



METHODIST COLLEGE OF ENGINEERING & TECHNOLOGY

King Koti Road, Abids, Hyderabad 500 001

8. All Staff member leaving the premises during lunch break should register his/her absence i.e. OUT and IN timings within permitted break, in the movement register available at the main gate without fail. Otherwise their absence will be treated as unauthorized. All staff has to scrupulously follow these norms.

I. (a) LEAVE RULES

A total of 15 leaves will be credited for every staff member per year spanning January to December.

1. Every Staff Member can avail leave with prior permission of the concerned HOD and should make the necessary alternative arrangements for their work. However, in case of emergencies, he /she may inform the HOD over phone and obtain necessary permission and should apply leave immediately on resuming to duties.
2. Leave shall not be availed as a matter of right. The competent authority alone shall have the right to sanction it or otherwise.
3. Any staff member shall not normally absent himself / herself from his / her duties without prior permission from HOD / Principal following the prescribed processes of application.
4. A Leave letter should be submitted in advance and approval must be obtained prior to availing leave
5. Leave of any kind shall not be granted when the services of the staff are needed for the institution.
6. In case of absence on medical grounds, intimation should be sent to the Principal / Designated Authority within 12 hours of start of medical attention and a Medical certificate shall be produced at the time of joining after leave duly attested and forwarded
7. For the purpose of the Leave Rules, the employees shall be classified as Teaching and Non-Teaching staff.
8. A Leave account shall be maintained for each employee in the prescribed form.
9. Leave of any kind shall not be granted for continuous period exceeding 2 years. Prefixing or suffixing any kind of leave is allowed with vacation, with prior approval.
10. Any kind of leave may be granted in clubbing with or in continuation with any other kind of leave only with the prior approval by the Principal.
11. **Availing of Casual Leaves (CLs) clubbing with two successive holidays before and after cannot be considered.**
All employees are eligible for sanction of the following leaves.





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12 months

4x3=12

I.(b). CASUAL LEAVE:

CL's are valid and can be availed from Jan-Dec in that academic Year.

1. All regular Employees of the college who have completed one year service from the date of joining shall generally be entitled to 15 days of C.L. per calendar year, subject to any changes from time to time. 15 CLs will be credited to the employee account in four quarters i.e., 4 leaves in first quarter, 4 leaves in second quarter, 4 leaves in third quarter and 3 leaves in last quarter. C.L. for Half day can also be granted.
2. The maximum number of leaves availed in a quarter will be limited to 4. Unused leaves in previous quarters will be carry forwarded to the subsequent quarters and can be availed. However, CLs cannot be carry forwarded to the next calendar year.
3. Earn and Avail: For contract/adhoc staff and staff who have put in less than one year service in the college, one C.L will be granted per month. The unused leaves in previous months will be carry forwarded to the subsequent months and can be availed.

I.(c). COMPENSATORY CASUAL LEAVE (CCL):

Teaching / Non-Teaching Staff including ministerial staff shall be entitled for compensatory leave on the specific direction or recommendations of the Head of the Institute or Head of the Department whenever they are required to work on a Holiday / Holidays with prior approval, to a maximum of 10 days per calendar year. Such leave will have to be utilized during that calendar year only with prior approval of HOD/ Principal. This will not apply to the work of University Examinations / other duty which is remunerative.

I.(d). ON DUTY LEAVE (ODL):

1. OD will be granted when faculty members are required to go out on official duties or to participate in seminars, etc. as approved by the Principal/Designated Authority. When faculty go for examination work for Universities other than Osmania University, the grant of OD will be at the discretion of the Principal.
2. Number of days of OD is limited to two weeks in an year which includes seminars/workshops/conferences/FDP. This will be granted only on Production attendance Certificate from the said University / Institutions.
3. If OD is availed in excess, the excess days shall be deducted from other eligible leave at the credit of the staff.
4. The Principal/Designated Authority shall have the right to cancel the leave sanctioned earlier, for any emergency work in the college.





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I. (e). VACATION LEAVE:

1. The staff members who are eligible for vacation, can avail the vacation leave as per the circulars issued from time to time, indicating the vacation slots for winter / summer vacation to ensure smooth functioning of the institution.
2. While calculating the vacation leave, all intervening declared holidays and Sundays will be included.
3. The faculty members have to attend the examination or any other confidential work assigned by the college / university without fail though they are on vacation leave.
4. If any member of staff is required to work during the entire vacation by written orders of Principal, he / she will be eligible for earned leave. If he / she has not availed the full vacation he /she is entitled for E.L./CCL for part of the vacation not availed.
5. The Earned Leave for not availing vacation is computed at the rate of 1:2, ie, one day's leave for every two days of eligible vacation leave. Such consideration rests solely at the discretion of the Principal/Designated Authority.
6. Vacation leave can either be suffixed or prefixed only with casual leave
7. Any unused part of VL cannot be carried over to the next academic year.

I.(f). Vacation Leave For Teaching Staff

Both teaching and non-teaching Staff are eligible for vacation leave. The following is the eligibility criterion for vacation leave.

Employee status	Completed Service	Vacation Leave Eligibility
Faculty	Two academic Years	6 Weeks
	One academic Year	4 Weeks
	One Semester	2 Weeks
	Less than one semester	Nil
Non-Teaching staff	Two Years	4 Weeks
	One Year	2 Weeks
	6 months	1 Weeks
	Less than 6 months	Nil





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I.(g). LOSS OF PAY LEAVES (LOP):

1. If any staff member is absent from duty without prior permission, such period of absence will be considered as LOP.
2. If the quantum of LOP is more than 10 days in an year, it will be considered as a Break-in-Service, unless acceptable supporting documents in evidence of justifying such excess leave is provided. The decision of the Principal/Designated Authority shall be final in such cases.
3. Two such breaks in service within a period of one year will make the staff member ineligible for increment in pay and also for availing VL in the semester in which the second break in service occurs.
4. Any staff member avails leave in excess of the prescribed limit shall be deemed to be on Loss of Pay (LOP)
5. At the discretion of the Principal and the Managing Committee, extraordinary leave on loss of pay may be granted to an employee when He /She is not eligible for any other leave or when the employee himself / herself applies for such leave irrespective of the title for any other leave.
6. Such leave may be granted for a regular employee for a period not exceeding 6 months at a time. Extension of such leave may be granted from time to time subject to a maximum of two years at a stretch.
7. Absence on such leave will be treated as break in service for the purpose of granting increment. The increment gets postponed for the period of such leave.

I.(h). STUDY LEAVE (EXTRA ORDINARY LEAVE FOR STAFF)

1. Leave on loss of pay for higher studies may be granted only after 5 years of Regular Service. For Ph.D., and for Post Doctoral -- 2 years or equal to the period normally required for completion of a particular course not exceeding 2 years.
2. Employees who go for Higher studies in India / On Foreign Assignments / Foreign scholarships have to execute a bond to serve the Institute for a period of 2 years immediately after return or equivalent to study period after completion of his/her studies assignment etc., to be fixed by the Management or in lieu thereof they have to pay salary for the equivalent period of study, assignment etc., or as fixed by the Management.





METHODIST COLLEGE OF ENGINEERING & TECHNOLOGY

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LEAVE RULES

The College strives towards achieving excellence by imparting essential technical skills with a holistic approach towards shaping of the students into responsible, worthy citizens of the future.

Every staff member is mandated to go through the norms/rules as framed in the manual of the Institution. The staff, he / she is expected to strictly adhere to comply with these norms/ rules in order to maintain Quality and best practices in the institution. Any staff member acting in violation of these rules/norms is liable for disciplinary action.

1. For all HODs, Administration Officer, TPO, I/C Examination Cell etc the Director/Principal will be the reporting officer, hence all will report directly. The entire teaching faculty, non-teaching staff (technical) should report to their concerned HODs while all other non-teaching staff should report to Administrative Officer.

2. The college working hours are fixed by the Director /Principal in consultation with the members of the Management. All members of the staff shall be at their workplace (offices, classrooms, Labs, staff room etc.) at least 5 minutes before their reporting time. The Faculty Member should leave the college not earlier than 15 minutes after the end of the last hour.

3. All staff members are required to mark their arrival and departure time in the Biometric Based Attendance System without any exception apart from the conventional manual attendance register.

4. Ten minutes grace time will be considered for coming late, except for those faculty members who have first hour class work. However faculty shall not misuse this concession and repeated late coming should be consciously avoided. Habitual late comers shall be liable for disciplinary action without any considerations.

5. All HOD's have the authority to grant, considering valid reasons their reporting staff the privilege of availing three one hour permissions in a month against either late entry or early exit to/from college. Exceeding the three allowed it will be treated as half a day leave/LOP as applicable.

6. Staff shall be available in the college premises during the entire period of office hours, on all working days, except while on Official duty (OD) outside campus.

7. Any staff member wanting to go out of the College premises during working hours (except lunch break) shall seek necessary written permission from concerned HOD, for a maximum period of one hour. Such permissions will be counted under the three one hour permissions mentioned at S.I. No5. Additionally his /her periods of absence- i.e. OUT and IN timings are to be records in the 'Movement Register' available with the HOD.

The "permission slip issued by HOD" is to be produced at the main gate and also his /her periods of absence i.e. OUT and IN timings are to be recorded without fail in the movement register available at the main gate.





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1.(i). MATERNITY LEAVE

1. The married female employees who have completed two year of service at the existing institute from the date of joining / ratified are entitled for grant of Maternity leave for a period not exceeding 90 days at a time during her confinement (both pre-natal and post natal period but together) and only for two occasions in the entire period of her service. The payment for the maternity leave shall be restricted to half-pay.
2. The decision of the Principal / Designated Authority will be final in sanctioning of maternity leave.

1.(j). LIEN / DEPUTATION

Lien / Deputation may be granted, depending upon staff position, and entirely at the discretion of the Principal / Management to work elsewhere for a period of 2 years, extendable in exceptional cases, only when an employee has put in more than 5 years of Regular Service.


PRINCIPAL
METHODIST COLLEGE OF ENGG. & TECH.
King Koti Road, Abids, Hyderabad





METHODIST

COLLEGE OF ENGINEERING & TECHNOLOGY

Approved by AICTE, New Delhi & Affiliated to Osmania University

Accredited by NAAC with A+ and NBA for UG Courses

College Code: 1607

CIRCULAR

Date: 10-02-2022

Sub: MCET-Promotion of research - Innovation culture-Reg

In continuation of our office order dated 09.02.2021, the revised guidelines are issued for reimbursement of registration fee for innovative ideas and incentives for publication/grant of patents. To encourage startup programs, innovative ideas. Research publication and patents, following modifications are made with immediate effect provided duly approval of the project by government agencies for patents

1.0 Patents

Financial Support from the college can be availed only when Methodist college of engineering and Technology as one of the Applicant and 1st or 2nd Inventor

- **Case 1: Towards Publication**

Application fee and Early Publication Fee will be paid preferably for Indian patent agency to the extent of Rs. 5000/- .

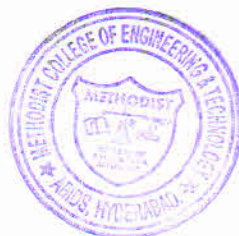
- **Case 2: Towards Grant**

Inventor can avail reimbursement of patent examination fee and other charges on submitting novelty check report. Head of the institute decide the amount to be reimbursed to the patent towards grant.

Note: All the patents filed on affiliation with Methodist College of Engineering and Technology must be submitted in hard and soft copies to IEDC to maintain Innovation record and to forward patent details to KAPILA scheme.

2.0 Conference/Workshops

- On duty will be granted when faculty members participate in Conferences/ Seminars/workshops for attending/presentation of research papers in their respective areas of specializations. Faculty is eligible for a maximum of 10 days of On-duty leave in an academic year. Prior approval is to be obtained from the Principal/HOI.
- 50% of the registration fees paid by the faculty for attending the Conferences/Seminars/ workshops will be reimbursed by the college as an incentive to the extent of Rs.1500/- on production of the receipts for the amount paid.





METHODIST

COLLEGE OF ENGINEERING & TECHNOLOGY

Approved by AICTE, New Delhi & Affiliated to Osmania University

Accredited by NAAC with A+ and NBA for UG Courses

College Code: 1607

3.0 Journal Publication

Partial financial support will be extended to the faculty/s towards publication of research papers in the UGC approved/UGC-care/Web of Science/Scopus indexed/Refereed Journals as a first author with an affiliation of Methodist College of Engineering & Technology, an Incentive of Rs.5,000/- (Rupees five thousand only) will be paid.

Case 1: Research article published by students and faculty

Incentive can be availed by contributor/s based on decision of Principal.

