

**Mata Tripura Sundari Open University, Tripura**  
**Details of Academics & Non-Teaching Staff**

S.No	Name	Designation	Nature of Appointment	Qualification	Date of Joining
1	Dr. R. K Upadhyay	Registrar	Full-Time	Ph.D	08-04-2024
2	Dr. Ankur Kumar Agrawal	Finance Officer	Full-Time	Ph.D	08-04-2024
3	Prof. Manoj Varshney	Dean Academics	Full-Time	Ph.D	12-04-2024
4	Mr. Umesh Chandra Sharma	Controller of Examination	Full-Time	MCA	15-04-2024
5	Dr. Ram Kumar Pathak	Deputy Registrar	Full-Time	Ph.D	18-04-2024
6	Dr. Sanjay Pal	Assistant Registrar	Full-Time	Ph.D	18-04-2024
7	Mr. Himanshu Saxena	Section Officer	Full-Time	MA	22-04-2024
8	Mr. Jeetendra Kumar	Assistant 1	Full-Time	MA	26-04-2024
9	Mr. Khiresh Sharma	Assistant 2	Full-Time	MA	26-04-2024
10	Ms. Rainu Verma	Assistant 3	Full-Time	LLM	26-04-2024
11	Mr. Ankur Kumar Sharma	Computer Operator 1	Full-Time	MA	29-04-2024
12	Mr. Pankaj Kumar	Computer Operator 2	Full-Time	MA	29-04-2024
13	Mr. Durgesh Kumar	Multi Tasking Staff 1	Full-Time	XII	30-04-2024
14	Mr. Deepak Sharma	Multi Tasking Staff 2	Full-Time	VIII	02-05-2024
15	Mr. Vivek Kumar	Counsellor 1	Full-Time	XII	25-04-2024
16	Mr. Uday Chautala	Counsellor 2	Full-Time	XII	25-04-2024
17	Ms. Garima Gupta	Counsellor 3	Full-Time	XII	25-04-2024
18	Mr. Abhay Kumar	Technical Staff 1	Full-Time	Graduation	22-04-2024
19	Mr. Rahul Kumar	Technical Staff 2	Full-Time	Graduation	25-04-2024
20	Mr. Rajendra Kumar	Technical Staff 3	Full-Time	Graduation	16-04-2024

  
Registrar

Mata Tripura Sundari Open University  
Gomati-Tripura

Ref. No.: MTSOU/RO/OOA/2023-24/01

Dated: 08 April 2024

To,  
Dr. R K Upadhyay,  
S/o Mr. Chandra Pal Singh,  
Sarvoday Nagar,  
Javed Gas Godown Street,  
Near PAC Quarsi,  
Ramghat Road,  
Aligarh

Order of Appointment

Dear Dr. Upadhyay,

With reference to the discussion held at the University, we are pleased to offer you the post of Registrar of the University w.e.f. 08 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on band pay of Rs. 37400-67000 with AGP of Rs. 10,000/- on a monthly gross salary of Rs.1,40,000/- per month.. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (a) You shall submit all the original certificates for verification and the copies of following:
    - (i) All original testimonials including experience certificates etc. for verification only.
    - (ii) Attested photocopies of all testimonials.
    - (iii) Four Photograph passport size.
    - (iv) Medical Fitness Certificate from C.M.O.
    - (v) Blood Group Certificate.
    - (vi) Address and Identity Proof.
    - (vii) Photocopy of PAN Card and Aadhar Card.
    - (viii) List of Family members and / or dependents.
    - (ix) Caste Certificate for SC/ST/OBC
  - (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
  - (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Vice-Chancellor  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Hon'ble Vice Chancellor,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. MITSOU/RO/00A/2023-24/01.....dated  
.08/04/24....., I ..... Dr. R. K. Upadhyay ..... is joining  
as ..... Registrar ..... in the School/Office  
of ..... Registrar Office ..... at the University w.e.f. .08/04/24

I undertake to assume full responsibility of any appropriate duties assigned to me by the  
competent authority of the University.

Kindly allow me to join the services.

Thanking You,

Signature: ..... [Signature] .....

