



Anjuman-I-Islam's
College of Hotel & Tourism Management Studies & Research
(Affiliated to the University of Mumbai)

92, Dr. D. N. Road, Opp C.S.M.T. Mumbai - 400 001.

Tel.: +91 22 2263 2817 / 9833279737 • Website : www.anjumanchtmsr.com

E-mail: principal@anjumanihmct.org / principal@anjumanchtmsr.com

1. Appointment Letter of Mr. Harish Suvarna



Since 1875
THE ANJUMAN-I-ISLAM
(Symbol of Secularism & National Integration)

Anjuman-I-Islam's
A. K. Hafizka Institute of Hotel Management & Catering Technology

(Approved by the All India Council for Technical Education - New Delhi)

Dr. D. N. Road, Next to Times of India Building, Mumbai - 400 001.

Tel. : +91-22-2265 2272 / 2263 2817 Fax : +91-22-2263 4685

Website : http://www.anjumanihmct.org, E-mail : principal@anjumanihmct.org

Ref.: HMCT/S-App/2003-2004/ 9014

Date : 16th October, 2003.

To,
Mr. Harish R. Suvarna
130, Shahani Colony
Navghar Road
Mulund (East),
Mumbai - 400 081.

Sub: Appointment as "Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology.

Dear Mr. Suvarna,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology on the following terms and conditions.

- 1) You will be on probation for a period of one year.
- 2) As Lecturer you will be paid salary as per the scale given below: -

Basic	:	Rs. 8000 - 275 - 13500.
D. A.	:	Rs. 3560/-
H. R. A.	:	Rs. 2400/-
C. C. A.	:	Rs. 800/-
T. A.	:	Rs. 300/-
- 3) Taking into consideration of your previous professional experience the management is pleased to give you two increments from the date of joining.
- 4) As Lecturer of the institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman-I-Islam from time to time.
- 5) Your services are liable to be terminated by giving one month notice or payment of one month salary in the lieu thereof on either side subject to the condition that the notice period to be given by your should not fall during the current term or instructional period.



Contd....2/-

Principal

Anjuman-I-Islam's College of Hotel &
Tourism Management Studies & Research
92, Dr. D. N. Road, Mumbai-400 001

Sami Khatib
President

Abbas M. Hetavkar
Vice-President

G. A. R. Shaikh
Vice-President

Mushtaq Antulay
Vice-President

Symbol of Secularism & National Integration



ANJUMAN-I-ISLAM
(DEDICATED TO THE CAUSE OF EDUCATION & SOCIAL SERVICE)



Dr. Zahir I. Kazi
Hon. Gen. Secretary

Moiz Miyajiwala
Hon. Treasurer

Aqeel Hafiz
Hon. Jt. Secretary

Imran Furniturewala
Hon. Jt. Secretary

April 28, 2009.

Ref.: 729

Shri Suvarna Harish,
A.I.'s A.K. Hafizka Institute of Hotel
Management & Catering Technology,
92, Dr. D.N. Road,
Mumbai - 400 001.

Sub: **Appointment as Principal**

Dear Mr. Harish,

With reference to the interview you had with us on 21-04-2009, we are pleased to offer you the Post of Principal for A.I.'s A.K. Hafizka College of Hotel & Tourism Management Studies & Research, Mumbai - 400 001 with immediate effect on the following terms and conditions:

01. You will be on probation for a period of two years.
02. Your appointment is subject to approval from University of Mumbai
03. You will be paid a Basic Pay of Rs. 14,940/- in the pay scale of Rs. 12000-420-18300. You will draw a total salary of Rs. 42,334/- per month as per the enclosure.
04. You will maintain liaison with Statutory Authorities like Government, University, All India Council of Technical Education (AICTE), Municipal Corporation etc.
05. Your services will not be considered as confirmed till you are informed in writing about the same.
06. During the period of probation of 2 years as Principal, you can be reverted back to the post of Lecturer depending upon your performance.
07. You will also look after the courses run under Yeshwantrao Chavan Maharashtra Open University, Nasik.

