must deposit in the office of the Institute all his Original Certificates, 3 colored photographs together with one set of their Photostat copies at the time of reporting for duty.

8. This appointment can be terminated by giving a notice of 30 days from either side. This is however on the normal circumstances, cannot leave the semester in between. Final settlement will be made and experience certificate will be issued only after proper completion of the academics and handing over the clearance. For any dispute arising out of this contract the legal jurisdiction will be at Bhubaneswar.


(Prof. G. K. Panda)
DIRECTOR

ACCEPTED


(Rashmi Ranjan Mishra)

Encl : As above

Mr. Rashmi Ranjan Mishra

C/o: Rama Kanta Mishra

At/Po: Chandiagari, Malapatana

Via: Pattamundai, Kendrapara-754215

Copy to: CE, MITS Group of Institutions.
Accounts Section.
 Personal File.



मिदस जैव प्रौद्योगिकी संस्थान MITS SCHOOL OF BIOTECHNOLOGY

39

Ref No.MSB/ADM/23-09 (1)

Date: 11.01.2023

To
Mr. Sabyasachy Parida, MSc
S/o Sri. Baikuntha Parida,
Plot No-1052/3414, At- Prasanti Vihar,
VIA Satabdhi Nagar, Lane-4/E,
PO-Delta, Baramunda, BBSR
Dist: Khordha, Odisha, Pin- 751 003
<sabyasachy.biotech@gmail.com>

Sub:Letter of offer as Assistant Professor in Biotechnology, MSB.

Dear Mr. Sabyasachy Parida,

This has reference to your Curriculum Vitae and subsequent interview held on 03rd January, 2023 at our institute, we are pleased to appoint you as **Assistant Professor in Biotechnology** of this institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this Institute is **10th January, 2023**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly salary of Rs.28,000/- (Twenty Eight Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee)and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.
7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.

8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the MITS management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the MITS management.
9. In addition to teaching/laboratory assignments, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the MITS management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best Wishes

[Signature]
11.1.23

DIRECTOR-MSB



[Signature]
11/01/2023
(Sabyasachy Parida)

11th January, 2023

Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information



3

MIT

SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Ref No.413 (C)/MSB/2017

Date: 16.08.2017

To

Mr. Sandeep Kumar
S/o- Shri Amar Singh
102A, KB 2E, Barra 2
Kanpur

Sub: Letter of Offer as Asst. Professor in Biotechnology Dept. for MITS School of Biotechnology, Bhubaneswar.

Dear Mr. Sandeep,

With reference to your application and subsequent interview with us, we are pleased to appoint you as **Asst. Professor** for our **MIT School of Biotechnology, Bhubaneswar** on the following terms and conditions:-

Date of Joining: 16th August, 2017.

1. You will be paid a consolidated salary of Rs. 17,000/- (Rupees Seventeen Thousand) only per month.
2. You will be on a Probation period for one year. Based on your performance appraised every six months, your services will be confirmed by the management. During the probation period your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
3. Subject to condition No.2 above, you should serve the Institution at least for a period of one year from the date of your joining.
4. Subject to conditions No. 2 above, a notice of one months or one months' salary in lieu of is required for discontinuance of service. However, you will not serve one months' notice to quit before completion of one year of employment as stated in 3 above.
5. You will abide by the Standing Orders, rules & regulations and service conditions that may be in force or application to the organization or are framed from time to time by MITS Group.

Contd..p/2

6. Your position is a whole time employment with MITS Group and you shall devote yourself exclusively to the business and interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MITS Group, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
7. If at any time in our opinion, which is final in this matter you are found non- performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
8. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With best wishes,


Accepted


(Prof. Ramajuja Nayak) PRINCIPAL
PRINCIPAL MITS School of Biotechnology
Bhubaneswar

CC: Administrative Officer, MSB

Cc: Chief Executive/Vice Chairman for information.



MITS
SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Ref No. 43/MSB/2016

Date: 01.08.2016

To

Mr. Sanjeet Manna
S/o-S.D.Manna, Hatigarh, Balasore,
Odisha, pin-756033

Sub: Letter of Offer as Teaching Asst. in Biotech Dept. for MITS School of Biotechnology,
Bhubaneswar.

Dear Mr. Sanjeet Manna,

With reference to your application and subsequent interview with us, we are pleased to appoint you as **Teaching Asst.** for our **MITS School of Biotechnology, Bhubaneswar** on the following terms and conditions:-

Date of Joining: 01 August, 2016.

1. You will be paid a consolidated salary of Rs.11, 000/- (Rupees Eleven Thousand) only per month.
2. You will be on a Probation period for one year. Based on your performance appraised every six months, your services will be confirmed by the management. During the probation period your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
3. Subject to condition No.2 above, you should serve the Institution at least for a period of one year from the date of your joining.
4. Subject to conditions No. 2 above, a notice of one month or one months' salary in lieu of is required for discontinuance of service. However, you will not serve one months' notice to quit before completion of one year of employment as stated in 3 above.
5. You will abide by the Standing Orders, rules & regulations and service conditions that may be in force or application to the organization or are framed from time to time by MITS Group.

Contd.,p/2

6. Your position is a whole time employment with MITS Group and you shall devote yourself exclusively to the business and interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MITS Group, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
7. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
8. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.


We welcome you to MITS family and look forward to a fruitful association.

With best wishes,



(Prof. Ramanuja Nayak)
PRINCIPAL

CC: Administrative Officer, MSB
Cc: Chief Executive/Vice Chairman for information.





भिटस जैव प्रौद्योगिकी संस्थान MITS SCHOOL OF BIOTECHNOLOGY

Ref No. MSB/ADM/2021/163

Date: 08.10.2021

To

Dr. Satyananda Patel

At/Po-Samasingha

Dist: Jharsuguda, Odisha-768213.

Sub: Letter of offer as Associate Professor in Biotechnology, MSB.

