

Inward No. 3308
Date 15/06/2023

DEPARTMENT OF GEOGRAPHY

**VIDYA PRABODHINI COLLEGE OF COMMERCE, EDUCATION, COMPUTER AND
MANAGEMENT, PARVARI-GOIA**

Ref.No: VPCCECM/Goeo/2022-23/15

Date: 14th June, 2023

From:

Dr. Sagar P. Mali

Asst. Professor in Geography

Vidya Prabodhini College-Parvari, Bardez-Goa

To,

The Principal

Vidya Prabodhini College-Parvari, Bardez-Goa

**Subject: Requesting paid study leave for completing B.Ed. degree as
a mandatory qualification for the ITEP.**

Respected Sir,

With respect to the subject cited above, I write to seek study leave for the academic year 2023-24 and 2024-25 to complete the Two year B.Ed. program. As per the publication in the Gazette of India dated 26th October 2021, it is stated that the two year B.Ed. is essential qualification for Faculty in the ITEP. As our institution will be adopting the ITEP, I wish to enroll myself for a B.Ed. program as B.Ed degree was not a requisite for the B.A.B.Ed. Course.

Enclose with:

- 1) Copy of Gazette of India published on 26th October, 2021.
- 2) B.Ed. CET-2023 Application form
- 3) B.Ed. Entrance Mark sheet.

Anticipating your positive response.

Thanking You,

Yours faithfully,

Dr. Sagar P. Mali

Asst. Professor

May be sent to DHE for approval.

S.M.R.

15/06/2023

Head Clerk



PRABODHAN EDUCATION SOCIETY'S
**Vidya Prabodhini College of Commerce,
Education, Computer and Management**

(Recognized by Govt. of Goa, Affiliated to Goa University and Approved by NCTE)

Vidyanagar, Alto-Parvari, Bardez-Goa (India) 403521

(Recognized by U.G.C. under Section 2(f) and 12 (B) of the UGS Act 1956)

Accredited by NAAC with B+ Grade on a Seven Point Scale Under New Framework (1st Cycle)

VPCCECM/Studyleave/2023-24/32

Date: 24th June, 2023

To,
The Director,
The Directorate of Higher Education,
SCERT Building,
Porvorim-Goa.

Subject: Study Leave for Completing B.Ed. degree as a mandatory qualification under the ITEP.

Dear Sir,

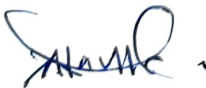
We wish to inform you that the college has received a letter requesting study leave for completion of B.Ed. Degree from Dr. Sagar P. Mali, Assistant Professor in Geography at our college. Dr. Sagar P. Mali has applied for paid study leave for academic year 2023-2024 and 2024-2025 to complete the two year B.Ed. program. Dr. Sagar P. Mali has already cleared his entrance exam from University of Mumbai. (Copy enclosed)

He has mention that B.Ed. is an essential qualification for faculty in the ITEP. (Copy of Gaz Notification enclosed for your kind information).

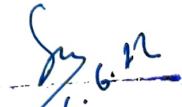

In this regard, we request you to kindly provide us your valuable advice in terms of the process and the guidelines in place.

Thanking you,

Yours faithfully,


(Dr. Bhushan V. Bhawe)
PRINCIPAL



Received by 
Dated 
Directorate of Higher Education,
Porvorim, Bardez Goa

Ms. Shamal Krishna Dessai

Assistant Professor in Economics

Vidya Prabodhini College of Commerce

Education, Computer & Management

Porvorim - Goa

Date: 12/07/2022

To,

The Principal

Vidya Prabodhini College of Commerce, Education,

Computer and Management, Alto-Parvari, Goa

Subject: Request to grant study leave (Directorate of higher education) for completing Ph.D.

Respected Sir,

I, the undersigned Ms. Shamal Krishna Dessai, working as an Assistant Professor of Economics at Vidya Prabodhini College of Commerce, Education, Computer and Management, Alto-Parvari, Goa, since 15th June 2016.

I am currently pursuing a Ph.D. in Economics since 14th May, 2019 from Goa Business School, Goa University, under the guidance of Prof. P.K.Sudarsan on the topic of 'Economics of Higher Education in Goa'.

My DRC member, Prof. Silvia Noronha, retired on 30th April 2022, and my Guide, Prof. P.K.Sudarsan Sir, is retiring in August 2022; however, he has consented to remain as a Guide by designating a Co-Guide from the department. So, I wish to complete my research work with dedicated time in a two-year time period. Therefore, I humbly request to grant me study leave of DHE-Goa to complete Ph.D. work from the beginning of the A.Y. 2022-2023.

Thanking You

Yours Faithfully


Ms. Shamal Krishna Dessai

Enclosure:

1. Guide's Recommendation Letter
2. Order of Appointment
3. Confirmation order


- Head clerk -

VIDYA PRABODHINI COLLEGE OF COMMERCE
EDUCATION, COMPUTER & MANAGEMENT
PARVARI, GOA

Inward No. 2940
Date 12/07/2022

The request to forward the application to DHE for 1 year study leave is accepted.

Application to DHE in prescribed format, if any may be forwarded along with necessary documents


13/07/2022



PRABODHAN EDUCATION SOCIETY'S
**Vidya Prabodhini College of Commerce,
Education, Computer and Management**
(Recognized by Govt. of Goa, Affiliated to Goa University and Approved by NCTE)

Vidyanagar, Alto-Parvuri, Bardez-Goa (India) 403521
(Recognized by U.G.C. under Section 2(f) and 12 (B) of the UGS Act 1956)
Accredited by NAAC with B+ Grade on a Seven Point Scale Under New Framework (1st Cycle)

VPCCECM/2021-22/Study leave//1925

Date: 13th July, 2022

To,
The Chairman,
Prabodhan Education Society's,
Vidya Prabodhini College of Commerce,
Education, Computer and Management
Parvuri-Goa.

Sub: Forwarding an Application of Ms. Shamal Krishna Dessai for your consideration for Study leave.


Respected Sir,

This is to bring to your kind notice that Ms. Shamal Krishna Dessai has been working in this College as a Assistant Professor in Economics since 15/06/2016 and she has registered for her Ph.D. on 14th May, 2019 with the Department of Economics, Goa University, Goa. She is working on the research topic "Economics of Higher Education in Goa". Under the Guidance of Prof. P.K.Sudarsan.

Ms. Shamal Krishna Dessai wishes to avail one-year study leave from the Directorate of Higher Education, Government of Goa for timely completing her Ph.D. Work. I am enclosing herewith his application for your kind consideration.

I request you to kindly consider his application for one-year study leave.

Thanking you,
Yours faithfully,


(Dr. Bhushan V. Bhawe)
PRINCIPAL




Prabodhan Education Society
Parvuri - Goa



॥ विद्या सर्वस्य पूरणम् ॥

PRABODHAN EDUCATION SOCIETY

प्रबोधन एज्युकेशन सोसायटी

(Reg./No. 53/Goa/87)

Vidya Prabodhini Educational Complex, Vidya Nagar, Alto - Parvari, Goa - 403 521.

Phone - (0832) 2412089, Email: prabodhan1987@gmail.com

Ref: PES / 2022-23 /

Date: 16/07/2022

RESOLUTION

This resolution is extracted from the minutes books of Prabodhan Education Society'S Karyakari Samiti/Executive Managing Committee meeting held on 16 /07/2022 at 6.30 P.M.

RESOLUTION:

It is resolved that to grant one year study leave to Ms. Shamal Krishna Dessai Assistant Professor of Vidya Prabodhini Colleege of Commerce, Education computer and Management w.e.f. 20/07/2022.

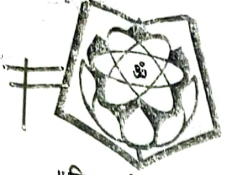
Proposed by: Shri Minanath Upadhye

Seconded by: - Shri Ulhas Asnodkar

Resolution was passed unanimously.

(Sanjay P. Walavalkar)

Chairman
Prabodhan Education Society
Parvari - Goa



॥ विद्या सर्वस्य भूषणम् ॥

PRABODHAN EDUCATION SOCIETY'S
**Vidya Prabodhini College of Commerce,
Education, Computer and Management**
(Recognized by Govt. of Goa, Affiliated to Goa University and Approved by NCTE)

Vidyanagar, Alto-Parvuri, Bardez-Goa (India) 403521
(Recognized by U.G.C. under Section 2(f) and 12 (B) of the UGS Act 1956)

Accredited by NAAC with B+ Grade on a Seven Point Scale Under New Framework (1st Cycle)

Ref: VPCCECM/DHE/2022-23/59

Date: 23rd July, 2022

To,
The Director,
Directorate of Higher Education,
DTE Complex,
Alto-Parvorim, Goa.


**Sub: Application of Ms. Shamal Krishna Dessai, Assistant Professor in
Commerce for Study Leave for one year.**

Dear Sir,

This is to bring to your kind notice that **Ms. Shamal Krishna Dessai** has been working in this college as the Assistant Professor in Commerce since 15th June 2016. She has been doing her Ph.D. from Goa University, Goa under the guidance of Prof. P.K.Sudarsan. She registered for Ph.D. on 14th May, 2019. She is working on the research topic "Economics of Higher Education in Goa". She has applied for one-year study leave with pay.


I am forwarding herewith **Ms. Shamal Krishna Dessai** application along with Resolution of Management, and Recommendation of Ph.D. Guide, for your kind consideration for sanctioning one-year Study leave to **Ms. Shamal Krishna Dessai**. We request you to grant NOC for Study Leave for one year to **Ms. Shamal Krishna Dessai** for completing her Ph.D.

Thanking you,
Yours faithfully,


(Dr. Bhushan V. Bhawe)
PRINCIPAL



Encl.: Application with all documents.

Received by 
Dated 25/7/22
Directorate of Higher Education
Parvorim, Bardez-Goa



GOVERNMENT OF GOA
DIRECTORATE OF HIGHER EDUCATION

SCERT Building, Alto, Porvorim-Goa.

Tel: 2415585/2410824

Email: acad2aided-dhe.goa@gov.in

No. 2/176/DHE/TS/NOC/STUDY LEAVE/VPCCECM/18046

Dated: - 05/09/2022

To,
The Principal,
Prabodhan Education Society's,
Vidya Prabodhini College of
Commerce, Education, Computer and Management,
Alto-Porvorim, Bardez - Goa.

Sub:- NOC to avail Study Leave for one year to Ms. Shamal Krishna Dessai, Asst. Professor in Commerce to complete Ph.D.

Sir,

I am directed to refer to your letter No. VPCCECM/DHE/2022-23/09 dated 23/07/2022 on the subject cited above and to convey NOC of the Directorate Higher Education to Ms. Shamal Krishna Dessai, Assistant Professor in Commerce to avail study leave for completing her Ph.D from Goa University for a period of one year w.e.f. 20/07/2022 in terms of Goa University Statutes SC-16.7.2.

Yours faithfully,

(Vipul M. Ghare)
Asst. Director (Acad-II)

Copy to:

The G.I.A. Section of this Directorate

- Copy to Ms. Shamal
- Office records.

VIDYA PRABODHINI COLLEGE OF COMMERCE
EDUCATION, COMPUTER AND MANAGEMENT
PARKARI - GOA

08/09/2022

Inward No. 350
Date 07-09-2022



PRABODHAN EDUCATION SOCIETY'S
**Vidya Prabodhini College of Commerce,
Education, Computer and Management**

(Recognized by Govt. of Goa, Affiliated to Goa University and Approved by NCTE)

Vidyanagar, Alto-Parvari, Bardez-Goa (India) 403521

(Recognized by U.G.C. under Section 2(f) and 12 (B) of the UGS Act 1956)

Accredited by NAAC with B+ Grade on a Seven Point Scale Under New Framework (1st Cycle)

Ref.No: VPCCECM/2022-23/Relieve Order/229

Date: 08th September, 2022

ORDER

Ms. Shamal Krishna Dessai, Assistant Professor in Economics (with reference to your application dated 12th July, 2022 requesting for study leave for one year and vide Directorate of Higher Education letter no 2/176/DHE/TS/NOC/studyleave/VPCCECM/18046 dated 5/09/2022 and vide letter No. VPCCECM/2022-23/DHE/09 dated 23rd July, 2022, copies enclosed), you are hereby sanctioned a study leave for a period of one year from 20th July, 2022 to 19th July, 2023 (both the days inclusive) to carry out research leading to Ph.D. degree. You are asked to submit Ph.D. thesis by the end of the study leave period and the same should be communicated to the Directorate of Higher Education, Govt of Goa.


You shall execute the bond with the college in this regard. You shall also have to serve the college for a continuous period of 3 years from the date of resuming duty on expiry of the Study leave. A monthly attendance certificate shall be obtained from the Research Guide /University and the same shall be submitted to the college office on or before 5th of every month.

You are hereby relieved from your duties on 12th September, 2022(after working hours) to join, Goa University Goa.

You are reposted to the same post on expiry of leave.

To
Ms. Shamal Krishna Dessai
Assistant Professor in Economics,
Vidya Prabodhini College of Commerce,
Education, Computer and Management,
Parvari-Goa




(Dr. Bhushan V. Bhawe)
PRINCIPAL

Copy to

1. The Secretary, Prabodhan Education Society
2. Accountant
3. Head Clerk
4. Personal File
- ✓ 5. Leave File

Received


Ms. Priya Gosavi

Assistant Professor/Research Scholar
Department of Hindi
Vidya Prabodhini College of Commerce,
Education, Computer & Management
Vidya Nagar, Parvari-Goa.

DATE: 3rd Feb 2021

To,

The Principal,

Vidya Prabodhini College of Commerce,
Education, Computer & Management
VidyaNagar, Parvari-Goa.

**Sub: Request to grant Study Leave (Directorate of Higher Education –DHE)
for Completing Ph. D from June 2021.**

Respected Sir,

I, the undersigned, Ms. Priya Gosavi, have been working as an Assistant Professor in Hindi in Vidya Prabodhini College of Commerce, Education, Computer & Management, Vidyanagar, Parvari-Goa. I have 5 years of teaching experience in this institution.

I have registered for Ph.D at Goa University on 13th May 2014 and working on a thesis titled as "Chitra Mudgal ka Kathasahitya : Savedna Evam Shilp". The study is based on secondary data through her Novels, Story Books, literature and articles.

I would like to apply for study leave (D.H. E) for completing my research work from Friday, 4th June 2021.

Thanking You,

Yours faithfully,

(Ms. Priya Gosavi)

Place: Parvari-Goa.

VIDYA PRABODHINI COLLEGE OF COMMERCE
EDUCATION, COMPUTER & MANAGEMENT
VIDYANAGAR, PARVARI-GOA

Inward No. 1141

Date 3/02/2021

Mr. Rajaram
To, Sir, please for
necessary action.
[Signature]



PRABODHAN EDUCATION SOCIETY'S
**Vidya Prabodhini College of Commerce,
Education, Computer and Management**

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Vidyanagar, Alto-Parvuri, Bardez-Goa (India) 403521

(Recognized by U.G.C. under Section 2(f) and 12 (B) of the UGC Act 1956)

Accredited by NAAC with **B+ Grade** on a Seven Point Scale Under New Framework (1st Cycle)
(The College is figured in the top 145 Best Commerce Colleges in India by the India Today Ranking 2019)

VPCCECM/2020-21/Study leave/592

Date: 03rd February, 2021

To,
The Chairman,
Prabodhan Education Society's,
Vidya Prabodhini College of Commerce,
Education, Computer and Management
Parvuri-Goa.

Sub: Forwarding an Application of Mrs. Priya Gosavi for your consideration
for Study leave.

Respected Sir,

This is to bring to your kind notice that Mrs. Priya Gosavi has been working in
this College as a Assistant Professor in Commerce since 15/06/2017 and she
has registered for her Ph.D. on 13th May, 2014 with the Department of Hindi,
Goa University, Goa. She is working on the research topic "Chitra Mudgal Ka
Kathasahitya : Savedna Evam Shilp". Under the Guidance of Prof. Vrushali
Mandrekar.

Mrs. Priya Gosavi wishes to avail one-year study leave from the Directorate of
Higher Education, Government of Goa for timely completing her Ph.D. Work. I
am enclosing herewith his application for your kind consideration.

I request you to kindly consider his application for one-year study leave.

Thanking you,

Yours faithfully,

(Mr. Kuldeep Kamat)
OFFTG. PRINCIPAL
(S.N)



Received
2/2/21



PRABODHAN EDUCATION SOCIETY

प्रबोधन एज्युकेशन सोसायटी

Reg. / No. 53/Goa/87

पंजीयात क्र. ५३/गोवा/८७

Vidya Prabodhini Educational Complex, Vidya Nagar, Alto, Porvorim, Goa-403 521, Ph. 2412089

Ref.No.:PES/2020-21/

Date: - 17/02/2021

RESOLUTION:

This resolution is extracted from the minute book of Prabodhan Education Society's Karyakari Samiti/Executive Managing Committee meeting held on 17th February, 2021 at 5.00pm.

It is resolved that to grant one year study leave to Mrs. Priya Suresh Gosavi, Assistant Professor of Vidya Prabodhini College of Commerce ,Education and Computer and Management w.e.f.4th june.2021.

Proposed by: -Shri Datta B. Naik

Seconded by: -Shri Minanath Upadhye

Resolution was passed unanimously.

Sanjay P. Walavalkar

Chairman

Prabodhan Education Society
Parvari - Goa

Rajandra L. Bhoje

Secretary

Prabodhan Education Society
Parvari - Goa



PRABODHAN EDUCATION SOCIETY'S

Vidya Prabodhini College of Commerce, Education, Computer and Management

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(The College is figured in the top 145 Best Commerce Colleges in India by the India Today Ranking 2019)

VPCCECM/2020-21/Study leave/592

Date: 03rd February, 2021

To,
The Chairman,
Prabodhan Education Society's,
Vidya Prabodhini College of Commerce,
Education, Computer and Management
Parvari-Goa.

Sub: Forwarding an Application of Mrs. Priya Gosavi for your consideration
for Study leave.

Respected Sir,

This is to bring to your kind notice that Mrs. Priya Gosavi has been working in
this College as a Assistant Professor in Commerce since 15/06/2017 and she
has registered for her Ph.D. on 13th May, 2014 with the Department of Hindi,
Goa University, Goa. She is working on the research topic "Chitra Mudgal Ka
Kathasahitya : Savedna Evam Shilp". Under the Guidance of Prof. Vrushali
Mandrekar.

Mrs. Priya Gosavi wishes to avail one-year study leave from the Directorate of
Higher Education, Government of Goa for timely completing her Ph.D. Work. I
am enclosing herewith his application for your kind consideration.

I request you to kindly consider his application for one-year study leave.

Thanking you,

Yours faithfully,

(Mr. Kukdeep Kamat)
OFFTG. PRINCIPAL
(S.N)

Attested True Copy

PRINCIPAL
VIDYA PRABODHINI COLLEGE
PARVARI - GOA.

Received
2/2/21



PRABODHAN EDUCATION SOCIETY'S
**Vidya Prabodhini College of Commerce,
Education, Computer and Management**

(Recognized by Govt. of Goa, Affiliated to Goa University and Approved by NCTE)
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(The College is figured in the top 145 Best Commerce Colleges in India by the India Today Ranking 2019)

Ref: VPCCECM/DHE/2020-21/732

Date: 12th March, 2021

To,
The Director,
Directorate of Higher Education,
DTE Complex,
Alto-Parvorim, Goa

Sub: **Application of Ms. Priya S. Gosavi, Assistant Professor in Hindi for Study Leave for one year.**

Dear Sir,

This is to bring to your kind notice that **Ms. Priya S. Gosavi** has been working in this college as the Assistant Professor in Hindi since 15th June 2017. She has been doing her Ph.D. from Goa University, Goa under the guidance of Prof. Vrushali Mandrekar. She registered for Ph.D. on 13th May, 2014. She is working on the research topic "Chitra Mudgal Ka Kathasahitya : Savedna Evam Shilp". She has applied for one-year study leave with pay.

I am forwarding herewith **Ms. Priya S. Gosavi** application along with Resolution of Management, and Recommendation of Ph.D. Guide, for your kind consideration for sanctioning one-year Study leave to **Ms. Priya S. Gosavi**. We request you to grant NOC for Study Leave for one year to **Ms. Priya S. Gosavi** for completing her Ph.D.