TRUE COPY



Sami Khatib
President

Abbas M. Hetankar
Vice-President

G. A. R. Shaikh
Vice-President

Mushtaq Antulay
Vice-President

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ANJUMAN-I-ISLAM

(DEDICATED TO THE CAUSE OF EDUCATION & SOCIAL SERVICE)



Dr. Zahir I. Kazi
Hon. Gen. Secretary

Moiz Miyajiwal
Hon. Treasurer

Aqeel Hafiz
Hon. Jt. Secretary

Imran Furniturewala
Hon. Jt. Secretary

Ref. :

08. You will extend all the support to the new institute of Hospitality Studies being started at Pune for which you may have to visit once or twice a month and follow through the work so that we may start the institute in the month of June 2009. Thereafter, you will supervise the functioning of the institute at Pune. To begin with you will be paid additional remuneration of Rs. 5,000/- per month for this assignment.
09. You will be governed by the service conditions laid down by the University of Mumbai and also the rules and regulations as framed by Anjuman-I-Islam from time to time.
10. Your services are transferable to any other institute of the Anjuman-I-Islam conducting similar courses.

Please confirm your acceptance of this offer.

Regards,

SAMI KHATIB
PRESIDENT

CERTIFIED TRUE COPY

Umar Kazi

UMAR KAZI

Advocate, EX.M.L.A.

Special Executive Officer

Res. ; Beach Arts, 2nd Flr., Flat No. 202,

777 Ponia Cottages, J. P. Road, Versova,

Mumbai-400 061. Tel: 26161818



[Signature]

Principal

Anjuman-I-Islam's College of Hotel &
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92, Dr. D. N. Road, Mumbai-400 001





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2

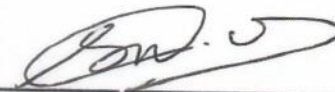
- 6) In addition to the duties that may be assigned to you from time to time by the Management you will be responsible for discharging the following specific duties:-
 - a) Instructions in Laboratories.
 - b) Students Assessments and Evaluations.
 - c) Assisting in Consultancy, Research and Development Services.
 - d) Developing Resource Materials and Lab. Development.
 - e) Co-curricular and Extra-curricular Activities.
 - f) Assisting in Departmental Administration.
 - g) Assisting the Head of the Institution for the day to day operation of the college.
- 7) Your services are liable to be terminated by giving one month notice or payment of one month salary in the lieu thereof on either side subject to the condition that the notice period to be given by you should not fall during the current term or instructional period.
- 8) Your services are transferable to any of the Institutions under Anjuman-I-Islam's Management.

You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,



Mr. G. A. R. Shaikh
Hon. General Secretary
Anjuman-I-Islam


Umer Aziz Kazi
Executive Chairman


Mrs. Simoene Dias
Received the Original and
accepting the terms & conditions.

- c. c. to : 1) The Hon. Vice President, Anjuman-I-Islam.
2) The Chief Executive Officer, Anjuman-I-Islam.




Principal
Anjuman-I-Islam's College of Hotel &
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2. Appointment Letter of Mrs. Simoene Dias

79737 • Website : www.anjumanchtmsr.com
t.org / principal@anjumanchtmsr.com



122 YEARS OF SERVICE
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Anjuman-I-Islam's
**A. K. HAFIZKA
Institute of Hotel Management
& Catering Technology**

BADRUDDIN TYABJI MARG, OFF. 92 DR. D. N. ROAD,
MUMBAI - 400 001 Telegrams : ANJISLAM
Tel.: 265 2272 - Fax : 262 1610

HMCT/ S/1997-98/

15th July, 1997.

To
Mrs. Simoene Margaret Dias,
Coordinator (Food Production),
PL5/6/6, First Floor,
Sector - 17,
New Panvel - 410 206.

**Sub:- Appointment as Coordinator (Food Production) in the
Anjuman-I-Islam's A. K. Hafizka Institute of Hotel
Management & Catering Technology.**

Dear Mrs. Dias,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Coordinator (Food Production) in the Anjuman -I- Islam's A. K. Hafizka Institute of Hotel Management & Catering Technology with effect from 1st August, 1997 on the following terms and conditions :-

1. You will be on probation for a period of one year from the date of your reporting on duty.
2. As Coordinator you will be paid salary as per the prescribed A.I.C.T.E scale 2200 - 75 - 2800 - EB - 100 - 3700.
3. As Coordinator of the Institute you will be subject to general terms and conditions of conduct and service rules in force as framed and amended from time to time by the Anjuman I Islam.
4. Your services are liable to be terminated by giving one month notice or payment of one month salary in lieu thereof on either side subject to the condition that the notice period to be given by you should not fall during the current term or Instructional period.