Case 2: Research article Published by the MCET faculty as Research Scholar of other university


Research article must be published on affiliation of Methodist College of Engineering and Technology along with the affiliation of Research Institute.

All the faculty are requested to take up research activities and utilize the incentive offered for the promotion of research activities



Copy to:

1. Director
2. All HoDs
3. Coordinators-IEDC/NIRF/ARIIA/IQAC
4. AO/Accts


PRINCIPAL
PRINCIPAL
METHODIST COLLEGE OF ENGG. & TECH,
King Koti Road, Abids, Hyderabad,



METHODIST

COLLEGE OF ENGINEERING & TECHNOLOGY

Approved by AICTE, New Delhi & Affiliated to Osmania University

Accredited by NAAC with A+ and NBA for UG Courses

College Code: 1607

Date: 01.09.2021

CIRCULAR

Sub: MCET – Promotion of research – Innovation culture – Reg.
Ref: Our office order dated 09/02/2021.

In continuation of our office order dated 09.02.2021, the revised guidelines are issued for reimbursement of registration fee for innovative ideas and incentives for publication/grant of patents. To encourage startup programs, innovative ideas, research publication and patents, following modifications are made with immediate effect provided duly approval of the project by government agencies for patents.

- 1) Registration fee will be paid preferably for Indian patent agency for the full amount to the extent of Rs.12,100/- (Rupees twelve thousand one hundred only) or in case of Australian patenting agency, only 50% of the registration charges will be paid. Either one of above.
- 2) An innovative technical committee under the Chairmanship of the undersigned is constituted along with existing IEDC team to identify innovation in the students' project and accordingly for granting of financial assistance to the extent of 50% of the total cost of the project.
- 3) As it was stated in our earlier under reference, Rs.5,000/- (Rupees five thousand only) will be paid as an incentive to the guide or actual contributor of the project mentioned in the patent letter.
- 4) Partial financial support will be extended to the faculty towards publication of research papers in the UGC approved/UGC-care/Web of Science/Scopus indexed/Refereed Journals as a first author with an affiliation of Methodist College of Engineering & Technology, an incentive of Rs.5,000/- (Rupees five thousand only) will be paid.

These revised rules are applicable only after duly approval by the competent authority for publication of journal or grant of patent.

Copy to

- 1) The Director
- 2) VP/Dean
- 3) HoDs – to circulate among their faculty
- 4) AO/Accts




PRINCIPAL
PRINCIPAL
METHODIST COLLEGE OF ENGG. & TECH
King Koti Road, Abids, Hyderabad

Methodist College of Engineering & Technology

(Affiliated to Osmania University - College Code 1607)



Dt. 09/02/2021

OFFICE ORDER

In order to encourage and promote the research culture amongst the faculty the management has decided to offer the following incentives.

1. Paid leave will be granted when faculty members participate in Conferences, Seminars and workshops either for attending/presentation of research papers in their respective areas of specializations. Faculty is eligible for a maximum of 10 days of paid leave in an academic year. Prior approval is to be obtained from the Principal/Designated Authority. This leave will be granted only on production of attendance Certificate from the organizers of the event.
2. 50% of the registration fees paid by the faculty for attending the Conferences/Seminars/ workshops will be reimbursed by the college as an incentive on production of the receipts for the amount paid. The maximum amount to be reimbursed will be at the discretion of the designated authority.
3. Partial financial support will be extended to the faculty towards publication of research papers in the UGC approved /Scopus Indexed/ refereed Journals for the first authors only. Incentive to the extent of Rs.5000/- will be paid.
4. Financial Assistance will be given for the projects if it is recognised as patent. The incentive of Rs.5000/- will be paid.

All the faculty are requested to take up research activities and utilise the incentive offered for the promotion of research.

* This order is for patents & publications
with behalf of Methodist College of
Engineering & Technology.

DIRECTOR

Director
Methodist College of Engg. &
Abida, Hyderabad

Copy to:

1. The Principal
2. VP/Dean
3. All HOD's with a request to circulate to all the staff



Methodist College of Engineering & Technology
King Koti, Abids, Hyderabad

Dt. 7th January, 2019

To
All the Faculty Members,
Methodist College of Engineering & Technology.

Sub: Reimbursement of SWAYAM – NPTEL examination/certification fees.

Dear Faculty Member,

You are aware that SWAYAM-NPTEL is conducting Advanced and Basic level courses through MOOCs (Massive Open Online Courses). All the faculty can enrol to these courses on NPTEL portal through the local chapter of our college, for which Mrs. P. Lavanya, Head Department of Computer Science & Engineering is appointed as the Single Point of Contact (SPOC). The duration of these MOOCs is for 4/8/12 weeks and these MOOCs have regular assignments and proctored examination at the end of the course. Faculty members have to register for the examination by paying the prescribed fees, appear for the examination at the designated centres and pass the examination.

Certificates will be issued by NPTEL to only those faculty who enrol, attend the programme and qualify in the examination. As a faculty development, the Management has decided to encourage the Faculty members to enrol and pass the examination. In this context it is informed that faculty members who successfully clear NPTEL courses of 8/12 weeks duration in their respective domain shall be given cash incentives as per the following guidelines.

S. No	Score in the examination	Type of certificate	Cash Incentive
1	40-59	Successfully completed	Rs 500
2	>= 60	Elite	Rs 1000
3	75-89	Silver	Rs 2000
4	>= 90	Gold	Rs 3000
5	----	Gold +Topper	Rs 5000

Further it may be noted that it is mandatory for all the faculty to register and get at least one certificate in an academic year. The performance in these courses will be considered in the Performance appraisal of the faculty and will be given weightage while considering the annual increment.

DIRECTOR

Principal / Director
Methodist College of Engg. & Tech.
Abids, Hyderabad-01.

Copy to:

1. Principal
2. Dean *Ms*
3. All HOD's with a request to circulate to all the staff
4. Vice – Principal *A. M. S.*
5. A.O. *S. R.*



Methodist College of Engineering & Technology
King Koti, Abids, Hyderabad

Dt. 09/11/2016

OFFICE ORDER

In order to encourage and promote the research culture amongst the faculty the management has decided to offer the following incentives.

1. Paid leave will be granted when faculty members participate in Conferences, Seminars and workshops either for attending/presentation of research papers in their respective areas of specializations. Faculty are eligible for a maximum of 10 days of paid leave in an academic year. Prior approval is to be obtained from the Principal/Designated Authority. This leave will be granted only on production of attendance Certificate from the organizers of the event.
2. 50% of the registration fees paid by the faculty for attending the Conferences/Seminars/ workshops will be reimbursed by the college as an incentive on production of the receipts for the amount paid. The maximum amount to be reimbursed will be at the discretion of the designated authority.
3. Partial financial support will be extended to the faculty towards publication of research papers in the UGC approved /scopus indexed Journals.

All the faculty are requested to take up research activities and utilise the incentive offered for the promotion of research.

DIRECTOR

Copy to:

1. Principal
2. Dean
3. All HOD's with a request to circulate to all the staff
4. Vice – Principal
5. A.O



Methodist College of Engineering & Technology

King Koti, Abids, Hyderabad-500 001 Phone : 24755999, 24753445

www.methodist.edu.in mail: theprincipal@methodist.edu.in

Consultation Policy of Methodist College of Engineering and Technology

Objective: To establish a framework to support consultancy activities at Methodist College of Engineering and Technology

Eligibility

- This policy applies to all faculty and staff of Methodist College of Engineering and Technology
- The faculty or staff must ensure that the consultancy work does not create a conflict of interest with the role of the faculty in the college.

Circumstances under which consulting activity may be permitted

- The organization requiring consultancy services from faculty or the department shall write to the Director/Principal indicating the expertise required.
- The Director/Principal on receiving the request from the organization shall inform to the department concerned.
- The head of the department shall nominate the faculty or a group of faculty having the required expertise and get permission from the Director/Principal.
- The Director/Principal will take into account such factors as the compatibility of the activity with the responsibilities and commitments of the faculty member(s), potential conflicts of interest and the use of institution resources while granting permission
- An MOU may be signed between the organization and the department towards the nature of consultancy work and the commercials
- The faculty or a group of faculty engaged in the consultancy work shall periodically report the progress of the consultancy work to the Director/Principal through the head of the department.

Publications

- Publication arising from consultancy work shall include the faculty affiliation of the college and acknowledge for the facilities used from the college.

Intellectual property Rights (IPR)

- College IPR may be used where not in conflict with rights of third parties or any commercialization plan.

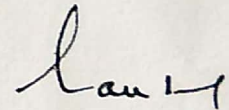
Other Commercial Rules

- College facilities and resources may be used and must be charged in line with the guidelines from time to time.
- Meeting related to consultancy work with the organization(s) may be conducted in college premises.
- Tax is applicable for the revenue generated through consultancy work.

Policy for Revenue Sharing in Consultancy

- In view of encouragement the management has decided to share the revenue generated out of consultancy services to the faculty or group of faculty or non-teaching staff involved in the consultancy work as detailed below:

S. No.	Particulars	Faculty	Management
1.	Use of institute space and or equipment	60%	40%
2.	For providing solutions/expertise to problems of the industry	80%	20%



Correspondent

Principal / Director
Methodist College of Engg. & Tech
Ableshyarabad-51.

Copy to:

1. Principal
2. Dean
3. V.P
4. A.O
5. All – HOD's



Methodist College of Engineering & Technology

King Koti, Abids, Hyderabad-500 001 Phone : 24755999, 24753445

www.methodist.edu.in mail: theprincipal@methodist.edu.in

Dt 09/11/2016

ORDERS

In order to promote the research culture amongst the faculty and motivate them to register for Ph D programme the management has decided to offer the following incentives.

1. Financial assistance to the faculty registered for PhD programme will be provided to the extent of Rs 30,000/- towards the Registration /Tution fees during the course of study.:
2. Paid duty leave will be granted to the faculty for attending their Pre PhD examinations

All the faculty are encouraged to register for the PhD programme and utilise the incentives offered for the promotion of research.

DIRECTOR
Principal / Director
Methodist College of Engg. & Tech
Abids, Hyderabad-01.

Copy to:

1. Principal
2. Dean
3. V.P
4. A.O
5. All – HOD's

Dussehra Bonus - 2023 (MCET)

S.NO	Name Of The Employee	Amount	Sign.
1	S.Naga Raju	1500	S. Naga Raju
2	K.Vara Prasad	1500	K. Vara Prasad
3	P.Praveen Kumar	1500	P. Praveen Kumar
4	P Laxman	1500	P. Laxman
5	A.Narasimha	1500	A. Narasimha
6	B James	1500	B. James
7	T Ashok	1500	T. Ashok
8	Akhilesh	1500	A. Khilesh
9	Sunitha	1500	S. Sunitha
10	Ch Anitha	1500	Ch. Anitha
11	K Andalu	1500	K. Andalu
12	Pentamma	1500	P. Pentamma
13	Kanthamma	1500	K. Kanthamma
14	I Pushpa	1500	I. Pushpa
15	K Hemalatha	1500	K. Hemalatha
16	Afzal Bee	1500	Afzal Bee
17	K Latha	1500	K. Latha
18	P Renuka	1500	P. Renuka
19	Kumara Swamy	1500	K. Swamy
20	C Suvarna	1500	C. Suvarna
21	G Kethamma	1500	G. Kethamma
22	G Prameela	1500	G. Prameela
23	S Sharada	1500	S. Sharada
24	P Rajitha	1500	P. Rajitha
25	Nitish Kumar	1500	N. Kumar
26	Jilani	1500	J. Ilani
27	J Srikant	1500	J. Srikant
28	N Venkatesh	1500	N. Venkatesh
29	Onkar Nath Sharma	1500	O. N. Sharma
30	M Vinod Kumar	1500	M. Vinod Kumar
31	D Kamalakar	1500	D. Kamalakar

70,000/- Class IV
 37,500/- other staff
2,107,500/-

⑦

f 2

32	Kamala	1500	E. Kamala
33	D Sai Kumar	1500	D. Sai Kumar
34	S Rajamani	1500	S. Rajamani
35	E Suvarna	1500	Suvarna E
36	K Balu Driver	1500	Balu
37	P Naresh Driver	1500	Naresh
38	Santhosh scavenger	1500	Sunidha
39	M Srinivas Gardiner	1500	M. Srinivas
40	S Mallesham Driver	1500	S. Mallesham
41	Onkar nath sharma	1500	
42	Bala Krishna Driver	1500	B. Krishna
43	Allamaiah watchman	1500	P. Allamaiah
44	Venkatesh watchman	1500	V. Venkatesh
45	Rakesh Kumar Driver	1500	R. Rakesh
46	Venkatesh Driver	1500	N. Venkatesh
47	Ex R.	500	} M. Srinivas
48	Ramakrishna	500	
49	Saju	500	
50	X42	500	
51	Tan	500	
52	Total	70,000/-	