Dear Dr. Satyananda Patel,

This has reference to your Curriculum Vitae and subsequent interview held on 01st October, 2021 at our institute, we are pleased to appoint you as **Associate Professor in Biotechnology** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **07th October, 2021**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly consolidated salary of Rs.35,000/- (Thirty Five Thousand only) and an allowance of 5,000/- (Rupees Five thousand only) towards professional development of laboratories, RT-PCR related assignments and student projects.
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB. You need to acknowledge the institute at proper part immediately after submission of your PhD thesis at university.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

Contd. Page 02

Page-02

7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. In addition to teaching/laboratory assignments for UG/PG in Biotechnology/Microbiology, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


 DIRECTOR


 (Dr. Satyananda Patel)
 08th October, 2021

Cc: Administrative Officer, MSB
 Cc: Chief Executive / Vice-Chairman for information



23

MITS

SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Ref No. MITS/ADM/2019/206(J)

Date: 29.08.2019

To

Mr. Saumendra Satrusallya

M.Tech (P.E.)

C/o. Late Maj. S. S. Satrusallya,

At: #C-140, Lingaraj Vihar,

Aerodrome Area,

Dist: Bhubaneswar, Odisha-751020.

Sub: Letter of offer as Assistant Professor in Chemistry, MSB.

Dear Mr. Saumendra Satrusallya,

This has reference to your Curriculum Vitae and subsequent interview held on 27th Aug, 2019 at our institute; we are pleased to appoint you as **Assistant Professor in Chemistry** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **29th Aug, 2019**. You will be on probation for one semester. Based on your performance appraised every six months, your services will be recommended to the management for Regular.
2. You will be paid a consolidated salary of Rs.20,000/- (Rupees Twenty Thousand) only per month.
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of one year from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

Contd. Page 02

Page-02

7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. In addition to teaching/laboratory assignments in chemistry/Environment Science, you will be required to take up certain other administrative responsibilities like seminars, student counseling, institutional academic/examination development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


29.8.19
DIRECTOR
Director




29.8.2019.

(Mr. Saumendra Satrusallya)

29th Aug, 2019

IITS School of Biotechnology

Cc: Administrative Officer, MSB

Cc: Chief Executive / Vice-Chairman for information

MSB/Fac-Rec/ 711 / 08
Biotech.

Dt: 11 / 08 / 08

APPOINTMENT ORDER

Mr. Siddhartha Parida is hereby appointed as Lecturer in the Department of Biotechnology at MITS School of Biotechnology under the following terms and conditions.

1. His appointment is effective from 11th August 2008, with a probation period of one year.
2. He shall be paid a consolidated salary of Rs. 12,000/- (Rupees twelve thousand only) per month.
3. He will work in close harmony with all other staff with the common objective of maximizing the performance and growth for the institution.
4. The management expects a good deal of performance in all key areas. The duties and responsibilities of Mr. Siddhartha Parida shall be given in the **Annexure**.
5. The service of Mr. Siddhartha Parida at the institute shall be governed by the terms, conditions, service rules as prescribed by the Board of Directors of the Institute from time to time.
6. Mr. Siddhartha Parida, immediately on receipt of this order, must give his acceptance for the same and must report for duty to the Director of the Institute.

(Contd.....Page 2)

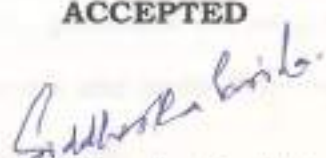
7. Mr. Siddhartha Parida must deposit in the office of the Institute all his Original Certificates, 3 colored photographs together with one set of their Photostat copies at the time of reporting for duty.

8. This appointment can be terminated by giving a notice of 30 days from either side. This is however on the normal circumstances, cannot leave the semester in between. Final settlement will be made and experience certificate will be issued only after proper completion of the academics and handing over the clearance. For any dispute arising out of this contract the legal jurisdiction will be at Bhubaneswar.


(Prof. G. K. Panda)
DIRECTOR

Encl : As above
Mr. Siddhartha Parida
Plot No: 1364
At: Pratyha, Sastri Nagar
Unit - 4
Bhubaneswar - 751001

ACCEPTED


(Siddhartha Parida)

Copy to: Chairman MITS Group of Institutions.
Accounts Section.
 Personal File.

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18

MITS

SCHOOL OF BIOTECHNOLOGY

BHUBANESWAR

(AFFILIATED TO UTKAL UNIVERSITY)

Ref No. 707/MSB/2016

Date: 29.11.2016

To

Ms. Smaranika Sahu
Dept of Biotechnology
Utkal University

Sub: Letter of Offer as **Asst. Prof. of Biotechnology** for **MITS School of Biotechnology, Bhubaneswar.**

Dear Ms. Smaranika

With reference to your application and subsequent interview with us, we are pleased to offer you as **Asst. Prof. in Dept of Biotechnology, MITS School of Biotechnology, Bhubaneswar** on the following terms and conditions:-

Date of Joining: 5th Dec, 2016.

1. You will be paid a consolidated salary of Rs.18, 000/- (Rupees Eighteen Thousand) only per month.
2. You will be on a Probation period for one year. Based on your performance appraised every six months, your services will be confirmed by the management. During the probation period your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
3. Subject to condition No.2 above, you should serve the Institution at least for a period of one year from the date of your joining.
4. Subject to conditions No. 2 above, a notice of one months or one months' salary in lieu of is required for discontinuance of service. However, you will not serve one months' notice to quit before completion of one year of employment as stated in 3 above.
5. You will abide by the Standing Orders, rules & regulations and service conditions that may be in force or application to the organization or are framed from time to time by MITS Group.

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- 6. Your position is a whole time employment with MITS Group and you shall devote yourself exclusively to the business and interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MITS Group, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
- 7. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
- 8. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

We welcome you to MITS family and look forward to a fruitful association.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

With best wishes,


 (Prof. Ramanuja Nayak)
 PRINCIPAL
 MITS School of Biotechnology
 Bhubaneswar

Accepted
 Smaranika Sahu
 5.12.16

CC: Administrative Officer, MSB
 Cc: Chief Executive/Vice Chairman for information.



Ref No.MSB/ADM/22-200

Date: 13.08.2022

To

Ms. Subhashree Rath, MSc, MPhil

D/o Sri. Purusottam Rath,

At-Takatpur,

Po- Baripada,

Dist-Mayurbhanj, Pin-757003

Sub: Letter of offer as Assistant Professor in Biotechnology, MSB.

Dear Ms. Subhashree Rath,

This has reference to your Curriculum Vitae and subsequent interview held on 10th August, 2022 at our institute, we are pleased to appoint you as **Assistant Professor in Biotechnology** of this institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **14th August, 2022**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly salary of Rs.15,000/- (Fifteen Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit photocopy of all your original certificates at MSB administration section and obtain stamped acknowledgement.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.
7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.