Contd....2/-



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Tel.: 265 2272 - Fax : 262 1610

- 2 -

5. Your appointment is full-time assignment and you should not undertake any other employment anywhere else while you are in service of this Institute without the specific written permission from the management.
6. You are required to submit the original and attested copy of all your certificates to the administrative office within a week time. You are also advised to qualify yourself as per the A.I.C.T.E. norms within a period of three years.
7. In addition to the duties that may be assigned to you from time to time by the management, you will be responsible for discharging the following specific duties :-
 - a. Teaching as per norms.
 - b. Instruction in Laboratories.
 - c. Students assignment and evaluation.
 - d. Assisting in consultancy and research and development service.
 - e. Developing resource material and laboratories development.
 - f. Co-curricular and extra curricular activities.
 - g. Assisting in departmental administration.

You are requested to confirm in writing within a week, your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely

A. S. Zariwala

A. S. Zariwala
Hon. Joint Secretary
Anjuman -I- Islam

Received the original and agreed
the terms and conditions in the
appointment letter

S.H. Hafizka

A.K. Hafizka

Principal

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3. Appointment Letter of Mr. Sayed Suhel



122 YEARS OF SERVICE
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HMCT/S/1997-98/ 2323

Symbol of Secularism & National Integration

Anjuman-I-Islam's

A. K. HAFIZKA

**Institute of Hotel Management
& Catering Technology**

BADRUDDIN TYABJI MARG, OFF. 92 Dr. D. N. ROAD,
MUMBAI - 400 001 Telegrams : ANJISLAM
Tel.: 265 2272 JANUARY 1998

To,
Mr. Sayed Suhel
Computer Lab. Assistance
Anjuman-I-Islam,
I. H. M. C. T.,
MUMBAI - 400 001.

Sub : Appointment as " Computer Lab. Assistant " in the Anjuman-I- Islam's,
A. K. Hafizka, Institute of Hotel Management & Catering Technology.

Dear Mr. Suhel,

With reference to your application and subsequent interview with us, we are pleased to appoint you as Computer Lab. Assistant in the Anjuman-I-Islam's, A. K. Hafizka, Institute of Hotel Management & Catering Technology with effect from 1st January, 1998 on the following terms and conditions.

- 1 You will be on probation for a period of one year from 1st January, 1998.
- 2 As Computer Lab. Assistant you will be paid a salary as per the prescribed by A. I. C. T. E. scale 950 - 20 - 1150 - EB - 25 - 1500.
- 3 As Computer Lab. Assistant of the Institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended from time to time by the Anjuman-I-Islam's.
- 4 Your services are liable to be terminated by giving one month notice or payment of one month salary in lieu thereof on either side subject to the condition that the notice period to be given by you should not fall during the current instructional period.
- 5 Your appointment is full-time assignment and you shall not undertake any other employment / anywhere else while you are in service of this institute, without the specific written permission from the management.

Contd..... 2/-



Principal
Anjuman-I-Islam's College of Hotel &
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Anjuman-I-Islam's
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122 YEARS OF SERVICE

THE ANJUMAN-I-ISLAM

(DEDICATED TO THE CAUSE OF EDUCATION & SOCIAL SERVICE)

HMCT/S/1997-98/2323

Symbol of Secularism & National Integration

Anjuman-I-Islam's

A. K. HAFIZKA

Institute of Hotel Management
& Catering Technology

BADRUDDIN TYABJI MARG, OFF. 92 Dr. D. N. ROAD,
MUMBAI - 400 001 Telegrams : ANJISLAM
Tel.: 265 2272 January 2019

- 2 -

6 In addition to the duties that may be assigned to you from time to time by the Management, you will be responsible for discharging the following specific duties :-

- Teaching as per norms.
- Instruction in the Computer Laboratory.
- Students assessment and evaluation.
- Assisting in consultancy and research and development service.
- Developing resource material and computer laboratory development.
- Co-curricular and extra-curricular activities.
- Assisting in departmental administration.

You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,

A. S. Zariwala
Mr. Abdul Sattar Zariwala
Hon. Jt. Secretary,
Anjuman-I-Islam.

Suhel
Received the Appointment Letter and
accepted the terms & conditions.