Thanking you,

Yours faithfully,


(Kuldeep A. Kamat)
Offtg. PRINCIPAL



Invoice No. 2

Date 12/03/2021

Encl.: Application with all documents.



GOVERNMENT OF GOA

DIRECTORATE OF HIGHER EDUCATION

SCERT Building, Alto, Porvorim-Goa.

Tel: 2415585/2410824

Email: acad2aided-dhe.goa@gov.in

No. 2/176/DHE/TS/NOC/STUDY LEAVE/VPCCECM/47

Dated:- 01/04/2021

To,
The Officiating Principal,
Prabodhan Education Society's,
Vidya Prabodhini College of
Commerce, Education, Computer and Management,
Alto-Porvorim, Bardez - Goa.

Sub:- NOC to avail Study Leave for one year to Ms. Priya S. Gosavi,
Asst. Professor in Hindi to complete Ph.D.

Sir,

I am directed to refer to your letter No. VPCCECM/DHE/2020-21/732 dated 12/03/2021 on the subject cited above and to convey NOC of the Director Higher Education to avail study leave to Ms. Priya S. Gosavi, Assistant Professor in Hindi, for completing her Ph.D from Goa University for a period of one year w.e.f. June 2021 in term of Goa University Statutes SC-16.7.2.

Yours faithfully,

Renji G.A

(Dr. Renji George Amballoor)
Dy. Director (Acad-II)

Copy to: The G-I-A Section.

Dr. Rajaram - 6

VIDYA PRABODHANI COLLEGE OF COMMERCE
EDUCATION, COMPUTER AND MANAGEMENT
ALTO, PORVORIM, GOA

Inward No. 1592
Date 5.4.2021



PRABODHAN EDUCATION SOCIETY'S
**Vidya Prabodhini College of Commerce,
Education, Computer and Management**

(Recognized by Govt of Goa, Affiliated to Goa University and Approved by NCTE)

Vidyanagar, Alto-Parvari, Bardez-Goa (India) 403521

(Recognized by U G C. under Section 2(f) and 12 (B) of the UGC Act 1956)

Accredited by NAAC with **B+** Grade on a Seven Point Scale Under New Framework (1st Cycle)

(The College is figured in the top 145 Best Commerce Colleges in India by the India Today Ranking 2019)

Ref.No: VPCCECM/2020-21/Relieve Order/ 853

Date: 09th April, 2021

ORDER

Ms. Priya S. Gosavi, Assistant Professor in Hindi (with reference to your application dated 3rd February, 2021 requesting for study leave for one year and vide Directorate of Higher Education letter no 2/176/DHE/TS/NOC/studyleave/VPCCECM/47 dated 1/04/2021 and vide letter No. VPCCECM/2020-21/DHE/732 dated 12th March, 2021, copies enclosed), you are hereby sanctioned a study leave for a period of one year from 4th June, 2021 to 3rd June, 2022 (both the days inclusive) to carry out research leading to Ph.D. degree. You are asked to submit Ph.D. thesis by the end of the study leave period and the same should be communicated to the Directorate of Higher Education, Govt of Goa.


You shall execute the bond with the college in this regard. You shall also have to serve the college for a continuous period of 3 years from the date of resuming duty on expiry of the Study leave. A monthly attendance certificate shall be obtained from the Research Guide /University and the same shall be submitted to the college office on or before 5th of every month

You are hereby relieved from your duties on 03rd June, 2021(after working hours) to join, Goa University Goa.

You are reposted to the same post on expiry of leave.



To
Ms. Priya S. Gosavi
Assistant Professor in Hindi,
Vidya Prabodhini College of Commerce,
Education, Computer and Management,
Parvari-Goa


(Sanjay P. Walavalkar)
Chairman

Copy to

1. The Secretary, Prabodhan Education Society
2. Accountant
3. Head Clerk
4. Personal File
- ✓ 5. Leave File

Miss Ujvala M. Hanjunker
Assistant Professor/Research Scholar
Department of Commerce
Vidya Prabodhini College of Commerce,
Education, Computer & Management
VidyaNagar, Parvari-Goa.

26th March 2018

To,
The Principal,
Vidya Prabodhini College of Commerce,
Education, Computer & Management
VidyaNagar, Parvari-Goa.

**Sub: Application to grant Study Leave (Directorate of Higher Education –DHE) for
Completing Ph. D**

Respected Sir,

I, the undersigned, Miss. Ujvala M. Hanjunker, have been working as an Assistant Professor in Commerce in Vidya Prabodhini College of Commerce, Education, Computer & Management, Vidyanagar, Parvari-Goa. I have 5 years of teaching experience in the institution.

I have registered for Ph. D at Research Centre, Zantye College of Commerce and Bicholim affiliated to Goa University on 17th July 2013 and working on a thesis titled as “Effective Transformational Leadership for Managing change in IT Companies”. The study is based on primary data. Data to be collected from IT companies all over India.

I would like to apply for study leave (D.H. E) for completing my research work. I am currently in the 5th year of my research and my performance is found to be satisfactory by the research Guide (Dr. K. G. S. Shankaranaryana). However, I am finding it difficult to manage college work and research and get very little time for research.

I am not eligible to apply for UGC (faculty Development Programme for College Twelfth Plan (2012-2017) as our college does not fulfil requirement for such leave. Hence, I would like to apply for 1 year study leave from 20th June 2018.

In view of the above, I request you to grant a study leave to complete my research work. I am enclosing the necessary documents for the same.

Thanking You,

Yours faithfully,


(Miss. Ujvala M. Hanjunker)

Place: Parvari-Goa.

Encl:

- Copy of appointment letter
- Copy of confirmation letter
- Copy of confirmation of Ph. D
- Letters for continuation of Ph.d



॥ विद्या सर्वस्य भूषणम् ॥

PRABODHAN EDUCATION SOCIETY'S
**Vidya Prabodhini College of Commerce,
Education, Computer & Management**

(Recognised by Government of Goa & Affiliated to Goa University)
VIDYANAGAR, ALTO, PARVARI - GOA (INDIA) 403 521

Email: vidyaprabodhinigoa@gmail.com
info@vidyaprabodhnicollege.edu.in

Ph.: 2410500/2413600, Fax: 2410500
www.vidyaprabodhnicollege.edu.in

Ref: VPCCECM/DHE/2017-18/651

To,
The Director,
Directorate of Higher Education,
DTE Complex,
Alto-Porvorim, Goa

Date: 3rd April, 2018

Sub: Application of Ms. Ujvala M Hanjunker, Assistant Professor in Commerce for Study Leave
and request for grant of substitute teacher on temporary basis for one year.
Dear Sir,

This is to bring to your kind notice the Ms. Ujvala M Hanjunker has been working in this college as an Assistant Professor in Commerce since 19th June, 2013. She has been doing her Ph.D. from Goa University, under the guidance Dr. G.S. Shankaranayana. She is working on the research topic "Effective Transformational Leadership for Managing change in IT Companies". She has completed 4 years of doing research work and 5th year is under progress. In order to complete her Ph.D., she has applied for one year study leave with pay from 20th June, 2018.

I am forwarding herewith Ms. Ujvala M Hanjunker's application requesting for one year study leave along with all necessary documents and the recommendation from the management for the same for your kind consideration and for grant of substitute teacher for one year from 20th June, 2018 to 19th June 2019 in place of Ms. Ujvala M Hanjunker.

I request you to kindly consider and grant substitute teacher for one year on temporary basis.

Thanking you,

Yours faithfully,


(Dr. M.R. PATIL)
PRINCIPAL



Encl.: Application with all documents.



॥ विद्या सर्वस्य भूषणम् ॥

PRABODHAN EDUCATION SOCIETY'S
**Vidya Prabodhini College of Commerce,
Education, Computer and Management**

(Recognized by Govt. of Goa, Affiliated to Goa University and Approved by NCTE)

Vidyanagar, Alto-Parvuri, Bardez-Goa (India) 403521

(Recognized by U.G.C. under Section 2(f) and 12 (B) of the UGC Act 1956)

Accredited by NAAC with **B+** Grade on a Seven Point Scale Under New Framework (1st Cycle)

(The College is figured in the top 145 Best Commerce Colleges in India by the India Today Ranking 2019)

Ref.No: VPCCECM/2019-20/DHE/204

Dated: 29th July, 2019

The Director,
Directorate of Higher Education,
NEW SCERT Building
Alto-Porvorim, Goa.

Sub: NOC to appoint substitute teachers for one year in place of Mr. Sunny R. Kanekar, College Director of Physical Education and Mr. Pinkesh Dhabolkar, Assistant Professor in Commerce who are sanctioned study leave for one year.

Ref.No: 2/176/DHE/TS/NOC/Study leave/VPCCECM dated: 22/07/2019

Dear Sir,

This is to bring to your kind notice that with reference to the above letter conveying the approval to avail study leave, the Management of Vidya Prabodhini College, has sanctioned a study leave for a period of one year from 8th October, 2019 to 7th October, 2020 (both the days inclusive) to carryout research leading to Ph.D. degree to Mr. Sunny Kanekar and to Mr. Pinkesh Dhabolkar.

Now we request you to kindly grant us NOC to appoint a substitute for College Director of Physical education and Asst. Professor in Commerce in place of Mr. Sunny R. Kanekar and to Mr. Pinkesh D. Dhabolkar for a period of one year from 8th October 2019 to 7th October 2020.



Received by _____

Dated _____

Director _____

Principal _____

29.7.19



PRABODHAN EDUCATION SOCIETY

प्रबोधन एज्युकेशन सोसायटी

Reg. No. 53/Goa/87

पंजीयत क्र. ५३/गोवा/८७

Vidya Prabodhini Educational Complex, Vidya Nagar, Alto, Porvorim, Goa - 403 521, Ph. 2412089

Ref. No. : PES/19-20/19

ORDER

Date : 09th Oct, 2019

Mr. Pinkesh Dharma Dhabolkar, Assistant Professor in Commerce (with reference to your application dated 23rd May, 2019 requesting for study leave for one year and vide Directorate of Higher Education letter no 2/176/DHE/TS/NOC/study leave/VPCCCECM/dated 22/07/2019 and vide letter No. VPCCECM/2019-20/DHE/385 dated 20th Sept, 2019, copies enclosed), you are hereby sanctioned a study leave for a period of one year from 10th October, 2019 to 9th October, 2020 (both the days inclusive) to carry out research leading to Ph.D. degree. You are asked to submit Ph.D. thesis by the end of the study leave period and the same should be communicated to The Directorate of Higher Education, Govt of Goa.

You shall execute the bond with the college in this regard. You shall also have to serve the college for a continuous period of 3 years from the date of resuming duty on expiry of the Study leave. A monthly attendance certificate shall be obtained from the Research Guide /University and the same shall be submitted to the college office.

You are hereby relieved from your duties on 9th Oct, 2019(after working hours) to join Goa Business School, Goa University Goa.

You are reposted to the same post on expiry of leave.

To
Mr. Pinkesh D. Dhabolkar
Assistant Professor in Commerce,
Vidya Prabodhini College of Commerce
Education, Computer and Management
Parvari-Goa


(Shri. Prabhakar N. Bhat)
CHAIRMAN
Prabodhan Education Society
Parvari-Goa

Copy to

1. The Secretary, Prabodhan Education Society
2. Vice Principal
3. Accountant
4. Head Clerk
5. Personal File
6. Leave File



PRABODHAN EDUCATION SOCIETY

प्रबोधन एज्युकेशन सोसायटी

पंजीयत क्र. ५३/गोवा/८७

Reg. No. 53/Goa/87

Vidya Prabodhini Educational Complex, Vidya Nagar, Alto, Porvorim, Goa - 403 521, Ph. 2412089

Ref. No. : PES/19-20/18

ORDER

Date : 09th Oct, 2019


Mr. Sunny Ramdas Kanekar, College Director of Physical Education (with reference to your application dated 10th May, 2019 requesting for study leave for one year and vide Directorate of Higher Education letter no 2/176/DHE/TS/NOC/study leave/VPCCECM/dated 22/07/2019 and vide letter No. VPCCECM/2019-20/DHE/385 dated 20th Sept, 2019, copies enclosed), you are hereby sanctioned a study leave for a period of one year from 10th October, 2019 to 9th October, 2020 (both the days inclusive) to carry out research leading to Ph.D. degree. You are asked to submit Ph.D. thesis by the end of the study leave period and the same should be communicated to The Directorate of Higher Education, Govt of Goa.

You shall execute the bond with the college in this regard. You shall also have to serve the college for a continuous period of 3 years from the date of resuming duty on expiry of the Study leave. A monthly attendance certificate shall be obtained from the Research Guide /University and the same shall be submitted to the college office.

You are hereby relieved from your duties on 9th Oct, 2019(after working hours) to join the Dept. of physical Education, Shri. Ramanand Teerth Marathwada University, Nanded Maharashtra.

You are reposted to the same post on expiry of leave.

To
Mr. Sunny R. Kanekar
College Director of Physical Educaiton,
Vidya Prabodhini College of Commerce
Education, Computer and Management
Parvari-Goa


(Shri. Prabhakar N. Bhate)
CHAIRMAN
Prabhodhan Education Society
Parvari-Goa

Copy to

1. The Secretary, Prabodhan Education Society
2. Vice Principal
3. Accountant
4. Head Clerk
5. Personal File
6. Leave File

Government of Goa
DIRECTORATE OF HIGHER EDUCATION

DHE Complex,
Alto Porvorim, Goa

Email: dhed@goa.gov.in

No. 2/45/DHE/2017/E.L. 1830

Dated: 20/09/2017

C I R C U L A R

It is observed that Auditors of this Department during their audit inspection have objected for crediting earned leave in the account of respective college teachers.

Based on several representations received, this Department has re-examined the issue and now it is clarified that the above observation of the Auditors was purely on misinterpretation of Statute of Goa University, and the college teachers are entitled for earned leave of 12 days in a year even after the year 2010 under Goa University Statute (SA-19(xii) (8) 4 (i) (a) & (b).

To avoid any future confusion, it is clarified that all the College Teachers are entitled for 12 days earned leave from 24/12/1998. Therefore, 6 days of earned leave shall be credited in the month of January, 1999 and 6 days of earned leave shall be credited in the month of July, 1999. Since UGC Regulations in this regard came into force w.e. from 24/12/1998 and from there onwards, 6 days earned leave shall be credited in the month of January and 6 days in the month of July every year.

Further the college teachers shall also be entitled for 1/3rd of the period if any, during which he/she is required to perform duty during the vacation.

This issues with the approval of the Government.

This shall supersede earlier circular No.2/45/DHE/2017/E.L./1677 dated 11/09/2017.

(Prasad Lolayekar)

Director of Higher Education

To,
All Aided Colleges.

Copy to
The Registrar,
Goa University.

VIDYA PRABODHANI COLLEGE OF COMMERCE
EDUCATION, COMPUTER AND MANAGEMENT
PARVARI, GOA.

Inward No. 285

- Mr. Santosh
- Mr. Shrinath
- DHE FLE

25/9/17

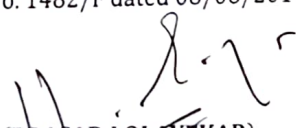
4. CCL to be treated like Earned Leave and sanctioned as such.
5. For any exigencies of work and for genuine reasons recorded in writing by the Sanctioning Authority, the CCL granted to an employee could be revoked and the employee could be called back at any time by a short notice.

(VI) **Provision for Substitute**

For teaching staff, the Directorate of Higher Education will grant permission for teacher on contract or lecture basis, **and** for non-teaching staff, on contract basis based on the merit of the case.

If it is found that any Institution has violated the provision of these guidelines, then no substitute will be provided.

This issues with the approval of the Hon'ble Minister for Personnel/Chief Minister, and also with the approval of Department of Personnel, Secretariat, Porvorim-Goa vide U.O No. 1482/F dated 08/06/2017.


(PRASAD LOLAYEKAR)
Director of Higher Education

To,

1. The Registrar, Goa University, Taleigao Plateau, Goa.
2. The Principals of the **Aided/Government** Colleges.
3. Estt. Section of Directorate of Higher Education, Porvorim-Goa
4. Guard file
5. O/c

- 3
2. The women employee shall submit the names of two eldest children with the copies of Birth certificates.
 3. Under no circumstances, the women employee can proceed on CCL without prior sanction of leave by the Leave Sanctioning Authority except in case of emergency i.e. sickness of the child etc. In such case, the office/Institution shall be intimated immediately with a medical certificate.
 4. The women employee shall not leave headquarters during the period of CCL without prior permission of the Head of the Department.

(IV) **Leave Sanctioning Authority :-**

Designation	Sanctioning Authority
(I) UNIVERSITY	
Dean/Head of Department	Vice-Chancellor
Teachers in Department	Vice-Chancellor
Non-teaching (Gazetted)	Vice-Chancellor
Group "C" staff	Registrar
(II) AIDED/GOVERNMENT COLLEGES	
Principal	Chairman of Governing Council/Government
Teachers in Colleges	Principal
Group "C" staff	Principal
(III) DIRECTORATE OF HIGHER EDUCATION	
Group "C" staff	Director of Higher Education

(V) **Miscellaneous**

1. CCL cannot be demanded as matter of right.
2. Since CCL is specifically meant for purpose of childcare, no LTC shall be admissible during the period the employee avails CCL.
3. The leave account against CCL shall be maintained in the Service Book of the women employee.

2. Grant of CCL shall be decided on its merit. Preferably, request of Child Care Leave received on account of sickness of the child duly supported by a Medical Certificate issued by the Authorized Medical Attendant shall be given due consideration.
3. Preference for sanction of leave be given to Women employees having differently abled children.
4. As far as possible, Child Care Leave applied for on the ground of examinations of the child will be for Board Examinations, duly supported by documentary evidence.
5. Child Care Leave could also be considered for women employees in continuation of Maternity leave.
6. Child Care Leave shall not ordinarily be granted during the probation period except in case of certain extreme situations, where the leave sanctioning authority is fully satisfied about the need of the CCL to probationer.
7. Extension of Child Care Leave shall not be entertained except on account of genuine reasons/circumstances.
8. In normal circumstances, at any given point of time not more than 10 percent (rounded off to the nearest whole number) of teaching and non-teaching (*to be considered separately*) staff may be granted CCL. As such, the applications should be submitted with mutual understanding amongst eligible staff.

(III) **Procedure for application :-**

1. Application for grant of CCL should be submitted to the Head of the Institution at least three (03) months in advance by the teaching staff and one monthⁿ in advance by the non-teaching staff to Leave Sanctioning Authority, except during emergent conditions like sickness of the child etc.



- Read:- (1) O.M No. 13018/2/2008-Estt.(L) dated 11/09/2008
(2) O.M No. 13018/2/2008-Estt.(L) dated 18/11/2008
(3) O.M No. 13018/2/2008-Estt.(L) dated 12/02/2010
(4) O.M No. 13018/1/2010-Estt.(L) dated 07/09/2010
(5) O.M No. 13018/4/2011-Estt.(L) dated 27/08/2011
(6) Circular No. 2/5/92-PER dated 29/06/2015 issued by the Department of Personnel, Government of Goa.

Guidelines for grant of Child Care Leave to the teaching and non-teaching staff of educational Institutions

In pursuance of the Circular read at preamble, following are the guidelines framed governing grant of the **Child Care Leave (CCL)** to the eligible women employees working at the office of the Directorate of Higher Education and Institutes under the administrative control of this Department and Goa University. These shall come into force with immediate effect:-

(I) Eligibility :-

1. Women employees (teaching and non-teaching) with minor children shall be eligible to avail CCL for a maximum period of two years (730 days) during their entire service.
2. CCL is admissible for taking care of children, looking after differently abled children, preparation of examinations especially Std Xth and XIIth, sickness of child, in continuation with the Maternity leave etc. in respect of two eldest surviving children below the age of 18 years.

(II) Quantum/Spell of CCL:-

1. CCL shall not be granted for less than 15 days for **Non-teaching employees** and **not less than 06 (six) months** for **teaching faculty**. Further, the teaching faculty shall avail the Child Care Leave either for the full term i.e. from beginning of the new Academic Session; or at the beginning of the second term (i.e. from 1st day of new Academic Year or from the 1st day of beginning of the second term).