Dussehra Bonus - 2023 (MCET)

.NO	Name Of The Employee	Amount	Sign.
1	M.D.Shamshoddin	2500	<i>[Signature]</i>
2	Jaya Sree	2500	<i>[Signature]</i>
3	K.V.Vinod Kumar	2500	<i>[Signature]</i>
4	Iliyas Shameem	2500	<i>[Signature]</i>
5	Ayesha Afreen	2500	<i>[Signature]</i>
6	Ch Raju	2500	<i>[Signature]</i>
7	K Laxmi Narayana	2500	<i>[Signature]</i>
8	K Dhana Laxmi	2500	<i>[Signature]</i>
9	M Ranadheer Reddy	2500	<i>[Signature]</i>
10	G Parimala	2500	<i>[Signature]</i>
11	V Sudha Rani	2500	<i>[Signature]</i>
12	B Kausheek	2500	<i>[Signature]</i>
13	Srilaxmi Vellanki	2500	<i>[Signature]</i>
14	M Kondal	2500	<i>[Signature]</i>
15	G Srinivas plumber	2500	<i>[Signature]</i>
16			
17	<i>Total</i>	<u>37,500/-</u>	
18			
19			
20			

37500/-

70,000/- class IV
+ 37,500/- office staff

1,07,500/-

(A)

[Signature]



Employees' State Insurance Corporation

Contribution History Of 52000319190001304 for Mar2024

Total IP Contribution		Total Employer Contribution		Total Contribution		Total Government Contribution		Total Monthly Wages	
5,938.00		25,649.00		31,587.00		0.00		789,200.00	
SNo.	Is Disable	IP Number	IP Name	No. Of Days	Total Wages	IP Contribution	Reason		
1	-	5210972288	A. SUNITHA	31	21000.00	158.00	-		
2	-	5211385961	G.PRIMALA	31	21000.00	158.00	-		
3	-	5211740327	Vundavalli Sudharani	31	21000.00	158.00	-		
4	-	5212760728	KALALI LAXMINARAYANA	31	21000.00	158.00	-		
5	-	5213740713	CHEETUKULA ANITHA	31	15320.00	115.00	-		
6	-	5213741958	KANNAI ANDALU	31	15320.00	115.00	-		
7	-	5213756535	B KUMARA SWAMY	31	17070.00	129.00	-		
8	-	5213756586	ETIKALA SUNITHA	31	15320.00	115.00	-		
9	-	5213756631	KOLOAGANI VARA PRASAD	31	16580.00	125.00	-		
10	-	5213756920	SANDHYA PAKA NAGARAJU	31	17630.00	133.00	-		
11	-	5213759606	CHILKOLU PENTAMMA	31	15320.00	115.00	-		
12	-	5213761656	PUSHPA	31	15320.00	115.00	-		
13	-	5213761695	PINNAKULLAS PRAVEEN KUMAR	31	18790.00	141.00	-		
14	-	5213761785	GIRIJAMMA	31	21000.00	158.00	-		
15	-	5213833646	KALEMAKU HEMALATHA	31	13450.00	101.00	-		
16	-	5213833861	PALAKURTHI LAXMAIAH	31	15200.00	114.00	-		
17	-	5213837008	GABBETA KANTHA	31	14280.00	108.00	-		

4:17:10PM

SNo.	Is Disable	IP Number	IP Name	No. Of Days	Total Wages	IP Contribution	Reason
18	-	5213837137	AVUTHI NARSIMHA	31	14650.00	110.00	-
19	-	5213837354	AFZAL BEE	31	13050.00	98.00	-
20	-	5213882053	BESU SANJEEVAN	31	21000.00	158.00	-
21	-	5213885329	DURGAM RAMAIAH	31	19400.00	146.00	-
22	-	5213885417	MOGATHALA KONDAL	31	21000.00	158.00	-
23	-	5213886854	SHAIK SHOEB	31	17800.00	134.00	-
24	-	5214268490	MEDAPATY VENKATA CHINNAMMI REDDY	31	21000.00	158.00	-
25	-	5214268691	AYESHA AFREEN	31	20000.00	150.00	-
26	-	5214270063	YALAGANDULA REKHA	31	21000.00	158.00	-
27	-	5214270106	MD SHAMSHODDIN	31	21000.00	158.00	-
28	-	5214324191	ONKAR NATH SHARMA	0	0.00	0.00	On Leave
29	-	5214552993	KURINDULA LATHA	31	13500.00	102.00	-
30	-	5214553183	BAWANDLAPALLY LAVANYA	0	0.00	0.00	On Leave
31	-	5214582785	CHALLA LAXMAIAH	31	18000.00	135.00	-
32	-	5214594499	ASHOK	31	14550.00	110.00	-
33	-	5038252140	KANDHUKURI DHANALAXMI	31	21000.00	158.00	-
34	-	5214870805	CHITTABOINA RAJU	31	21000.00	158.00	-
35	-	5215116189	A AKHILESH	31	14550.00	110.00	-
36	-	5215931886	P RENUKA	31	12400.00	93.00	-
37	-	5216399170	CHINTAMALLA SUVARNA	31	11400.00	86.00	-
38	-	5216941901	G PRAMEELA	31	11400.00	86.00	-
39	-	5217132964	DACHA SAI KUMAR	31	11600.00	87.00	-
40	-	5217168534	MAINAM SRIVILAS	31	16500.00	124.00	-
41	-	5217321002	BOKKA D V V PRASAD	31	21000.00	158.00	-
42	-	5217657311	SUNKE SHARADA	31	11400.00	86.00	-
43	-	5217724259	PAKA RAJITHA	31	11400.00	86.00	-
44	-	5219108765	DOLI KAMALAKAR	31	11600.00	87.00	-
45	-	5348016313	K SESHIDHAR	31	21000.00	158.00	-

4:17:10PM

Printed On: 4/22/2024

SNo.	Is Disable	IP Number	IP Name	No. Of Days	Total Wages	IP Contribution	Reason
46	-	5220308889	SHAIK JEELANI	31	12600.00	95.00	-
47	-	5220392715	E SUVARNA	31	9300.00	70.00	-
48	-	5220415683	K SINDHUJA	31	19500.00	147.00	-
49	-	5220431110	PURAM RAJ KUMAR	31	21000.00	158.00	-



कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organization

भविष्य निधि भवन, १४, भीकाजी कामा प्लेस, नई दिल्ली - ११००६६
Bhavishya Nidhi Bhawan, 14, Bhikaji Cama Place, New Delhi - 110066

Generated On 22/04/2024 15:40:

Payment Confirmation Receipt

TRRN No :	1202404022293
Challan Status :	Payment Confirmed
Challan Generated On :	15-APR-2024 15:26:19
Establishment ID :	APHYD0063755000
Establishment Name :	METHODIST COLLEGE OF ENGG. & TECH
Challan Type :	Monthly Contribution Challan
Total Members :	72
Wage Month :	MAR-2024
Total Amount (Rs) :	2,25,414
Account-1 Amount (Rs) :	1,40,961
Account-2 Amount (Rs) :	4,498
Account-10 Amount (Rs) :	74,954
Account-21 Amount (Rs) :	4,501
Account-22 Amount (Rs) :	500
Payment Confirmation Bank :	State Bank of India
CRN :	002150424666293
Payment Date :	15-APR-2024
Payment Confirmation Date :	15-APR-2024
Total PMRPY Benefit :	0





EMPLOYEE'S PROVIDENT FUND
ELECTRONIC CHALLAN CUM RETURN (ECR)

Name of Establishment	METHODIST COLLEGE OF ENGG. & TECH		
Establishment Id	APHYD0063755000	LIN	1512918071
Wage Month	MAR-2024	Return Month	APR-2024
Contribution Rate (%)	12	ECR Type	ECR
Salary Disbursement Date	10-APR-2024	Uploaded Date Time	15-APR-2024 15:26
Exemption Status	Unexempted	TRRN Number	
Remarks	MARCH 2024	ECR Id	104365466
Total Members	72		
Contribution and Remittance Details (In Rupees) :			
Total EPF Contribution Remitted	1,07,961	Total EPS Contribution Remitted	74,954
Total EPF-EPS Contribution Remitted	33,000	Total Refund Advance	0
PMRPY Upfront Benefit Details (In Rupees) :			
Total PMRPY Upfront EPF Amount	0	Total PMRPY Upfront EPS Amount	0
PMRPY benefit remarks	NA		
ABRY Upfront Benefit Details (In Rupees) :			
Total ABRY benefit Amount	0	Employee EPS Share	0
		Employer EPS Share	0
ABRY benefit remarks		Employee EPF Share	0
		Employer EPF Share	0

Member Details :-

Sl. No.	UAN	Name as per		Wages				Contribution Remitted				Refunds	PMRPY / ABRVY Benefit			Posting Location of the member
		ECR	UAN Repository	Gross	EPF	EPS	EDLI	EE	EPS	ER	NCP Days		Pension Share	ER PF Share	EE Share	
1	100897234247	AFZAL BEE	AFZAL BEE	9,788	9,788	9,788	9,788	1,175	815	359	0	-	-	-	N.A.	
2	101391325687	A AKHILESH ALLE	AKHILESH ALLE	10,163	10,163	10,163	10,163	1,220	847	373	0	-	-	-	N.A.	
3	100912338171	AKULA SUNIHTA	AKULA SUNIHTA	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
4	101249114746	ASHOK	ASHOK	10,913	10,913	10,913	10,913	1,310	909	400	0	-	-	-	N.A.	
5	100155072643	ATCHUTANNA GOPALA SHARMA	ATCHUTANN A GOPALA SHARMA	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
6	100897028103	A NARSIMHA	AVUTHI NARSIMHA	10,688	10,688	10,688	10,688	1,283	890	392	0	-	-	-	N.A.	
7	100898352921	AYESHA AFREEN	AYESHA AFREEN	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
8	100102029917	B KUMARA SWAMY	B KUMARA SWAMY	12,818	12,818	12,818	12,818	1,538	1,068	470	0	-	-	-	N.A.	
9	100022682701	B V GIRLIAMMA	B V GIRLIAMMA	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
10	100838047185	B SANJEEVAN	BEESU SANJEEVAN	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
11	101637871976	BEGARI KAUSHEEK	BEGARI KAUSHEEK	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
12	101640122236	BILLAKANTI JAMES	BILLAKANTI JAMES	10,688	10,688	10,688	10,688	1,283	890	392	0	-	-	-	N.A.	
13	102030754159	BOGGARPU SUJATHA	BOGGARPU SUJATHA	10,500	10,500	10,500	10,500	1,260	875	385	0	-	-	-	N.A.	
14	101679346838	BOKKA D V V PRASAD	BOKKA D V V PRASAD	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
15	101200567376	CHALLA LAXMAIAH	CHALLA LAXMAIAH	13,500	13,500	13,500	13,500	1,620	1,125	495	0	-	-	-	N.A.	
16	100121213280	CH ANITHA	CHEETUKULA ANITHA	11,490	11,490	11,490	11,490	1,379	957	422	0	-	-	-	N.A.	
17	100121304459	CH PENTAMMA	CHILKOLU PENTAMMA	11,490	11,490	11,490	11,490	1,379	957	422	0	-	-	-	N.A.	
18	101562000910	CHINTAMALLA SUVARNA	CHINTAMALL A SUVARNA	8,550	8,550	8,550	8,550	1,026	712	314	0	-	-	-	N.A.	
19	101171382861	CHITTABIONA RAJU	CHITTABOIN A RAJU	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
20	100833636066	JAYA SREE	D JAYASREE	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
21	101270285779	DACHA SAI KUMAR	DACHA SAI KUMAR	8,700	8,700	8,700	8,700	1,044	725	319	0	-	-	-	N.A.	