Contd. Page 02

8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the MITS management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the MITS management.
9. In addition to teaching/laboratory assignments, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the MITS management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

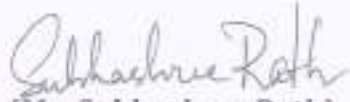
We welcome you to MITS family and look forward to a fruitful association.

With Best Wishes


13.8.22
DIRECTOR-MSB

DIRECTOR
TO SCHOOL OF BIOTECHNOLOGY
P.O. BOX 751124, INDIA




(Ms. Subhashree Rath)

13th August, 2022

Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information



RefNo.MSB/ADM/22-295

Date: 09.11.2022

To

Ms. Sujata Patia, MSc-AMB
D/o Sri. Adikanda Patia,
S-3/421, Niladri Vihar,
Near Durga Mandap, CSPUR
Bhubaneswar, Pin- 751021
<sujapatia@gmail.com>

Sub: Letter of offer as Assistant Professor in Biotechnology, MSB.

Dear Ms. Sujata Patia,

This has reference to your Curriculum Vitae and subsequent interview held on 9th Nov, 2022 at our institute, we are pleased to appoint you as **Assistant Professor in Biotechnology** of this institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **13th November, 2022**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly salary of Rs.15,000/- (Fifteen Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit photocopy of all your original certificates at MSB administration section and obtain stamped acknowledgement.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.
7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.

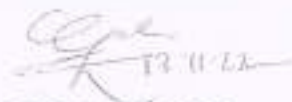
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8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the MITS management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the MITS management.
9. In addition to teaching/laboratory assignments, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the MITS management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best Wishes



DIRECTOR-MSB



(Ms. Sujata Patia)

13th November, 2022

Cc: Administrative Officer, MSB

Cc: Chief Executive / Vice-Chairman for information



MIT S
SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

No. MITS/362/07

Date 20/07/07 17

OFFICE ORDER

To

Dr. Swati Mishra
HIG - 180, Sailashree Vihar
Bhubaneswar

Subject: **Appointment as Assistant Professor in Biotechnology.**

The Management of MITS School of Biotechnology, Bhubaneswar is pleased to appoint you as Assistant Professor in Biotechnology with the following terms and conditions.

1. Your appointment is purely temporary and can be terminated without prior notice assigning any reason there of.
2. You are required to join your duties on or before 25th July 2007.
3. You are appointed with a consolidated monthly salary of Rs 10,000/- (Rupees ten thousand) only per month.
4. After a period of probation for one year and based on your performance, you will be considered for an appropriate scale.
5. At the time of joining, you will be required to leave your certificates in original to be in the safe custody of MITS. This is only to ensure that you do not leave teaching students without completing the course. You are required to submit two passport size photographs and a medical certificate of fitness from a registered practitioner.
6. A notice of one month or a month's salary in lieu of is required on either side for discontinuance of service.
7. You shall be allowed C.L. not exceeding 15 days during a Calendar Year.

Sincerely Yours

[Signature]
PRINCIPAL
MITS School of Biotechnology

Memo No: MITS / / 07

Date.....

Copy to Chairman, MITS Group for information

[Signature]
PRINCIPAL

Memo No: MITS / / 07

Date.....

Admn. Officer, MITS School of Biotechnology for information and necessary action.

[Signature]
PRINCIPAL

Memo No: MITS / / 07

Date.....

Accountant, MITS School of Biotechnology for information and necessary action.

[Signature]
PRINCIPAL

UTKAL UNIVERSITY
VANI VIHAR: DHUBANESWAR-4.

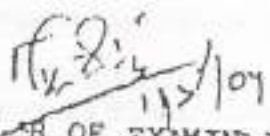
16

NOTIFICATION NO. EC. VI. -703-2001/ 7H /2004, Date: 01.5.04

THE DEGREE OF DOCTOR OF PHILOSOPHY IN SCIENCE (ZOOLOGY)


Swati Mishra is declared to be qualified for the award of the Ph.D. Degree in Zoology. The subject of the thesis is "ECOLOGICAL STUDIES ON MANGROVE ECOSYSTEM MANAGEMENT IN WESTAL ORISSA AND ITS AQUACULTURE FEASIBILITY".

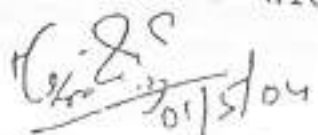
Registration No. 12-Zoology-1996-1997.


CONTROLLER OF EXAMINATIONS
UTKAL UNIVERSITY: DHUBANESWAR

No. EC. VI/703-2001/ 7H2(11)/2004, Date: 01.5.04
forwarded to :-

- Swati Mishra, C/O- Dr. S.K. Mishra, VII-H/189, HIG Colony, Sallee Vihar, Dhubaneswar ;
- Dr. Bijayananda Naik, Near Central School, Gajapati Nagar, Jatni, Khurda-752 050 Guide & chairman, Board of examiners ;
- Prof. S. M. Agrawalla, Ex-Vice-Chancellor, MIG-5, Indravati Colony, Raipur, Chhatisg. 492001 ;
- Prof. M. Vikram Reddy, Prof. of Zoology and Ecology School of Ecology Environmental Sciences, Pondichery University, Pondichery-605006 examiner ;
- The Principal, Ravenshaw College, Cuttack- 3 ;
- The Director of Printing, Publication and Stationeries, Orissa, Govt. Press, Cuttack for favour of publication in the next issue of the Orissa Gazette ;
- The Secretary, Association of Indian Universities, Rouse Avenue, New Delhi ;
- The Editor, University News Association of Indian Universities, AIU House, 16, Kotla Marg, New Delhi ;
- The Librarian, Association of Indian Universities, AIU House, 16, Kotla Marg, New Delhi ;
- The Director of Higher Education, Orissa, Dhubaneswar for information ; and
- The Section Officers, Ex-IV, VII and Public Compliance Unit: for information and necessary action. The candidate paid Rs. 300/- towards Original Certificate vide Cash Unit Receipt No. -19906 dated 10.7.2003.


PRINCIPAL
MITS School of Biotechnology
Dhubaneswar


CONTROLLER OF EXAMINATIONS
UTKAL UNIVERSITY: DHUBANESWAR



Ref No.MSB/ADM/23-146

Date: 30.05.2023

To

Mr. Aloka Prasad Mishra, MBA
At- Brahman Sasan, Talcher Town
Po-Talcher,
Dist-Angul, Pin- 759103
<alokprasadmishra7@gmail.com>

Sub: Letter of offer as Assistant Professor in Computer Science, MSB.