H-2-1-
A
- My copy to
- Mr. S. S. D. S.
- DITE File
12/8/17



GOA UNIVERSITY
Taleigao Plateau, Goa

Tel. (+91-0832-6519096) Fax: +91-0832-2451612/1451184/2452889)

Email: arcolg@unigoa.ac.in, dracad@unigoa.ac.in

No. GU/Acad-Colleges/Elgb/2017/1348

Dated: 07/07/2017

CIRCULAR

The University has issued circulars prescribing procedure for confirmation of provisional eligibility issued to the students of other Universities and Higher Secondary Boards on their admission to the various programs at Goa University. Affiliated Colleges/University Teaching Departments are also aware that students admitted on the basis of the Statement of Provisional Eligibility are required to **comply the conditions** laid therein within 90 days, failing which the Certificate issued to them becomes inoperative.

It is noted that some colleges are not advising students admitted on the basis of the provisional eligibility to confirm their admission within the prescribed period, who, at times continue till the date of award of their degree without confirming their provisional eligibility. As the admission formalities of such students are incomplete, they face difficulties in obtaining their degree certificate/marksheet or their results are kept in abeyance for not confirmation of their provisional eligibility/admission.

To conform to the above rules, it is felt necessary that all affiliated colleges/University Teaching Department scrupulously adhere to the prescribed procedure and ensure that students confirm their eligibility within 90 days from the date of admission. It shall be the responsibility of the student and the College/Department concerned for the consequences for delay in completing the admission formalities like cancellation of admission, keeping result in abeyance etc.

It may also be noted that, reporting of provisional eligibility cases of the students for confirmation beyond 90 days without satisfactory justification for delay in reporting, **may not be accepted**.

Y.V. Reddy
(Prof. Y.V. Reddy)
REGISTRAR

To:

1. The Principals of the affiliated colleges,
2. Head of the teaching Departments

C.C. to:

- 1) P.S. to V.C.,
- 2) P.A. to R,
- 3) D.R.(Acad), 4) HoCC, 5) A.R.-PG 6) A.R. (Gen.) 7) O.C. 8) G.F.

VIDYA PRABOOTHANI COLLEGE OF COMMERCE
EDUCATION AND MANAGEMENT
GOA.

No. 143.
Date 17-8-17

*A. copy to
Mr. Siddhesh
Goa Univ. Adm. File
17/8/17*

FORM OF
(Revised Leave

LEAVE ACCOUNT

Name of Government servant _____

Date of Birth _____

Rules 1935)
Date of commencement
of continuous service _____

Date of compulsory retirement _____

EARNED LEAVE									HALF PAY LEAVE private affairs and on Medical Certificate				LEAVE TAKEN			Commutated leave on Medical Certificate on full pay (limited to 360 days in entire service)			Leave not due limited to 360 days in entire service						Remarks						
Duty			Leave earned (in days)	Leave at credit (in days) cols. 9+4 subject to appropriate limit	Leave taken			Balance on return from leave (cols. 5-8)	Length of Service			Credit of leave		Against the earnings on half pay		On Medical Certificate			Otherwise than on Medical Certificate limited to 180 days			Total of leave not due (cols. 24+27)	Total half pay leave taken (cols. 17+21+28)	Balance on return from leave (cols. 14-29)							
From	To	Period of days			From	To	No. of days		From	To	No. of completed years	Leave earned (in days)	Leave at credit (cols. 10+13)	From	To	No. of days	From	To	No. of days	From	To					No. of days					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	

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[Incorporating orders received up to November, 2009]

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Selected Compilation of

ERSR

Part III
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Special Kinds of Leave and Study Leave

MATERNITY LEAVE

1. Maternity leave may be granted to a female Government servant with less than two surviving children, for a period of 180 days from the date of its commencement. The leave salary will be equal to pay drawn immediately before proceeding on leave.

2. Maternity leave is admissible to temporary incumbents and apprentices also.

3. Maternity leave for a total period not exceeding 45 days in the entire career can be granted for miscarriage / abortion (irrespective of the number of surviving children) subject to the conditions that the application for leave is supported by a medical certificate from AMA in the case of Gazetted Government servants and from a registered medical practitioner in the case of non-Gazetted Government servants. Such leave availed prior to 16-6-1994 is not to be taken into account for computing the maximum limit.

4. Maternity leave is not debited to the leave account.

5. Any leave (including commuted leave up to 60 days and leave not due) may be granted up to a maximum of two years without production of medical certificate to a female Government servant in continuation of maternity leave.

[Rule 43 and OM, dated 11-9-2008]

6. It is admissible in cases of induced abortion also.

[GID (2), Rule 43]

7. Not admissible for threatened abortion.

[GID (4), Rule 43]

8. Maternity leave counts as service for increments.

[FR 26]

9. Maternity leave counts as service for pension.

[Rule 21, CCS (Pension) Rules]

10. In the case of a person to whom the provisions of Employees' State Insurance Act, 1948, apply, leave salary payable, shall be reduced by the benefit admissible under the said Act for the corresponding period.

[Note below Rule 43 (2)]

- (ii) Maternity leave may be combined with earned leave, half pay leave or extraordinary leave but any leave applied for in continuation of maternity leave may be granted if the request is supported by a medical certificate.

12. Special Disability Leave:

Admissible to both permanent and temporary teachers.

- (1) When a teacher is disabled by injury intentionally or accidentally inflicted or caused in, or in consequence of the due performance of his/her official duties or in consequence of his/her official position.
- (2) When a teacher is disabled by illness incurred in the performance of any particular duty, which has the effect of increasing his/her liability to illness or injury beyond the ordinary risk attaching to the post held by him/her under the same conditions, special disability leave shall, on the recommendation of a Registered Medical Practitioner, from the panel of registered medical practitioners, appointed by the Executive Council of the University, be granted as follows :-
- (a) on full-pay for a period not exceeding 3 months at a time or one year during the entire service.
- (b) on half-pay for a period not exceeding six months time or two years during the entire service.

A teacher, who has been granted such special disability leave on a medical certificate shall not return to duty unless he produces a certificate of physical fitness to resume duty from a Registered Medical Practitioner appointed by the Executive Council.

13. T.B./Cancer Leave:

A teacher shall be granted T.B./Cancer leave on full pay provided that he/she produces a medical certificate from the Head of the medical institution specialized in such disease to the effect that he/she was suffering from the said disease during the leave period. The total period of T.B./Cancer leave shall not exceed one year at a time.

14. Paternity Leave:

Paternity leave of 15 days may be granted to male teachers during the confinement of their wives, and such leave shall be granted only up to two children.

15. Adoption leave:

Adoption leave shall be provided as per the rules of the Central/Goa Government.

16. Child Care Leave:

Women teachers having minor children may be granted leave up to two years for taking care of their minor children. Child care leave for a

10. Sabbatical Leave:

- (i) Permanent, whole-time teachers of the university and colleges who have completed seven years of service as Reader/Associate Professor or Professor may be granted sabbatical leave to undertake study or research or other academic pursuit solely for the object of increasing their proficiency and usefulness to the university / college and higher education system.
- (ii) The duration of leave shall not exceed one year at a time and two years in the entire career of a teacher.
- (iii) A teacher, who has availed himself/herself of study leave, shall be granted sabbatical leave only after the expiry of five years from the date of the teacher's return from previous study leave or any other kind of training programme of duration of one year or more.
- (iv) A teacher shall, during the period of sabbatical leave, be paid full pay and allowances (subject to the prescribed conditions being fulfilled) at the rates applicable to him/her immediately prior to his/her proceeding on sabbatical leave.
- (v) A teacher on sabbatical leave shall not take up, during the period of that leave, any regular appointment under another organization in India or abroad. He/she may, however, be allowed to accept a fellowship or a research scholarship or ad hoc teaching and research assignment with honorarium or any other form of assistance, other than regular employment in an institution of advanced studies, provided that in such cases the Executive Council/College Governing Council may, if it so desires, sanction sabbatical leave on reduced pay and allowances.
- (vi) During the period of sabbatical leave, the teacher shall be allowed to draw the increment on the due date. The period of leave shall also count as service for purposes of pension/contributory provident.
- (vii) The study / research programme to be followed / executed during sabbatical leave shall be submitted to the University/College for approval along with the application submitted for grant of leave.
- (viii) On return from leave, the teacher shall submit to the University/College a detailed report on the nature of studies/ research undertaken along with the reprints / pre-prints of publications etc, if any during the period of such leave.

11. Maternity Leave:

- (i) Maternity leave on full pay may be granted to a woman teacher for a period not exceeding 180 days, to be availed of twice in the entire career. Maternity leave may also be granted in case of miscarriage including abortion for medical reasons, subject to the condition that the total leave granted in respect of this to a woman teacher in her career is not more than 45 days, and the application for leave is supported by a medical certificate.

A.
 Mrs. Siddhesh
 General
 Leave Fee

30/10/17.

Ref No.:-

Date :-

LEAVE SANCTION ORDER

SHRI/Smt./Mrs./Miss. _____ is Sanctioned
Leave as detailed below :-

Ex-post facto Sanctioned Earned Leave/Medical Leave/half pay Leave/Maternity Leave/Child
Care Leave/Commuted Leave/for _____ days, w.e.f. _____ to _____ with
permission to Suffix Sunday/Holiday/Vacation/_____ (date) and prefixing
Sunday/Holiday/Vacation

On expiry of Leave Shri./Smt./Mrs./Miss _____ is reposted in
the same office and on the same post.

Certified that Shri./Smt./Mrs./Miss _____ continued to
Officiate as _____ (designation) by his/her proceeding on Leave.

There are _____ days of Earned Leave and _____ days of half pay Leave at his/her
credit as on 30-06-20___ / 31-12-20___.

In case of Leave to be Cancelled the date from which the incumbent is to proceed on leave the
amount of leave Salary and allowances for the Surrender of leave shall be refunded forthwith to
the Government by the incumbent in one instalment or adjusted in full in the first monthly
pay/Leave Salary Bill of the incumbent.

After availing the above Earned Leave/Half Pay Leave/Commuted Leave. He/she will have at
his/her credit an Earned Leave/...../half pay leave of _____ days as on
30-06-20___ / 31-12-___.

Stamp of Person
Sanctioning Leave

To,

C.W.C. to :-

1. Head of the institution
2. Manager/Administrator of
3. Person file
4. Guard

14

allowance received shall be taken into account in determining the pay and allowance on which the study leave is to be granted. The Foreign scholarship/fellowship would be set off against pay only if the fellowship is above a specified amount which shall be determined by the UGC / University, from time to time, based on the cost of living for a family in the country in which the study is to be undertaken. In the case of an Indian fellowship, which exceeds the salary of the teacher, the salary would be forfeited.

- (x) Subject to the maximum period of absence from duty on leave not exceeding three years, study leave may be combined with earned leave, half-pay leave, extraordinary leave or vacation, provided that the earned leave at the credit of the teacher shall be availed of at the discretion of the teacher. A teacher, who is selected to a higher post during study leave, will be placed in that position and get the higher scale only after joining the post.
- (xi) A teacher granted study leave shall on his/her return and re-joining the service of the university / college may be eligible to the benefit of the annual increment(s) which he/she would have earned in the course of time if he/she had not proceeded on study leave. No teacher shall however, be eligible to receive arrears of increments.
- (xii) Study leave shall count as service for pension/contributory provident fund, provided the teacher joins the university / college on the expiry of his/her study leave.
- (xiii) Study leave granted to a teacher shall be deemed to be cancelled in case it is not availed of within 12 months of its sanction.

Provided that where study leave granted has been so cancelled, the teacher may apply again for such leave.
- (xiv) A teacher availing himself/herself of study leave shall undertake that he/she shall serve the university / college for a continuous period of at least three years to be calculated from the date of his/her resuming duty on expiry of the study leave.
- (xv) After the leave has been sanctioned, the teacher shall, before availing himself/herself of the leave, execute a bond in favour of the university/college, binding himself/herself for the due fulfillment of the conditions laid down in sub-clause above and give security of immovable property to the satisfaction of the Finance Officer/Treasurer in case of college Management or a fidelity bond of an insurance company or a guarantee by a scheduled bank or furnish security of two permanent teachers for the amount which might become refundable to the university / College / Government in accordance with sub-clause (xiv) above.
- (xvi) The teacher shall submit to the Registrar/Principal, six monthly reports of progress in his/her studies through his/her supervisor or the Head of the Institution concerned. This report shall reach the Registrar/Principal within one month of the expiry of every six months of the study leave. If the report does not reach the Registrar/Principal within the specified time, the payment of leave salary may be deferred till the receipt of such report.

availability of vacant positions for teachers and other cadres in college and universities, so that a teacher and other cadres entering service without Ph.D. or higher qualification could be encouraged to acquire these qualifications in the relevant disciplines at the earliest stage of the career.

- (iii) The paid period of study leave shall not exceed three years, of which two years shall be given in the first instance, extendable by one more year, if there is adequate progress as reported by the Research Guide. Care should be taken that the number of teachers given study leave, does not exceed the stipulated percentage of teachers in any department. Provided that the Executive Council/Governing Council may, in the special circumstances of a case, waive the condition of two years service being continuous.

Explanation: In computing the length of service, the time during which a person was on probation or engaged as a research assistant may be reckoned provided:

- (a) the person is a teacher on the date of the application;
 - (b) there is no break in service; and
 - (c) the leave is requested for undertaking the Ph.D. research work.
- (iv) Study leave shall be granted by the Executive Council/ Governing Council on the recommendation of the concerned Head of the University Department/Principal of the College. The leave shall not be granted for more than three years in one spell, save in very exceptional cases in which the Executive /Governing Council is satisfied that such extension is unavoidable on academic grounds and necessary in the interest of the university/college.
 - (v) Study leave shall not be granted to a teacher who is due to retire within five years of the date on which he/she is expected to return to duty after the expiry of study leave.
 - (vi) Study leave may be granted not more than twice during one's career. Provided that, under no circumstances, the maximum of study leave admissible during the entire service should not exceed five years.
 - (vii) No teacher, who has been granted study leave, shall be permitted to alter substantially the course of study or the programme of research without the prior permission of the Executive Council/College Governing Council. In the event, the course of study falls short of study leave sanctioned, the teacher shall resume duty immediately on the conclusion of such course of study, unless a prior approval of the Executive Council/College Governing Council to treat the period of shortfall as ordinary leave has been obtained.
 - (viii) Subject to the provisions of sub-clauses (ix) below, study leave may be granted on full pay up to two years extendable by one year at the discretion of the university / College Governing Council.
 - (ix) The amount of scholarship, fellowship or other financial assistance that a teacher, granted study leave, has been awarded will not preclude his/her being granted study leave with pay and allowances but the scholarship,

- (v) Extra Ordinary leave is not debited against the leave account
- (vi) Except in the case of extra ordinary leave granted to a confirmed teacher as study leave or in the case of periods of suspension converted into leave under Statutes the duration of extra ordinary leave to a teacher shall not ordinarily exceed three months on any one occasion
- (vii) Cases where the Principal is satisfied that the leave was taken due to causes beyond the control of the teacher, such as inability to join or rejoin duty due to civil commotion or a natural calamity, provided the teacher has no other kind of leave to his/her credit
- (viii) The authority empowered to grant leave may commute retrospectively periods of absence without leave into extraordinary leave.

8. Leave Not Due:

- (i) Leave not due, may, at the discretion of the Vice Chancellor/Principal, be granted to a permanent teacher for a period not exceeding 360 days during the entire period of service, out of which not more than 90 days at a time and 180 days in all may be otherwise than on medical certificate. Such leave shall be debited against the half-pay leave earned by him/her subsequently.
- (ii) 'Leave not due' shall not be granted, unless the Vice Chancellor/Principal is satisfied that as far as can reasonably be foreseen, the teacher will return to duty on the expiry of the leave and earn the leave granted.
- (iii) A teacher to whom 'leave not due' is granted shall not be permitted to tender his/her resignation from service so long as the debit balance in his/her leave account is not wiped off by active service, or he/she refunds the amount paid to him/her as pay and allowances for the period not so earned. In a case where retirement is unavoidable on account of reason of ill health, incapacitating the teacher for further service, refund of leave salary for the period of leave still to be earned may be waived by the Executive Council / college Governing Council.

Provided that the Executive Council/Governing Council may waive or in any other exceptional, for reasons to be recorded in writing, the refund of leave salary for the period of leave still to be earned.

9. Study Leave:

- (i) For entry level appointees as Assistant Professor/Assistant Librarian/ Assistant Director of Physical Education and Sports/College DPE & Sports, study leave may be granted after a minimum of three years of continuous service, to pursue a special line of study or research directly related to his/her work in the university or to make a special study of the various aspects of university organization and methods of education.
- (ii) Subject to the terms contained in this clause study leave with pay for acquiring Ph.D. in a relevant discipline while in service shall be granted after the completion of the period of probation, keeping in mind the

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- [REDACTED]
- (i) Commuted leave during the entire service shall be limited to a maximum of 240 days.
 - (ii) When commuted leave is granted, twice the amount of such leave shall be debited against the half pay leave due, and
 - (iii) The total duration of earned leave and commuted leave taken in conjunction shall not exceed 240 days at a time. Provided that commuted leave shall be granted under these rules unless the authority competent to sanction leave has reason to believe that the teacher will return to duty on its expiry.

7. Extraordinary Leave:

- (i) A permanent teacher may be granted extraordinary leave when
 - (a) No other leave is admissible; or
 - (b) Other leave is admissible and the teacher applies in writing for grant of extraordinary leave.
- (ii) A teacher who is elected or nominated as a member of Parliament or State Legislature shall be granted extraordinary leave during the period of his / her membership/tenure and such period of leave shall not be counted towards increment. However, the said period shall not be considered as active service for purposes of normal benefits except retirement benefits like pension and gratuity.
- (iii) Extraordinary leave shall always be without pay and allowance. Extraordinary leave shall not count for increment except in the following cases:
 - (a) Leave taken on the basis of medical certificates;
 - (b) Cases where the Vice Chancellor/Principal is satisfied that the leave was taken due to causes beyond the control of the teacher such as inability to join or rejoin duty due to civil commotion or natural calamity, provided the teacher has no other kind of leave to his credit;
 - (c) Leave taken for pursuing higher studies; and
 - (d) Leave granted to accept an invitation to a teaching post or fellowship or research-cum-teaching post or on assignment for technical or academic work of importance.
- (iv) Extraordinary leave may be combined with any other leave except casual leave and special casual leave, provided that the total period of continuous absence from duty on leave (including periods of vacation when such vacation is taken in conjunction with leave) shall not exceed three years except in cases where leave is taken on medical certificate or in cases specified under (ii) above. The total period of absence from duty shall in no case exceed five years in the full working life of the individual.

(c) 1/9th of the period of actual service for each year.

(d) 1/3rd of the period of actual service if the teacher is required to perform duty during vacation.

For purposes of computation of period of actual service, all periods of leave except casual, special casual and duty leave shall be excluded.

Note: In lieu of curtailment of vacation by 2 weeks, the university teachers shall be credited with 1/3rd of the period of earned leave.

(ii) Earned leave at the credit of a teacher shall not accumulate beyond 300 days. The maximum earned leave that may be sanctioned at a time shall not exceed 60 days. Earned leave exceeding 60 days may, however, be sanctioned in the case of higher study, or training, or leave with medical certificate, or when the entire leave, or a portion thereof, is spent outside India.

(iii) Explanation:

1. When a teacher combines vacation with earned leave, the period of vacation shall be reckoned as leave in calculating the maximum amount of leave on average pay which may be included in the particular period of leave.

2. In case where only a portion of the leave is spent outside India, the grant of leave in excess of 120 days shall be subject to the condition that the portion of the leave spent in India shall not in the aggregate exceed 120 days.

3. Encashment of Earned Leave shall be allowed to teaching staff as applicable to the employees of Central/State Government who were eligible for vacation.

5. Half-pay Leave:

Half-pay leave admissible to a permanent teacher shall be 20 days for each completed year of service. Such leave may be granted on the basis of medical certificate from a registered medical practitioner, for private affairs or for academic purposes.