Name: Dr. R. K. Upadhyay

Date: 08/04/24

Vice Chancellor

[Signature]  
Vice Chancellor  
Mata Tripura Sundari Open University  
Gomati-Tripura



Ref. No.: MTSOU /RO/OOA/2023-24/02

Dated: 08 April 2024

To,  
Dr. Ankur Kumar Agrawal,  
S/o Mr. Sudhir Kumar Agrawal,  
T-203, Professor Colony,  
Ramghat Road,  
Aligarh

Order of Appointment

Dear Dr. Agrawal,

With reference to the discussion held at the University, we are pleased to offer you the post of Finance Officer of the University w.e.f. 08 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on band pay of Rs. 37400-67000 with AGP of Rs. 10,000/- on a monthly gross salary of Rs.1,10,000/- per month.. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Wice-Chancellor  
Mata Tripura Sundari Open University  
Gomati-Tripura



**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Hon'ble Vice Chancellor,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. MTSOU/RO/COA/2023-24/02.....dated  
.08/04/24....., I ..... Dr. Ankur Kumar Aggarwal ..... is joining  
as ..... Finance Officer ..... in the School/Office  
of ..... Finance Office ..... at the University w.e.f. 08/04/2024

I undertake to assume full responsibility of any appropriate duties assigned to me by the  
competent authority of the University.

Kindly allow me to join the services.

Thanking You,

Signature: ..... [Signature] .....

Name: Dr. Ankur Kumar Aggarwal

Date: 08/04/24

Vice Chancellor

[Signature]  
Vice Chancellor  
Mata Tripura Sundari Open University  
Gomati-Tripura

Ref.No. MTSOU/RO/OO/2023-24/04

Dated: 12 April, 2024

**Office-Order**

1. Prof. Manoj Varshney has been appointed as Professor of Computer Science at the Mata Tripura Sundari Open University w.e.f 12 April 2024. He will also perform the additional responsibility of Dean Academics.
2. All concerned may please note and extend necessary support to enable him to deliver his responsibilities efficiently.
3. This has the approval of the competent authority.

  
Registrar Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

CC:

PA to Hon'ble VC for his kind information

Finance Officer

Deputy Registrar

All Deans/Directors/HoDs/Faculty/Staff



Ref. No.: MTSOU /RO/OOA/2023-24/04

Dated: 15 April 2024

To,  
Mr. Umesh Chandra Sharma,  
S/o Mr. K.D. Sharma,  
Arya Samaj Road, Mursan,  
Hathras

**Order of Appointment**

Dear Mr. Sharma,

With reference to the discussion held at the University, we are pleased to offer you the post of Controller of Examination of the University w.e.f. 15 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on band pay of Rs. 37400-67000 with AGP of Rs. 10,000/- on a monthly gross salary of Rs.90,000/- per month.. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
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  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Vice-Chancellor  
Mata Tripura Sundari Open University  
Gomati-Tripura



**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Registrar,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

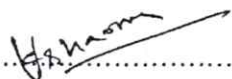
Respected Sir,

With reference to your letter no. MTSOU/RO/D.O.A./2023-24/04 dated 15/4/2024, I UMESH CHANDRA SHARMA is joining as Controller Of EXAMINATION in the School/Office of EXAMINATION at the University w.e.f. 15/4/2024

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking You,

Signature: 

Name: Umesh Chandra Sharma

Date: 15/4/2024

  
Registrar

Mata Tripura Sundari Open University  
Gomati-Tripura

Ref. No.: MTSOU /RO/OOA/2023-24/13

Dated: 18 April 2024

To,  
Dr. Ram Kumar Pathak,  
S/o Mr. Devi Singh Pathak,  
Jadgamba Colony, Near New Bridge,  
Sadar Road, Mathura

Order of Appointment

Dear Dr. Pathak,

With reference to the discussion held at the University, we are pleased to offer you the post of Deputy Registrar of the University w.e.f. 18 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on band pay of Rs. 15600-39100 with AGP of Rs.7,600/- on a monthly gross salary of Rs.52,000/- per month.. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Registrar,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. MTSOU/R0/00A/2023-24/13 dated  
18 April 2024, Ram Kumar Pathak is joining  
as Deputy Registrar in the School/Office  
of Registrar at the University w.e.f. 18 April 2024

I undertake to assume full responsibility of any appropriate duties assigned to me by the  
competent authority of the University.