Dear Mr. Aloka Prasad Mishra,

This has reference to your Curriculum Vitae and subsequent interview held on 30th May, 2023 at our institute, we are pleased to appoint you as **Assistant Professor in Computer Science** of this institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **31st May, 2023**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly salary of Rs.18,000/- (Eighteen Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit photocopy of all your original certificates at MSB administration section and obtain stamped acknowledgement.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.
7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.

Contd..Page 02

8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the MITS management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the MITS management.
9. In addition to teaching/laboratory assignments, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the MITS management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best Wishes

 30.5.23

DIRECTOR-MSB

Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information





(Mr. Alok Prasad Mishra)

30th May, 2023



मिदस जैव प्रौद्योगिकी संस्थान MITS SCHOOL OF BIOTECHNOLOGY

Ref No. MSB/ADM/22-317(1)

Date: 01.12.2022

To
Ms. Ankita Samantara, MSc-CS
D/o Sri. Prasanna Kumar Samantara,
Plot No. 268/269,
Near Guru Nanak English Medium School,
Gudiapokhari, Sangalai Sasan,
Bhubaneswar, Khordha, Odisha, Pin- 751 002
<ankita.samantara16@gmail.com >

Sub: Letter of offer as Assistant Professor in Computer Science, MSB.

Dear Ms. Ankita Samantara,

This has reference to your Curriculum Vitae and subsequent interview held on 15th November, 2022 at our institute, we are pleased to appoint you as **Assistant Professor in Computer Science** of this institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **1st December, 2022**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly consolidated salary of Rs.17, 000/- (Seventeen Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

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Page-02


- 7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
- 8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the MITS management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the MITS management.
- 9. In addition to teaching/laboratory assignments for BCA and allied courses of Comp. Sc. in Biotechnology/Microbiology, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
- 10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
- 11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
- 12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the MITS management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


 1.12.22
DIRECTOR


 01/12/22
(Ms. Ankita Samantara)

1st December, 2022

Cc: Administrative Officer, MSB
 Cc: Chief Executive / Vice-Chairman for information

Ref No. MSB/ADM/2021/172

Date: 21.10.2021

To

Mrs. Ashalata Naik

W/o Sri Manas Kumar Nayak

Flat No-106, Block-B, Ethics Ambience

Kiss Road, Daruthenga, Bhubaneswar, Odisha-754005.

Sub: Letter of offer as Teaching Assistant in Computer Science, MSB.

Dear Mrs. Ashalata Naik,

This has reference to your Curriculum Vitae and subsequent interview held on 06th October, 2021 at our institute, we are pleased to appoint you as **Teaching Assistant in Computer Science** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **21st October, 2021**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly consolidated salary of Rs.12,000/- (Twelve Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB. You need to acknowledge the institute at proper part immediately after submission of your PhD thesis at university.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of one month or one months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

Contd. Page 02

7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. You need to take care lab related activities like, students' experiments, computer laboratories, projects etc. You will be required to maintain complete list of computers, accessories (lab wise) and smooth function of networking in consultation with System Admin. You need to take up certain other allied responsibilities like seminars/projects, student counseling, and other lab development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

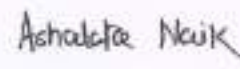
Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.



DIRECTOR



(Mrs. Ashalata Naik)

21st October, 2021

Cc: Administrative Officer, MSB

Cc: Chief Executive / Vice-Chairman for information



Ref No.MSB/ADM/22-328

Date: 12.12.2022

To

Mrs. Basanti Dash, MCA
At-Govindpur,
Po-Barabanka, Sarasai,
Dhenkanal, Pin- 759001
<basanti.dash67@gmail.com>

Sub: Letter of offer as Assistant Professor in Computer Science, MSB.

Dear Mrs. Basanti Dash,

This has reference to your Curriculum Vitae and subsequent interview held on 10th Dec, 2022 at our institute, we are pleased to appoint you as **Assistant Professor in Computer Science** of this institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **12th December, 2022**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly salary of Rs.15,000/- (Fifteen Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit photocopy of all your original certificates at MSB administration section and obtain stamped acknowledgement.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee)and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.
7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.

Contd. Page 02

8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the MITS management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the MITS management.
9. In addition to teaching/laboratory assignments, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the MITS management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best Wishes



DIRECTOR-MSB

SCHOOL OF BIOTECHNOLOGY

Administrative Building, MSB

Cc: Chief Executive / Vice-Chairman for information



(Mrs. Basanti Dash)

12th December, 2022



MITS (2) 19

SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Ref No. MITS/ADM/2018/275

Date: 20.07.2018

To
Mr. Benumadhaba Ratha
M.Tech. (Computer Science)
S/o. Sri Brahmananda Ratha
Ward No: 21, Purnachandrapur
Baripada, Mayurbhanj
Odisha-757002

Sub: Letter of offer as Assistant Professor in the department of Computer Science, MSB.

Dear Mr. Benumadhaba Ratha,

This has reference to your Curriculum Vitae and subsequent interview held on 1st July, 2018 at our institute, we are pleased to appoint you as **Assistant Professor in Computer Science** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **10th July, 2018**. You will be on probation for one semester. Based on your performance appraised every six months, your services will be recommended to the management for Regular.
2. You will be paid a consolidated salary of Rs.20,000/- (Rupees Twenty Thousand) only per month.
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of one year from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

Contd. Page 02

7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. In addition to teaching assignment, you will be required to take up certain other administrative responsibilities like department administration, student counseling, laboratory classes, Seminars, Project Supervision and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


20/7/18

DIRECTOR

MITS School of Technology
Ct: Administrative Officer, MSB
Ct: Chief Executive / Vice-Chairman for infant school


20/7/2018
(Mr. Benumadhava Ratha)
20th July, 2018



मिटस जैव प्रौद्योगिकी संस्थान MITS SCHOOL OF BIOTECHNOLOGY

Ref No. MSB/ADM/2021/173

Date: 21.10.2021

To
Mr. Bibhudatta Tripathy
Balisahi, Madhupatna
Cuttack, Odisha-753010.

Sub: Letter of offer as Assistant Professor in Computer Science, MSB.