Explanation:

A "completed year of service" means continuous service of specified duration under the university / college and includes periods of absence from duty as well as leave including extraordinary leave.

6. Commuted Leave:

Commutated leave, not exceeding half the amount of half pay leave due, may be granted on the basis of medical certificate from a registered medical practitioner to a permanent teacher subject to the following conditions:

- (iv) Special casual leave cannot be accumulated, nor can it be combined with any other kind of leave except casual leave. It may be granted in combination with holidays or vacation by the sanctioning authority on each occasion.

3. Duty Leave:

- (i) Duty leave of a maximum of 30 days in an academic year may be granted for the following:
- (a) Attending conferences, congresses, symposia and seminars on behalf of the university / college and attending meetings of recognized Teacher Associations.
 - (b) Delivering lectures in institutions and universities / colleges at the invitation of such institutions or universities, received by the university / colleges, and accepted by the Vice Chancellor/Principal;
 - (c) Working in another Indian or foreign university, any other agency, institution or organization, when so deputed by the university / college; and
 - (d) Participating in a delegation or working on a committee appointed by the Central Government, State Government, the UGC, a sister university / college or any other academic body;
- (ii) The duration of leave shall be such as may be considered necessary by the Sanctioning Authority on each occasion. In case where duty leave exceeds 21 days at a time in view of travel time or any other relevant reason, the sanctioning authority shall consider sanctioning additional time on each occasion.
- (iii) For performing any duty for the Goa university, the duration of leave shall be such as may be considered necessary by the sanctioning authority on each occasion. All such leave (over and above 30 days) shall be treated as "On duty".
- (iv) The leave may be granted on full pay. Provided that if the teacher receives a fellowship or honorarium or any other financial assistance beyond the amount needed for normal expenses, he/she may be sanctioned duty leave on reduced pay and allowances.
- (v) Duty leave may be combined with earned leave, half pay leave or extraordinary leave.
- (vi) Duty leave should be given also for attending meetings in the UGC, DST, C.S.I.R etc. where a teacher invited to share expertise with academic bodies, government or NGO.

4. Earned Leave:

- (i) Earned leave admissible to a teacher shall be:

- (iii) Leave not earned by duty viz. Extraordinary leave and Leave not due
- (iv) Leave not debited to leave account
 - a. Leave for academic pursuits viz. Study leave and Sabbatical leave/Academic leave,
 - b. Leave on grounds of health viz. Maternity leave, Special Disability Leave, TB & Cancer Leave and Quarantine leave
 - c. Leave for other purpose, viz. Paternity Leave, Child Adoption Leave, Child Care Leave

(b) The Executive Council/ College Governing Council may grant, in exceptional cases, for the reasons to be recorded, any other kinds of leave, subject to such terms and conditions as it may deem fit to impose.

1. Casual Leave:

- (i) Total casual leave granted to a teacher shall not exceed 8 days in an academic year.
- (ii) Casual leave cannot be combined with any other kind of leave except special casual leave. However, such casual leave may be combined with holidays including Sundays. Holidays or Sundays falling within the period of casual leave shall not be counted as casual leave.
- (iii) As far as possible all applications for casual leave shall be sent before date from which the casual leave required.
- (iv) A record of all casual leave of all teachers in a Department shall be maintained by the Head of the Department. The record of casual leave of the Heads of the Department and the Deans of the Faculties shall be maintained by the Registrar. In case of colleges, the record of all casual leave shall be maintained by the Principal of the college.
- (v) Full pay with all admissible allowances shall be given to a teacher during the period of casual leave.

2. Special Casual Leave:

- (i) Special casual leave, not exceeding 10 days in an academic year, may be granted to a teacher:
 - (a) To conduct examination of a University/Public Service Commission /board of examination or other similar bodies/institutions; and
 - (b) To inspect academic institutions attached to a statutory board, etc.
- (ii) In computing the 10 days leave admissible, the days of actual journey, if any, to and from the places where activities specified above, take place, will be excluded.
- (iii) In addition, special casual leave to the extent mentioned below, may also be granted;
 - (a) To undergo sterilization operation (vasectomy or salpingectomy) under family welfare programme. Leave in this case will be restricted to 6 working days; and
 - (b) To a female teacher who undergoes non-puerperal sterilization. Leave in this case will be restricted to 14 days.

third of number of days on which he/she worked during the vacation/vacations, provided however, earned leave cannot be accumulated for more than 300 days. Further, if he/she is required to come back from outstation for such duties, he/she be paid TADA as per Goa Government rules, unless he/she is recalled to finish the earlier work assigned to him/her.

- (iii) Colleges shall have an option of a total vacation of 10 weeks in a year and no earned leave except when required to work during the vacations for which, as in the case of University teachers, 1/3 of the period will be credited as Earned Leave; or opt for eight weeks of vacation and 1/3rd of the period of earned leave in view of curtailment of two weeks of vacation.

SA-19(xii)(7)

Vacation Salary:

A teacher who ceases to be a member of the staff in the University / college at the end of the first term or at the end of the second term / academic year, as the case may be, shall be paid his/her pay and allowances in the following manner :-

- (i) If he/she has served for the whole of the first term or for the major part of the first term, he/she shall be paid his/her pay and allowances for 15 days at the end of the first term in lieu of the vacation earned by him/her.
- (ii) If he/she has served for the whole of the second term or for the major part of the second term and has not availed his/her vacation at the end of the first term he/she shall be paid his/her pay and allowances for 30 days at the end of the second term.
- (iii) If he / she has served for the whole of the academic year or for the major part of the whole year, he / she shall be paid his / her pay and allowances upto the last day of the second vacation following the end of the second term.

Major part means more than one-half period. Provided that any such teacher shall be entitled to the pay and allowances for the vacation only for a part or whole of the vacation period, as the case may be, if he/she is not gainfully employed elsewhere.

- (iv) If a teacher is not present either on the first working day or on the last working day of a term without a valid reason, the University / college shall be entitled to deduct his / her pay and allowances for 15 days.
- (v) If a teacher is not present on the first working day of a term as well as on the last working day of a term without a valid reason, the University / college shall be entitled to deduct the pay and allowances for 30 days.
- (vi) If a teacher is not present on the first working day and/or the last working day of a term for a valid reason, the University / college shall not make any deduction from his/her pay and allowances.

SA-19 (xii) (8)

Leave:

- (a) The following kinds of leave would be admissible to permanent teachers:
- (i) Leave treated as duty, viz. Casual leave, Special Casual leave, and Duty leave;
- (ii) Leave earned by duty, viz. Earned leave, Half Pay leave, and Commuted leave;

GOA UNIVERSITY

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No.GU/Acad Colleges/2015/ 766

Dated: 6/3/2015

CIRCULAR


The University has been receiving requests from colleges seeking clarification with regard to Earned leave admissible to teachers teaching in affiliated colleges.

The amended Statute SA-19 inter-alia provides for different kinds of leave including Earned Leave admissible to the teaching faculty in colleges and departments of the University.

As per the amended provision SA-19 (xii)(8)(b)(4)(i) Earned leave admissible to a teacher shall be: (a) 1/30th of actual service including vacation; plus (b) 1/3rd of the period, if any, during which he/she is required to perform duty during vacation. Other detailed explanation on the matter is prescribed under the said statute.

All the concerned are requested to note the relevant provisions of the amended statutes while crediting earned leave to the teachers and other academic staff in affiliated colleges/Institutions.

leave matter


31.3.15
(Prof. V. P. Kamat)
REGISTRAR

To:
The Principals of the Non-Govt. affiliated colleges,

- C.C. to:
- 1) P.S. to V.C.
- 2) P.A. to R.
- 3) D.R.(Acad)
- 4) HoCC
- 5) O.C.
- 6) G.F.

(5) Objections relating to any change in record of measurements, area calculation or any error in depiction of the plan shall be disposed off by the Inspector of Surveys and Land Records within a period of 90 days from receipt and the maps shall be corrected accordingly.

(6) Any person aggrieved by the order of the Inspector of Surveys and Land Records may prefer an appeal to the Superintendent of Surveys and Land Records.

By order and in the name of the Governor of Goa.

C. D. Gawade, Under Secretary (Revenue).

Panaji, 13th January, 2003.

Department of Science & Technology

Notification

LS/MISC/1915/96/Part I/1131

Read: Directions No. LS/MISC/1915/96/Part I/589 dated 31-7-2002.

In exercise of the powers conferred by section 5 of the Environment (Protection) Act, 1986 (Central Act 29 of 1986), read with Government Notification No. S. O. 881(E) dated 22-9-1988, issued by the Government of India, Ministry of Environment and Forests (Department of Environment, Forests and Wild Life) and published in the Gazette of India, Extraordinary, Part II, section 3(ii) dated 22-9-1988, the Government of Goa hereby amends the Government's Directions No. LS/MISC/1915/96/Part I/589 dated 31st July, 2002, published in the Official Gazette, Series I No. 21, dated 22nd August, 2002 (hereinafter called as the "said Directions"), as follows:—

In the said Directions,—

(1) for clause 2, the following shall be substituted, namely:—

"2. The Director of Tourism, Department of Tourism, Panaji, the Chief Officer, Panaji Mu-

nicipal Council, Panaji and the Chief Conservator of Forests, Forest Department, Panaji, are hereby directed to prohibit the carrying, use and sale of non-biodegradable PET bottles and plastic carry bags in the following localities.

(a) Miramar beach stretching from Goa Marriott Resort (Panaji) to Aivao village (Caranzalem);

(b) Dona Paula jetty area on the Western side of the NCC (Naval) Training Centre;

(c) The roads connecting the National Institute of Oceanography Circle to the Raj Bhavan and to the Gaspar Dias Circle (Miramar);

(d) Tourism jetty, near Mandovi bridge, Patto, Panaji;

(e) All gardens and parks in the city of Panaji."

(2) In clause 4, the expression "and in case of any violation, to take immediate action against the violators, under section 188 of the Indian Penal Code" shall be omitted.

(3) After clause 4, the following clause shall be inserted, namely:—

"5. The Chief Conservator of Forests, the Director of Tourism, the Chief Officer (Panaji Municipal Council), the Officers-in-charge of Panaji/Old Goa Police Stations, the Secretary of the Village Panchayat of Old Goa, the concerned Sub-Divisional Officers and the respective officials authorised by the said authorities shall impose a fine to the maximum extent of rupees fifty on any person violating the prohibition as aforesaid."

This Notification shall come into force with immediate effect.

By order and in the name of the Governor of Goa.

Dr. N. P. S. Varde, Director/Joint Secretary (STE).

Panaji, 10th January, 2003.

Department of Revenue

Notification

26/1/2000-RD(3785)

The following draft rules which are proposed to be made under the Goa Land Revenue Code, 1968 (Act 9 of 1969), are hereby pre-published as required by sub-section (3) of section 199 of the said Code for the information of the persons likely to be affected thereby and notice is hereby given that the said draft rules will be taken into consideration by the Government on the expiry of fifteen days from the date of publication of this Notification in the Official Gazette.

All objections and suggestions to the said draft-rules may be forwarded to the Under Secretary to the Government of Goa, Revenue Department, Secretariat, Panaji, before the expiry of fifteen days from the date of publication of this Notification in the Official Gazette.

DRAFT RULES

In exercise of the powers conferred by sub-sections (1) and (2) of section 199 read with section 65-A of the Goa Land Revenue Code, 1968 (Act No. 9 of 1969), and all other powers enabling it in this behalf, the Government of Goa, hereby makes the following rules, namely:-

1. *Short title and commencement.*— (1) These rules may be called the Goa Land Revenue (manner of conducting resurvey for the purpose of up-dating survey maps) Rules, 2003.

(2) They shall come into force at once.

2. *Definitions.*— In these rules, unless the context otherwise requires,—

(a) "Code" means the Goa Land Revenue Code, 1968 (Act 9 of 1969);

(b) "Director" means the Director of Settlement and Land Records;

(c) "Inspector" means the Inspector of Surveys and Land Records;

(d) "map" means the Cadastral Survey Plans prepared under the Code and rules framed thereunder;

(e) "Up-dating" means adding or deleting topographical and cadastral features on the maps.

Words and expressions used in these rules, but not defined shall have the same meaning as assigned to them in the Code.

3. *Record of Measurement.*— The method of surveying and the features to be surveyed like boundary-marks, roads, buildings, electrical lines, poles, telephone lines, water pipe lines, drainages, railways, canals, bridges, etc., shall be as directed by the Director. Record of measurements and area calculations shall be preserved permanently in such form as directed by the Director.

4. *Re-survey operation and up-dating of maps.*— (1) Before starting re-survey operations, the Director shall issue a general public notice, fifteen days in advance, indicating the place for re-survey and date and time for conducting such re-survey. Such a notice shall be displayed on the notice board of Village Panchayat/ Municipality/Taluka Offices and shall also be published in the newspapers printed in Marathi, English and Konkani languages. Such a notice shall also direct all interested landholders to be present at the time of re-survey operations and assist such operation.

(2) Upon completion of re-survey operation, required changes shall be effected in the maps in distinct colours or as specified by the Director and such draft maps shall be kept open for general inspection of the public for a period of thirty days at prominent places as may be decided by the Director.

(3) Any person aggrieved by the proposed changes shown on the draft map, may, within a period of thirty days after expiry of the period allowed for inspection of draft-maps in sub rule (2) above, file objection before the Inspector of Surveys and Land Records in whose jurisdiction the land is located, on a plain paper giving full address. Applications received shall be entered in a register maintained for the purpose, village-wise/city-wise, and acknowledgement thereof quoting serial number of the register shall be given to the applicant.

(4) If no objections are received in respect of changes effected in the maps within the stipulated time, they shall be confirmed.

1	2	3	4	5	6	6(a)	7	8	9	10	11	12	13	
							<p>will be required to pass departmental examination in Portuguese before confirmation.</p> <p>Note (2) Qualifications are relaxable at the discretion of Goa Public Service Commission in case of candidates belonging to the Scheduled Caste and Scheduled Tribe if at any stage of the selection, the Goa Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p> <p><i>Desirable:</i></p> <p>(i) Knowledge of Marathi.</p> <p>(ii) Knowledge of Modi Script.</p> <p>(iii) Knowledge of Indian Paleography and Epigraphy.</p> <p>(iv) Experience in the archaeological explorations/excavations and in conservation/restoration of sites, monuments and other cultural property.</p> <p>(v) Experience in research/editing of records or in archaeological fields, with published research work.</p>					<p>the scale of Rs. 6500-10500 or equivalent, and</p> <p>(b) possessing educational qualifications and experience laid down for direct recruitment in Column 7.</p> <p>(Period of deputation shall ordinarily not exceed 3 years).</p>		

1	2	3	4	5	6	6(a)	7	8	9	10	11	12	13
Name/ Designation of posts	Number of posts	Classification	Scale of pay	Whether selection post or non-selection post	Age limit for direct recruits	Whether the benefit of added years of service is admissible under Rule 30 of CCS (Pension) Rules, 1972.	Educational and other qualifications required for direct recruits	Whether age & educational qualifications prescribed for the direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment, whether by direct or by promotion/transfer/contract and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer is to be made	If a D. P. C. exists, what is its composition	Circumstances in which Goa Public Service Commission is to be consulted in making recruitment.
Director of Archives and Archaeology	One (2003)	Goa General Service Group 'A' Gazetted.	Rs. 12000-375-16500.	Selection exceeding 40 years for Government servants upto 5 years in accordance with the orders or instructions issued by the Government).	Not exceeding 40 years (Relaxable for Government servants upto 5 years in accordance with the orders or instructions issued by the Government).	No.	Essential: (i) Atleast Second class Master's degree in History/Archaeology/Ancient India History and Epigraphy/Political Science with English Medium or English as a subject at degree level from recognised University or equivalent. (ii) Training in Archives-keeping from the National Archives of India. (iii) 5 years experience in a supervisory capacity in either Archives or Archaeological Administration in an Institution of repute. (iv) Knowledge of Portuguese language. (v) Knowledge of Konkani. Note: (1) Candidates who do not possess knowledge of Portuguese language will also be considered, but if selected they	No.	Two years.	By promotion failing which by transfer on deputation and failing both by direct recruitment.	Promotion: (i) Archivist (General), (ii) Archivist (Management), (iii) Archivist (Publication), (iv) Assistant Superintendent Archaeologist with 8 years regular service in the respective grade. Transfer on deputation: Office under the Central/State Government/Union Territories. (a) (i) holding analogous posts. or (ii) with 5 years regular service in the scale of Rs. 8000-13000 or equivalent, or (iii) with 8 years regular service in the posts in	Group 'A' D.F.C. consisting of:- 1) Chairman/Member, GPSC - Chairman. 2) Chief Secretary or his nominee - Member 3) Administrative Secretary/Head of Department - Member. (for promotion and confirmation).	As required under the Goa Public Service Commission (Exemption from Consultation) Regulations, 1988. Consultation with the Goa Public Service Commission is necessary for promotion, confirmation, selection of an officer on deputation and for amending/relaxing any of the provisions of these rules.

with the provisions of these rules, be deemed to have been done, taken, made, given or issued, as the case may be, within the corresponding provisions of these rules.

By order and in the name of the Governor of Goa.

Sd/- (Vikas Mardolkar), Under Secretary (Personnel).

Panaji, 2nd January, 2003.

◆◆◆
Department of Information

◆◆◆
Amendment

DI/INF/FF. REG-97(2)/2002

Clause No. 15 (General) of Goa State Film Festival Regulation-1997 published in Official Gazette at Series I No. 47 on February 20, 1997 read as:

15. General: The producer of a Feature Film which wins an award under any of the categories referred to at item 1 to 9 of Schedule I will be granted such additional sum of Rs. 20,000/- (Rupees twenty thousand only) for getting the film sub-titled in any other Indian or Foreign language. The bills pertaining to the same shall be furnished to the Directorate within three months, after the Awards are announced.

Rajesh Singh, Director/OSD (Information & Publicity).

Panaji, 8th January, 2003.

◆◆◆
Department of Personnel

◆◆◆
Notification

1/7/79-PER (Pt. III)

In exercise of the powers conferred by the proviso to Article 309 of the Constitution, and in supersession of the existing Recruitment Rules for the relevant posts, the Governor of Goa hereby makes the following rules to regulate the recruitment to the Group 'A' Gazetted post in the Directorate of Archives and Archaeology, under the Government of Goa, namely:—

1. *Short title, application and commencement.*—
(1) These rules may be called the Government of Goa, Directorate of Archives and Archaeology, Group 'A', Gazetted post, Recruitment Rules, 2003.

(2) They shall apply to the posts specified in column (1) of the Schedule to these rules (hereinafter called as the "said Schedule").

(3) They shall come into force from the date of their publication in the Official Gazette.

2. *Number, classification and scales of pay.*— The number of posts, classification of the said posts and the scales of pay attached thereto shall be as specified in columns (2) to (4) of the said Schedule:

Provided that the Government may vary the number of posts in column (2) of the said Schedule from time to time subject to exigencies of work.

3. *Method of recruitment, age limit and other qualifications.*— The method of recruitment to the said posts, age limit, qualifications and other matters connected therewith shall be as specified in columns (5) to (13) of the said Schedule.

4. *Disqualification.*— No person who has entered into or contracted a marriage with a person having a spouse living or who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service:

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. *Power to relax.*— Where the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, and in consultation with the Goa Public Service Commission, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving.*— Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for Scheduled Castes, and other special categories of persons in accordance with the orders issued by the Government from time to time in that regard.

7. This is issued with the approval of Goa Public Service Commission vide their letter No.COM/II/13/4(1)/02 dated 12-12-2002.

By order and in the name of the Governor of Goa.

D. M. Borkar, Joint Secretary (Personnel).

Panaji, 18th January, 2003.