Sl. No.	UAN	Name as per		Gross	Wages					Contribution Remitted					Refunds	PMRPY / ABRYPY Benefit			Posting Location of the member
		ECR	UAN Repository		EPF	EPS	EDLI	EE	ER	ER	ER PF Share	EE Share	Pension Share	ER PF Share		EE Share	NCP Days		
22	101885494133	DOLI KAMALAKAR	DOLI KAMALAKAR	8,700	8,700	8,700	8,700	8,700	8,700	1,044	725	319	0	0	-	-	-	N.A.	
23	100900381269	DURGAM RAMAIAH	DURGAM RAMAIAH	14,550	14,550	14,550	14,550	14,550	14,550	1,746	1,212	534	0	0	-	-	-	N.A.	
24	102023344257	E SUVARNA	E SUVARNA	6,975	6,975	6,975	6,975	6,975	6,975	837	581	256	0	0	-	-	-	N.A.	
25	100144429193	E SUNITHA	ETIKALA SUNITHA	11,490	11,490	11,490	11,490	11,490	11,490	1,379	957	422	0	0	-	-	-	N.A.	
26	101637871982	G PRAMEELA	G PRAMEELA	8,550	8,550	8,550	8,550	8,550	8,550	1,026	712	314	0	0	-	-	-	N.A.	
27	100818152882	KANTHA	GARBETA KANTHA	10,710	10,710	10,710	10,710	10,710	10,710	1,285	892	393	0	0	-	-	-	N.A.	
28	100397637153	G PARIMALA	GANTA PARIMALA	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.	
29	101296775732	GUNDALA KETHAMMA	GUNDALA KETHAMMA	8,550	8,550	8,550	8,550	8,550	8,550	1,026	712	314	0	0	-	-	-	N.A.	
30	100166459345	I PUSHPA	INDURI PUSHPA	11,490	11,490	11,490	11,490	11,490	11,490	1,379	957	422	0	0	-	-	-	N.A.	
31	101759416647	JAKKULA SRIKANTH	JAKKULA SRIKANTH	9,450	9,450	9,450	9,450	9,450	9,450	1,134	787	347	0	0	-	-	-	N.A.	
32	101788415412	K SESHIDHAR	K SESHIDHAR	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.	
33	101779583836	K SINDHUJA	K SINDHUJA	14,625	14,625	14,625	14,625	14,625	14,625	1,755	1,218	537	0	0	-	-	-	N.A.	
34	100752173697	KALALI LAXMI NIARAYANA	KALALI LAXMINARAYANA	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.	
35	100902077753	K HEMALATHA	KALEMAKU HEMALATHA	10,088	10,088	10,088	10,088	10,088	10,088	1,211	840	370	0	0	-	-	-	N.A.	
36	100443695849	KANDHUKURI DHANALAXMI	KANDHUKURI DHANA LAXMI	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.	
37	100180898367	K ANDALU	KANNAL ANDALU	11,490	11,490	11,490	11,490	11,490	11,490	1,379	957	422	0	0	-	-	-	N.A.	
38	100182514061	K VARAPRASAD	KOLAGANI VARA PRASAD	12,435	12,435	12,435	12,435	12,435	12,435	1,492	1,036	456	0	0	-	-	-	N.A.	
39	100144112523	KOTTAREDDYGARI JAYA SANKAR	KOTTAREDD YGARI JAYA SANKAR	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.	
40	101422858274	KRISHNA MOHAN R V	KRISHNA MOHAN R V	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.	
41	101232426518	KURINDULA LATHA	KURINDULA LATHA	9,788	9,788	9,788	9,788	9,788	9,788	1,175	815	359	0	0	-	-	-	N.A.	
42	101376515353	MAINAM SRIVILAS	MAINAM SRIVILAS	12,375	12,375	12,375	12,375	12,375	12,375	1,485	1,031	454	0	0	-	-	-	N.A.	

Sl. No.	UAN	Name as per		Wages							Contribution Remitted					Refunds	PMRPY / ABRY Benefit			Posting Location of the member
		ECR	UAN Repository	Gross	EPF	EPS	EDLI	EE	EE	ER	NCP Days	Pension Share	ER PF Share	EE Share						
43	101391325673	MANDHA RANADHEER REDDY	MANDHA RANADHEER REDDY	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.			
44	100838527765	MD SHAMSHODDIN	MD SHAMSHODDIN	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.			
45	100838039128	M V CHINNAMMI REDDY	MEDAPATY VENKATA CHINNAMMI REDDY	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.			
46	100863269202	M KONDAL	MOGATHALA KONDAL	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.			
47	101992401694	MOHAMMED ABUDL KALEEM	MOHAMMED ABUDL KALEEM	9,750	9,750	9,750	9,750	9,750	1,170	812	358	0	0	-	-	-	N.A.			
48	101331052977	MOHAMMED MAGSOOD HUSSAIN	MOHAMMED MAGSOOD HUSSAIN	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.			
49	101475196091	MOHD ABDUL QADEER MAHMOOD SHAH	MOHD ABDUL QADEER MAHMOOD SHAH	14,625	14,625	14,625	14,625	14,625	1,755	1,218	537	0	0	-	-	-	N.A.			
50	101817391108	MUSHINI BHANU KRISHNA GOUD	MUSHINI BHANU KRISHNA GOUD	10,500	10,500	10,500	10,500	10,500	1,260	875	365	0	0	-	-	-	N.A.			
51	101793955954	NITISH KUMAR	NITISH KUMAR	9,375	9,375	9,375	9,375	9,375	1,125	781	344	0	0	-	-	-	N.A.			
52	101482243710	P RENUKA	P RENUKA	9,300	9,300	9,300	9,300	9,300	1,116	775	341	0	0	-	-	-	N.A.			
53	101711567531	PAKA RAJITHA	PAKA RAJITHA	8,550	8,550	8,550	8,550	8,550	1,026	712	314	0	0	-	-	-	N.A.			
54	101798573743	PAKANATI SANDHYA RANI	PAKANATI SANDHYA RANI	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.			
55	100905413985	P LAXMAN	PALAKURTHI LAKSHMAN A	11,100	11,100	11,100	11,100	11,100	1,332	925	407	0	0	-	-	-	N.A.			
56	101895683044	PALOUJ JYOTSNA	PALOUJ JYOTSNA	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.			
57	101225132847	PHANI KUMAR KOMARRAJU	PHANI KUMAR KOMARRAJU	13,500	13,500	13,500	13,500	13,500	1,620	1,125	495	0	0	-	-	-	N.A.			
58	100040247252	P PRAVEEN KUMAR	PINNAKULLA S PRAVEEN KUMAR	14,093	14,093	14,093	14,093	14,093	1,691	1,174	517	0	0	-	-	-	N.A.			
59	101548352790	PINNOJI DIVYA	PINNOJI DIVYA	13,500	13,500	13,500	13,500	13,500	1,620	1,125	495	0	0	-	-	-	N.A.			
60	100861105877	PRABHU GURUMAHANTA PPA BENAKOP	PRABHU GURUMAHANTA TAPPA BENAKOP	15,000	15,000	15,000	15,000	15,000	1,800	# 1,250	550	0	0	-	-	-	N.A.			

Sl. No.	UAN	Name as per		Wages							Contribution Remitted					Refunds	PMRPY / ABRY Benefit			Posting of Location of the member
		ECR	UAN Repository	Gross	EPF	EPS	EDLI	EE	EPS	ER	NCP Days	Pension Share	ER PF Share	EE Share						
61	101562000934	PILLETIKURTY RAMAKRISHNA RAO	PULLETIKURTY RAMAKRISHNA A RAO	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
62	101841635985	PURAM RAJ KUMAR	PURAM RAJ KUMAR	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
63	101482243706	QAHAMAR UNNISA BEGUM	QAHAMAR UNNISA BEGUM	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	1,440	1,000	440	0	0	-	-	-	N.A.
64	100322118094	S NAGARAJU	SANDHYA PAKA NAGARAJU	13,223	13,223	13,223	13,223	13,223	13,223	13,223	13,223	1,587	1,101	485	0	0	-	-	-	N.A.
65	102003261573	SANGI RAJAMANI	SANGI RAJAMANI	6,975	6,975	6,975	6,975	6,975	6,975	6,975	6,975	837	581	256	0	0	-	-	-	N.A.
66	101760006996	SHAIK JEELANI	SHAIK JEELANI	9,450	9,450	9,450	9,450	9,450	9,450	9,450	9,450	1,134	787	347	0	0	-	-	-	N.A.
67	100909115814	SHAIK SHOE B	SHAIK SHOE B	13,350	13,350	13,350	13,350	13,350	13,350	13,350	13,350	1,602	1,112	490	0	0	-	-	-	N.A.
68	100726626211	SUNKE SHARADA	SUNKE SHARADA	8,550	8,550	8,550	8,550	8,550	8,550	8,550	8,550	1,026	712	314	0	0	-	-	-	N.A.
69	102003261560	T SWAPNA	T SWAPNA	11,250	11,250	11,250	11,250	11,250	11,250	11,250	11,250	1,350	937	413	0	0	-	-	-	N.A.
70	101925423914	VELLANKI SRILAXMI	VELLANKI SRILAXMI	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
71	100652521093	VUNDAVALLI SUDHARANI	VUNDAVALLI SUDHARANI	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
72	101200567382	YELAGANDULA REKHA	YELAGANDU LA REKHA	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.

Note:

- 1) UANs are prefixed with Asterisk sign (*) in case AADHAAR is not seeded /unverified
- 2) EPS Contribution Remitted is prefixed with Hash sign (#) when Member's age is more than 58 years.
Please ensure that this is the case of "Deferred Pension".

PMRPY Benefit Not Given Remarks :-

ABRY Benefit Not Given Remarks :-

Reason Code	Reason Name
EC10001	ECR already filed for this member
EC10002	Parallel Employment: ECR already filed for this
EC10003	Benefit already availed for this member
EC10004	Gross/EPF wages greater than 15,000/-
EC10005	Mismatch in EPF and EPS wages
EC10006	Mismatch in Due and Remitted values
EC10007	UAN Deactivated

Reason Code	Reason Name
GK10001	EPF wages are greater than or equal to 15,000/-
GK10002	Mismatch in EPF and EPS wages
GK10003	EPF contribution remitted is greater than due remittance
GK10004	EPS contribution remitted is greater than due remittance
GK10005	(EPF - EPS) difference contribution remitted is greater than due
GK10006	EPS contribution remitted is greater than due remittance
GK10007	Aadhaar not seeded



METHODIST

COLLEGE OF ENGINEERING & TECHNOLOGY

(An Autonomous Institution)

Approved by AICTE, New Delhi & Affiliated to Osmania University

Accredited by NAAC with A+ and NBA for UG Courses

Proc. No. METH/Increment/2024

Date: 19.02.2024

ORDERS

Sub: METH – Autonomous – Dr.A.Raja Shekar Professor & HOD in the Department of MECH
sanction of annual increment – Orders – Reg.

The Management is pleased to enhance your salary based on your performance and recommendations as detailed below:

Sl. No.	Name of the staff	Post held	Date from which increment sanctioned	Present pay (Rs.)	Annual Increment (Rs.)	Total pay (Rs.)
1.	Dr.A.Raja Shekar	Professor & HOD	01.01.2024	163400	10000	173400


Principal
PRINCIPAL
METHODIST COLLEGE OF ENGG. & TECH.
King Kothi Road, Abids, Hyderabad.

To:
Dr.A.Raja Shekar - Professor & HOD

Copy to:
1. HoD, MECH
2. AO/Accounts/Estt/Personal file



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Proc. No. METH/Increment/2024

Date: 19.02.2024

ORDERS

Sub: METH – Autonomous – Dr. Y Mastanamma Professor & HOD in the Department of EEE
sanction of annual increment – Orders – Reg.


The Management is pleased to enhance your salary based on your performance and recommendations as detailed below:

Sl. No.	Name of the staff	Post held	Date from which increment sanctioned	Present pay (Rs.)	Annual Increment (Rs.)	Total pay (Rs.)
1.	Dr. Y Mastanamma	Professor & HOD	01.01.2024	115000	10000	125000

To:
Dr. Y Mastanamma - Professor & HOD

Copy to:

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2. AO/Accounts/Estt/Personal file


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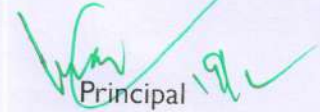
Date: 19.02.2024

ORDERS

Sub: METH – Autonomous – Dr Srinivasa Baba VSSN Professor & HOD in the Department of ECE sanction of annual increment – Orders – Reg.

The Management is pleased to enhance your salary based on your performance and recommendations as detailed below:

Sl. No.	Name of the staff	Post held	Date from which increment sanctioned	Present pay (Rs.)	Annual Increment (Rs.)	Total pay (Rs.)
1.	Dr Srinivasa Baba VSSN	Professor & HOD	01.01.2024	143500	10000	153500


Principal

To:
Dr Srinivasa Baba VSSN - Professor & HOD

Copy to:

1. HoD, ECE
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Proc. No. METH/Increment/2024

Date: 19.02.2024

ORDERS

Sub: METH – Autonomous – Dr Bandita Naik Associate Professor & HOD in the Department of Civil sanction of annual increment – Orders – Reg.