Kindly allow me to join the services.

Thanking You,

Signature: 

Name: Ram Kumar Pathak

Date: 18/04/2024

  
Registrar

Mata Tripura Sundari Open University  
Gomati-Tripura

Ref. No.: MTSOU/RO/OOA/2023-24/14

Dated: 18 April 2024

To,  
Dr. Sanjay Pal,  
S/o Mr. Shanker Pal,  
H.No. 1441 Nala Road Tilak Colony  
Subhash Nagar, Bareilly

**Order of Appointment**

Dear Dr. Pathak,

With reference to the discussion held at the University, we are pleased to offer you the post of Assistant Registrar of the University w.e.f. 18 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on band pay of Rs. 15600-39100 with AGP of Rs.5,400/- on a monthly gross salary of Rs.40,000/- per month.. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
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- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
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- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
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We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open Universit  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Registrar,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. MTSOU/RO/00A/2023-24/14 dated  
18/04/2024 I SANJAY PAL is joining  
as Assistant Registrar in the School/Office  
of Registrar office at the University w.e.f. 18/04/2024

I undertake to assume full responsibility of any appropriate duties assigned to me by the  
competent authority of the University.


Kindly allow me to join the services.

Thanking You,

Signature: 

Name: Dr. Sanjay Pal

Date: 18/04/2024

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

Ref. No.: MTSOU/RO/OOA/2023-24/26

Dated: 22 April 2024

To,  
Mr. Himanshu Saxena,  
S/o Mr. Dinesh Chand Saxena,  
Jaiganj,  
Dist. Aligarh

Order of Appointment

Dear Mr. Saxena,

With reference to the discussion held at the University, we are pleased to offer you the post of Section Officer of the University w.e.f. 22 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on band pay of Rs. 9300-34800 with AGP of Rs. 4,600/- on a monthly gross salary of Rs. 25,000/- per month. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Registrar,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. MT.SU/RD/DOA/2023-24/26 dated 22/01/2024, I HIMANSHU SAXENA is joining as Section Officer in the School/Office of Registrar at the University w.e.f. 22/01/2024

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking You,

Signature: 

Name: HIMANSHU SAXENA

Date: 22/01/2024

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

Ref. No.: MTSOU/RO/OOA/2023-24/46

Dated: 26 April 2024

To,  
Mr. Jeetendra Kumar,  
S/o Mr. Manikchand,  
Kharka Kherli, Dihauli,  
Dholpur

Order of Appointment

Dear Mr. Kumar,

With reference to the discussion held at the University, we are pleased to offer you the post of Assistant of the University w.e.f. 26 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on band pay of Rs. 9300-34800 with AGP of Rs.4,200/- on a monthly gross salary of Rs. 20,000/- per month.. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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(xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:

(a) You shall submit all the original certificates for verification and the copies of following:


- (i) All original testimonials including experience certificates etc. for verification only.
- (ii) Attested photocopies of all testimonials.
- (iii) Four Photograph passport size.
- (iv) Medical Fitness Certificate from C.M.O.
- (v) Blood Group Certificate.
- (vi) Address and Identity Proof.
- (vii) Photocopy of PAN Card and Aadhar Card.
- (viii) List of Family members and / or dependents.
- (ix) Caste Certificate for SC/ST/OBC

(b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.

(c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Registrar,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. MT.S.O.U./R.O./D.O.A./2023-24/1 dated  
26/April/2024 ..... Jeetendra Kumar ..... is joining  
as ..... Assistant ..... in the School/Office  
of ..... Registrar office ..... at the University w.e.f. 26/April/2024

I undertake to assume full responsibility of any appropriate duties assigned to me by the  
competent authority of the University.


Kindly allow me to join the services.

Thanking You,

Signature: Jeetendra Kumar .....

Name: Jeetendra Kumar .....