(e) The Department shall proceed against the employee if he fails to resume duty on expiry of the leave granted or after the rejection of his application for extension is communicated to him/her. This condition shall also be incorporated in every order sanctioning leave;

(f) Government will be very selective in granting leave without pay and allowances to employees belonging to professional categories, like highly qualified doctors, engineers, scientists, etc. for taking up employment in India or abroad. In scarce categories like Veterinary Surgeons, Livestock Assistants and any other category where there is shortage of personnel, officers will not be allowed to take up such employment unless they resign their jobs under the Government before hand;

(g) No officer going for employment under these rules will be treated as on deputation. An officer taking up employment in India or abroad on his own accord will have to go on leave without allowances to avail himself of the facility;

(h) No other kind of leave will be sanctioned in combination with or in continuation of the leave under these rules;

(i) Permanent officers and non-permanent officers who have completed probation in their entry cadre in the regular service of the Government may be granted leave without allowances under these rules. In such cases, for and during the currency of the period of leave, the officers shall lose all service benefits such as the earning of leave including half pay leave, pension, gratuity, increment, etc. and also promotion chances as may arise with reference to their seniority in the posts from which they proceeded on leave. They shall also lose seniority in the higher grade/grades with reference to their juniors who might get promoted to such grade/grades before they rejoin duty;

(j) In the case of non-permanent officers in regular service who have not completed probation in the entry grade, leave without allowances may be granted subject to the condition that they will have to start afresh and complete their probation on return from the leave without allowances. In other words, the officers will forfeit the service benefits that had accrued to them prior to their proceedings on leave and they will be deemed as new entrants to Government service on return from leave. What is protected is only their right to rejoin Government service in the same entry grade as if they were new entrants;

(k) Those who are under bonded obligation to serve the Government for a prescribed period will not be granted leave under these rules till the period covered by the bond is over, unless they settle the bonded obligations before the grant of leave. The amount remitted on that account will not be refunded under any circumstances. Similarly, officers against whom disciplinary action or vigilance enquiry is pending will not be eligible for leave under these rules;

(l) Those who had availed themselves of any loans such as House Building Advance, Conveyance Advance, etc. shall clear the dues before the grant of leave.

(m) Those officers who absent themselves unauthorisedly without getting the leave sanctioned under these rules shall be proceeded against and his service terminated after following the procedure laid down in the Central Civil Services (Classification, Control and Appeal), Rules, 1965. Requests for re-entry in Government service in such cases as well as in cases covered by condition(e) above, will be summarily rejected;

(n) These rules shall apply to all cases of grant of leave without allowances on or after their coming into force;

(o) Any permanent employee, who has not completed 20 years in service shall be eligible for grant of Extraordinary Leave, on request, under these Rules. Promotions, if any, made against the posts shall only be on ad hoc basis;

(p) Any vacancy created shall be filled up only on a temporary/contract basis. All such persons who have been appointed on temporary/contract basis and whose registration in Employment Exchange continues will be eligible for age relaxation for 5 years upto 45 years of age. No new registration with Employment Exchange would be allowed in all such cases;

(q) No relaxation of any of the above conditions will be allowed.

(3) *Repeal and savings.*— (1) The Goa State Civil Service (Grant of leave to seek employment in India or aboard) Rules, 1999 (hereinafter called the "said Rules"), notified vide Government Notification of even number dated 31-1-2000, are hereby repealed.

(2) Notwithstanding such repeal, anything done or any action taken including any order made, direction given on notice issued under the said Rules, shall, in so far as it is not inconsistent

OFFICIAL GAZETTE



GOVERNMENT OF GOA

Note: There are three Extraordinary issues to the Official Gazette Series I No. 43 dated 23-1-2003 as follows:

- (1) Extraordinary dated 23-1-2003 from pages 981 to 1146 regarding Notification from Department of Law & Judiciary (Legal Affairs Division).
- (2) Extraordinary (No. 2) dated 24-1-2003 from pages 1147 to 1148 regarding Notifications from Department of Civil Supplies and Consumer Affairs and Department of Public Health.
- (3) Extraordinary (No. 3) dated 29-1-2003 from pages 1149 to 1156 regarding Notifications from Department of Finance (Rev. & Exp. Division) and Department of Transport.

GOVERNMENT OF GOA

Department of Education, Art & Culture

Directorate of Education

Notification

25/5/82/Adm.I/Vol.II/3572

Notification No. 2/5/95-PER dated 2-1-2003 received from Department of Personnel, Secretariat, Panaji is transcribed below for information and necessary action.

V. P. Bodnekar, Director (Administration).

Panaji, 22nd January, 2003.

Department of Personnel

Notification

2/5/95-PER

In exercise of the powers conferred by the proviso to Article 309 of the Constitution, the Governor of Goa hereby makes the following rules, namely:—

1. Short title, commencement and application.— (1) These rules may be called the Goa

State Civil Service (Grant of leave to seek employment in India or abroad) Rules, 2002.

(2) They shall come into force at once.

(3) They shall apply to all Group 'A', Group 'B', Group 'C' and Group 'D' employees of the Government of Goa.

2. Leave to seek employment.— A Government employee shall be entitled to apply for leave without pay and allowances for taking up employment in India or abroad to the extent of two years, subject to the following conditions, namely:—

(a) All applications for the grant of extraordinary leave shall be submitted to the Government for approval through the Administrative Secretary/Secretary of the Department for endorsing or otherwise the recommendation of the Department;

Heads of Departments shall issue orders sanctioning leave only with the prior approval of the Government;

(b) Initially, extraordinary leave may be sanctioned for a period of two years. However, the same can be extended for a further period of two years at a time, so that the total maximum period of extraordinary leave shall not exceed six years;

(c) Request for extension of extraordinary leave should reach the Department at least 3 months in advance in order to enable it to take necessary decision and communicate it to the employee before expiry of extraordinary leave already granted;

(d) The employee shall be informed in clear-cut terms at the beginning itself that grant of any extension will be subject to the Government's decision. This condition shall be incorporated in the order sanctioning leave;

Chetan H. Salgaonkar,
Lower Division Clerk,
Vidya Prabodhini College of Commerce,
Education, Computer and Management,
Parvari-Goa

Date: 29th January, 2018.

To
The Principal,
Vidya Prabodhini College of Commerce,
Education, Computer and Management.,
Parvari-Goa

Subject: Application of Extraordinary Leave for two years.


Respected Sir,

I, the undersigned, Chetan H. Salgaonkar working as Lower Division Clerk in the College, am applying for extra-ordinary leave as per Central Civil Service (Leave) Rules, 1972 for the period of two year that is from 2nd May, 2018 to 29th April 2020. During the above period I will apply for work visa to the Russian Consulate in Mumbai, Maharashtra for working in Russia. As process of getting work visa takes lot of time and follow- up. I shall continuously pursue the work visa matter with the Russian Consulate. In the mean time, I will also take up a private job as I am trying to apply for the work visa.



As I wish to visit Russia for better job prospectus, I sincerely hope my request for extra-ordinary leave for period of two years will be sympathetically considered and I will be permitted to go on extra-ordinary leave from 2nd May, 2018.

Thanking you,

Yours faithfully,


(Chetan H. Salgaonkar)




PRINCIPAL
Vidya Prabodhini College of Commerce,
Education Computer & Management
Vidyanagar, Parvari - Goa. 

Chetan H. Salgaonkar,
Lower Division Clerk,
Vidya Prabodhini College of Commerce,
Education, Computer and Management,
Parvari-Goa

Date: 29th January, 2018.

To
The Principal,
Vidya Prabodhini College of Commerce,
Education, Computer and Management,,
Parvari-Goa

Subject: Application of Extraordinary Leave for two years.

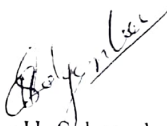
Respected Sir,

I, the undersigned, Chetan H. Salgaonkar working as Lower Division Clerk in the College, am applying for extra-ordinary leave as per Central Civil Service (Leave) Rules, 1972 for the period of two year that is from 2nd May, 2018 to 29th April 2020. During the above period I will apply for work visa to the Russian Consulate in Mumbai, Maharashtra for working in Russia. As process of getting work visa takes lot of time and follow- up. I shall continuously pursue the work visa matter with the Russian Consulate. In the mean time, I will also take up a private job as I am trying to apply for the work visa.

As I wish to visit Russia for better job prospectus, I sincerely hope my request for extra-ordinary leave for period of two years will be sympathetically considered and I will be permitted to go on extra-ordinary leave from 2nd May, 2018.

Thanking you,


Yours faithfully,



(Chetan H. Salgaonkar)




PRINCIPAL

Vidya Prabodhini College of Commerce,
Education, Computer & Management
Wajalegar, Parvari - Goa. 



PRABODHINI EDUCATION SOCIETY'S
**Vidya Prabodhini College of Commerce,
Education, Computer & Management**

(Recognised by Government of Goa, Affiliated to Goa University & Approved by NCTE),
VIDYANAGAR, ALTO, PARVARI - GOA (INDIA) 403 521

Ph.: 2410500/2413600. Fax: 2410500
www.vidyaprabodhnicollege.edu.in

Email: vidyaprabodhinigoa@gmail.com
info@vidyaprabodhnicollege.edu.in

16

Ref no: VPCCECM/2017-18/Extra-Ordinary Leave/524

Date: 29th January, 2018

To
The Director,
Directorate of Higher Education,
Government of Goa,
Porvorim-Goa

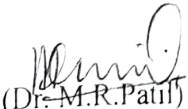
Sub: Forwarding an application of Mr. Chetan H. Salgaonkar, LDC for Extra- ordinary Leave for a period of two years.

Dear Sir,

This is to bring to your kind notice that one of our office staff member, Mr. Chetan H. Salgaonkar, who has been working as Lower Division Clerk for the last three years in this college, desires to avail Extra ordinary leave for Two Years from 2nd May, 2018 to 29th April, 2020. Mr. Chetan H. Salgaonkar request letter in this regard is enclosed herewith for your kind consideration.

I request you to kindly consider his application for grant of Extra Ordinary Leave.

Thanking you,
Yours faithfully,


(Dr. M.R. Patil)
PRINCIPAL



Chetan H. Salgaonkar,
Lower Division Clerk,
Vidya Prabodhini College of Commerce,
Education, Computer and Management,
Parvati-Goa

Date: 27th April, 2018.

To
The Principal,
Vidya Prabodhini College of Commerce,
Education, Computer & Management,
Parvati, Bardez - Goa.

Subject: Request to relieve from my duties as Lower Division Clerk from this College.

Dear Sir,

I the undersigned, Chetan H Salgaonkar working as Lower Division Clerk in the college had applied for extra-ordinary leave for the period of two years from 2nd May, 2018 to 29th April, 2020. The Extra- ordinary leave is sanctioned by the Government of Goa.

In this regard, I request you to please relieve me from my duty with effect on 30th April, 2018 after the office hours.

Thanking you,

Yours sincerely,



(Chetan H. Salgaonkar)

PJ.
Mr. Registrar
- Portal File (I)
- Issue leave sanction order to Mr. Chetan
- Ask him to give charge and you take
charge from him.

MR
27/4/18.



GOVERNMENT OF GOA
DIRECTORATE OF HIGHER EDUCATION

DTE Complex,
Alto Porvorim-Goa.

Tel:2415585/2410824

Email:dir-dhe.goa@nic.in

No.2/175/DHE/NOC/EOL/VP/NTS / 11182

Dated: - 13/05/2018
3

To,
The Principal,
Vidya Prabodhini College of Commerce,
Education Computer & Management
Vidyanagar, Porvorim-Goa.

Sub:- Regarding grant of Extra-Ordinary Leave for a period of 02 years to Mr. Chetan H. Salgaonkar, LDC.

Sir,

I am directed to refer to your letter No.VPCCECM/DHE/2017-18/558 dated 22/02/2018 on the subject cited above and to convey approval of the Government of Goa for grant of extra-ordinary leave (without pay) to Mr. Chetan H. Salgaonkar, LDC, for a period of two years to seek employment abroad with effect from 02/05/2018 to 29/04/2020, as per the terms of the Government Notification No.2/5/95-PER dated 02/01/2003 and subject to compliance of the instructions contained in the said Notification.

Yours faithfully,

(Diwan N.Rane)

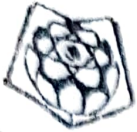
Under Secretary(Higher Education)

Ra/-

*Pl. Discuss
Mr. Rajaram
Need to do necessary
formalities
14/3/18*

VIDYA PRABODHINI COLLEGE OF COMMERCE
EDUCATION COMPUTER & MANAGEMENT
VIDYANAGAR, PORVORIM, GOA.

Inward No. 619
Date 14-3-18



विद्या प्रबोधनी शिक्षण संस्था

PRABODHAN EDUCATION SOCIETY'S

Vidya Prabodhini College of Commerce, Education, Computer & Management

(Recognised by Government of Goa & Affiliated to Goa University)

VIDYANAGAR, ALTO, PARVARI - GOA (INDIA) 403 521

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www.vidyaprabodhnicollege.edu.in

Email: vidyaprabodhinigoa@gmail.com
info@vidyaprabodhnicollege.edu.in


Ref.No: VPCCLCM/2017-18/707

Date: 30th April, 2018

ORDER

With reference to your initial application dated 29th January, 2018, requesting for Extra-ordinary leave without pay and subsequent application dated 27th April, 2018 requesting to relieve from your duties and approval of the Government of Goa for grant of Extra-ordinary leave (without pay) for a period of two years to seek employment abroad with effect from 2nd May, 2018 to 29th April, 2020 (vide DHE letter no. 2/175/DHE/NOC/EOL/VP/NTS/4182 dated 13th March, 2018), we are pleased to sanction Extra-ordinary leave without pay to Shri. Chetan H. Salgaonkar, Lower Division Clerk, Prabodhan Education Society's Vidya Prabodhini College of Commerce, Education, Computer and Management, Parvari-Goa with effect from 2nd May, 2018 to 29th April, 2020. (Both days inclusive). The said leave is sanctioned as per the terms of the Govt. Notification No. 2/5/95-PER dated 2nd January, 2013 and subject to compliance of the instructions contained in the said notification and as per Central Civil Service (leave) rules 1972 and Goa State Civil Service (Grant of leave to seek employment in India or Abroad) rules 2002. You shall have to report to your duty without fail on the post of LDC w.e.f 30th April, 2020.



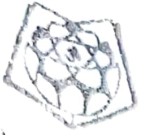

Shri. Prabhakar N. Bhate
Chairman
Prabodhan Education Society
Parvari-Goa

To
Shri. Chetan H. Salgaonkar,
Lower Division Clerk,
Vidya Prabodhini College of
Commerce, Education, Computer
& Management. Parvari-Goa.


30-4-18.

Copy to

1. The Secretary, Prabodhan Education Society
2. Vice-Principal
3. Accountant
4. Head Clerk
5. Personal File
6. Leave File



PRABODHAN EDUCATION SOCIETY'S

Vidya Prabodhini College of Commerce, Education, Computer & Management

Recognised by Government of Goa & Affiliated to Goa University)

VIDYANAGAR ALTO, PARVARI GOA (INDIA) 403 521

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info@vidyaprabodhnicollege.edu.in

Ph: 2410500/2413600 Fax: 2410500
www.vidyaprabodhnicollege.edu.in


Ref.No: VPCCEM/2017-18/707

Date: 30th April, 2018

ORDER

With reference to your initial application dated 29th January, 2018, requesting for Extra-ordinary leave without pay and subsequent application dated 27th April, 2018 requesting to relieve from your duties and approval of the Government of Goa for grant of Extra-ordinary leave (without pay) for a period of two years to seek employment abroad with effect from 2nd May, 2018 to 29th April, 2020 (vide DHE letter no. 2/175/DHE/NOC/EOL/VP/NTS/4182 dated 13th March, 2018), we are pleased to sanction Extra-ordinary leave without pay to Shri. Chetan H. Salgaonkar, Lower Division Clerk, Probodhan Education Society's Vidya Prabodhini College of Commerce, Education, Computer and Management, Parvari-Goa with effect from 2nd May, 2018 to 29th April, 2020. (Both days inclusive). The said leave is sanctioned as per the terms of the Govt. Notification No. 2/5/95-PER dated 2nd January, 2013 and subject to compliance of the instructions contained in the said notification and as per Central Civil Service (leave) rules 1972 and Goa State Civil Service (Grant of leave to seek employment in India or Abroad) rules 2002. You shall have to report to your duty without fail on the post of LDC w.e.f 30th April, 2020.




Shri. Prabhakar N. Bhat
Chairman
Prabodhan Education Society
Parvari-Goa

To
Shri. Chetan H. Salgaonkar,
Lower Division Clerk,
Vidya Prabodhini College of
Commerce, Education, Computer
& Management. Parvari-Goa.

Copy to

1. The Secretary, Prabodhan Education Society
2. Vice-Principal
3. Accountant
4. Head Clerk
5. Personal File
6. Leave File

Chetan H. Salgaonkar,
Lower Division Clerk,
Vidya Prabodhini College of Commerce,
Education, Computer and Management,
Parvari-Goa

Date: 21st June, 2018.

To
The Principal,
Vidya Prabodhini College of Commerce,
Education, Computer & Management,
Parvari Bardez Goa.

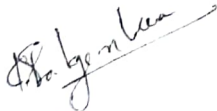
Subject: Application for Curtailment of Extra Ordinary Leave & Joining Duty as LDC in the college.

Respected Sir,

I, the undersigned, Chetan H. Salgaonkar, a Lower Division Clerk in the College, had applied for an Extra Ordinary Leave as per Central Civil Service (Leave) rules, 1972 for a period of two years that is from 2nd May, 2018 to 29th April, 2020. During my leave period, I had applied for an employment Visa to visit Russia in the month of June, 2018. Mean time, due to some personal reasons, I could not go for an employment in abroad. Therefore, I request you to kindly curtail my Extra Ordinary Leave and allow me to join my duties as Lower Division Clerk in the College from 30th June, 2018.

Thanking you,

Yours faithfully,



(Chetan H. Salgaonkar)



विद्या प्रबोधिनी महाविद्यालय

PRINCIPAL'S OFFICE
**Vidya Prabodhini College of Commerce,
Education, Computer & Management**

(Recognized by Government of Goa, Affiliated to Goa University & Approved by NCTE)
VIDYANAGAR, ALTO PARVARI - GOA (INDIA) 403 521

Ph. 2410500/2413600, Fax 2410500
www.vidyaprabodhnicollege.edu.in

Email: vidyaprabodhinigoa@gmail.com
info@vidyaprabodhnicollege.edu.in

Ref: VPCCECM/DHE/EOL/2017-18/2

Date: 21st June, 2018

To
The Director,
Directorate of Higher Education,
Govt. of Goa
Parvari Goa.

**Subject: Request to consider an application of Mr. Chetan H Salgaonkar for
Curtailment of Extra Ordinary Leave and joining back to his duty in the college.**

Ref: DHE letter No: 2/175/DHE/NOC/EOL/VP/NTS/4182 dated 13th March, 2018.

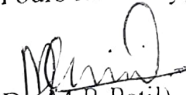
Dear Sir,

This is to bring to your kind notice that Mr. Chetan H. Salgaonkar, Lower Division Clerk in Vidya Prabodhini College of Commerce, Education, Computer & Management, Parvari, had applied for an Extra Ordinary Leave for a period of 2 years and the leave is sanctioned to Mr. Chetan H Salgaonkar with effect from 2nd May, 2018 to 29th April, 2020 (Vide DHE letter No. 2/175/DHE/NOC/EOL/VP/NTS/4182 dated 13th May, 2018)

Now, Mr. Chetan has made an application for curtailment of his extra ordinary leave and allow him to join his duty as Lower Division Clerk in the College from 30th June, 2018. (a copy of the application dated 21st June, 2018 is enclosed). Further, I would like to bring to your notice that so far we have not appointed anybody in the place of Mr. Chetan H Salgaonkar. Hence, I request you to kindly consider his application for the curtailment of his extra ordinary leave and allow him to join his duties in the college.

Thanking you,

Yours faithfully,


(Dr. M.R. Patil)
PRINCIPAL



Received by M.R. Patil
Dated 22/6/18
Directorate of Higher Education
Porvorim, Bardez-Goa

GOVERNMENT OF GOA
DIRECTORATE OF HIGHER EDUCATION

DHE Complex,
Alto Porvorim Goa

TEL: 2415385, 2414084

Email: dir_dhe.goa@nic.in

No. 2/175/DHE/EOI/VP/NIS /1421

Dated: 02/07/2018

2

To,
The Principal,
Vidya Prabodhini College of Commerce,
Education Computer & Management
Vidyanagar, Porvorim-Goa.