The Management is pleased to enhance your salary based on your performance and recommendations as detailed below:

Sl. No.	Name of the staff	Post held	Date from which increment sanctioned	Present pay (Rs.)	Annual Increment (Rs.)	Total pay (Rs.)
1.	Dr Bandita Naik	Associate Professor & HOD	01.01.2024	99000	10000	109000

To:
Dr Bandita Naik - Associate Professor & HOD

Copy to:

1. HoD, Civil
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Principal
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King Koti Road, Abids, Hyderabad.



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Proc. No. METH/Increment/2024

Date: 19.02.2024

ORDERS

Sub: METH – Autonomous – Dr P Lavanya Professor & HOD in the Department of CSE
sanction of annual increment – Orders – Reg.

The Management is pleased to enhance your salary based on your performance and recommendations as detailed below:

Sl. No.	Name of the staff	Post held	Date from which increment sanctioned	Present pay (Rs.)	Annual Increment (Rs.)	Total pay (Rs.)
1.	Dr P Lavanya	Professor & HOD	01.01.2024	168000	10000	178000

To:
Dr P Lavanya - Professor & HOD

Copy to:
1. HoD, CSE
2. AO/Accounts/Estt/Personal file

[Handwritten Signature]
Principal
PRINCIPAL
METHODIST COLLEGE OF ENGG. & TECH.
King Koti Road, Abids, Hyderabad.



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COLLEGE OF ENGINEERING & TECHNOLOGY

(An Autonomous Institution)

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Proc. No. METH/Increment/2024

Date: 19.02.2024

ORDERS

Sub: METH – Autonomous – Dr.A.Raja Shekar Professor & HOD in the Department of MECH
sanction of annual increment – Orders – Reg.

The Management is pleased to enhance your salary based on your performance and recommendations as detailed below:

Sl. No.	Name of the staff	Post held	Date from which increment sanctioned	Present pay (Rs.)	Annual Increment (Rs.)	Total pay (Rs.)
1.	Dr.A.Raja Shekar	Professor & HOD	01.01.2024	163400	10000	173400


Principal
PRINCIPAL
METHODIST COLLEGE OF ENGG. & TECH.
King Kothi Road, Abids, Hyderabad.

To:
Dr.A.Raja Shekar - Professor & HOD

Copy to:
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COLLEGE OF ENGINEERING & TECHNOLOGY

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Proc. No. METH/Increment/2024

Date: 19.02.2024

ORDERS

Sub: METH – Autonomous – Dr. Y Mastanamma Professor & HOD in the Department of EEE
sanction of annual increment – Orders – Reg.

The Management is pleased to enhance your salary based on your performance and recommendations as detailed below:

Sl. No.	Name of the staff	Post held	Date from which increment sanctioned	Present pay (Rs.)	Annual Increment (Rs.)	Total pay (Rs.)
1.	Dr. Y Mastanamma	Professor & HOD	01.01.2024	115000	10000	125000


Principal 19/2

PRINCIPAL
METHODIST COLLEGE OF ENGG. & TECH.
King Koti Road, Abids, Hyderabad.

To:
Dr. Y Mastanamma - Professor & HOD

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Proc. No. METH/Increment/2024

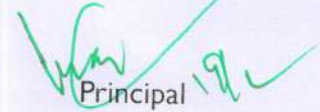
Date: 19.02.2024

ORDERS

Sub: METH – Autonomous – Dr Srinivasa Baba VSSN Professor & HOD in the Department of ECE sanction of annual increment – Orders – Reg.

The Management is pleased to enhance your salary based on your performance and recommendations as detailed below:

Sl. No.	Name of the staff	Post held	Date from which increment sanctioned	Present pay (Rs.)	Annual Increment (Rs.)	Total pay (Rs.)
1.	Dr Srinivasa Baba VSSN	Professor & HOD	01.01.2024	143500	10000	153500


Principal

To:
Dr Srinivasa Baba VSSN - Professor & HOD

Copy to:

1. HoD, ECE
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Proc. No. METH/Increment/2024

Date: 19.02.2024

ORDERS

Sub: METH – Autonomous – Dr Bandita Naik Associate Professor & HOD in the Department of Civil sanction of annual increment – Orders – Reg.

The Management is pleased to enhance your salary based on your performance and recommendations as detailed below:

Sl. No.	Name of the staff	Post held	Date from which increment sanctioned	Present pay (Rs.)	Annual Increment (Rs.)	Total pay (Rs.)
1.	Dr Bandita Naik	Associate Professor & HOD	01.01.2024	99000	10000	109000

To:
Dr Bandita Naik - Associate Professor & HOD

Copy to:

1. HoD, Civil
2. AO/Accounts/Estt/Personal file


Principal
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Proc. No. METH/Increment/2024

Date: 19.02.2024

ORDERS

Sub: METH – Autonomous – Dr P Lavanya Professor & HOD in the Department of CSE
sanction of annual increment – Orders – Reg.

The Management is pleased to enhance your salary based on your performance and recommendations as detailed below:

Sl. No.	Name of the staff	Post held	Date from which increment sanctioned	Present pay (Rs.)	Annual Increment (Rs.)	Total pay (Rs.)
1.	Dr P Lavanya	Professor & HOD	01.01.2024	168000	10000	178000

To:
Dr P Lavanya - Professor & HOD

Copy to:
1. HoD, CSE
2. AO/Accounts/Estt/Personal file

[Handwritten Signature]
Principal
PRINCIPAL
METHODIST COLLEGE OF ENGG. & TECH.
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METHODIST COLLEGE OF ENGINEERING & TECHNOLOGY

King Koti Road, Abids, Hyderabad 500 001

8. All Staff member leaving the premises during lunch break should register his/her absence i.e. OUT and IN timings within permitted break, in the movement register available at the main gate without fail. Otherwise their absence will be treated as unauthorized. All staff has to scrupulously follow these norms.

I. (a) LEAVE RULES

A total of 15 leaves will be credited for every staff member per year spanning January to December.

1. Every Staff Member can avail leave with prior permission of the concerned HOD and should make the necessary alternative arrangements for their work. However, in case of emergencies, he /she may inform the HOD over phone and obtain necessary permission and should apply leave immediately on resuming to duties.
2. Leave shall not be availed as a matter of right. The competent authority alone shall have the right to sanction it or otherwise.
3. Any staff member shall not normally absent himself / herself from his / her duties without prior permission from HOD / Principal following the prescribed processes of application.
4. A Leave letter should be submitted in advance and approval must be obtained prior to availing leave
5. Leave of any kind shall not be granted when the services of the staff are needed for the institution.
6. In case of absence on medical grounds, intimation should be sent to the Principal / Designated Authority within 12 hours of start of medical attention and a Medical certificate shall be produced at the time of joining after leave duly attested and forwarded
7. For the purpose of the Leave Rules, the employees shall be classified as Teaching and Non-Teaching staff.
8. A Leave account shall be maintained for each employee in the prescribed form.
9. Leave of any kind shall not be granted for continuous period exceeding 2 years. Prefixing or suffixing any kind of leave is allowed with vacation, with prior approval.
10. Any kind of leave may be granted in clubbing with or in continuation with any other kind of leave only with the prior approval by the Principal.
11. **Availing of Casual Leaves (CLs) clubbing with two successive holidays before and after cannot be considered.**
All employees are eligible for sanction of the following leaves.





METHODIST COLLEGE OF ENGINEERING & TECHNOLOGY

King Koti Road, Abids, Hyderabad 500 001

12 months

4x3=12

I.(b). CASUAL LEAVE:

CL's are valid and can be availed from Jan-Dec in that academic Year.

1. All regular Employees of the college who have completed one year service from the date of joining shall generally be entitled to 15 days of C.L. per calendar year, subject to any changes from time to time. 15 CLs will be credited to the employee account in four quarters i.e., 4 leaves in first quarter, 4 leaves in second quarter, 4 leaves in third quarter and 3 leaves in last quarter. C.L. for Half day can also be granted.
2. The maximum number of leaves availed in a quarter will be limited to 4. Unused leaves in previous quarters will be carry forwarded to the subsequent quarters and can be availed. However, CLs cannot be carry forwarded to the next calendar year.
3. Earn and Avail: For contract/adhoc staff and staff who have put in less than one year service in the college, one C.L will be granted per month. The unused leaves in previous months will be carry forwarded to the subsequent months and can be availed.

I.(c). COMPENSATORY CASUAL LEAVE (CCL):

Teaching / Non-Teaching Staff including ministerial staff shall be entitled for compensatory leave on the specific direction or recommendations of the Head of the Institute or Head of the Department whenever they are required to work on a Holiday / Holidays with prior approval, to a maximum of 10 days per calendar year. Such leave will have to be utilized during that calendar year only with prior approval of HOD/ Principal. This will not apply to the work of University Examinations / other duty which is remunerative.

I.(d). ON DUTY LEAVE (ODL):

1. OD will be granted when faculty members are required to go out on official duties or to participate in seminars, etc. as approved by the Principal/Designated Authority. When faculty go for examination work for Universities other than Osmania University, the grant of OD will be at the discretion of the Principal.
2. Number of days of OD is limited to two weeks in an year which includes seminars/workshops/conferences/FDP. This will be granted only on Production attendance Certificate from the said University / Institutions.
3. If OD is availed in excess, the excess days shall be deducted from other eligible leave at the credit of the staff.
4. The Principal/Designated Authority shall have the right to cancel the leave sanctioned earlier, for any emergency work in the college.





METHODIST COLLEGE OF ENGINEERING & TECHNOLOGY

King Koti Road, Abids, Hyderabad 500 001

I. (e). VACATION LEAVE:

1. The staff members who are eligible for vacation, can avail the vacation leave as per the circulars issued from time to time, indicating the vacation slots for winter / summer vacation to ensure smooth functioning of the institution.
2. While calculating the vacation leave, all intervening declared holidays and Sundays will be included.
3. The faculty members have to attend the examination or any other confidential work assigned by the college / university without fail though they are on vacation leave.
4. If any member of staff is required to work during the entire vacation by written orders of Principal, he / she will be eligible for earned leave. If he / she has not availed the full vacation he /she is entitled for E.L./CCL for part of the vacation not availed.
5. The Earned Leave for not availing vacation is computed at the rate of 1:2, ie, one day's leave for every two days of eligible vacation leave. Such consideration rests solely at the discretion of the Principal/Designated Authority.
6. Vacation leave can either be suffixed or prefixed only with casual leave
7. Any unused part of VL cannot be carried over to the next academic year.

I.(f). Vacation Leave For Teaching Staff

Both teaching and non-teaching Staff are eligible for vacation leave. The following is the eligibility criterion for vacation leave.

Employee status	Completed Service	Vacation Leave Eligibility
Faculty	Two academic Years	6 Weeks
	One academic Year	4 Weeks
	One Semester	2 Weeks
	Less than one semester	Nil
Non-Teaching staff	Two Years	4 Weeks
	One Year	2 Weeks
	6 months	1 Weeks
	Less than 6 months	Nil





METHODIST COLLEGE OF ENGINEERING & TECHNOLOGY

King Koti Road, Abids, Hyderabad 500 001

I.(g). LOSS OF PAY LEAVES (LOP):

1. If any staff member is absent from duty without prior permission, such period of absence will be considered as LOP.
2. If the quantum of LOP is more than 10 days in an year, it will be considered as a Break-in-Service, unless acceptable supporting documents in evidence of justifying such excess leave is provided. The decision of the Principal/Designated Authority shall be final in such cases.
3. Two such breaks in service within a period of one year will make the staff member ineligible for increment in pay and also for availing VL in the semester in which the second break in service occurs.
4. Any staff member avails leave in excess of the prescribed limit shall be deemed to be on Loss of Pay (LOP)
5. At the discretion of the Principal and the Managing Committee, extraordinary leave on loss of pay may be granted to an employee when He /She is not eligible for any other leave or when the employee himself / herself applies for such leave irrespective of the title for any other leave.
6. Such leave may be granted for a regular employee for a period not exceeding 6 months at a time. Extension of such leave may be granted from time to time subject to a maximum of two years at a stretch.
7. Absence on such leave will be treated as break in service for the purpose of granting increment. The increment gets postponed for the period of such leave.

I.(h). STUDY LEAVE (EXTRA ORDINARY LEAVE FOR STAFF)

1. Leave on loss of pay for higher studies may be granted only after 5 years of Regular Service. For Ph.D., and for Post Doctoral -- 2 years or equal to the period normally required for completion of a particular course not exceeding 2 years.
2. Employees who go for Higher studies in India / On Foreign Assignments / Foreign scholarships have to execute a bond to serve the Institute for a period of 2 years immediately after return or equivalent to study period after completion of his/her studies assignment etc., to be fixed by the Management or in lieu thereof they have to pay salary for the equivalent period of study, assignment etc., or as fixed by the Management.





