



VARDHAMAN MAHAVEER OPEN UNIVERSITY, KOTA
REGISTRAR OFFICE

No.F.2/VMOU/ESTT/14/17100-06

Dated: 8/01/2014

OFFICE-ORDER

On the recommendation of the Selection Committee and approval by the Board of Management in its meeting held on 6th January, 2014 vide resolution No. 87/14 the Hon'ble Vice-Chancellor is pleased to appoint Sh. Akhilesh Kumar S/o Shri Sudhish Kumar Pathak date of birth 05-05-1980 on the post of Assistant Professor in Education on a fixed remuneration Rs. 18200/- p.m. (Eighteen thousand two hundred rupees only) in the UGC pay scale 15600-39000 & AGP 6000/- as per State Govt. notification No.F.12(6)FD (Rules) /05 Jaipur, dated 13-3-2006 and F.18(1)Edu-4/2008 dated 16/5/08 as probationer trainee for a period of two years on the following terms & conditions:-

1. He will not be entitled to other allowances like Special Pay, Dearness Pay, Dearness Allowance, House Rent Allowance, City Compensatory Allowance, Bonus, or any other allowance(s) called by whatever name similarly during probation training period.
2. No Travelling Allowance shall be admissible for joining as a Probationer-trainee. In case of journey on duty, he shall be allowed T.A. as on tour and in case of transfer only Mileage Allowance and incidental on the basis of fixed remuneration shall be admissible.
3. No deduction towards Employee Provident Fund shall be made from the fixed remuneration.
4. Probationer- trainee shall be eligible for Casual Leave of 12 days in a calendar year and for period of less than a calendar year, it shall be admissible in proportion on the basis of the completed months. Other leaves shall not be permitted in probation training period.
5. For an existing employee already in service prior to 20.1.2006 an option shall be given to opt either for the "fixed remuneration" or the existing pay scale (not the scale of his new appointment), whichever is beneficial to his while he is under probation training. After successful completion of probation training period, pay may be fixed as per rules, where such a Government servant will get due advantage of being in a regular pay scale earlier, and will get due protection of his pay.
6. Person already working in universities/Govt. Institutions may give his option for protection of pay drawing by him in accordance with the guidelines issued by the state government.
7. Medical facilities shall be permitted as per new medical rules of Govt. of Rajasthan.
8. New contributory pension scheme shall apply as per Govt. of Rajasthan notification no. F-13(1)FD/Rules/2003 dated 27.3.2004 and University order no. F-2/VMOU/Estt/vividh-Pension/06/802-829 dated 6/5/06.
9. Probation training period shall not be counted for Annual Grade Increment.
10. If the work of the candidate is not found satisfactory in the period of probation training, his services shall be terminated without any notice.
11. The appointment is subject to production of certificates of Physical fitness from competent Medical Officer (C.M.H.O./P.M.O./Superintendent of Medical College).

P.T.O.

12. The candidate has to produce a Character Certificate from two reputed persons at the time of joining his duty.
13. The candidate is responsible for specific job requirements of teacher in the Open University System. The key elements of teaching work are listed as below.
 - a) Planning and Designing of Curriculum and Programme
 - b) Writing/Rewriting, Editing, Revision, Translation of Unit
 - c) Vetting of Translation and Copy editing
 - d) Adaptation of a Unit
 - e) Audio, Video Programme.
 - f) Radio Conferencing/Tele-Conference
 - g) Maintenance of a Course (Updating, Correcting Errors, Supplementary Material, Revision of Programme Guide & Prospectus, Assignment etc.)
 - h) Coordination of a Course/Programme
 - i) Designing, Establishing, Monitoring Student Support Services
 - j) Professional Development (Seminars etc.)
 - k) Research & Self Development
 - l) Developing electronic media based materials and electronic media based counselling
14. He is responsible for participation in contact programmes, workshops, week-end programmes, summer institutes, face to face teaching etc.
15. The candidate shall be responsible for any other work assigned by the University.
16. He may be transferred to any Regional / Study Centre of the University as and when it is deemed necessary.
17. Application for any post to any other institutions will not be forwarded by V.M.O.U. during probation trainee period i.e. two year.
18. He is directed to report on duty to Office of the Registrar, Vardhaman Mahaveer Open University, Kota within a period of 30 days from the date of issuing of the order; otherwise the appointment order will be treated as cancelled. He will be governed by the terms and conditions of the Service rules and the contract as may be specified by the Statute and the Ordinance of the University from time to time. Amended Service Rules shall apply to the appointment on or after 20.1.2006 as per the direction of Govt. of Rajasthan.

REGISTRAR

Copy to the following for information & necessary action:-

1. The Principal Secretary, Hr. Education, Govt. of Raj., Jaipur
2. OSD, Hr. Edu. (Gr.-4) Deptt., Govt. of Raj., Jaipur
3. Director Academic, Vardhaman Mahaveer Open University, Kota.
4. Finance Officer, Vardhaman Mahaveer Open University, Kota.
5. Secretary to V.C., Vardhaman Mahaveer Open University, Kota.
6. Dr/Sh. S/o Sh.
7. Personal File Dr/Sh. *Archana Kumar*
8. Bill Clerk, Accounts & Finance, VMOU, Kota.

aw
DY.REGISTRAR(ESTT.)