Sub:- Regarding request to consider application of Mr. Chetan H. Salgaonkar for Curtailment of Extra Ordinary Leave and joining back to his duty in the college.

Sir,

I am directed to refer to your letter No. VPCCE:CM/DHE/EOI/2017-18/2 dated 21/06/2018 on the subject cited above and to convey approval of the Director of Higher Education to curtail Extra Ordinary Leave of Mr. Chetan H. Salgaonkar ,LDC and allow him to join the duties in the college w.e.f. 30/06/2018.

Yours faithfully,



(Diwan N.Rane)

Under Secretary (Higher Education)

Ra/-

Pr. Mr. Rojaram
— DHE File
— Personal File of Mr. Chetan
— Extra-Ordinary File
RC
4/7/18

VIDYA PRABODHINI COLLEGE OF COMMERCE
EDUCATION COMPUTER & MANAGEMENT

Inward No.

63

Date

4.7.18



Vidya Prabodhini <vidyaprabodhinigoa@gmail.com>

Grant of leave on medical grounds.

1 message

Dr. Sangeeta Dessai <sangeetadessai@gmail.com>
To: Vidya Prabodhini <vidyaprabodhinigoa@gmail.com>

Tue, Sep 27, 2022 at 1:00 PM

Dear Sir

I have been suffering from severe inflammation of the joints from **6th September 2022** and was unable to attend duties at the college. My rheumatologist has administered biologic intravenous medicine which suppresses immunity to control the inflammation and has advised to avoid strenuous activities and crowded places. In view if the above, I will be unable to attend college duties till **30th November 2022**.

I therefore request you to grant me EOL on medical grounds for the aforementioned period.

Regards

Dr. Sangeeta. Dessai
Assistant Professor in English.
Vidya Prabodhini College Parvari Goa

VIDYA PRABODHANI COLLEGE OF COMMERCE
EDUCATION, COMPUTER AND MANAGEMENT
PARVARI - GOA

Inward No. 540
Date 27-09-2022

- Head Clerk -

FNA

28/09/2022



21 sept 22

To
The Principal
Vidya Prabodhini college
Pune.

This is to certify that,
Mrs. Dessai Sangeeta, is suffering from,
"Rheumatoid Arthritis" and "Auto Immune Hepatitis"
and is under my treatment for the same.

In view of her highly ongoing persistent disease
activity she has been initiated on "Biologic"
treatment with "RITUXIMAB".

She has been advised to avoid close contact
with crowded places as she will be prone
for catching an infection.

DR. MAGNATI D. DHE
CONSULTANT RHEUMATOLOGIST
Fellow in Rheumatology, C.D. Pune
Fellow Certificate Course, Rheumatology





Vidya Prabodhini <vidyaprabodhinigoa@gmail.com>

Grant of leave on medical grounds.

1 message

Dr. Sangeeta Dessai <sangeetadessai@gmail.com>
To: Vidya Prabodhini <vidyaprabodhinigoa@gmail.com>

Tue, Sep 27, 2022 at 1:00 PM

Dear Sir

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Regards

Dr. Sangeeta. Dessai

Assistant Professor in English.

Vidya Prabodhini College Parvari Goa

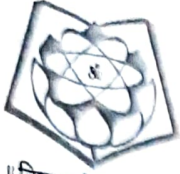
VIDYA PRABODHANI COLLEGE OF COMMERCE
EDUCATION, COMPUTER AND MANAGEMENT
PARVARI - GOA

Inward No. 540
Date 27-09-2022

— Head Clerk —

FNA

28/09/2022



॥ विद्या सर्वस्य भूषणम् ॥

PRABODHAN EDUCATION SOCIETY'S

**Vidya Prabodhini College of Commerce,
Education, Computer and Management**

(Recognized by Govt. of Goa, Affiliated to Goa University and Approved by NCTE)

Vidyanagar, Alto-Parvuri, Bardez-Goa (India) 403521

(Recognized by U.G.C. under Section 2(f) and 12 (B) of the UGS Act 1956)

Accredited by NAAC with B+ Grade on a Seven Point Scale Under New Framework (1st Cycle)

o/c 21

VPCCECM/2022-23/Extra-Ordinary Leave/353

Date: 28th September, 2022

To,
The Director,
Directorate of Higher Education,
Government of Goa,
Porvorim – Goa.

Sub: Forwarding an application of Dr. Sangeeta Dessai, Assistant Professor in English for Extra Ordinary Leave.

Dear Sir,

This is to bring to your kind notice that Dr. Sangeeta Dessai, who has been working as Assistant Professor in English for the last 5 years in this college, she is suffering from severe inflammation of the joints since September, 2022. She desires to avail extra ordinary leave from 06th September, 2022 to 30th November, 2022, for the treatment /recovery from the illness. A request letter from Dr. Sangeeta Dessai is attached herewith for your kind persual.

I request you to kindly consider her application for grant of extra ordinary leave.

Thanking you,

Yours faithfully,

(Dr. Bhushan V. Bhawe)

PRINCIPAL



Received by

Dated

Directorate of Higher Education

Porvorim, Bardez-Goa

msdktai
3/10/22

Encl.: Annexure – I
Annexure - II

SN/-



॥ विद्या सर्वस्य धृषणम् ॥

PRABODHAN EDUCATION SOCIETY

प्रबोधन एज्युकेशन सोसायटी

(Reg./No. 53/Goa/87)

Vidya Prabodhini Educational Complex, Vidya Nagar, Alto - Parvari, Goa - 403 521.

Phone - (0832) 2412089, Email: prabodhan1987@gmail.com

Ref: PES / 2022-23 /

Date: 20/09/2022

RESOLUTION

This resolution is extracted from the minutes books of Prabodhan Education Society'S Karyakari Samiti/Executive Managing Committee meeting held on 20 /09/2022 at 6.30 P.M.

RESOLUTION:

It is resolved that to grant Extra ordinary leave to Dr. Sangeeta Dessai Assistant Professor of Vidya Prabodhini Colleege of Commerce, Education computer and Management w.e.f. 06/09/2022 to 30/11/2022.

Proposed by: Shri Datta B. Niak

Seconded by: - Shri Suresh Borkar

Resolution was passed unanimously.

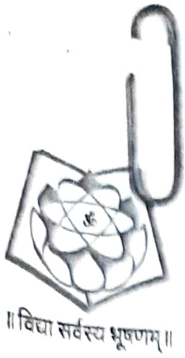


(Sanjay P. Walavalkar)

Chairman

Prabodhan Education Society

Parvari - Goa



PRABODHAN EDUCATION SOCIETY'S
**Vidya Prabodhini College of Commerce,
 Education, Computer and Management**

(Recognized by Govt. of Goa, Affiliated to Goa University and Approved by NCTE)

Vidyanagar, Alto-Parvari, Bardez-Goa (India) 403521

(Recognized by U.G.C. under Section 2(f) and 12 (B) of the UGS Act 1956)

Accredited by NAAC with B+ Grade on a Seven Point Scale Under New Framework (1st Cycle)

VPCECM/2022-23/Extra-Ordinary Leave/418

Date: 28th September, 2022

To,
 The Director,
 Directorate of Higher Education,
 Government of Goa,
 Porvorim – Goa.

Sub: Forwarding an application of Dr. Sangeeta Dessai, Assistant Professor in English for Extra Ordinary Leave and NOC for Substitute Teacher.

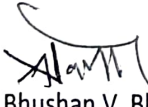
Dear Sir,

This is to bring to your kind notice that Dr. Sangeeta Dessai, who has been working as Assistant Professor in English for the last 5 years in this college. She is suffering from severe inflammation of the joints since September, 2022. She desires to avail extra ordinary leave from 06th September, 2022 to 30th November, 2022, for the treatment /recovery from the illness. A request letter from Dr. Sangeeta Dessai and Resolution of Management is attached herewith for your kind persual.

I request you to kindly consider her application for grant of extra ordinary leave and provide NOC to appoint Lecture basis teacher for the above period.

Thanking you,

Yours faithfully,


 (Dr. Bhushan V. Bhawe)
 PRINCIPAL



Encl.: Annexure – I
 Annexure - II

SN/-



21 sept 22

To

The Principal
Vidya Prabodhini college
Pune.

This is to certify that,
Mrs. Dessai Sangeeta, is suffering from,
"Rheumatoid Arthritis" and "Auto Immune Hepatitis"
and is under my treatment for the same.

In view of her high ongoing persistent disease
activity she has been initiated on "Biologic"
treatment with "RITUXIMAB".

She has been advised to avoid close contact
with crowded places as she will be prone
for catching an infection.

DR. NAGNATH R. KHADKE
CONSULTANT RHEUMATOLOGIST
(MD, Medicine)
Fellowship in Rheumatology, CBO, Pune
2022 AR Certificate Course, Rheumatology





Vidya Prabodhini <vidyaprabodhinigoa@gmail.com>

Grant of leave on medical grounds.

1 message

Dr. Sangeeta Dessai <sangeetadessai@gmail.com>
 To: Vidya Prabodhini <vidyaprabodhinigoa@gmail.com>

Tue, Sep 27, 2022 at 1:00 PM

Dear Sir

I have been suffering from severe inflammation of the joints from **6th September 2022** and was unable to attend duties at the college. My rheumatologist has administered biologic intravenous medicine which suppresses immunity to control the inflammation and has advised to avoid strenuous activities and crowded places. In view of the above, I will be unable to attend college duties till **30th November 2022**.

I therefore request you to grant me EOL on medical grounds for the aforementioned period.

Regards

Dr. Sangeeta. Dessai

Assistant Professor in English.

Vidya Prabodhini College Parvari Goa

VIDYA PRABODHANI COLLEGE OF COMMERCE
 EDUCATION, COMPUTER AND MANAGEMENT
 PARVARI - GOA

Inward No. 540Date 27-09-2022

- Head Clerk -

FNA

28/09/2022

TO

25

The Principal

Vidya Prabodhini College of Commerce, Education,
Computer and Management
Alto - Parvati - Goa.

Date:

SUB: Application for Maternity leave

Dear Sir,

I the undersigned would like to inform you that, I have been on bed rest from 17th Oct'2017 onwards, as instructed by my gynaecologist.

Kindly grant me half pay leave from 17th Oct'2017 till 11th Nov'2017 and then onwards, that is from 12th Nov'2017 grant me the maternity leave as applicable.

I hereby attach my medical certificate for the same.

Thanking You.

Yours Sincerely

Varsha

Ms. Varsha Ingalkhali
Asst. Prof. in Commerce
Vidya Prabodhini College
Alto - Parvati
Goa.

The Principal

Vidya Prabodhini College of Commerce, Education,
Computer and Management
Alto - Parvati - Goa.

Date:

SUB: Application for Maternity leave

Dear Sir,

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Kindly grant me half pay leave from 17th Oct'2017 till 11th Nov'2017 and then onwards, that is from 12th Nov'2017 grant me the maternity leave as applicable.

I hereby attach my medical certificate for the same.

Thanking You.

Yours Sincerely

Varsha

Ms. Varsha Ingalkhalli
Asst. Prof in Commerce
Vidya Prabodhini College
Alto - Parvati
Goa.

TO

The Principal

Vidya Prabodhini College of Commerce, Education, ²⁷
Computer and Management
Atto - Parvati - Goa.

Date:

SUB: Application for Maternity leave

Dear Sir,

I the undersigned would like to inform you that, I have been on bed rest from 17th Oct'2017 onwards, as instructed by my gynaecologist.

Kindly grant me half pay leave from 17th Oct'2017 till 11th Nov'2017 and then onwards, that is from 12th Nov'2017 grant me the maternity leave as applicable.

I hereby attach my medical certificate for the same.

Thanking You.

Yours Sincerely

Varsha

Ms. Varsha Ingalkhali
Asst. Prof in Commerce -
Vidya Prabodhini College
Atto - Parvati
Goa.

Nb No: 8806646139



GOVERNMENT OF GOA
DIRECTORATE OF HIGHER EDUCATION

DTE Complex,
Alto Porvorim-Goa.

Tel: 2415585/2410824

Email: dir-dhe.goa@nic.in

No. 9/406/2016-17/DHE/Lec.Basis/VP/2456 Dated: - 14/11/2017

To,
The Principal,
Vidya Prabodhini College of Commerce,
Education Computer & Management
Vidyanagar, Porvorim-Goa.

**Sub:- Regarding NOC for filling Assistant Professor in
Commerce/lecturer basis for the second half of the
academic year 2017-18.**

Sir,

I am directed to refer to your letter No. VPCCECM/DHE/2017-18/348 dated 30/10/2017 on the subject cited above and to convey approval of the Director of Higher Education to appoint substitute Lecturer on lecture basis during the leave period of Ms. Varsha Ingalhali, Assistant Professor in Commerce w.e.f. 01/12/2017 till the end of the academic year 2017-18, subject to concurrence by the Goa University as regards the requisite qualification of the candidate to be selected for appointment and observance of statutory procedural formalities, in force, scrupulously.

Yours faithfully,


(Diwan N. Rane)

Under Secretary(Higher Education)

Copy to:-
The Accounts Section of this office.

ra/-

VIDYA PRABODHINI COLLEGE OF COMMERCE
EDUCATION COMPUTER AND MANAGEMENT
GOA.

Inward No. 348
Date 16/11/17

A.
Mr. Rajaram
DHE File
17/11/17



GOVERNMENT OF GOA
DIRECTORATE OF HIGHER EDUCATION

DTE Complex,
Alto Porvorim-Goa.

Tel: 2415585/2410824

Email: dir-dhe.goa@nic.in

No. 9/406/2016-17/DHE/Lec.Basis/VP/2456 Dated: - 14/11/2017

To,
The Principal,
Vidya Prabodhini College of Commerce,
Education Computer & Management
Vidyanagar, Porvorim-Goa.

**Sub:- Regarding NOC for filling Assistant Professor in
Commerce/lecturer basis for the second half of the
academic year 2017-18.**

Sir,

I am directed to refer to your letter No. VPCCECM/DHE/2017-18/348 dated 30/10/2017 on the subject cited above and to convey approval of the Director of Higher Education to appoint substitute Lecturer on lecture basis during the leave period of Ms. Varsha Ingalhali, Assistant Professor in Commerce w.e.f. 01/12/2017 till the end of the academic year 2017-18, subject to concurrence by the Goa University as regards the requisite qualification of the candidate to be selected for appointment and observance of statutory procedural formalities, in force, scrupulously.

Yours faithfully,

(Diwan N. Rane)

Under Secretary (Higher Education)

Copy to:-
The Accounts Section of this office.

ra/-

VIDYA PRABODHINI COLLEGE OF COMMERCE
EDUCATION, COMPUTER AND MANAGEMENT
GOA.

Inward No. 398

Date 16/11/17

A.
Mr. Rajaram
DHE File
13/11/17

GOVERNMENT OF GOA
DIRECTORATE OF HIGHER EDUCATION

DTE Complex,
Alto Porvorim Goa.

Tel: 2415585/2410824

Email: dir-dhe.goa@nic.in

No. 2/175/DHE/NOC/TS/1b.cb/B.Com/2018-19/VP/475 Dated: - 02/05/2018

To,
The Principal,
Vidya Prabodhini College of Commerce,
Education Computer & Management
Vidyanagar, Porvorim-Goa.

**Sub:- Regarding NOC to appoint substitute Lecturer in
place of Ms. Varsha Ingalhalli (applied for CCL).**

Sir,

I am directed to refer to your letter No. VPCCECM/DHE/2017-18/697 dated 23/04/2018 on the subject cited above and to inform you that your request for filling the post of Assistant Professor in Commerce in place of Ms. Varsha Ingalhalli (CCL) on lecture basis instead of contact basis has been noted.

Yours faithfully,



(Diwan N. Rane)

Under Secretary(Higher Education)

Copy to:-

The Accounts Section of this Department.

Ra/-

Mr. Rajaram
DHE F.O.
12/5/18



॥ विद्या सर्वस्य भूषणम् ॥

PRABODHAN EDUCATION SOCIETY'S

Vidya Prabodhini College of Commerce, Education, Computer & Management

(Recognised by Government of Goa, Affiliated to Goa University & Approved by NCTE)
VIDYANAGAR, ALTO, PARVARI - GOA (INDIA) 403 521

Ph.: 2410500/2413600, Fax: 2410500
www.vidyaprabodhnicollege.edu.in

Email: vidyaprabodhinigoa@gmail.com
info@vidyaprabodhnicollege.edu.in


Ref.No: VPCCECM/2018-19/CCL/ॐ

Date: 20th June, 2018

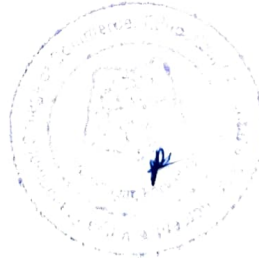
ORDER

With reference to your application dated 9th April, 2018 asking for Child Care leave for a period of six months from 21st June, 2018 and vide DHE letter No: 2/175/DHE/NOC/TS/Lb.Cb/B.Com/2018-19/VP/475 dated 2nd May, 2018, you are hereby sanctioned CHILD CARE LEAVE with effect from 21st June to 20th Dec, 2018 (both days inclusive).

You are reposted to the same post on expiry of leave.


Shri. Prabhakar N. Bhat
Chairman
Prabodhan Education Society
Parvari-Goa

To
Ms. Varsha Ingalhali
Assistant Professor in Commerce
Vidya Prabodhini College of
Commerce, Education, Computer
& Management. Parvari-Goa



Copy to

1. The Secretary, Prabodhan Education Society
2. Vice-Principal
3. Accountant
4. Head Clerk
5. Personal File
6. Leave File

70

The Principal

Vidya Prabodhini College of Commerce, Education,
Computer and Management
Parvati - Goa.

Date:- 09th April, 2018

SUB:- Application for Child Care leave

Respected Sir,

My Maternity leave are getting over on 8th May '20 and still my child is very small to leave him at home and join back my duties. Hence, I want to apply for child care leave of six months starting from next Academic Year i.e 2018-19.

Sir, I would be joining back my duties on 3rd May, 2018 and after my vacations again on June '19th 2018. Then from 21st June, 2018

I would like to go on child care leave for six months. Hence kindly sanction the child care leave and oblige.

Thanking You

Yours Sincerely

~~Parvati~~
Ms. Vansha Ingalkatti
Asst. Prof. in Commerce
Vidya Prabodhini College
Parvati - Goa.

P. Discuss
- Mr. Rajaram
- Personal file (copy)
- Leave file (copy)

10/4/18



PRABODHAN EDUCATION SOCIETY'S

Vidya Prabodhini College of Commerce, Education, Computer & Management

(Recognised by Government of Goa & Affiliated to Goa University)
VIDYANAGAR, ALTO, PARVARI - GOA (INDIA) 403 521

Ph.: 2410500/2413600, Fax: 2410500
www.vidyaprabodhnicollege.edu.in

Email: vidyaprabodhinigoa@gmail.com
info@vidyaprabodhnicollege.edu.in

Ref:VPCCECM/PES/2017-18/692

Date: 20th April, 2018

To,
The Chairman,
Prabodhan Education Society's,
Vidya Prabodhini College of Commerce,
Education, Computer & Management,
Parvari - Goa

Sub: **Forwarding an application of Ms. Varsha Ingalhalli for your consideration for Child Care Leave.**

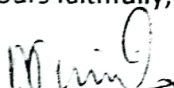
Respected Sir,

This is to bring to your kind notice that Ms. Varsha Ingalhalli has been working in this college as an Assistant Professor in Commerce since 01/07/2014. She is presently on maternity leave and she again would like to avail child care leave from 21st June, 2018 for a period of six months.

I request you to kindly consider her application for Child Care leave for six months.

Thanking you,

Yours faithfully,


(Dr. M.R. Patil)
Principal





CHAIRMAN
Prabodhan Education Society
Parvari-Goa

may be granted


20-4-18

SECRETARY
Prabodhan Education Society
Parvari-Goa.