Dear Mr. Bibhudatta Tripathy,

This has reference to your Curriculum Vitae and subsequent interview held on 18th October, 2021 at our institute, we are pleased to appoint you as **Assistant Professor in Computer Science** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **21st October, 2021**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly consolidated salary of Rs.24,000/- (Twenty Four Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB. You need to acknowledge the institute at proper part immediately after submission of your PhD thesis at university.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

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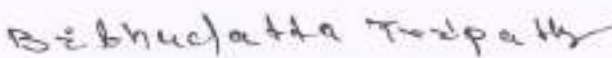
7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. In addition to teaching/laboratory assignments for BCA course, you will be required to take up certain other allied responsibilities like industry-academia liaison for seminars/ projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and student results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


21.10.21
DIRECTOR


(Mr. Bibhudatta Tripathy)

21st October, 2021

Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information



मिडस जैव प्रौद्योगिकी संस्थान MITS SCHOOL OF BIOTECHNOLOGY

Ref No. MSB/ADM/22-297

Date: 14.11.2022

To

Ms. Bijayalaxmi Parida, MCA
W/o Sri. Satya Prakash Swain,
At-B-502, Ethics Ambience, KISS Road,
Po-KIIT, Ps-Infocity, Khordha, Odisha
Pin- 751 024
<bijayalaxmip479@gmail.com >

Sub: Letter of offer as Assistant Professor in Computer Science, MSB.

Dear Mrs. Bijayalaxmi Parida,

This has reference to your Curriculum Vitae and subsequent interview held on 26th October, 2022 at our institute, we are pleased to appoint you as **Assistant Professor in Computer Science** of this institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **1st November, 2022**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly consolidated salary of Rs.18, 000/- (Eighteen Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

Contd. Page 02

7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the MITS management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the MITS management.
9. In addition to teaching/laboratory assignments for BCA and allied courses of Comp. Sc. in Biotechnology/Microbiology, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the MITS management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


14.11.22
DIRECTOR


(Mrs. Bijayalaxmi Parida)

14th November, 2022

Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information



14

MITS

SCHOOL OF BIOTECHNOLOGY BHUBANESWAR (AFFILIATED TO UTKAL UNIVERSITY)

Ref No. MSB/ADM/2020/46

Date: 04.03.2020

To
Mr. Chhabi Sethi
C/o. Udyanath Sethi
Plot No-69/999, At-Botanda, PO-Kuha
Dist: Khordha, Bhubaneswar, Odisha-751002.

Sub: Letter of offer as Assistant Professor in Computer Science, MSB.

Dear Mr. Chhabi Sethi,

This has reference to your Curriculum Vitae and subsequent interview held on 03rd March, 2020 at our institute, we are pleased to appoint you as **Assistant Professor in Computer Science** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **04th March, 2020**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid a consolidated salary of Rs.23,780/- (Rupees Twenty Three Thousand Seven Hundred Eighty) only per month.
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB. You need to acknowledge the institute at proper part immediately after submission of your PhD thesis at university.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

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Page-02

7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. In addition to teaching/laboratory assignments in computer science, you will be required to take up certain other allied responsibilities like conduct of seminars/projects, student counseling, institutional academic/examination development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


4.3.2020
DIRECTOR


04.03.2020
(Mr. Chhabi Sethi)
04th March, 2020

Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information

Ref: No. 26 /2018/Town Office

Dt: 10/07/2018

OFFICE ORDER

To
Prof. (Dr.) G K Panda
Principal, MITS, Rayagada

Sub: Transfer and posting as Director, MITS School of Biotechnology at Bhubaneswar.

Dear Sir,

With reference to above subject, the MITS Management has decided to transfer you from your present assignment to MITS School of Biotechnology, Bhubaneswar as its Director with immediate effect. You are, therefore, requested to join your new assignment positively on dt.11.07.2018 and report compliance.

Kindly proceed with all the formalities and procedure of clearance from MITS, Rayagada as needed.

We wish you best of luck in your new assignment.

Yours sincerely,



(Biswajeet Panda)
Vice Chairman

CC: Chairman, MITS Group/Chief Executive, MITS Group/Principal, MSB, Bhubaneswar/
Personal file.



MITS[®]

SCHOOL OF BIOTECHNOLOGY BHUBANESWAR

(AFFILIATED TO UTKAL UNIVERSITY)

Ref No.413 (B)/MSB/2017

Date: 16.08.2017

To

MRS. KABITA SAHOO
At- Saranga
Dist- Cuttack
Pin-754022, Odisha

Sub: Letter of Offer as Asst. Professor in Computer Science Dept. for MITS School of Biotechnology, Bhubaneswar.

Dear Mrs. Kabita,

With reference to your application and subsequent interview with us, we are pleased to appoint you as **Asst. Professor** for our **MITS School of Biotechnology, Bhubaneswar** on the following terms and conditions:-

Date of Joining: **16th August, 2017.**

1. You will be paid a consolidated salary of Rs. 24,000/- (Rupees Twenty four Thousand) only per month.
2. You will be on a Probation period for one year. Based on your performance appraised every six months, your services will be confirmed by the management. During the probation period your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
3. Subject to condition No.2 above, you should serve the Institution at least for a period of one year from the date of your joining.
4. Subject to conditions No. 2 above, a notice of one months or one months' salary in lieu of is required for discontinuance of service. However, you will not serve one months' notice to quit before completion of one year of employment as stated in 3 above.
5. You will abide by the Standing Orders, rules & regulations and service conditions that may be in force or application to the organization or are framed from time to time by MITS Group.

Contd..p/2

Plot No. - 2(P), Infocity, Patia, Chandaka Industrial Estate, P.O. - KIIT Campus, Bhubaneswar - 751024

Ph.: 0674 - 3196060, telefax : 0674 - 2741584, web : www.msb.ac.in

Page-02


6. Your position is a whole time employment with MITS Group and you shall devote yourself exclusively to the business and interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MITS Group, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
7. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
8. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With best wishes,

Asah
20-9-17
Accepted


(Prof. Ramanuja Nayak)
PRINCIPAL
MITS School of Biotechnology
Bhubaneswar

CC: Administrative Officer, MSB

Cc: Chief Executive/Vice Chairman for information.