METHODIST COLLEGE OF ENGINEERING & TECHNOLOGY

King Koti Road, Abids, Hyderabad 500 001

LEAVE RULES

The College strives towards achieving excellence by imparting essential technical skills with a holistic approach towards shaping of the students into responsible, worthy citizens of the future.

Every staff member is mandated to go through the norms/rules as framed in the manual of the Institution. The staff, he / she is expected to strictly adhere to comply with these norms/ rules in order to maintain Quality and best practices in the institution. Any staff member acting in violation of these rules/norms is liable for disciplinary action.

1. For all HODs, Administration Officer, TPO, I/C Examination Cell etc the Director/Principal will be the reporting officer, hence all will report directly. The entire teaching faculty, non-teaching staff (technical) should report to their concerned HODs while all other non-teaching staff should report to Administrative Officer.

2. The college working hours are fixed by the Director /Principal in consultation with the members of the Management. All members of the staff shall be at their workplace (offices, classrooms, Labs, staff room etc.) at least 5 minutes before their reporting time. The Faculty Member should leave the college not earlier than 15 minutes after the end of the last hour.

3. All staff members are required to mark their arrival and departure time in the Biometric Based Attendance System without any exception apart from the conventional manual attendance register.

4. Ten minutes grace time will be considered for coming late, except for those faculty members who have first hour class work. However faculty shall not misuse this concession and repeated late coming should be consciously avoided. Habitual late comers shall be liable for disciplinary action without any considerations.

5. All HOD's have the authority to grant, considering valid reasons their reporting staff the privilege of availing three one hour permissions in a month against either late entry or early exit to/from college. Exceeding the three allowed it will be treated as half a day leave/LOP as applicable.

6. Staff shall be available in the college premises during the entire period of office hours, on all working days, except while on Official duty (OD) outside campus.

7. Any staff member wanting to go out of the College premises during working hours (except lunch break) shall seek necessary written permission from concerned HOD, for a maximum period of one hour. Such permissions will be counted under the three one hour permissions mentioned at S.I. No5. Additionally his /her periods of absence- i.e. OUT and IN timings are to be records in the 'Movement Register' available with the HOD.

The "permission slip issued by HOD" is to be produced at the main gate and also his /her periods of absence i.e. OUT and IN timings are to be recorded without fail in the movement register available at the main gate.





METHODIST COLLEGE OF ENGINEERING & TECHNOLOGY

King Koti Road, Abids, Hyderabad 500 001

1.(i). MATERNITY LEAVE

1. The married female employees who have completed two year of service at the existing institute from the date of joining / ratified are entitled for grant of Maternity leave for a period not exceeding 90 days at a time during her confinement (both pre-natal and post natal period but together) and only for two occasions in the entire period of her service. The payment for the maternity leave shall be restricted to half-pay.
2. The decision of the Principal / Designated Authority will be final in sanctioning of maternity leave.

1.(j). LIEN / DEPUTATION

Lien / Deputation may be granted, depending upon staff position, and entirely at the discretion of the Principal / Management to work elsewhere for a period of 2 years, extendable in exceptional cases, only when an employee has put in more than 5 years of Regular Service.


PRINCIPAL
METHODIST COLLEGE OF ENGG. & TECH.
King Koti Road, Abids, Hyderabad





कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organization
भविष्य निधि भवन, १४, भीकाजी कामा प्लेस, नई दिल्ली - ११००६६
Bhavishya Nidhi Bhawan, 14, Bhikaji Cama Place, New Delhi - 110066

Generated On 22/04/2024 15:40:

Payment Confirmation Receipt

TRRN No :	1202404022293
Challan Status :	Payment Confirmed
Challan Generated On :	15-APR-2024 15:26:19
Establishment ID :	APHYD0063755000
Establishment Name :	METHODIST COLLEGE OF ENGG. & TECH
Challan Type :	Monthly Contribution Challan
Total Members :	72
Wage Month :	MAR-2024
Total Amount (Rs) :	2,25,414
Account-1 Amount (Rs) :	1,40,961
Account-2 Amount (Rs) :	4,498
Account-10 Amount (Rs) :	74,954
Account-21 Amount (Rs) :	4,501
Account-22 Amount (Rs) :	500
Payment Confirmation Bank :	State Bank of India
CRN :	002150424666293
Payment Date :	15-APR-2024
Payment Confirmation Date :	15-APR-2024
Total PMRPY Benefit :	0





EMPLOYEE'S PROVIDENT FUND
ELECTRONIC CHALLAN CUM RETURN (ECR)

Name of Establishment	METHODIST COLLEGE OF ENGG. & TECH		
Establishment Id	APHYD0063755000	LIN	1512918071
Wage Month	MAR-2024	Return Month	APR-2024
Contribution Rate (%)	12	ECR Type	ECR
Salary Disbursement Date	10-APR-2024	Uploaded Date Time	15-APR-2024 15:26
Exemption Status	Unexempted	TRRN Number	
Remarks	MARCH 2024	ECR Id	104365466
Total Members	72		
Contribution and Remittance Details (In Rupees) :			
Total EPF Contribution Remitted	1,07,961	Total EPS Contribution Remitted	74,954
Total EPF-EPS Contribution Remitted	33,000	Total Refund Advance	0
PMRPY Upfront Benefit Details (In Rupees) :			
Total PMRPY Upfront EPF Amount	0	Total PMRPY Upfront EPS Amount	0
PMRPY benefit remarks	NA		
ABRY Upfront Benefit Details (In Rupees) :			
Total ABRY benefit Amount	0	Employee EPS Share	0
		Employer EPS Share	0
ABRY benefit remarks		Employee EPF Share	0
		Employer EPF Share	0

Member Details :-

Sl. No.	UAN	Name as per		Wages				Contribution Remitted				Refunds	PMRPY / ABRVY Benefit			Posting Location of the member
		ECR	UAN Repository	Gross	EPF	EPS	EDLI	EE	EPS	ER	NCP Days		Pension Share	ER PF Share	EE Share	
1	100897234247	AFZAL BEE	AFZAL BEE	9,788	9,788	9,788	9,788	1,175	815	359	0	-	-	-	N.A.	
2	101391325687	A AKHILESH ALLE	AKHILESH ALLE	10,163	10,163	10,163	10,163	1,220	847	373	0	-	-	-	N.A.	
3	100912338171	AKULA SUNIHTA	AKULA SUNIHTA	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
4	101249114746	ASHOK	ASHOK	10,913	10,913	10,913	10,913	1,310	909	400	0	-	-	-	N.A.	
5	100155072643	ATCHUTANNA GOPALA SHARMA	ATCHUTANN A GOPALA SHARMA	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
6	100897028103	A NARSIMHA	AVUTHI NARSIMHA	10,688	10,688	10,688	10,688	1,283	890	392	0	-	-	-	N.A.	
7	100898352921	AYESHA AFREEN	AYESHA AFREEN	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
8	100102029917	B KUMARA SWAMY	B KUMARA SWAMY	12,818	12,818	12,818	12,818	1,538	1,068	470	0	-	-	-	N.A.	
9	100022682701	B V GIRLIAMMA	B V GIRLIAMMA	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
10	100838047185	B SANJEEVAN	BEESU SANJEEVAN	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
11	101637871976	BEGARI KAUSHEEK	BEGARI KAUSHEEK	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
12	101640122236	BILLAKANTI JAMES	BILLAKANTI JAMES	10,688	10,688	10,688	10,688	1,283	890	392	0	-	-	-	N.A.	
13	102030754159	BOGGARPU SUJATHA	BOGGARPU SUJATHA	10,500	10,500	10,500	10,500	1,260	875	385	0	-	-	-	N.A.	
14	101679346838	BOKKA D V V PRASAD	BOKKA D V V PRASAD	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
15	101200567376	CHALLA LAXMAIAH	CHALLA LAXMAIAH	13,500	13,500	13,500	13,500	1,620	1,125	495	0	-	-	-	N.A.	
16	100121213280	CH ANITHA	CHEETUKULA ANITHA	11,490	11,490	11,490	11,490	1,379	957	422	0	-	-	-	N.A.	
17	100121304459	CH PENTAMMA	CHILKOLU PENTAMMA	11,490	11,490	11,490	11,490	1,379	957	422	0	-	-	-	N.A.	
18	101562000910	CHINTAMALLA SUVARNA	CHINTAMALL A SUVARNA	8,550	8,550	8,550	8,550	1,026	712	314	0	-	-	-	N.A.	
19	101171382861	CHITTABIONA RAJU	CHITTABOIN A RAJU	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
20	100833636066	JAYA SREE	D JAYASREE	15,000	15,000	15,000	15,000	1,800	1,250	550	0	-	-	-	N.A.	
21	101270285779	DACHA SAI KUMAR	DACHA SAI KUMAR	8,700	8,700	8,700	8,700	1,044	725	319	0	-	-	-	N.A.	

Sl. No.	UAN	Name as per		Gross	Wages				Contribution Remitted						Refunds	PMRPY / ABRBY Benefit			Posting Location of the member
		ECR	UAN Repository		EPF	EPS	EDLI	EE	EE	ER	NCP Days	Pension Share	ER PF Share	EE Share					
22	101885494133	DOLI KAMALAKAR	DOLI KAMALAKAR	8,700	8,700	8,700	8,700	8,700	8,700	1,044	725	319	0	0	-	-	-	N.A.	
23	100900381269	DURGAM RAMAIAH	DURGAM RAMAIAH	14,550	14,550	14,550	14,550	14,550	14,550	1,746	1,212	534	0	0	-	-	-	N.A.	
24	102023344257	E SUVARNA	E SUVARNA	6,975	6,975	6,975	6,975	6,975	6,975	837	581	256	0	0	-	-	-	N.A.	
25	100144429193	E SUNITHA	ETIKALA SUNITHA	11,490	11,490	11,490	11,490	11,490	11,490	1,379	957	422	0	0	-	-	-	N.A.	
26	101637871982	G PRAMEELA	G PRAMEELA	8,550	8,550	8,550	8,550	8,550	8,550	1,026	712	314	0	0	-	-	-	N.A.	
27	100818152882	KANTHA	GARBETA KANTHA	10,710	10,710	10,710	10,710	10,710	10,710	1,285	892	393	0	0	-	-	-	N.A.	
28	100397637153	G PARIMALA	GANTA PARIMALA	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.	
29	101296775732	GUNDALA KETHAMMA	GUNDALA KETHAMMA	8,550	8,550	8,550	8,550	8,550	8,550	1,026	712	314	0	0	-	-	-	N.A.	
30	100166459345	I PUSHPA	INDURI PUSHPA	11,490	11,490	11,490	11,490	11,490	11,490	1,379	957	422	0	0	-	-	-	N.A.	
31	101759416647	JAKKULA SRIKANTH	JAKKULA SRIKANTH	9,450	9,450	9,450	9,450	9,450	9,450	1,134	787	347	0	0	-	-	-	N.A.	
32	101788415412	K SESHIDHAR	K SESHIDHAR	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.	
33	101779583836	K SINDHUJA	K SINDHUJA	14,625	14,625	14,625	14,625	14,625	14,625	1,755	1,218	537	0	0	-	-	-	N.A.	
34	100752173697	KALALI LAXMI NIARAYANA	KALALI LAXMINARAYANA	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.	
35	100902077753	K HEMALATHA	KALEMAKU HEMALATHA	10,088	10,088	10,088	10,088	10,088	10,088	1,211	840	370	0	0	-	-	-	N.A.	
36	100443695849	KANDHUKURI DHANALAXMI	KANDHUKURI DHANA LAXMI	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.	
37	100180898367	K ANDALU	KANNAL ANDALU	11,490	11,490	11,490	11,490	11,490	11,490	1,379	957	422	0	0	-	-	-	N.A.	
38	100182514061	K VARAPRASAD	KOLAGANI VARA PRASAD	12,435	12,435	12,435	12,435	12,435	12,435	1,492	1,036	456	0	0	-	-	-	N.A.	
39	100144112523	KOTTAREDDY ARI JAYA SANKAR	KOTTAREDD YGARI JAYA SANKAR	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.	
40	101422858274	KRISHNA MOHAN R V	KRISHNA MOHAN R V	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.	
41	101232426518	KURINDULA LATHA	KURINDULA LATHA	9,788	9,788	9,788	9,788	9,788	9,788	1,175	815	359	0	0	-	-	-	N.A.	
42	101376515353	MAINAM SRIVILAS	MAINAM SRIVILAS	12,375	12,375	12,375	12,375	12,375	12,375	1,485	1,031	454	0	0	-	-	-	N.A.	