Date: 26/April/2024

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

Dated: 26 April 2024

Ref. No.: MTSOU/RO/OOA/2023-24/47

To,  
Mr. Khiresh Sharma,  
S/o Mr. Gopal Krishan Sharma,  
Vill- Mohakampur, Iglas ,  
Aligarh

Order of Appointment

Dear Mr. Sharma,

With reference to the discussion held at the University, we are pleased to offer you the post of Assistant of the University w.e.f. 26 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.


- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on band pay of Rs. 9300-34800 with AGP of Rs.4,200/- on a monthly gross salary of Rs.20,000/- per month.. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.



- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Registrar,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. MT.SDU/RO/DDA/2023-24/47 dated 26 April 2024, I Khiresht Sharma is joining as Assistant in the School/Office of Registrar office at the University w.e.f. 26 April 2024

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

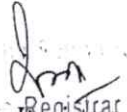
Kindly allow me to join the services.

Thanking You,

Signature: Khiresht Sharma

Name: Khiresht Sharma

Date: 26 April 2024

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

Ref. No.: MTSOU/RO/OOA/2023-24/48

Dated: 26 April 2024

To,  
Ms. Rainu Verma,  
S/o Late Mr. Kanhaiya Lal Varma,  
102, Khirani ki sarai, Gohar Ali,  
Aligarh

Order of Appointment

Dear Ms. Verma,

With reference to the discussion held at the University, we are pleased to offer you the post of Assistant of the University w.e.f. 26 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on band pay of Rs. 9300-34800 with AGP of Rs.4,200/- on a monthly gross salary of Rs. 20,000/- per month.. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,

The Registrar,

Mata Tripura Sundari Open University,

Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. M.T.S.O.U./R.O./O.A./2023-24/48..dated  
26/04/2024.... I ..... Ms:.....Tainu.....Verma..... is joining  
as .....Assistant..... in the School/Office  
of .....Registrar..... Office..... at the University w.e.f. 26/04/2024

I undertake to assume full responsibility of any appropriate duties assigned to me by the  
competent authority of the University.

Kindly allow me to join the services.

Thanking You,

Signature: .....

Name: ...Ms:.....Tainu.....Verma.....

Date: 26/04/2024

  
Registrar

Mata Tripura Sundari Open University  
Gomati-Tripura



Ref. No.: MTSOU/RO/OOA/2023-24/49

Dated: 29 April 2024

To,  
Mr. Ankur Kumar Sharma,  
S/o Mr. Ramji Lal Sharma,  
LIC Office Aligarh road,  
Mahadev Kunj,  
Hathras

### Order of Appointment

Dear Mr. Sharma,

With reference to the discussion held at the University, we are pleased to offer you the post of Computer Operator of the University w.e.f. 29 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on band pay of Rs. 9300-34800 with AGP of Rs.4,200/- on a monthly gross salary of Rs.18,000/- per month.. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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(xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:

(a) You shall submit all the original certificates for verification and the copies of following:

- (i) All original testimonials including experience certificates etc. for verification only.
- (ii) Attested photocopies of all testimonials.
- (iii) Four Photograph passport size.
- (iv) Medical Fitness Certificate from C.M.O.
- (v) Blood Group Certificate.
- (vi) Address and Identity Proof.
- (vii) Photocopy of PAN Card and Aadhar Card.
- (viii) List of Family members and / or dependents.
- (ix) Caste Certificate for SC/ST/OBC

(b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.

(c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Registrar,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. M.T.S.O.U./RD/00A/2023-24/49 dated 29/04/2024, I Ankur Kumar Sharma is joining as Computer Operator in the School/Office of Registrar Office at the University w.e.f. 29/04/2024

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking You,

Signature: .....

Name: Ankur Kumar Sharma

Date: 29/04/2024

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

Ref. No.: MTSOU/RO/OOA/2023-24/50

To,  
Mr. Pankaj Kumar,  
S/o Suresh Chand Sharma  
233/4, Indralok Colony, Krishna Nagar  
Mathura, Uttar Pradesh

### Order of Appointment

Dear Mr. Kumar,

With reference to the discussion held at the University, we are pleased to offer you the post of Computer Operator of the University w.e.f. 29 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on band pay of Rs. 9300-34800 with AGP of Rs. 4,200/- on a monthly gross salary of Rs.18,500/- per month.. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Registrar,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. MTSU/RO/00A/2023-24/50 dated  
29 April 2024 PANKAJ KUMAR is joining  
as COMPUTER OPERATOR in the School/Office  
of REGISTRAR at the University w.e.f. 29 April 2024

I undertake to assume full responsibility of any appropriate duties assigned to me by the  
competent authority of the University.