MSB/Fac-Rec/ 1086/ 10
Comp. Science

Dt: 01/12/10

APPOINTMENT ORDER

Mr. Mohammed Abdullah is hereby appointed as Lecturer in the Department of Computer Science at MITS School of Biotechnology on *ad hoc* basis under the following terms and conditions.

1. His appointment is effective from 1st Dec 2010, with a probation period of one year.
2. He shall be paid a consolidated salary of Rs. 10,000/- (Rupees Ten thousand only) per month.
3. He will work in close harmony with all other staff with the common objective of maximizing the performance and growth for the institution.
4. The management expects a good deal of performance in all key areas. The duties and responsibilities of Mr. Mohammed Abdullah shall be given in the **Annexure**.
5. The service of Mr. Mohammed Abdullah at the institute shall be governed by the terms, conditions, service rules as prescribed by the Board of Directors of the Institute from time to time.
6. He shall be responsible for all duties assigned to him by the Principal of Institute.
7. Mr. Mohammed Abdullah, immediately on receipt of this order, must give his acceptance for the same and must report for duty to the Principal of the Institute.
8. He will work in close harmony with all other staff with the common objective of maximizing the performance and growth for the institution in research field.

(Contd.....Page 2)

9. Mr. Mohammed Abdullah must deposit in the office of the Institute all his Original Certificates, 3 colored photographs together with one set of their Photostat copies at the time of reporting for duty.

10. This appointment can be terminated by giving a notice of 30 days from either side. This is however on the normal circumstances, cannot leave the semester in between. Final settlement will be made and experience certificate will be issued only after proper completion of the academics and handing over the clearance. For any dispute arising out of this contract the legal jurisdiction will be at Bhubaneswar.



(Dr. Swati Mishra)

PRINCIPAL

PRINCIPAL
MITS School of Biotechnology
Bhubaneswar

Encl: As above

Mr. Mohammed Abdullah
Qrs. No-81/G, C-Type, Rail Vihar
Chandrasekharpur
Bhubaneswar

ACCEPTED

Mohammed Abdullah
(Mohammed Abdullah)

Copy to: CE, MITS Group of Institutions.
Accounts Section.
Personal File.



MITS
SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

15

Ref No. MITS/ADM/2018/276

Date: 20.07.2018

To
Mr. Nihar Ranjan Panda
M.Sc. (Math), M.Phil. (Math)
S/o. Sri Sricharan Panda
At: Ichhapur, PO: Sri Baldevjew
Dist: Kendrapara, Odisha-754212

Sub: Letter of offer as Assistant Professor in the department of Computer Science, MSB.

Dear Mr. Nihar Ranjan Panda,

This has reference to your Curriculum Vitae and subsequent interview held on 3rd July, 2018 at our institute, we are pleased to appoint you as **Assistant Professor in Computer Science** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **9th July, 2018**. You will be on probation for one semester. Based on your performance appraised every six months, your services will be recommended to the management for Regular.
2. You will be paid a consolidated salary of Rs.15,000/- (Rupees Fifteen Thousand) only per month.
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of one year from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

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7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. In addition to teaching assignment for mathematics and statistic related papers, you will be required to take up certain other administrative responsibilities like student counseling, laboratory classes, Seminars and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


20-7-18
DIRECTOR

MITS School of Technology

Cc: Administrative Officer, MSB

Cc: Chief Executive / Vice-Chairman for information

Nihar Ranjan Panda
(Mr. Nihar Ranjan Panda)

20th July, 2018



MITS
SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Ref No. MITS/ADM/2019/205

To
Mrs. Panchami Padmasana
MTech (VLSI & ESD)
D/o. Sri Krushna Chandra Das,
At: Plot No: EB-21, Stage-1,
PS- Laxmi Sagar,
Dist: Bhubaneswar, Odisha-751006.

Sub: Letter of offer as Assistant Professor in the department of Computer Science, MSB.

Dear Mrs. Panchami Padmasana,

This has reference to your Curriculum Vitae and subsequent interview held on 19th Aug, 2019 at our institute, we are pleased to appoint you as **Assistant Professor in Computer Science** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **21st Aug, 2019**. You will be on probation for one semester. Based on your performance appraised every six months, your services will be recommended to the management for Regular.
2. You will be paid a consolidated salary of Rs.15,000/- (Rupees Fifteen Thousand) only per month.
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of one year from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

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7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. In addition to laboratory assignments, you will be required to take up certain other administrative responsibilities like student counseling, laboratory classes, Seminars and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


21.8.19
DIRECTOR
Director

MITS School of Biotechnology
Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information



(Mrs. Panchami Padmasana)

21st Aug, 2019

Panchami Padmasana



Ref No.MSB/ADM/23-131

Date: 15.05.2023

To
Ms. Manisha Jena, MSc
D/o- Bhramar bar Jena
At- Maitree Vihar, CSPUR
Bhubaneswar, Pin- 751023
<mjena681@gmail.com>

Sub: Letter of offer as Assistant Professor in Computer Science, MSB.

Dear Ms. Manisha Jena,

This has reference to your Curriculum Vitae and subsequent interview held on 10th May, 2023 at our institute, we are pleased to appoint you as **Assistant Professor in Computer Science** of this institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **15th May, 2023**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly salary of Rs.15,000/- (Fifteen Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit photocopy of all your original certificates at MSB administration section and obtain stamped acknowledgement.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.
7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.

Contd. Page 02

8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the MITS management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the MITS management.
9. In addition to teaching/laboratory assignments, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of Institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the MITS management may take such action as it deems fit in its sole discretion, including termination of your employment.

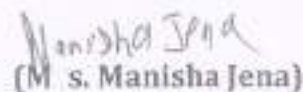
Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best Wishes



DIRECTOR-MSB



(M. s. Manisha Jena)

15th May, 2023

Cc: Administrative Officer, MSB

Cc: Chief Executive / Vice-Chairman for information



MIT S

SCHOOL OF BIOTECHNOLOGY

BHUBANESWAR

(AFFILIATED TO UTKAL UNIVERSITY)

Ref. No: 109/MSB/2015

Date: 13.07.2015

OFFICE ORDER

To
Prof. Ramanuja Nayak
Biswanath Trust Road
Kamapali Tank,
Berhampur-760004

Dear Sir,

Sub: Revised Letter of Appointment as Principal, MITS School of Biotechnology, Bhubaneswar.