TO,

The Principal

Vidya Prabodhini College of Commerce, Education,
Computer and Management
Parvati - Goa.Date:- 09th April, 2018SUB:- Application for Child Care leave

Respected Sir,

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Sir, I would be joining back my duties on 3rd May, 2018 and after my vacations again on June' 19th 2018. Then from 21st June, 2019 I would like to go on child care leave for six months. Hence kindly sanction the child care leave and oblige.

Thanking You

Yours Sincerely

~~Varsha~~
Ms. Varsha Ingalkhali
Asst. Prof. in Commerce

Vidya Prabodhini College
Parvati - Goa.

P/ Discuss
— Mr. Rajaram
— Person Rec (copy)
— Leave File (copy)

10/4/18

क्रमांक

No.



गोंय सरकार
GOVERNMENT OF GOA

Mormugao Municipal Council



जल्म प्रमाणपत्र
BIRTH CERTIFICATE

(जल्म आनी मृत्यू नोंदणी अधिनियम, १९६९ च्या कलम ११/ कलम १२ आनी गोंय जल्म आनी मृत्यू नोंदणी (दुरुस्ती) नेम, २००७ च्या नेम ८/१३ खाला जारी केला)

(Issued under Section 17/Section 12 of the Registration of Births and Deaths Act, 1969 and Rule 8/13 of the Goa Registration of the Birth and Deaths (Amendment) Rules, 2007)

अशें प्रमाणित करता की सकयल दिल्ली माहिती ही जल्माच्या मुळ लेखातल्यान घेतल्या जी गोंय राज्याच्या South Goa जिल्ह्याच्या Mormugao तहसील/ तालुक्याच्या Mormugao Municipal Council रजिस्ट्रार नोंद आसा

This is to certify that the following information has been taken from the original record of birth which is in the Register for Mormugao Municipal Council of tahsil/block Mormugao of District South Goa of State Goa

नांव /Name DAKSH PRAVEEN CHUNAGI

लिंग /Sex MALE

जल्म तारीख/Date of Birth 01/02/2018 February - one - two thousand eighteen

जल्म सुवात/Place of Birth VAATSALYA HOSPITAL, VASCO DA GAMA, GOA

आवयचे नांव/Name of Mother VARSHA P. CHUNAGI

UID No. of Mother xxxx-xxxx-xxxx

बापायचे नांव/Name of Father PRAVEEN B CHUNAGI

UID No. of Father xxxx-xxxx-xxxx

आज्याचे नांव (बापायवटेतल्यान)/
Name of Grandfather (father's side) BASWANTAPPA CHUNAGI

आज्जेचे नांव (बापायवटेतल्यान)/
Name of Grandmother (father's side) SHARADA CHUNAGI

भुरग्याच्या जल्मावेळार पालकांचो पत्तो
Address of the parents at the time of birth of the child

पालकांचो कायमचा पत्ता
Permanent address of parents

H NO 178/14/1, NARAYAN NAGAR, NR JAI HANUMAN
INDUSTRY, POST PRATAP NAGAR, HONDA, SATTARI
GOA

नोंदणी क्रमांक/Registration No. B/103/2018

नोंदणी तारीख/ Date of Registration 09/02/2018

शेरो (कसलोय आसल्यार) Remarks (if any)

जारी करपाची तारीख/ Date of issue 16/02/2018

Sadashiv N. Harmalkar
SADASHIV N. HARMALKAR

Sub Registrar of Births and Deaths

प्राधिकारण/Authority

प्राधिकार्याचो पत्तो / Address of the issuing authority



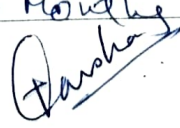
"Ensure registration of every birth and death / प्रत्येक जल्म वा मृत्यूची नोंदणी केल्या हाची खात्री करात"
(All the entries should be in ENGLISH Only) / सगळ्यो नोंदी फक्त इंग्लिशितल्यानच करच्यो)

Note Information as to Permanent Address and Present Address reflected above were not recorded prior to 30-05-2008
Information as to the UID No. of Mother and Father reflected above were not recorded prior to 2015

*Self Attested
Varsha for child care
leave.*

Prabodhan Education Society's
Vidya Prabodhini College of Commerce, Education, Computer and Management
Parvari-Goa, 403521

APPLICATION FOR CHILD CARE LEAVE

1. Name of the Applicant	Miss Varsha Ingalhall.
2. Designation	Assistant Professor.
3. Department	Commerce
4. Name of the Child for Whom Child care leave is applied for	Master Daksh Chavanji.
5. Date of Birth of Child	11/2/2018
6. Date on which child will complete 18 years	11/2/2036
7. Is child among the 2 eldest children	First Child
8. Earned leave in Credit	
9. Period of leave	From <u>21/6/2018</u> to <u>21/12/2018</u>
10. Reason for which leave is applied for	Child care.
11. Total Child Care leave availed till date	- nil -
12. a). Whether permission to leave station is required	
12. b). If yes address during the leave period	K42/13CA, Nandini Coop. Hsg. Society, Airway Housing colony, Near M.E.S college, Zuari Nagar, Goa-403726
13. Date of return from last leave and Nature and Period	3 rd May 2018, Maternity Leave 6 Months
Signature of the Applicant	

Remark of the Controlling Officer:

Leave Recommended / not recommended

Signature: 

Designation principal,

Office

M.
Mr. Siddhesh
DL.



॥ विद्या प्रबोधिनी प्रबोधन ॥

PRABODHANI EDUCATION SOCIETY'S

**Vidya Prabodhini College of Commerce,
Education, Computer & Management**

(Recognised by Government of Goa & Affiliated to Goa University)
VIDYANAGAR, ALTO, PARVARI - GOA (INDIA) 403 521

Ph.: 2410500/2413600, Fax: 2410500
www.vidyaprabodhnicollege.edu.in

Email: vidyaprabodhinigoa@gmail.com
info@vidyaprabodhnicollege.edu.in

01

c/c
8

Ref: VPCCECM/DHE/2017-18/697

Date: 23rd April, 2018

To,

The Director,
Directorate of Higher Education,
Govt of Goa,
Alto – Porvorim – Goa.

Sub: Request for NOC to appoint substitute Lecturer in place of MS. Varsha Ingalhalli
(Applied for Child Care Leave).

Dear Sir,

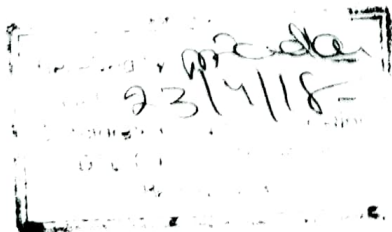
This is to bring to your kind notice that Ms. Varsha Ingalhalli, Assistant Professor in Commerce on a Regular Basis, had availed Maternity Leave and she has now applied for child care leave for a period of Six Months from 21st June, 2018 onwards. Necessary permission from the management is obtained in this regard. An application of Ms. Varsha Ingalhalli and the letter of permission from the management are enclosed herewith for your kind consideration.

We request you to kindly grant us NOC to appoint a substitute Lecturer on lecture basis for a period of Six months during her child care leave period for the Academic year 2018-19 .

Thanking you,

Yours faithfully,


(Dr. M.R. Patil)
PRINCIPAL



क्रमांक
No.गोय सरकार
GOVERNMENT OF GOAमूल्यांकन
Form - 5

नियोजन, आंकडेवारी आनी मोलादणी संचालनालय
DIRECTORATE OF PLANNING, STATISTICS AND EVALUATION



प्रमाणपत्र दिवपी घटक्या सस्थेचे नाव Name of local body issuing certificate

जल्म प्रमाणपत्र
BIRTH CERTIFICATE

[जल्म आनी मृत्यू नोंदणी अधिनियम, १९६९ च्या कलम १२/१७ आनी गोय जल्म आनी मृत्यू नोंदणी (दुरुस्ती) नेम, २००७ च्या नेम ८/१३ खाला जारी केला]

[Issued under Section 12/17 of the Registration of Births and Deaths Act, 1969 and Rule 8/13 of the Goa Registration of Births and Deaths (Amendment) Rules, 2007]
(Name of State)

अशें प्रमाणित करता की सकयल दिल्ली माहिती ही जल्माच्या मूळ लेखातल्यान घेतल्या जी गोय राज्याच्या
जिल्हाच्या तहसील/तालुक्याच्या (थळाव्या वाठार/थळाव्या सस्थेत) रजिस्ट्रार नोट आसा

This is to certify that the following information has been taken from the original records of birth which is the register for (local area/local body) Santa Cruz of tehsil/block Tirwade of District North of State Goa.

नाव/Name SRAGVI RAJESH DESSAI लिंग/Sex Female
जल्म तारीख/Date of Birth: 14/11/2013 जल्म सुवात/Place of Birth: Vaidyan Shalby Hospital St. Cruz Goa
आवयचे नाव/Name of Mother: Sangeta Rajesh Dessai
बापायचे नाव/Name of Father: Rajesh Ramnath Dessai
आज्याचे नाव (बापायवटेतल्यान)/Name of grandfather (father's side): Ramnath Dessai
आज्जेचे नाव (बापायवटेतल्यान)/Name of grandmother (father's side): Gitanjali Dessai

भुरग्याच्या जल्मावेळार पालकांचो पत्तो पालकाचो कायमचो पत्तो
Address of the parents at the time of birth of the child Permanent address of parents
Flat No: 1 Shreyas Housing Society, Rego Bagh Alto Santa Cruz, 403002 Flat No: 1, Shreyas housing Society Rego Bagh Alto Santa Cruz 402002

नोंदणी क्रमांक/Registration No. 93/13 नोंदणी तारीख/Date of Registration: 20/11/2013

जोम (वगळोय आसल्यार)/Remarks (if any):

जारी करपाची तारीख/Date of issue: 30/11/2013

Shri Baby R. N. Nair

REGISTRAR OF BIRTHS & DEATHS

SANTA CRUZ - GOA



मुख्य अधिकारी/Chief Registrar

प्रतिरूप सभ्य/Facsimile Signature

"Ensure registration of every birth and death/जल्म आनी मृत्यू नोंदणी केल्या लिये खात्री करात"

(All the entries should be in ENGLISH only)/सगळ्यो नोंदी फक्त इंग्लीशतरी करच्यो)

Note: Information as to 'Permanent Address' and 'Present Address' were not recorded prior to 30-05-2006

Antony
(Self Attested)
Dr. Sangeta Dessai

No.

GOVERNMENT OF GOA
STATE OF PLANNING, STATISTICS AND EVALUATION

Form No. 5
(See Rule 8)

State of Birth issued under Section 12 of the
Registration of Births and Deaths Act, 1969

Verify that the following information has been taken from the original record
in the Register for Santa Cruz of

of District North of the State of Goa
(local area)

VID RAJESH DESSAI

Registration No. 151/2007

11/10/2007

at 11/10/2007

Atauliker Housing Home, Santa Cruz

Rajesh Ramnath Dessai

Sangeeta Rajesh Dessai

Father (father's side) Ramnath B. Dessai

Mother (father's side) Gitanjali R. Dessai

[Signature]
Issuing Authority

[Signature]
[Signature]

11/10/2007



[Signature]

Chief Registrar
(Facsimile signature)

[Signature]
Self Attested
(copy)
Dr. Sangeeta Dessai

Dr Sangeeta Dessai
Flat no 1
Shreyas Co-operative society
Rego Bagh
Alto, Santacruz Goa
13 July 2019

The Principal
Vidya Prabodhini College of Commerce Education and Management
Parvari Goa

Sub: Application for child care leave from 18/7/2019 to 29/4/2020

Respected Sir

I, Dr. Sangeeta Dessai, wish to avail child care leave to look after my 11 year old son who is sick and pre-asthmatic. My constant supervision and care at home will be required to build his immunity and prevent him from developing asthma. I request you to consider my case for child care leave on an urgent basis on sympathetic grounds for the period from 18/7/2019 to 29/4/2020. The requisite medical certificate is attached.

Thanking You

Sincerely



Dr Sangeeta Dessai
Assistant Professor in English
Vidya Prabodhini College of Commerce Education and Management
Parvari Goa

P/
Mr. Rajaram
Mr. Siddharth
13/07/2019

103
13-7-2019

Kindly update in website updation (Tab)

NAAC Tab ~~http~~ Content 5 - NAAC tab.

5.1.1 Scholarships (Govt/Non-Govt)

- ① → Sanction letter of Scholarship & Freeships
- ② → Policy document.
- ③ → yearwise list of beneficiary student.
- ④ → Additional information.

5.1.2 Capability Capacity development & Skill enhance

- NAAC
- ① Reports with photographs on Programmes & Activities.

5.1.3 Guidance for Compet Exam & C-C

- ① Reports with photographs on Programmes & Activities.

5.1.4 Redressal of student grievances

- NAAC
- ① → Minutes of the meetings of Student Redressal Committee,
 - ② → prevention of sexual harassment Committee & Anti-Ragging Committee ~~part of the~~
 - ③ → Details of student grievances
 - ④ → Additional information.

5.2.1 Placement & progression of students

- ① → Supporting document.
- ② → Any additional information.

5.2.2 Qualifying state/national level Exams

- ② → List of students qualified
- ① → Links to qualifying certificates of the students.

5.3.1 No. of Awards & Medals.

- ② List and links to copies of certificate and award letters.

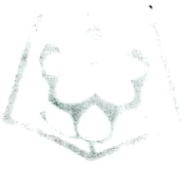
5.3.2 No. of student Participation

- ① Supporting document for sports & cultural.

5.4.1 Qualitative Alumni Contribution.

- ① Link to Alumni ~~tab~~ information.

o/c



PRABODHAN EDUCATION SOCIETY'S
**Vidya Prabodhini College of Commerce,
 Education, Computer and Management**

Vidyanagar, Alto-Parvari, Bardez-Goa (India) 403521

Accredited by NAAC with B+ Grade on a Seven Point Scale Under New Framework (1st Cycle)
 (The College is figured in the top 145 Best Commerce Colleges in India by the India Today Ranking 2019)

Ref:VPCCECM/PES/2019-20/122

Date: 13th July,2019

To,
 The Chairman,
 Prabodhan Education Society's,
 Vidya Prabodhini College of Commerce,
 Education, Computer & Managemant,
 Parvari – Goa.


Sub: Forwarding an application of Dr.Sangeeta Dessai for your consideration for Child Care Leave.

Respected Sir,

This is to bring to your kind notice that Dr.Sangeeta Dessai has been working in this college as an Assistant Professor in English since 19/06/2017. She is presently on Earned Leave and she again would like to avail child care leave from 18th July, 2019 to, 29th April, 2020 to take care of her 11 year old son who is sick and Pre-asthmatic. I request you to kindly consider her application for a Child Care leave for the said period.

Thanking you,

Yours faithfully,


 (Dr. M.R. Patil)
 Principal



Recd
Received





PRABODHAN EDUCATION SOCIETY

प्रबोधन एज्युकेशन सोसायटी

पंजीयत क्र. ५३/गोवा/८७

Reg. No. 53/Goa/87

Vidya Prabodhini Educational Complex, Vidya Nagar, Alto, Porvorim, Goa - 403 521, Ph. 2412089

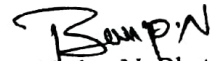
Ref. No. : PES/19-20/15

Date : 15th July, 2019

ORDER

Dr. Sangeeta Dessai, Assistant Professor in English, has been Sanctioned a Child Care Leave for a period from 18th July, 2019 to 29th April, 2020 (both days inclusive) considering emergent conditions, vide your application dated 13th July, 2019 asking for a Child Care Leave for the period from 18th July, 2019 to 29th April, 2020. If need be, you may be requested to join back to duty.


You are reposted to the same post on expiry of leave.


Shri. Prabhakar N. Bhat
CHAIRMAN
Prabodhan Education Society
Parvari-Goa

To,
Dr. Sangeeta Dessai
Assistant Professor in English
Vidya Prabodhini College of Commerce, Education, Computer & Management
Parvari-Goa.

Copy to

1. The Secretary, Prabodhan Education Society
2. Principal
3. Accountant
4. Head Clerk
5. Personal File
6. Leave File


(Received)
on 10/8/2019



PRABODHAN EDUCATION SOCIETY

प्रबोधन एज्युकेशन सोसायटी

Reg. No. 53/Goa/87

पंजीयत क्र. ५३/गोवा/८७

Vidya Prabodhini Educational Complex, Vidya Nagar, Alto, Porvorim, Goa - 403 521, Ph. 2412089


Ref. No. : PES/19-20/15

Date : 15/07/2019

ORDER

Dr. Sangeeta Dessai, Assistant Professor in English, has been Sanctioned a Child Care Leave for a period from 18th July, 2019 to 29th April, 2020 (both days inclusive) considering emergent conditions, vide your application dated 13th July, 2019 asking for a Child Care Leave for the period from 18th July, 2019 to 29th April, 2020. If need be, you may be requested to join back to duty.

You are reposted to the same post on expiry of leave.


Shri. Prabhakar N. Bhate
CHAIRMAN
Prabodhan Education Society
Parvari-Goa

To,
Dr. Sangeeta Dessai
Assistant Professor in English
Vidya Prabodhini College of Commerce, Education, Computer & Management
Parvari-Goa.

Copy to

1. The Secretary, Prabodhan Education Society
2. Principal
3. Accountant
4. Head Clerk
5. Personal File
6. Leave File

क्रमांक
No. _____गोंय सरकार
GOVERNMENT OF GOAनमुना
Form - 5

मिडियोजव, आंकडेवारी आनी मोलावणी संचालनालय
DIRECTORATE OF PLANNING, STATISTICS AND EVALUATION

V. P. Santa Cruz, Vasco da Gama



प्रमाणपत्र दिवपी बळव्या संस्थेचे नांव Name of local body issuing certificate

जल्म प्रमाणपत्र
BIRTH CERTIFICATE

[जल्म आनी मृत्यू नोंदणी अधिनियम, १९६९ च्या कलम १२/१७ आनी गोंय जल्म आनी मृत्यू नोंदणी (दुरुस्ती) नेम, २००७ च्या नेम ८/१३ खाला जारी केला]

[Issued under Section 12/17 of the Registration of Births and Deaths Act, 1969 and Rule 8/13 of the Goa Registration of Births and Deaths (Amendment) Rules, 2007]

(Name of State)

(Year of notifying the revised rules)

अशे प्रमाणित करता की सकयल दिल्ली माहिती ही जल्माच्या मुळ लेखातल्यान घेतल्या जी गोंय राज्याच्या जिल्हाच्या तहसील/तालुक्याच्या (थळाव्या वाठार/थळाव्या संस्थेत) रजिस्ट्रार नोंद आसा.

This is to certify that the following information has been taken from the original records of birth which is the register for (local area/local body) Santa Cruz of tehsil/block Tiruade of District North of State Goa.

नांव/Name: SRAGVI RAJESH DESSAI लिंग/Sex: female
जल्म तारीख/Date of Birth: 14/4/2013 जल्म सुवात/Place of Birth: Voundavan Shalby Hospital of Santa Cruz Goa
आवयचे नांव/Name of Mother: Sangeeta Rajesh Dessai
बापायचे नांव/Name of Father: Rajesh Ramnath Dessai
आज्याचे नांव (बापायवटेतल्यान)/Name of grandfather (father's side): Ramnath Dessai
आज्जेचे नांव (बापायवटेतल्यान)/Name of grandmother (father's side): Gitanjali Dessai

भुरग्याच्या जल्मावेळार पालकांचो पत्तो Address of the parents at the time of birth of the child
Flat No.: 1 Shreyas Housing Society, Rego Bagh, Alto Santa Cruz 403002
पालकांचो कायमचो पत्तो Permanent address of parents
Flat No.: 1 Shreyas housing Society, Rego Bagh Alto Santa Cruz 403002

नोंदणी क्रमांक/Registration No.: 93/13 नोंदणी तारीख/Date of Registration: 20/11/2013

शेरो (कसलोय आसल्यार)/Remarks (if any):

जारी करपाची तारीख/Date of issue: 30/11/2013

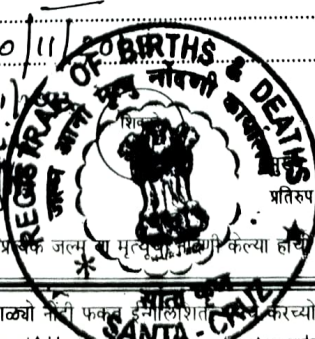
Shri Babu R. Nav

REGISTRAR OF BIRTHS & DEATHS

प्राधिकाऱ्याचो पत्तो/Address of the issuing authority

SANTA CRUZ - GOA.