102

23/11/1338
10-1-14

सेवा में,

श्रीमान् कुलसचिव महोदय,
वर्धमान महावीर खुला विश्वविद्यालय,
कोटा।

विषय:- ज्वाइनिंग रिपोर्ट प्रस्तुत करने बाबत।

मान्यवर,

उपरोक्त विषयान्तर्गत सादर निवेदन है कि कुलसचिव कार्यालय, वर्धमान महावीर खुला विश्वविद्यालय, कोटा के द्वारा जारी कार्यालय आदेश No.F.2/VMOU/Estt//14/17100-06 दिनांक 08-01-2014 के क्रम में आज दिनांक 08-01-2014 को पूर्वान्ह सहायक आचार्य (शिक्षा) के पद पर अपनी उपस्थिति दे रहा हूँ। सूचनार्थ प्रेषित है।

दिनांक : 08-01-2014

भवदीय,
@Rakesh Kumar / अखिलेश कुमार
(अखिलेश कुमार)
आत्मज श्री सुधीश कुमार पाठक

Dr. ESH
9/1/14

Dr. T. Singh 9/1/14

670 (PAR)
09-01-14

It may be sent to DR. ESH.
03-01-14

Registered

Dr. ESH
9/1/14
Dr. ESH
9/1/14

मोडरन
एन. सी. एस.
कोटा (राज.)

VARDHAMAN MAHAVEER OPEN UNIVERSITY: KOTA
(REGISTRAR OFFICE)

No.F.2/VMOU/Estt/T/07/

14839-845

Dated: 03/08/2009

OFFICE-ORDER

(34)

On the recommendation of the Selection Committee and approved by the Board of Management in its meeting held on 01st August 2009 vide resolution No. 74/12, the Hon'ble Vice-Chancellor is pleased to appoint **Dr. (Mrs.) Keerti Singh** W/o Sh. Himmat Singh (D/o Sh. Mohan Singh), date of birth 10/08/1979 on the post of **Assistant Professor in Education** on a fixed remuneration Rs. 7950/- p.m. (Seven thousand nine hundred fifty rupees only) in pay scale 8000-275-13500 as per State Govt. notification No.F.12(6)FD (Rules) /05 Jaipur, dated 13-3-2006 as probationer trainee for a period of two years on the following terms & conditions:-

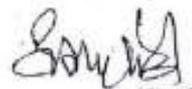
1. She will not be entitled to other allowances like Special Pay, Dearness Pay, Dearness Allowance, House Rent Allowance, City Compensatory Allowance, Bonus, or any other allowance(s) called by whatever name similarly.
2. No Travelling Allowance shall be admissible for joining as a Probationer-trainee. In case of journey on duty, she shall be allowed T.A. as on tour and in case of transfer only Mileage Allowance and incidental on the basis of fixed remuneration shall be admissible.
3. No deduction towards Employee Provident Fund shall be made from the fixed remuneration.
4. Probationer- trainee shall be eligible for Casual Leave of 12 days in a calendar year and for period of less than a calendar year, it shall be admissible in proportion on the basis of the completed months. Other leaves shall not be permitted in probation training period.
5. No deputation allowance shall be admissible to a probationer -trainee, if, deputed.
6. For an existing employee already in service prior to 20.1.2006 an option shall be given to opt either for the "fixed remuneration" or the existing pay scale (not the scale of her new appointment), whichever is beneficial to her while she is under probation training. After successful completion of probation training period, pay may be fixed as per rules, where such a Government servant will get due advantage of being in a regular pay scale earlier, and will get due protection of her pay.
7. Medical facilities shall be permitted as per new medical rules of Govt. of Rajasthan.
8. New contributory pension scheme shall apply as per Govt. of Rajasthan notification no. F-13(1)FD/Rules/2003 dated 27.3.2004 and University order no. F-2/VMOU/Estt/vividh-Pension/06/802-829 dated 6/5/06.
9. Probation training period shall not be counted for Annual Grade Increment.
10. If the work of the candidate is not found satisfactory in the period of probation training, her services shall be terminated without any notice.
11. The appointment is subject to production of certificates of Physical fitness from competent Medical Officer (C.M.H.O./P.M.O./Superintendent of Medical College)
12. The candidate has to produce a Character Certificate from two reputed persons at the time of joining her duty.