Sl. No.	UAN	Name as per		Wages							Contribution Remitted					Refunds	PMRPY / ABRY Benefit			Posting Location of the member
		ECR	UAN Repository	Gross	EPF	EPS	EDLI	EE	EE	ER	NCP Days	Pension Share	ER PF Share	EE Share						
43	101391325673	MANDHA RANADHEER REDDY	MANDHA RANADHEER REDDY	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.			
44	100838527765	MD SHAMSHODDIN	MD SHAMSHODDIN	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.			
45	100838039128	M V CHINNAMMI REDDY	MEDAPATY VENKATA CHINNAMMI REDDY	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.			
46	100863269202	M KONDAL	MOGATHALA KONDAL	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.			
47	101992401694	MOHAMMED ABUDL KALEEM	MOHAMMED ABUDL KALEEM	9,750	9,750	9,750	9,750	9,750	1,170	812	358	0	0	-	-	-	N.A.			
48	101331052977	MOHAMMED MAGSOOD HUSSAIN	MOHAMMED MAGSOOD HUSSAIN	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.			
49	101475196091	MOHD ABDUL QADEER MAHMOOD SHAH	MOHD ABDUL QADEER MAHMOOD SHAH	14,625	14,625	14,625	14,625	14,625	1,755	1,218	537	0	0	-	-	-	N.A.			
50	101817391108	MUSHINI BHANU KRISHNA GOUD	MUSHINI BHANU KRISHNA GOUD	10,500	10,500	10,500	10,500	10,500	1,260	875	365	0	0	-	-	-	N.A.			
51	101793955954	NITISH KUMAR	NITISH KUMAR	9,375	9,375	9,375	9,375	9,375	1,125	781	344	0	0	-	-	-	N.A.			
52	101482243710	P RENUKA	P RENUKA	9,300	9,300	9,300	9,300	9,300	1,116	775	341	0	0	-	-	-	N.A.			
53	101711567531	PAKA RAJITHA	PAKA RAJITHA	8,550	8,550	8,550	8,550	8,550	1,026	712	314	0	0	-	-	-	N.A.			
54	101798573743	PAKANATI SANDHYA RANI	PAKANATI SANDHYA RANI	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.			
55	100905413985	P LAXMAN	PALAKURTHI LAKSHMAN A	11,100	11,100	11,100	11,100	11,100	1,332	925	407	0	0	-	-	-	N.A.			
56	101895683044	PALOUJ JYOTSNA	PALOUJ JYOTSNA	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.			
57	101225132847	PHANI KUMAR KOMARRAJU	PHANI KUMAR KOMARRAJU	13,500	13,500	13,500	13,500	13,500	1,620	1,125	495	0	0	-	-	-	N.A.			
58	100040247252	P PRAVEEN KUMAR	PINNAKULLA S PRAVEEN KUMAR	14,093	14,093	14,093	14,093	14,093	1,691	1,174	517	0	0	-	-	-	N.A.			
59	101548352790	PINNOJI DIVYA	PINNOJI DIVYA	13,500	13,500	13,500	13,500	13,500	1,620	1,125	495	0	0	-	-	-	N.A.			
60	100861105877	PRABHU GURUMAHAN TAPPA BENAKOP	PRABHU GURUMAHAN TAPPA BENAKOP	15,000	15,000	15,000	15,000	15,000	1,800	# 1,250	550	0	0	-	-	-	N.A.			

Sl. No.	UAN	Name as per		Wages							Contribution Remitted					Refunds	PMRPY / ABRY Benefit			Posting of Location of the member
		ECR	UAN Repository	Gross	EPF	EPS	EDLI	EE	EPS	ER	NCP Days	Pension Share	ER PF Share	EE Share						
61	101562000934	PILLETIKURTY RAMAKRISHNA RAO	PULLETIKURTY RAMAKRISHNA A RAO	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
62	101841635985	PURAM RAJ KUMAR	PURAM RAJ KUMAR	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
63	101482243706	QAHAMAR UNNISA BEGUM	QAHAMAR UNNISA BEGUM	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	1,440	1,000	440	0	0	-	-	-	N.A.
64	100322118094	S NAGARAJU	SANDHYA PAKA NAGARAJU	13,223	13,223	13,223	13,223	13,223	13,223	13,223	13,223	1,587	1,101	485	0	0	-	-	-	N.A.
65	102003261573	SANGI RAJAMANI	SANGI RAJAMANI	6,975	6,975	6,975	6,975	6,975	6,975	6,975	6,975	837	581	256	0	0	-	-	-	N.A.
66	101760006996	SHAIK JEELANI	SHAIK JEELANI	9,450	9,450	9,450	9,450	9,450	9,450	9,450	9,450	1,134	787	347	0	0	-	-	-	N.A.
67	100909115814	SHAIK SHOEB	SHAIK SHOEB	13,350	13,350	13,350	13,350	13,350	13,350	13,350	13,350	1,602	1,112	490	0	0	-	-	-	N.A.
68	100726626211	SUNKE SHARADA	SUNKE SHARADA	8,550	8,550	8,550	8,550	8,550	8,550	8,550	8,550	1,026	712	314	0	0	-	-	-	N.A.
69	102003261560	T SWAPNA	T SWAPNA	11,250	11,250	11,250	11,250	11,250	11,250	11,250	11,250	1,350	937	413	0	0	-	-	-	N.A.
70	101925423914	VELLANKI SRILAXMI	VELLANKI SRILAXMI	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
71	100652521093	VUNDAVALLI SUDHARANI	VUNDAVALLI SUDHARANI	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.
72	101200567382	YELAGANDULA REKHA	YELAGANDU LA REKHA	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	1,800	1,250	550	0	0	-	-	-	N.A.

Note:

- 1) UANs are prefixed with Asterisk sign (*) in case AADHAAR is not seeded /unverified
- 2) EPS Contribution Remitted is prefixed with Hash sign (#) when Member's age is more than 58 years.
Please ensure that this is the case of "Deferred Pension".

PMRPY Benefit Not Given Remarks :-

ABRY Benefit Not Given Remarks :-

Reason Code	Reason Name
EC10001	ECR already filed for this member
EC10002	Parallel Employment: ECR already filed for this
EC10003	Benefit already availed for this member
EC10004	Gross/EPF wages greater than 15,000/-
EC10005	Mismatch in EPF and EPS wages
EC10006	Mismatch in Due and Remitted values
EC10007	UAN Deactivated

Reason Code	Reason Name
GK10001	EPF wages are greater than or equal to 15,000/-
GK10002	Mismatch in EPF and EPS wages
GK10003	EPF contribution remitted is greater than due remittance
GK10004	EPS contribution remitted is greater than due remittance
GK10005	(EPF - EPS) difference contribution remitted is greater than due
GK10006	EPS contribution remitted is greater than due remittance
GK10007	Aadhaar not seeded



Employees' State Insurance Corporation

Contribution History Of 52000319190001304 for Mar2024

Total IP Contribution		Total Employer Contribution		Total Contribution		Total Government Contribution		Total Monthly Wages	
5,938.00		25,649.00		31,587.00		0.00		789,200.00	
SNo.	Is Disable	IP Number	IP Name	No. Of Days	Total Wages	IP Contribution	Reason		
1	-	5210972288	A. SUNITHA	31	21000.00	158.00	-		
2	-	5211385961	G.PRIMALA	31	21000.00	158.00	-		
3	-	5211740327	Vundavalli Sudharani	31	21000.00	158.00	-		
4	-	5212760728	KALALI LAXMINARAYANA	31	21000.00	158.00	-		
5	-	5213740713	CHEETUKULA ANITHA	31	15320.00	115.00	-		
6	-	5213741958	KANNAI ANDALU	31	15320.00	115.00	-		
7	-	5213756535	B KUMARA SWAMY	31	17070.00	129.00	-		
8	-	5213756586	ETIKALA SUNITHA	31	15320.00	115.00	-		
9	-	5213756631	KOLOAGANI VARA PRASAD	31	16580.00	125.00	-		
10	-	5213756920	SANDHYA PAKA NAGARAJU	31	17630.00	133.00	-		
11	-	5213759606	CHILKOLU PENTAMMA	31	15320.00	115.00	-		
12	-	5213761656	PUSHPA	31	15320.00	115.00	-		
13	-	5213761695	PINNAKULLAS PRAVEEN KUMAR	31	18790.00	141.00	-		
14	-	5213761785	GIRIJAMMA	31	21000.00	158.00	-		
15	-	5213833646	KALEMAKU HEMALATHA	31	13450.00	101.00	-		
16	-	5213833861	PALAKURTHI LAXMAIAH	31	15200.00	114.00	-		
17	-	5213837008	GABBETA KANTHA	31	14280.00	108.00	-		

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SNo.	Is Disable	IP Number	IP Name	No. Of Days	Total Wages	IP Contribution	Reason
18	-	5213837137	AVUTHI NARSIMHA	31	14650.00	110.00	-
19	-	5213837354	AFZAL BEE	31	13050.00	98.00	-
20	-	5213882053	BEE SU SANJEEVAN	31	21000.00	158.00	-
21	-	5213885329	DURGAM RAMAIAH	31	19400.00	146.00	-
22	-	5213885417	MOGATHALA KONDAL	31	21000.00	158.00	-
23	-	5213886854	SHAIK SHOE B	31	17800.00	134.00	-
24	-	5214268490	MEDAPATY VENKATA	31	21000.00	158.00	-
25	-	5214268691	CHINNAMMI REDDY	31	20000.00	150.00	-
26	-	5214270063	AYESHA AFREEN	31	21000.00	158.00	-
27	-	5214270106	YALAGANDULA REKHA	31	21000.00	158.00	-
28	-	5214324191	MD SHAMSHODDIN	0	0.00	0.00	On Leave
29	-	5214552993	ONKAR NATH SHARMA	31	13500.00	102.00	-
30	-	5214553183	KURINDULA LATHA	0	0.00	0.00	On Leave
31	-	5214582785	BAWANDLAPALLY	31	18000.00	135.00	-
32	-	5214594499	LAVANYA	31	14550.00	110.00	-
33	-	5038252140	CHALLA LAXMAIAH	31	21000.00	158.00	-
34	-	5214870805	ASHOK	31	21000.00	158.00	-
35	-	5215116189	KANDHUKURI	31	14550.00	110.00	-
36	-	5215931886	DHANALAXMI	31	12400.00	93.00	-
37	-	5216399170	CHITTABOINA RAJU	31	11400.00	86.00	-
38	-	5216941901	A AKHILESH	31	11400.00	86.00	-
39	-	5217132964	P RENUKA	31	11600.00	87.00	-
40	-	5217168534	CHINTAMALLA SUVARNA	31	16500.00	124.00	-
41	-	5217321002	G PRAMEELA	31	21000.00	158.00	-
42	-	5217657311	DACHA SAI KUMAR	31	11400.00	86.00	-
43	-	5217724259	MAINAM SRIVILAS	31	11400.00	86.00	-
44	-	5219108765	BOKKA D V PRASAD	31	11600.00	87.00	-
45	-	5348016313	SUNKE SHARADA	31	21000.00	158.00	-
			PAKA RAJITHA	31	11400.00	86.00	-
			DOLI KAMALAKAR	31	11400.00	86.00	-
			K SESHIDHAR	31	11600.00	87.00	-
				31	21000.00	158.00	-

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SNo.	Is Disable	IP Number	IP Name	No. Of Days	Total Wages	IP Contribution	Reason
46	-	5220308889	SHAIK JEELANI	31	12600.00	95.00	-
47	-	5220392715	E SUVARNA	31	9300.00	70.00	-
48	-	5220415683	K SINDHUJA	31	19500.00	147.00	-
49	-	5220431110	PURAM RAJ KUMAR	31	21000.00	158.00	-

Dussehra Bonus - 2023 (MCET)

S.NO	Name Of The Employee	Amount	Sign.
1	S.Naga Raju	1500	S. Naga Raju
2	K.Vara Prasad	1500	K. Vara Prasad
3	P.Praveen Kumar	1500	P. Praveen Kumar
4	P Laxman	1500	P. Laxman
5	A.Narasimha	1500	A. Narasimha
6	B James	1500	B. James
7	T Ashok	1500	T. Ashok
8	Akhilesh	1500	A. Khilesh
9	Sunitha	1500	S. Sunitha
10	Ch Anitha	1500	Ch. Anitha
11	K Andalu	1500	K. Andalu
12	Pentamma	1500	P. Pentamma
13	Kanthamma	1500	K. Kanthamma
14	I Pushpa	1500	I. Pushpa
15	K Hemalatha	1500	K. Hemalatha
16	Afzal Bee	1500	Afzal Bee
17	K Latha	1500	K. Latha
18	P Renuka	1500	P. Renuka
19	Kumara Swamy	1500	K. Swamy
20	C Suvarna	1500	C. Suvarna
21	G Kethamma	1500	G. Kethamma
22	G Prameela	1500	G. Prameela
23	S Sharada	1500	S. Sharada
24	P Rajitha	1500	P. Rajitha
25	Nitish Kumar	1500	N. Kumar
26	Jilani	1500	J. Ilani
27	J Srikant	1500	J. Srikant
28	N Venkatesh	1500	N. Venkatesh
29	Onkar Nath Sharma	1500	O. N. Sharma
30	M Vinod Kumar	1500	M. Vinod Kumar
31	D Kamalakar	1500	D. Kamalakar