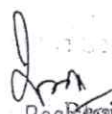
Kindly allow me to join the services.

Thanking You,

Signature: Pankaj ..

Name: PANKAJ KUMAR

Date: 29 APRIL 2024

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

Ref. No.: MTSOU/RO/OOA/2023-24/51

Dated: 30 April 2024

To,  
Mr. Durgesh Kumar,  
S/o Mr. Rajendra Singh,  
Vill- Mirjapur, Beswan,  
Iglas, Aligarh

Order of Appointment

Dear Mr. Kumar,

With reference to the discussion held at the University, we are pleased to offer you the post of Multi-Tasking staff of the University w.e.f. 30 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on band pay of Rs. 5200-20200 with AGP of Rs.1,800/- on a monthly gross salary of Rs.12,500/- per month.. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.



- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Registrar,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. MTSOU./RO./00A./2023-24./51..dated  
20/04/2024...., I ..... Durgesh Kumar ..... is joining  
as Multi-Tasking Staff ..... in the School/Office  
of Registrar Office ..... at the University w.e.f. 20/04/2024

I undertake to assume full responsibility of any appropriate duties assigned to me by the  
competent authority of the University.

Kindly allow me to join the services.

Thanking You,

Signature: Durgesh Kumar.....

Name: Durgesh Kumar.....

Date: 20/04/2024

  
Registrar

Mata Tripura Sundari Open University  
Gomati-Tripura

Ref. No.: MTSOU/RO/OOA/2023-24/54

Dated: 02 May 2024

To,  
Mr. Deepak Sharma,  
S/o Mr. Mahavir Sharma,  
Vill + Post Bamoli,  
Aligarh

Order of Appointment

Dear Mr. Sharma,

With reference to the discussion held at the University, we are pleased to offer you the post of Multi-Tasking staff of the University w.e.f. 02 May 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on band pay of Rs. 5200-20200 with AGP of Rs.1,800/- on a monthly gross salary of Rs.12,500/- per month.. All taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (a) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (b) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (c) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Registrar,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. M.T.S.O.U./Po./2023-24/54.....dated  
02/05/2024....., I ..... Deepak Sharma..... is joining  
as ..... Multi-Tasking Staff..... in the School/Office  
of ..... Registrar Office..... at the University w.e.f. 02/05/24..

I undertake to assume full responsibility of any appropriate duties assigned to me by the  
competent authority of the University.

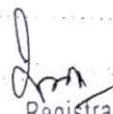
Kindly allow me to join the services.

Thanking You,

Signature: Deepak Sharma

Name: Deepak Sharma

Date: 02/05/24

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

Ref. No.: MTSOU/RO/OOA/2023-24/37

Dated: 25 April 2024

To,  
Mr. Vivek Kumar,  
R/o H.No. G-36-B, Lajpat Nagar,  
Sahibabad, Paswada  
Ghaziabad, Uttar Pradesh

### Order of Appointment

Dear Mr. Kumar,

With reference to the discussion held at the University, we are pleased to offer you the post of Counselor of the University w.e.f. 25 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on a monthly gross salary of Rs.19,000/- per month.. You will be provided free shared accommodation, water & electricity bill and all taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (m) You shall submit all the original certificates for verification and the copies of following:
- (v) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (n) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (o) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Registrar,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. MTSOU/RO/00A/2023-24/37 dated  
25/04/24, I Nivek Kumar is joining  
as Counselor in the School/Office  
of Registrar at the University w.e.f. 25/04/24

I undertake to assume full responsibility of any appropriate duties assigned to me by the  
competent authority of the University.


Kindly allow me to join the services.