This is in continuation of your transfer order to Bhubaneswar, the Management of MITS Group is further pleased to appoint you as Principal of MITS School of Biotechnology, Bhubaneswar with Hd.Qrs. at Bhubaneswar with effect 10th July, 2015 from on the following terms and conditions.

You will be paid a consolidated monthly salary of Rs.42, 000/- + Rs.2000/- as Local Travel Allowance + Rs.1000/- as Mobile Allowance totaling to Rs.45, 000/-.

You will be in charge of -

- Planning & Coordination
- Monitoring Academic work
- Matters related to Utkal University and any other affiliating Govt.OrganiZation
- Total discipline of Teaching Staff and Students
- R & D Initiative
- Initiation of process for NAAC Approval/NBA Accreditation/Collaboration of Institution with reputed foreign or national level organizations
- Research activities and projects
- And such other assignments as may be given to you from time to time for the over-all growth and development of the Institution.

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MITs

SCHOOL OF BIOTECHNOLOGY BHUBANESWAR

(AFFILIATED TO UTKAL UNIVERSITY)

-2-

Subject to the above conditions, a notice of 2 months or two months' salary in lieu of is required for relieving you of your assignment.

Thanking you,

Sincerely yours


CHIEF EXECUTIVE,
MITs GROUP

CC: Personal file
CC: Vice Chairman MITs Group



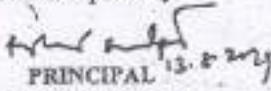
मझिघरियाणी प्रौद्योगिक व विज्ञान संस्थान
MAJHIGHARIANI INSTITUTE OF TECHNOLOGY & SCIENCE(MITS)

No. 546 /MITS/ADMIN/2019

Date: 10/05/2019

Transfer Order

As decided by the Management Mr. Rashmi Ranjan Behera, Asst.prof (Biotech.) has been transferred to sister Institution MITS School of Biotechnology, Bhubaneswar and he will report to Director, MSB, Patia, BBSR with retrospective effect from 01.01.2019. His Personal File & LPC are being forwarded separately.


PRINCIPAL 13.5.2019
MITS, RAYAGADA

Cc: Person Concerned - You are hereby requested to submit an 'NOC' from MITS, Rayagada for forwarding of LPC & other documents.
Cc: Officer-Academic/Accounts Section
Cc: PRINCIPAL, MITS School of Biotechnology, BBSR For information.
Cc: Vice-Chairman for information.



मिडस जैव प्रौद्योगिकी संस्थान MITS SCHOOL OF BIOTECHNOLOGY

Ref No. MSB/ADM/21-202

Date: 22.11.2021

To

Mrs. Samita Bala Routray, MTech-CS
D/o Sri. Ajay Kumar Barik,
At- Arvind Nagar,
PO- Madhupatna,
Dist: Cuttack, Odisha, Pin- 753 010
<soma.routray@gmail.com>

Sub: Letter of offer as Assistant Professor in Computer Science, MSB.

Dear Mrs. Samita Bala Routray,

This has reference to your Curriculum Vitae and subsequent interview held on 20th November, 2021 at our institute, we are pleased to appoint you as **Assistant Professor in Computer Science** of this institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **22nd November, 2021**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly consolidated salary of Rs.10,000/- (Ten Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

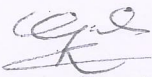
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7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the MITS management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the MITS management.
9. In addition to teaching/laboratory assignments for BCA and allied courses of Comp. Sc. in Biotechnology/Microbiology, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the MITS management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

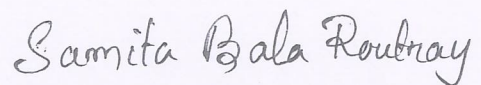
With Best wishes.



DIRECTOR

MITS School of Biotechnology

Bhubaneswar
Cc: Administrative Officer, MSB



(Mrs. Samita Bala Routray)

22nd November, 2021



मिडस जैव प्रौद्योगिकी संस्थान MITS SCHOOL OF BIOTECHNOLOGY

Ref No. MITS/ADM/22-145

Date: 02.06.2022

To
Santosh Kumar Nayak, MCA
S/o Sri Prakash Nayak,
At-Garajanga, PO-Khadisha,
Via Gop, Puri, Odisha-752 110
<santoshnayak376@gmail.com>

Sub: Letter of offer as Teaching Assistant in Computer Science, MSB.

Dear Mr. Santosh Kumar Nayak,

This has reference to your Curriculum Vitae and subsequent interview held on 26th April, 2022 at our institute, we are pleased to appoint you as **Teaching Assistant in Computer Science** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **1st June, 2022**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly consolidated salary of Rs.13,000/- (Thirteen Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB. You need to acknowledge the institute at proper part immediately after submission of your PhD thesis at university.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of one month or one months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

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Page-02

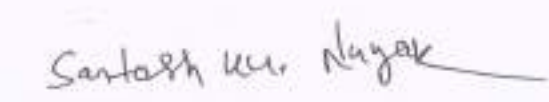
- 7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
- 8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
- 9. You need to take care lab related activities like, students' experiments, computer laboratories, projects etc. You will be required to maintain complete list of computers, accessories (lab wise) and smooth function of networking in consultation with System Admin. You need to take up certain other allied responsibilities like seminars/ projects, student counseling, and other lab development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors.
- 10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
- 11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
- 12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


DIRECTOR


(Mr. Santosh Kumar Nayak)

1st June, 2022

Cc: Administrative Officer, MSB
 Cc: Chief Executive / Vice-Chairman for information



MAJHIGHARIANI INSTITUTE OF TECHNOLOGY & SCIENCE (MITS)

SRIRAM VIHAR, BHUJABAL, KOLNARA, RAYAGADA, PIN-765017, ODISHA

DATE: 01/10/2022

498/MITS/ADMIN/2022

TRANSFER ORDER

As decided by the Management Mr. Siva Ranjan Pradhan, Asst.prof. (Basic Science & Humanity) has been transfer to sister Institution MITS School of Biotechnology, Bhubaneswar and he will report to Director, MSB, Patia, BBSR and he has been relieved from his duty with effect from 01.10.2022(AN).


01.10.22
VICE-CHAIRMAN
MITS, RAYAGADA

- Copy to person concerned for information and necessary action.
- Copy to Accounts section for information and necessary action.
- Copy to Administration officer for information and necessary action.
- Copy forwarded to Dean, MIPS for information and necessary action.
- Copy submitted to Director, MITS School of Biotechnology, BBSR for information.