13. The candidate is responsible for specific job requirements of teacher in the Open University System. The key elements of teaching work are listed as below.
- a) Planning and Designing of Curriculum and Programme
 - b) Writing/Rewriting, Editing, Revision, Translation of Unit
 - c) Vetting of Translation and Copy editing
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 - e) Audio, Video Programme
 - f) Radio Conferencing/Tele-Conference
 - g) Maintenance of a Course (Updating, Correcting Errors, Supplementary Material, Revision of Programme Guide & Prospectus, Assignment etc.)
 - h) Coordination of a Course/Programme
 - i) Designing, Establishing, Monitoring Student Support Services
 - j) Professional Development (Seminars etc.)
 - k) Research & Self Development
 - o) Developing electronic media based materials and electronic media based counselling
14. She is responsible for participation in contact programmes, workshops, week-end programmes, summer institutes, face to face teaching etc.
15. The candidate shall be responsible for any other work assigned by the University.
16. She may be transferred to any Regional / Study Centre of the University as and when it is deemed necessary.
17. She is directed to report on duty to Office of the Registrar, Vardhaman Mahaveer Open University, Kota within a period of 30 days from the date of issuing of the order; otherwise the appointment order will be treated as cancelled. She will be governed by the terms and conditions of the Service rules and the contract as may be specified by the Statute and the Ordinance of the University from time to time. Amended Service Rules shall apply to the appointment on or after 20.1.2006 as per the direction of Govt. of Rajasthan.

sd -
REGISTRAR

Copy to the following for information & necessary action:-

1. The Principal Secretary, Hr. Education, Govt. of Raj., Jaipur
2. OSD, Hr. Edu. (Gr.-4) Deptt., Govt. of Raj., Jaipur
3. Director Academic, Vardhaman Mahaveer Open University, Kota.
4. Finance Officer, Vardhaman Mahaveer Open University, Kota.
5. Secretary to V.C., Vardhaman Mahaveer Open University, Kota.
6. Dr. (Mrs.) Keerti Singh W/o Sh. Himmat Singh C/o Dy. Superintendent office, Bhawani Mandi, Dist. Jhalawar (Rajasthan)
7. Personal File of Dr. (Mrs.) Keerti Singh
8. Bill Clerk, Accounts & Finance, VMOU, Kota.


REGISTRAR

The Director (Academic)
Vardhman Mahaveer Open University
Kota

(39)

Sub: Joining Report

Dear Sir,

Pursuant to office order no. 14839-845
dated: 3rd Aug, 2009. I join my duty as
Assistant Professor in Education in
the afternoon of 3rd Aug, 2009.

Thanking You,

Yours Sincerely,

Keerti

Dr. Keerti Singh

Date: 3rd Aug, 2009

Accepted and forwarded.

D. R. (Estt) Dr. R. Singh
3/8/09



WARDHAMAN MAHAVEER OPEN UNIVERSITY: KOTA
(REGISTRAR OFFICE)

No.F.2/VMOU/ESTT/13/ 7658-43

Dated: 26/6/2013

OFFICE-ORDER

(111)

On the recommendation of the Selection Committee and approval by the Board of Management in its meeting held on 25th June, 2013 vide resolution No. 86/17.2, the Hon'ble Vice-Chancellor is pleased to appoint **Dr. Anil Kumar Jain** S/o Shri Bhagwati Lal Jain date of birth 08-08-1965 on the post of **Associate Professor in Education** on a fixed remuneration Rs. 39000/- p.m. (Thirty Nine thousand rupees only) in pay scale 37400-67000 & AGP 9000/- as per State Govt. notification No.F.12(6)FD (Rules) /05 Jaipur, dated 13-3-2006 and F.18(1)Edu-4/2008 dated 16/5/08 as probationer trainee for a period of two years on the following terms & conditions:-

1. He will not be entitled to other allowances like Special Pay, Dearness Pay, Dearness Allowance, House Rent Allowance, City Compensatory Allowance, Bonus, or any other allowance(s) called by whatever name similarly during probation training period.
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P.T.O.

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 - h) Coordination of a Course/Programme
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 - j) Professional Development (Seminars etc.)
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[Signature]
REGISTRAR

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4. Finance Officer, Vardhaman Mahaveer Open University, Kota.
5. Secretary to V.C., Vardhaman Mahaveer Open University, Kota.
6. Dr/Sh. S/o Sh.
7. Personal File Dr/Shr. *Anil Kumar Jain*
8. Bill Clerk, Accounts & Finance, VMOU, Kota.

[Signature]
DY.REGISTRAR(ESTT.)

2271.622
11-7-13

To

The Registrar
V.M.O. University
KOTA.

(116)

Sub:- For joining Report as Associate Professor in Education.

Ref:- Your letter no. F2/VMOU/ESTT./13/7658-63 Dated 26⁶/₁₃

Sir

With reference to subject mentioned above I would like to request you ~~reads~~ let me join your kind office as associate Professor in Education from today i.e. 11.7.13 morning 10.30 AM.

Enclosed:

- ① Relieving letter of Previous institute
- ② Medical Certificate of CMHO
- ③ Character certificate of Two Renowned Person.

Your Sincerely,

Rajesh
(Dr. Anil Kumar Jain)

RA 2271 ✓
11/7

No - F.2 / vmou / E / JT / 012 / 1876 Dated: 16-7-13

Forwarded to following for information and necessary action!

- 1 - Director, Academic vmou, kda.
- 2 - Director, School of Continuing Education, vmou, kda.
- 3 - Secretary to V.C., V.C. Office, vmou, kda.
- 4 - F.O., vmou, kda.
- 5 - Bill clerk, Accounts and Finance, vmou, kda.

R

Dr. V. C. Office
vmou, kda.