Thanking You,

Signature: Nivek

Name: Nivek Kumar

Date: 25/04/24

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

Ref. No.: MTSOU/RO/OOA/2023-24/38 (i)

Dated: 25 April 2024

To,  
Mr. Uday Chautala,  
R/o Vill.- Darau Chandpur, Gabhana  
Aligarh, Uttar Pradesh

**Order of Appointment**

Dear Mr. Chautala,

With reference to the discussion held at the University, we are pleased to offer you the post of Counselor of the University w.e.f. 25 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on a monthly gross salary of Rs.19,000/- per month.. You will be provided free shared accommodation, water & electricity bill and all taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (p) You shall submit all the original certificates for verification and the copies of following:
- (vi) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (q) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (r) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Registrar,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. MTSOU/RO/00A/2023-24/38 dated 25.04.2024, I Uday Chautala is joining as Counselor in the School/Office of Registrar at the University w.e.f. 25.04.2024

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services:

Thanking You,

Signature: Uday

Name: Uday Chautala

Date: 25.04.2024

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

Ref. No.: MTSOU/RO/OOA/2023-24/39(c)

Dated: 25 April 2024

To,  
Ms. Garima Gupta,  
R/o 1/18, Sec-1, Suhag Nagar  
Firozabad, Uttar Pradesh

### Order of Appointment

Dear Ms. Gupta,

With reference to the discussion held at the University, we are pleased to offer you the post of Counselor of the University w.e.f. 25 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on a monthly gross salary of Rs.19, 000/- per month. You will be provided free shared accommodation, water & electricity bill and all taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (s) You shall submit all the original certificates for verification and the copies of following:
- (vii) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (t) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (u) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,

The Registrar,

Mata Tripura Sundari Open University,

Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. MTSOU/RO/ OOA/ 2023-24/ 39 (i) dated 25.04.24, I Ganima Gupta is joining as Counselor in the School/Office of Registrar at the University w.e.f. 25.04.24.

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking You,

Signature: Ganima

Name: Ganima Gupta

Date: 25.04.24

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

Ref. No.: MTSOU/RO/OOA/2023-24/29

Dated 22 April 2024

To,  
Mr. Abhay Kumar,  
R/o ITI Road, Barola, Jafrabad  
Aligarh, Uttar Pradesh

Order of Appointment

Dear Mr. Kumar,

With reference to the discussion held at the University, we are pleased to offer you the post of Technical staff of the University w.e.f. 22 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on a monthly gross salary of Rs.18,000/- per month.. You will be provided free shared accommodation, water & electricity bill and all taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (d) You shall submit all the original certificates for verification and the copies of following:
- (i) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (e) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (f) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Registrar,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. MTSOU/RO/00A/2023-24/29 dated 23/04/24, I Abhay Kumar is joining as Technical Staff in the School/Office of Registrar at the University w.e.f. 23/04/24

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking You,

Signature: Abhay

Name: Abhay Kumar

Date: 23/04/24

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

Ref. No.: MTSOU/RO/OOA/2023-24/43

Dated: 25 April 2024

To,  
Mr. Rahul Kumar,  
R/o Gopi Chandpur  
Aligarh, Uttar Pradesh

Order of Appointment

Dear Mr. Kumar,

With reference to the discussion held at the University, we are pleased to offer you the post of Technical staff of the University w.e.f. 25 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on a monthly gross salary of Rs.18,000/- per month.. You will be provided free shared accommodation, water & electricity bill and all taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (g) You shall submit all the original certificates for verification and the copies of following:
- (iii) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (h) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (i) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Registrar,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. MTSOU/RO/DOA/2023-24/43 dated  
25/04/2024, I Rahul Kumar is joining  
as Technical Staff in the School/Office  
of Registrar at the University w.e.f. 25/04/2024

I undertake to assume full responsibility of any appropriate duties assigned to me by the  
competent authority of the University.

Kindly allow me to join the services.