70,000/- Class IV
 37,500/- other staff
2,107,500/-

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32	Kamala	1500	E. Kamala
33	D Sai Kumar	1500	D. Sai Kumar
34	S Rajamani	1500	S. Rajamani
35	E Suvarna	1500	Suvarna E
36	K Balu Driver	1500	Balu
37	P Naresh Driver	1500	Naresh
38	Santhosh scavenger	1500	Sunitha
39	M Srinivas Gardiner	1500	M. Srinivas
40	S Mallesham Driver	1500	S. Mallesham
41	Onkar nath sharma	1500	
42	Bala Krishna Driver	1500	B. Krishna
43	Allamaiah watchman	1500	P. Allamaiah
44	Venkatesh watchman	1500	V. Venkatesh
45	Rakesh Kumar Driver	1500	R. Rakesh
46	Venkatesh Driver	1500	N. Venkatesh
47	Ex R.	500	} M. Srinivas
48	Ramakrishna	500	
49	Saju	500	
50	X42	500	
51	Tan	500	
52	Total	70,000/-	



Dussehra Bonus - 2023 (MCET)

.NO	Name Of The Employee	Amount	Sign.
1	M.D.Shamshoddin	2500	<i>[Signature]</i>
2	Jaya Sree	2500	<i>[Signature]</i>
3	K.V.Vinod Kumar	2500	<i>[Signature]</i>
4	Iliyas Shameem	2500	<i>[Signature]</i>
5	Ayesha Afreen	2500	<i>[Signature]</i>
6	Ch Raju	2500	<i>[Signature]</i>
7	K Laxmi Narayana	2500	<i>[Signature]</i>
8	K Dhana Laxmi	2500	<i>[Signature]</i>
9	M Ranadheer Reddy	2500	<i>[Signature]</i>
10	G Parimala	2500	<i>[Signature]</i>
11	V Sudha Rani	2500	<i>[Signature]</i>
12	B Kausheek	2500	<i>[Signature]</i>
13	Srilaxmi Vellanki	2500	<i>[Signature]</i>
14	M Kondal	2500	<i>[Signature]</i>
15	G Srinivas plumber	2500	<i>[Signature]</i>
16			
17	<i>Total</i>	<u>37,500/-</u>	
18			
19			
20			

37500/-

70,000/- class IV
+ 37,500/- office staff

1,07,500/-

(A)

[Signature]

Date : 22-11-2023

Hyderabad.

TO
The principal
MCET, Abids

Respected sir

Subject: Request for reimbursement of my NPTEL exam
fee - Reg

I, Mr. Ramesh Malyala, have been working as
Asst. prof since last 3 years. I am here by informing
you that I have successfully completed NPTEL-online
certification course in " Reinforcement Learning"
with 56%. ~~and get~~ I am here by attaching the xerox
copy of the same for your information sake. Hence,
I request you to reimburse the fee paid towards
this exam.

Thanking you sir
TO
The Principal sir
Recommended & forwarded.

[Signature]
23/11/23

1000/-
Rupus
Received
[Signature]

1000/-
[Signature]

one thousand
✓
A.O/Ace
P/s pay Registration Fee
Rs. 1000/-
✓
20/11/23
yours sincerely
Ramesh Malyala
Asst. prof
ECE Dept.
20/11/23
Rs 1000/-
23/11/23



NPTEL Online Certification

(Funded by the MoE, Govt. of India)



This certificate is awarded to

RAMESH MALYALA

for successfully completing the course

Reinforcement Learning

with a consolidated score of **56** %

Online Assignments	22.97/25	Proctored Exam	32.63/75
--------------------	----------	----------------	----------

Total number of candidates certified in this course: 314

Devendra Jalihal

Prof. Devendra Jalihal

Chairperson,
Centre for Outreach and Digital Education, IITM

Prof. Andrew Thangaraj

Prof. Andrew Thangaraj
NPTEL, Coordinator
IIT Madras

Jul-Oct 2023

(12 week course)



Indian Institute of Technology Madras



Roll No: NPTEL23CS100S837401736

To verify the certificate

No. of credits recommended: 3 or 4

Date: 02-12-2023

To,
The Principal
Methodist college of Engineering and Technology
Abids, King Koti,
Hyderabad.

Through Proper channel

Sub: Approval and funding for Grant for Patent- Reg.

Respected sir,

With respect to the subject cited above. I would like to bring your kind notice, that the Department of Mechanical Engineering, filed a two patents with application numbers: 202241050530 and 202241060180 In this regard the patent has been published and we have gone for examination for the two patents. We have received the **FER (First Examination Report)** for one patent with application number 202241050530. We have taken the help of Third party for filing the FER for the **grant** of the patent application, for which they are charging an amount of Rs 7300 (6500+800 fee for the objection raised by examiner as educational institution may not be an inventor) Hence we request you to sanction the money for the processing of grant of patent.

Thanking you

Yours sincerely

M. Prasad
Dr. M. Prasad
Asst. Prof

Forwarded to the principal
for consideration and sanction
of amount.

Anurag
02/12/23
HOD ME

*As per Rs. 6500/- as per
enclosure*

Shankar
2/12/23
2/12/23



PNA Intellectual Property & Technology Attorneys

(An ISO 9001: 2015 Certified Law Firm)

Communication & Registered Address - 97, Tansen Nagar, Gwalior (MP), 474003, INDIA

info@pna-ip.com | <http://www.pna-ip.com>

Phone Number: (M) +91 9015815408

Our Ref.: PNA-MP-P-001

Date: November 25, 2023

To,

MATAM PRASAD

S No.	Particulars	Amount in Rs.
Professional Fee		
1	Towards professional fee for drafting and filing of reply to the examination report	6500

Account Holder Name: PNA Attorney and Consultants
Address: 97, Tansen Nagar, Gwalior (MP), 474003—India
Bank Name: HDFC Bank
Account Number: 50200051074943
IFSC Code: HDFC0000192
Branch: City Centre, Gwalior

Prateek

[Handwritten signature]

Prateek Shrivastava
Managing Partner | IP Attorney

"FORM I THE PATENTS ACT 1970 (39 of 1970) and THE PATENTS RULES, 2003 APPLICATION FOR GRANT OF PATENT (See section 7, 54 and 135 and sub-rule (1) of rule 20)		(FOR OFFICE USE ONLY)				
Application No.						
Filing date:						
Amount of Fee paid:						
CBR No:						
Signature:						
1. APPLICANT'S REFERENCE / IDENTIFICATION NO. (AS ALLOTTED BY OFFICE)						
2. TYPE OF APPLICATION [Please tick () at the appropriate category]						
Ordinary ()		Convention ()		PCT-NP ()		
Divisional ()	Patent of Addition ()	Divisional ()	Patent of Addition ()	Divisional ()	Patent of Addition ()	
3A. APPLICANT(S)						
S.No	Name in Full	Nationality	Address of the Applicant	State	District	City
1	Dr.M.Prasad	Indian	Assoc.Prof, Dept of Mechanical Engineering, Methodist college of engineering and technology	Telangana	Hyderabad	Hyderabad
2	Methodist college of engineering and technology	Indian	H.No.4-1-1001/1045/878B & 3-2, King Koti Rd, behind Brand Factory, Abids, Hyderabad, Telangana 500001	Telangana	Hyderabad	Hyderabad
3	G.Vigneshwari	Indian	Student, Dept of Mechanical Engineering Methodist college of engineering and technology	Telangana	Hyderabad	Hyderabad

Signature Not Verified

Digitally Signed.
 Name: MATAM PRASAD
 Date: 20 Oct 2022 15:07:04
 Reason: Patent Filing
 Location: DELHI

Date. 21.12.2023

TO

The principal
MCEH, Hyd

Sub: Request letter for ph.D tuition fee reqd...

Respected Sir,

I am P. Nagaraju working as an assistant professor of chemistry in the dept of H&S. I would like to bring to your kind notice that I am about to finish my research work (ph.D) from Osmania University. As I am not able to pay my tuition fee of amount 17,000 = rupees as my before going for pre-viva.

I kindly request you to sanction the above amount so as to complete my research & obtain my degree.

Thanking you.

Yours sincerely

[Signature]

P. Nagaraju
Assistant Professor
Dept of H&S.

Forwarded to Principal
Sir for consideration

[Signature]
21/12/2023

174501- Adv. P. Nagaraju
on 21/12/23.

Dr. N. J. P. SUBHASHINI

M.Sc., Ph.D.

Assistant Professor in Chemistry
(Retd.)



Re-Accredited by NAAC
with 'A' Grade

Department of Chemistry
University college of science
Osmania University
Hyderabad – 500007- India
09849941559 (M)

Email : njsubhashini@yahoo.co.in
njsubhashini@osmania.ac.in

To
The Head
Department of Chemistry
Osmania University
Hyderabad – 500 007

Date : 15.09.2023

Sub : Request to make arrangement for “Research Design Seminar” – Reg.

Mr.P. Nagaraju (Reg no: 931/DFSc/OU/2018) has joined the Ph.D. Programme under my Supervision on 20th December, 2018, on Full-Time basis. His Research Topic is “Synthesis, Biological Evaluation And Molecular Docking Studies Of Novel Heterocyclic Compounds”. He has completed his Pre-PhD Course work Examination in January 2021. I request you to make arrangements for his “Research Design Seminar”. Kindly do the needful.

Thanking you sir,

Yours sincerely

NJP Subhashini

Dr. N. J. P. Subhashini

Research Supervisor

*FNA
Prof. J. Ramchander
P. Rao*

*Prof. P. Jalapathi
Please Conduct*

Jh
15/09/2023

Date : 22-11-2023

Hyderabad.

TO
The principal
MCET, Abids

Respected sir

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I request you to reimburse the fee paid towards
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Thanking you sir
TO
The Principal sir
Recommended & forwarded.

[Signature]
23/11/23

1000/-
Rupus
Received
[Signature]

1000/-
[Signature]

one thousand
A.O/Ace
P/s pay Registration Fee
Rs. 1000/-
20/11/23
Yours sincerely
Ramesh Malyala
Asst. prof
ECE Dept.

[Signature]
Rs 1000/-
23/11/23



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This certificate is awarded to

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Devendra Jalihal

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Chairperson,
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Prof. Andrew Thangaraj
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(12 week course)



Indian Institute of Technology Madras



Roll No: NPTEL23CS100S837401736

To verify the certificate

No. of credits recommended: 3 or 4

Date: 02-12-2023

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Abids, King Koti,
Hyderabad.

Through Proper channel

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*Forwarded to the principal
for consideration and sanction
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*Anurag
02/12/23
HOD ME*

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2/12/23
2/12/23*



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info@pna-ip.com | <http://www.pna-ip.com>

Phone Number: (M) +91 9015815408

Our Ref.: PNA-MP-P-001

Date: November 25, 2023

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IFSC Code: **HDFC0000192**
Branch: **City Centre, Gwalior**

Prateek

[Handwritten signature]

Prateek Shrivastava
Managing Partner | IP Attorney

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Filing date:						
Amount of Fee paid:						
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Signature Not Verified

Digitally Signed.
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MCEH, Hyd

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[Signature]

P. Nagaraju
Assistant Professor
Dept of H&S.

Forwarded to Principal
Sir for consideration

[Signature]
21/12/2023

174501 - Adv. P. Nagaraju
on 21/12/23.

Dr. N. J. P. SUBHASHINI

M.Sc., Ph.D.

Assistant Professor in Chemistry

(Retd.)



Re-Accredited by NAAC
with 'A' Grade

Department of Chemistry
University college of science
Osmania University
Hyderabad – 500007- India
09849941559 (M)

Email : njsubhashini@yahoo.co.in
njsubhashini@osmania.ac.in

To

The Head

Department of Chemistry

Osmania University

Hyderabad – 500 007

Date : 15.09.2023

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Research Supervisor

*FNA
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*Prof. P. Jalapathi
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15/09/2023