मिटस जैव प्रौद्योगिकी संस्थान MITS SCHOOL OF BIOTECHNOLOGY

12

Ref No. MSB/ADM/22-305(1)

Date: 21.11.2022

To
Ms. Subhashree Barik, MSc-CS
D/o Sri. Ajay Kumar Barik,
At- Sathuapatana,
PO- Marjitapur,
Dist: Jajpur, Odisha, Pin- 755 023
<ankita.samantara16@gmail.com >

Sub: Letter of offer as Assistant Professor in Computer Science, MSB.

Dear Ms. Subhashree Barik,

This has reference to your Curriculum Vitae and subsequent interview held on 15th November, 2022 at our institute, we are pleased to appoint you as **Assistant Professor in Computer Science** of this institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **21st November, 2022**. You will be on probation for one year. Based on your performance appraised every academic session, your services will be recommended to the management for Regular.
2. You will be paid monthly consolidated salary of Rs.17, 000/- (Seventeen Thousand only).
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve in the institute at least for a period of two years from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service (by the employee) and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

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7. You will abide by the standing orders, rules, regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
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9. In addition to teaching/laboratory assignments for BCA and allied courses of Comp. Sc. in Biotechnology/Microbiology, you will be required to take up certain other allied responsibilities like fetching projects (Govt./DBT/UGC etc.), industry-academia liaison (national/international repute) for seminars/projects, student counseling, departmental (academic/lab/project) development process and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors. You need to accept the teaching-load at satisfactory level and results in all examinations concerned to your teaching must be satisfactory.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the MITS management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the MITS management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


21.11.22
DIRECTOR


21/11/22
(Ms. Subhashree Barik)
21st November, 2022

Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information

Ref No. /MSB/2016

Date: 29.07.2016

To

Mrs. Tapaswini Nayak
Qtr No.-C1, All India Radio,
Bolangir-767001, Odisha

Sub: Letter of Offer as Asst. Professor in Computer Sc. Dept. for MITS School of Biotechnology, Bhubaneswar.

Dear Mrs. Tapaswini Nayak,

With reference to your application and subsequent interview with us, we are pleased to appoint you as **Asst. Professor** for our **MITS School of Biotechnology, Bhubaneswar** on the following terms and conditions:-

Date of Joining: 29 July, 2016.

1. You will be paid a consolidated salary of Rs. 25,000/- (Rupees Twenty Five Thousand) only per month.
2. You will be on a Probation period for one year. Based on your performance appraised every six months, your services will be confirmed by the management. During the probation period your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
3. Subject to condition No.2 above, you should serve the Institution at least for a period of one year from the date of your joining.
4. Subject to conditions No. 2 above, a notice of one months or one months' salary in lieu of is required for discontinuance of service. However, you will not serve one months' notice to quit before completion of one year of employment as stated in 3 above.
5. You will abide by the Standing Orders, rules & regulations and service conditions that may be in force or application to the organization or are framed from time to time by MITS Group.

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Page-02

- 6. Your position is a whole time employment with MITS Group and you shall devote yourself exclusively to the business and interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MITS Group, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
- 7. If at any time in our opinion, which is final in this matter you are found non- performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
- 8. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With best wishes,

Accepted



(Prof. Ramanuj Nayak)
PRINCIPAL

CC: Administrative Officer, MSB
Cc: Chief Executive/Vice Chairman for information.





MITS
SCHOOL OF BIOTECHNOLOGY
BHUBANESWAR
(AFFILIATED TO UTKAL UNIVERSITY)

Ref No. MITS/ADM/2018/325

Date: 18.09.2018

To
Mr. Tarini Prasad Barik
MCA
S/o. Sri Ashok Kumar Barik
At: Rajendra Pur, Jajpur
Odisha-755009

Sub: Letter of offer as Teaching Assistant in the department of Computer Science, MSB.

Dear Mr. Tarini Prasad Barik,

This has reference to your Curriculum Vitae and subsequent interview held on 7th Sept, 2018 at our institute, we are pleased to appoint you as **Teaching Assistant in Computer Science** of this Institute on the following terms and conditions

1. You are hereby appointed as per MITS Service Rules on Ad hoc basis. Your date of joining in this institute is **8th September, 2018**. You will be on probation for one semester. Based on your performance appraised every six months, your services will be recommended to the management for Regular.
2. You will be paid a consolidated salary of Rs.10,000/- (Ten Thousand) only per month.
3. As a part of statutory requirements and compliance to proper parts, you need to deposit all your original certificates at MSB administration section and obtain stamped acknowledgement. The certificates shall remain in the safe custody of MSB.
4. During the probation, your services if found not satisfactory can be terminated with one month notice without assigning any reason(s) whatsoever.
5. Subject to condition No.4 above, you should serve the Institution at least for a period of one year from the date of your joining and need to accomplish assigned classes.
6. Subject to conditions No.4 & 5 above, a notice of two months or two months' salary *in lieu of* is required for discontinuance of service and to ensure completion of syllabus. The certificates will be returned to you on compliance of this condition. However, you will not serve two months' notice to quit before completion of probation of employment as stated in 4 above.

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Page-02

7. You will abide by the Standing Orders, rules & regulations and service conditions that shall be in force or application to the organization or are framed from time to time by MSB.
8. Your position is a whole time employment with MSB and you shall devote yourself exclusively to the academic interests of the organization. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder / debenture holder), in any other trade or business during your employment with MSB, without permission in writing of the Management. You will also not seek membership of any local or public bodies without first obtaining specific permission from the Management.
9. In addition to laboratory assignments and assisting to teach you will be required to take up certain other administrative responsibilities like student counseling, organization of seminars and such other responsibilities concerning your profession as may be assigned to you from time to time by your superiors.
10. Your present place of work will be at Bhubaneswar, but during the course of the service, you shall be liable to be posted / transferred anywhere in MITS group of institutions to serve any of the Organization's Projects or Institutions or any other establishment in India or outside, at the sole discretion of the Management.
11. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the organization shall be entitled to recover the damages from you.
12. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance of all terms and conditions.

We welcome you to MITS family and look forward to a fruitful association.

With Best wishes.


18-9-18
DIRECTOR


(Mr. Tarini Prasad Barik)

18th September, 2018

Cc: Administrative Officer, MSB
Cc: Chief Executive / Vice-Chairman for information