Thanking You,

Signature: Rahul

Name: Rahul Kumar

Date: 25/04/2024

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

Ref. No.: MTSOU/RO/OOA/2023-24/08(i)

Dated: 16 April 2024

To,  
Mr. Rajendra Kumar,  
R/o Mohalla Mahadev, Ramleela road, Dibai  
Dibai, Uttar Pradesh

### Order of Appointment

Dear Mr. Kumar,

With reference to the discussion held at the University, we are pleased to offer you the post of Technical staff of the University w.e.f. 16 April 2024. You will be on probation for one year, on successful completion of which your services may be extended with the approval of competent authority.

- (i) Your appointment shall be governed by the University's rules and regulations as amended from time to time.
- (ii) You will be placed on a monthly gross salary of Rs.18,000/- per month.. You will be provided free shared accommodation, water & electricity bill and all taxes as per rules, applicable from time to time shall be deducted at source.
- (iii) You shall be deemed to be on probation even after expiry of the aforesaid initial period unless confirmed in writing. The notice period on either side during probation will be one month or one month salary in lieu. However, in case of indiscipline, insubordination, non-performance, dishonesty or negligence or in the event of your becoming incapacitated to carry out your duties efficiently, the management shall be at liberty to terminate your services without notice and payment in lieu thereof.
- (iv) You shall be required to carry out all the shift duties assigned to you from time to time with honesty and integrity.
- (v) You shall observe secrecy of all affairs of the University and follow the University dress code.
- (vi) During the period of your employment with University, you will not be entitled to serve anywhere else, whether full time or part time. You shall not get yourself enrolled for any degree course or examination, whether of Mata Tripura Sundari Open University or any other University without prior permission of the competent authority. You will not be permitted to carry on any private job/tuition/business during the course of your services with the University. You will also not participate in politics or will not have association with any political party.
- (vii) Non-vegetarian food, use of tobacco/gutka, smoking and drinking of alcohol are strictly prohibited on the campus.
- (viii) Your services shall be liable to be taken in any Institute or faculty of the University depending on the qualification exigencies of the services and requirements of the Institute/Faculty.
- (ix) You will also have to work after office hours and on holidays in case such exigency arises without payment of any extra remuneration / allowance.
- (x) You shall undertake to abide by the rules, regulations and code of conduct framed by the University as amended from time to time and also such orders/instructions that may be issued by the Vice-Chancellor/Registrar or any other authorized officers of the University.

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- (xi) In the event of your having furnished false information, documents, testimonials or credential, your services shall be terminated with immediate effect and no payment/compensation shall be made to you.
- (xii) This appointment is subject to the fulfillment of following conditions within 15 days of joining:
- (j) You shall submit all the original certificates for verification and the copies of following:
- (iv) All original testimonials including experience certificates etc. for verification only.
  - (ii) Attested photocopies of all testimonials.
  - (iii) Four Photograph passport size.
  - (iv) Medical Fitness Certificate from C.M.O.
  - (v) Blood Group Certificate.
  - (vi) Address and Identity Proof.
  - (vii) Photocopy of PAN Card and Aadhar Card.
  - (viii) List of Family members and / or dependents.
  - (ix) Caste Certificate for SC/ST/OBC
- (k) You are requested to sign the duplicate copy of this appointment order and return to the office of the undersigned as a token of your acceptance of the offer with the terms and conditions stipulated therein.
- (l) The management reserves the right to transfer you anywhere in India in their existing offices or to be setup in future.

We welcome you to the Mata Tripura Sundari Open University family.

CC: Finance Officer  
Personal File

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura

**MATA TRIPURA SUNDARI OPEN UNIVERSITY,**  
**TRIPURA**

**JOINING REPORT**

To,  
The Registrar,  
Mata Tripura Sundari Open University,  
Tripura

Subject: Joining Report

Respected Sir,

With reference to your letter no. MTS 04/RO/00A/2023-24/080 dated 16/04/24, I Rajendra Kumar is joining as Technical Staff in the School/Office of Registrar at the University w.e.f. 16/04/24.

I undertake to assume full responsibility of any appropriate duties assigned to me by the competent authority of the University.

Kindly allow me to join the services.

Thanking You,

Signature: 

Name: Rajendra Kumar

Date: 16/04/24

  
Registrar  
Mata Tripura Sundari Open University  
Gomati-Tripura