"Ensure registration of every birth and death"



नेबधक/Chief Registrar
प्रतिरूप सय/Facsimile Signature

(All the entries should be in ENGLISH only)/सगळ्यो नोंदी फक्त इंग्लीशत घेतल्यो करच्यो)

Note: Information as to 'Permanent Address' and 'Present Address' recorded before were not recorded prior to 30-05-2008.

(Self Attested)
Dr. Sangeeta Dessai

CRITICARE

3/07/19

Children's Hospital

Opp. Parade Ground, Campal, Panaji - Goa. Ph.: 6544770

2229215

This is to inform
that mother signed
below is having
recurrent Asthma
attacks and due to
this presence of
mother is required
with him at all
times for ~~proper~~
management of
his Asthma and
frequent visit to
doctor. VMC

Dr. Virendra S. Gaonkar
M.D. (Bom.), D.C.H. (C.P.S., Bom)
MMC No 54815
Consultant - Paediatrician
Panaji - Goa

12/6/19

No.

GOVERNMENT OF GOA
DIRECTORATE OF PLANNING, STATISTICS AND EVALUATION

Form No. 5
(See Rule 8)

**Certificate of Birth issued under Section 12 of the
Registration of Births and Deaths Act, 1969**

This is to certify that the following information has been taken from the original record

birth which is in the Register for Santa Cruz of

locality Tiswadi of District North of the State of Goa.
(local area)

Name: RIGVED RAJESH DESSAI

Sex: Male Registration No. 151/2007

Date of Birth: 1/10/2007

Date of Registration: 11/10/2007

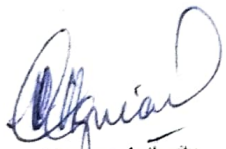
Place of Birth: Dr. Talauliker Nursing Home, Santa Cruz

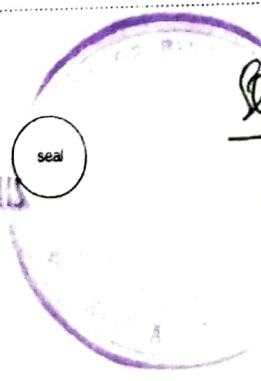

Name of Father: Rajesh Ramnath Dessai

Name of Mother: Sangeeta Rajesh Dessai

Name of Grandfather (father's side): Ramnath B. Dessai

Name of Grandmother (father's side): Gitanjali R. Dessai


Signature of Issuing Authority
(Mariano Aguiar)
Date: 3/11/2007

 
Chief Registrar
(Facsimile signature)

Attest
(Self Attested
copy)
Dr. Sangeeta Dessai

Dr Sangeeta Dessai
 Flat no 1
 Shreyas Co-operative society
 Rego Bagh
 Alto Santacruz Goa
 13 July 2019

The Principal
 Vidya Prabodhini College of Commerce Education and Management
 Parvari Goa

Sub: Application for child care leave from 18/7/2019 to 29/4/2020.

Respected Sir

I, Dr. Sangeeta Dessai, wish to avail child care leave to look after my 11 year old son who is sick and pre-asthmatic. My constant supervision and care at home will be required to build his immunity and prevent him from developing asthma. I request you to consider my case for child care leave on an urgent basis on sympathetic grounds for the period from 18/7/2019 to 29/4/2020. The requisite medical certificate is attached.

Thanking You

Sincerely



Dr Sangeeta Dessai
 Assistant Professor in English
 Vidya Prabodhini College of Commerce Education and Management
 Parvari Goa.

P/
 Mr. Rajaram
 Mr. Sidhem
 Process
 13/07/2019

VIDYA PRABODHANI COLLEGE OF COMMERCE
 EDUCATION, COMPUTER AND MANAGEMENT
 PARVARI

Inward No. 103
 Date 13-7-2019

PRABODHIAN EDUCATION SOCIETY'S
**Vidya Prabodhini College of Commerce,
 Education, Computer and Management**

Vidyanagar, Alto-Parvari, Bardez-Goa (India) 403521

Accredited by NAAC with B+ Grade on a Seven Point Scale Under New Framework (1st Cycle)
 (The College is figured in the top 145 Best Commerce Colleges in India by the India Today Ranking 2019)

Ref.No: VPCCECM/2019-20/DHE/123

16th July, 2019

To
 The Director,
 Directorate of Higher Education,
 Govt. of Goa,
 SCERT Building
 Parvari-Goa

Sub: Request for NOC to appoint a substitute lecturer in English on Contract Basis in place of Dr. Sangeeta Dessai (applied for Child Care Leave).

Dear Sir,

This is to bring to your kind notice that Dr. Sangeeta Dessai, Assistant Professor in English who is presently on Earned Leave, has now applied for Child Care Leave for the period from 18/07/2019 to 29/04/2020. She has applied for child care leave under emergency because of her Son's sickness. The management has sanctioned a child care leave to Dr. Sangeeta Dessai with effect from 18th July, 2019 to 29th April 2020 (both days inclusive) vide letter no PES/2019-2020/15 dated 15th July, 2019. An application of Dr. Sangeeta Dessai asking for Child Care Leave along with the leave sanctioned order are enclosed for your kind consideration.

We request you to kindly grant us NOC to appoint a substitute lecturer in English on Contract basis during her Child Care Leave period for the Academic Year 2019-20.

Thanking you,

Yours faithfully,


 (D. M. R. Patil)
 PRINCIPAL

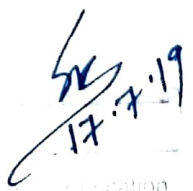


Received by

Date

Director of Higher Education

Bardez, Goa - 403521


 17.7.19



GOVERNMENT OF GOA
DIRECTORATE OF HIGHER EDUCATION
NEW SCERT Bldg. ,
Alto Porvorim-Goa.

Tel:2415585/2410824

Email:dir-dhe.goa@nic.in

No. 2/76/DHE/TS/NOC/2018-19/VPC /4290 Dated: - 26/07/2019
29

To,

The Principal,
Vidya Prabodhini College of Commerce,
Education Computer & Management
Vidyanagar, Porvorim-Goa.

Sub:- Regarding request for NOC to appoint a substitute Lecturer in English on contract basis in place of Dr. Sangeeta Dessai (CCL).

Sir,

I am directed to refer to your letter No. VPCCECM/2019-20/DHE/123 dated 16/07/2019 on the subject cited above and to convey approval of the Director of Higher Education to grant NOC to appoint Substitute Assistant Professor on contract basis in place of Dr. Sangeeta Dessai, who has applied for Child Care Leave for a period of 287 days from 18/07/2019 to 29/04/2020.

The above post may be filled strictly as per Recruitment Rules in force and Administrative Orders issued by the Government/ Department of Higher Education from time to time. While applying for the approval the college shall submit the detailed proposal alongwith Annexure "A".

Yours faithfully,

Renji G.A

(Dr. Renji George Amballoor)

175
30.7.19 Dy. Director of Higher Education (Acad. II)

Copy to:-

The GIA Section of this Directorate.

*A. process.
Rajaram
4. Recruitment
DHE ECE
30/07/2019*

Dr. Sargeeta Dessai
 Flat no 1
 Shreyas Housing Society
 Rego - Bagh
 Alto - Santacruz 2 Goa
 23 April 2020

The Principal
 Vidya Prabhodhini College of Commerce, Education and Management
 Parvati Goa

Subject: Joining duty as an Assistant Professor in English
 in this college.

Respected Sir

This is to bring to your kind notice that I Dr
 Sargeeta Dessai Assistant Professor in English in
 this college am on CCL from 18/7/2019 to 29/4/2020.
 sanctioned vide order no PE 5/19-2020/15 dated
 15th July 2019. I wish to join back to my duty
 as Assistant Professor in English in this college
 on 30/4/2020 after completing my CCL. kindly
 allow me to join my duty on 30/4/2020.

Thanking you

Sincerely

Sargeeta Dessai

(Dr. Sargeeta Dessai
 Assistant Professor in English)

A.
 - Mr. Rajuram
 - Personl Ince
 23/04/2020

VIDYA PRABODHINI COLLEGE OF COMMERCE
 EDUCATION, COMMERCE AND MANAGEMENT
 PARVATI GOA

Inward No. 1285(1)
 Date 23/4/2020

Dr. Sargeeta Dessai
Flat no 1, Shreyas Housing Society
Rejo- Bazar
Atto- Santacruz Goa

30 April 2020

The Principal

Vidya Prabadhini College of Commerce Education and Management
Barvare Goa

Subject: Tourney report on availing CCL from 18/7/2019
No. 29/4/2020

Respected Sir,

I, Dr. Sargeeta Dessai, Assistant Professor in English, have joined my duty on 30th April 2020 at 9:00 a.m (morning) after availing Child Care Leave from 18/7/2019 to 29/4/2020 sanctioned vide order no PES/19-2020/15 dated 15th July 2019.

This is for your kind information

Thanking you

Sincerely

Sargeeta

(Dr. Sargeeta Dessai
Assistant Professor in English)

P.

- Mr. Rajuram
Personal file

30/04/2020

Principal
Vidya Prabadhini College of Commerce Education and Management
Barvare, Goa

1296

30.4.2020

No.

GOVERNMENT OF GOA
DIRECTORATE OF PLANNING, STATISTICS AND EVALUATION

Form No. 5
(See Rule 8)

**Certificate of Birth issued under Section 12 of the
Registration of Births and Deaths Act, 1969**

This is to certify that the following information has been taken from the original record of birth which is in the Register for Santa Cruz of Taluka Tiswadi of District North of the State of Goa.
(local area)
Name: RIGVED RAJESH DESSAI

Sex: Male Registration No. 151/2007

Date of Birth: 1/10/2007

Date of Registration: 11/10/2007

Place of Birth: Dr. Talauliker Nursing Home, Santa Cruz

Name of Father: Rajesh Ramnath Dessai

Name of Mother: Sangeeta Rajesh Dessai

Name of Grandfather (father's side): Ramnath B. Dessai

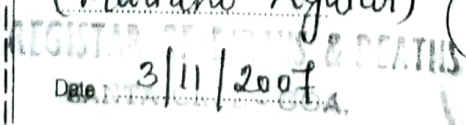
Name of Grandmother (father's side): Gitanjali R. Dessai

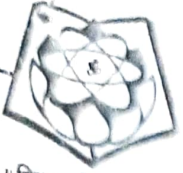
Mariano Aguiar
Signature of Issuing Authority
(Mariano Aguiar)

Date: 3/11/2007

[Signature]
Chief Registrar
(Facsimile signature)

Self Attested Copy
Aguiar





॥ विद्या सर्वस्य भूषणम् ॥

PRABODHAN EDUCATION SOCIETY'S
**Vidya Prabodhini College of Commerce,
Education, Computer and Management**

(Recognized by Govt. of Goa, Affiliated to Goa University and Approved by NCTE)

Vidyanagar, Alto-Parvuri, Bardez-Goa (India) 403521

(Recognized by U.G.C. under Section 2(f) and 12 (B) of the UGS Act 1956)

Accredited by NAAC with B+ Grade on a Seven Point Scale Under New Framework (1st Cycle)

9/26
C

VPCECM/2022-23/Extra-Ordinary Leave/324

Date: 28th September, 2022

To,
The Chairman,
Prabodhan Education Society's,
Vidya Prabodhini College of Commerce,
Education, Computer and Management
Parvuri-Goa.

Sub: Forwarding an application of Dr. Sangeeta Dessai, Assistant Professor in English for Extra Ordinary Leave.

Dear Sir,

This is to bring to your kind notice that Dr. Sangeeta Dessai, who has been working as Assistant Professor in English for the last 5 years in this college, she is suffering from severe inflammation of the joints since September, 2022. She desires to avail extra ordinary leave from 06th September, 2022 to 30th November, 2022, for the treatment /recovery from the illness. A request letter from Dr. Sangeeta Dessai and Resolution of Management is attached herewith for your kind persual.

I request you to kindly consider her application for grant of extra ordinary leave.

Thanking you,

Yours faithfully,

(Dr. Bhushan V. Bhawe)

PRINCIPAL



21 sept 22

To
The Principal
vidya prabodhini college
Pune.

This is to certify that,
Mrs. Dessai Sangeeta, is suffering from,
"Rheumatoid Arthritis" and "Auto Immune Hepatitis"
and is under my treatment for the same.

In view of her long ongoing persistent disease
activity she has been initiated on "Biologic"
treatment with "RITUXIMAB".

She has been advised to avoid close contact
with crowded places as she will be prone
for catching an infection.

DR. NAGNATH M. DIKE
CONSULTANT RHEUMATOLOGIST
M.D. (Medicine)
Fellowship in Rheumatology, CDR, Pune
DIPAR Certificate Course, Rheumatology



o/c 28



॥ विद्या सर्वस्य धूमणम् ॥

PRABODHAN EDUCATION SOCIETY'S
**Vidya Prabodhini College of Commerce,
Education, Computer and Management**

(Recognized by Govt. of Goa, Affiliated to Goa University and Approved by NCTE)

Vidyanagar, Alto-Parvuri, Bardez-Goa (India) 403521

(Recognized by U.G.C. under Section 2(f) and 12 (B) of the UGS Act 1956)

Accredited by NAAC with B+ Grade on a Seven Point Scale Under New Framework (1st Cycle)

VPCCECM/2022-23/Extra-Ordinary Leave/353

Date: 28th September, 2022

To,
The Director,
Directorate of Higher Education,
Government of Goa,
Porvorim – Goa.

Sub: Forwarding an application of Dr. Sangeeta Dessai, Assistant Professor in English for Extra Ordinary Leave.

Dear Sir,

This is to bring to your kind notice that Dr. Sangeeta Dessai, who has been working as Assistant Professor in English for the last 5 years in this college, she is suffering from severe inflammation of the joints since September, 2022. She desires to avail extra ordinary leave from 06th September, 2022 to 30th November, 2022, for the treatment /recovery from the illness. A request letter from Dr. Sangeeta Dessai is attached herewith for your kind persual.

I request you to kindly consider her application for grant of extra ordinary leave.

Thanking you,

Yours faithfully,


(Dr. Bhusan V. Bhawe)
PRINCIPAL



Received by mfadkai
Dated 3/10/22

Directorate of Higher Education
Porvorim, Bardez-Goa

Encl.: Annexure – I
Annexure - II

SN/-



॥ विद्या सर्वस्य धूमणम् ॥

PRABODHAN EDUCATION SOCIETY'S
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VPCCCEM/2022-23/Extra-Ordinary Leave/418

Date: 28th September, 2022

To,
 The Director,
 Directorate of Higher Education,
 Government of Goa,
 Porvorim – Goa.

Sub: Forwarding an application of Dr. Sangeeta Dessai, Assistant Professor in English for Extra Ordinary Leave and NOC for Substitute Teacher.

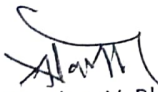
Dear Sir,

This is to bring to your kind notice that Dr. Sangeeta Dessai, who has been working as Assistant Professor in English for the last 5 years in this college. She is suffering from severe inflammation of the joints since September, 2022. She desires to avail extra ordinary leave from 06th September, 2022 to 30th November, 2022, for the treatment /recovery from the illness. A request letter from Dr. Sangeeta Dessai and Resolution of Management is attached herewith for your kind persual.

I request you to kindly consider her application for grant of extra ordinary leave and provide NOC to appoint Lecture basis teacher for the above period.

Thanking you,

Yours faithfully,


 (Dr. Bhushan V. Bhawe)
 PRINCIPAL



Encl.: Annexure – I
 Annexure - II

SN/-

307

GOVERNMENT OF GOA
DIRECTORATE OF HIGHER EDUCATION

SCERT Building, Alto, Porvorim-Goa.

Tel: 2415585/2410824

Email: acad2aided-dhe.goa@gov.in

No. ACAD II/AC-21/EOL/TS/673/DHE/2022/20290

Dated:- 09/11/2022

10

To,
The Principal,
Prabodhan Education Society's,
Vidya Prabodhini College of
Commerce, Education, Computer and Management,
Alto-Porvorim, Bardez - Goa.

Sub:- NOC to appoint substitute teacher in place of Dr. Sangeeta Dessai,
Assistant Professor in English during her Extra Ordinary Leave period.

Sir,

I am directed to refer to your letter No. VPCCECM/DHE/2022-23/Extra-Ordinary Leave/353 dated 28/09/2022 on the subject cited above and to convey NOC of the Directorate of Higher Education to appoint substitute Assistant Professor in English on Lecture basis in place of Dr. Sangeeta Dessai, Assistant Professor in English during her Extra Ordinary Leave period w.e.f. 06/09/2022 to 30/11/2022.

Yours faithfully,

Renji. G. A.

(Dr. Renji George Amballoor)
Dy. Director (Acad-II)

Copy to:
G.I.A. Section of this Directorate

VIDYA PRABODHINI COLLEGE OF COMMERCE
EDUCATION, COMPUTER AND MANAGEMENT
ALTO-PORVORIM, BARDEZ - GOA

940
14-11-2022

for office records

[Signature]
15/11/2022



GOVERNMENT OF GOA
DIRECTORATE OF HIGHER EDUCATION

SCERT Building, Alto, Porvorim-Goa.

Tel: 2415585/2410824

Email: acad2aided-dhc.goa@gov.in

No. ACAD II/AC-21/EOL/TS/673/DHE/2022/20290

Dated: 09/11/2022

10

To,
 The Principal,
 Prabodhan Education Society's,
 Vidya Prabodhini College of
 Commerce, Education, Computer and Management,
 Alto-Porvorim, Bardez - Goa.

Sub:- NOC to appoint substitute teacher in place of Dr. Sangeeta Dessai,
 Assistant Professor in English during her Extra Ordinary Leave period.

Sir,

I am directed to refer to your letter No. VPCCECM/DHE/2022-23/Extra-Ordinary Leave/353 dated 28/09/2022 on the subject cited above and to convey NOC of the Directorate of Higher Education to appoint substitute Assistant Professor in English on Lecture basis in place of Dr. Sangeeta Dessai, Assistant Professor in English during her Extra Ordinary Leave period w.e.f. 06/09/2022 to 30/11/2022.

Yours faithfully,

Renji. R. A

(Dr. Renji George Amballoor)
 Dy. Director (Acad-II)

Copy to:
 G.I.A. Section of this Directorate

VIDYAPRABODHINI COLLEGE OF COMMERCE
 EDUCATION, COMPUTER AND MANAGEMENT
 ALTO-PORVORIM, BARDEZ - GOA

940
 14-11-2022

for office records

 15/11/2022



॥ विद्या सर्वस्य भूषणम् ॥

PRABODHAN EDUCATION SOCIETY'S
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Accredited by NAAC with B+ Grade on a Seven Point Scale Under New Framework (1st Cycle)

Ref.No: VPCCECM/2022-23/Relieve Order/595

Date: 10th December, 2022

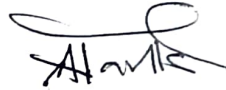
ORDER

This has reference to your application dated 27th September, 2022, requesting for Extra ordinary leave without pay and subsequent application dated 28th September, 2022 requesting to relieve from your duties and to grant of Extra ordinary leave (without pay) with effect from 06th September, 2022 to 30th November, 2022.

The college hereby accords sanction to the Extra ordinary leave without pay to Dr. Sangeeta Dessai, Assistant Professor in English, with effect from 06th September, 2022 to 30th November, 2022 (both the days inclusive) following NOC received from DHE vide letter no. ACAD II/AC-21/EOL/TS/673/DHE/2022/20290 dated: 10/11/2022.

You shall have to report to your duty without fail on the post of Assistant Professor in English w.e.f 01st December, 2022.

To,
 Dr. Sangeeta Dessai,
 Assistant Professor in English,
 Vidya Prabodhini College of Commerce,
 Education, Computer and Management,
 Parvari-Goa


 (Dr. Bhushan V. Bhawe)
 PRINCIPAL

Copy to

- ✓ 1. The Secretary, Prabodhan Education Society
2. Accountant
3. Personal File
4. Leave File

Encl.: DHE NOC