[Signature]
Principal

Anjuman-I-Islam's College of Hotel &
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4. **Appointment Letter of Mr. Amit Ghadiyali**



**A.K. Hafizka Institute of Hotel Management
& Catering Technology**

[Approved by the All India Council for Technical Education - New Delhi & Govt. of Maharashtra]

[Affiliated to University of Mumbai & Maharashtra State Board of Technical Education]

92, Dr. D. N. Road, Next to Times of India Building, Mumbai - 400 001, Maharashtra, India.

Tel. : +91-22-2265 2272 / 2263 2817 Facsimile : +91-22-2263 4685

Website : <http://www.anjumanihmct.org>, E-mail : principal@anjumanihmct.org

Ref.: HMCT/S-App/2004-2005/12028

Date : 15th February, 2005.

To.

Mr. Amit P. Ghadiyali
Room No. 302, B-Wing,
Satellite Park, Caves Road,
Jogeshwari (E),
Mumba- 400 00.

Sub: Appointment as "Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology.

Dear Mr. Amit Ghadiyali,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as " Lecturer " in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology on the following terms and conditions.

- 1) You will be on probation for a period of one year.
- 2) As Lecturer you will be paid salary as per the scale given below: -

Basic	:	Rs. 8000 - 275 - 13500.
D. A.	:	Rs. 4400/-
H. R. A.	:	Rs. 2400/-
C. C. A.	:	Rs. 800/-
T. A.	:	Rs. 300/-
- 3) As Lecturer of the institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman-I-Islam from time to time.
- 4) Your services are liable to be terminated by giving one month notice or payment of one month salary in the lieu thereof on either side subject to the condition that the notice period to be given by you should not fall during the current term or instructional period.
- 5) Your services are transferable to any of the Institutions under Anjuman-I-Islam's Management.
- 6) Your appointment is full time and you shall not undertake any other employment anywhere else while you are in service of this institute without the specific written permission from the Management.

Contd....2/-




Principal

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- 7) In addition to the teaching / practical classes assigned to you by the Management; you will be discharging the following specific duties:-
- Students Assessments and Evaluations.
 - Assisting in Consultancy, Research and Development Services.
 - Developing Resource Materials and Lab. Development.
 - Co-curricular and Extra-curricular Activities.
 - Assisting in Departmental Administration.
 - Any other relevant duties as assigned.


- 8) Your confirmation in the service is subject to qualifying yourself as per the A.I.C.T.E./ U.G.C. / University norms.

You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,



Dr. M. Ishaq Jamkhanawala
President
Anjuman-I-Islam

I accept the Appointment Letter & terms
& conditions mentioned in it.


(Mr. Amit P. Ghadiyali)

- c. c. to : 1) Hon. Jt. Secretary, Anjuman-I-Islam.
2) The Chief Account Officer, Anjuman-I-Islam.




Principal
Anjuman-I-Islam's College of Hotel &
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5. Appointment Letter of Mrs. Darshana Gangurde



**A.K. Hafizka Institute of Hotel Management
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[Approved by the All India Council for Technical Education - New Delhi & Govt. of Maharashtra]

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Website : <http://www.anjumanihmct.org>, E-mail : principal@anjumanihmct.org

Ref.: HMCT/S-App/2006-2007/14179

Date: 6th June, 2006.

To,
Mrs. Darshana Gangurde
C-302, Bandra Arunodaya
Co-op. Housing Society,
Bandra (East),
Mumbai - 400 051.

Sub: Appointment as "Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology.


Dear Mrs. Darshana Gangurde,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology on the following terms and conditions.

- 1) You will be on probation for a period of one year from the date of joining.
- 2) As Lecturer you will be paid salary as per the scale given below: -
Scale : 8000 - 275 - 13500.
- 3) As Lecturer of the institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman-I-Islam from time to time.
- 4) Your services are liable to be terminated by giving one month notice or payment of one month salary in the lieu thereof on either side subject to the condition that the notice period to be given by you should not fall during the current term or instructional period.
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- 7) In addition to the teaching / practical classes assigned to you by the Management; you will be discharging the following specific duties:-
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 - Assisting in Departmental Administration.
 - Any other relevant duties as assigned.

- 8) Your confirmation in the service is subject to qualifying yourself as per the A.I.C.T.E./ U.G.C. / University norms.

You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,

**Sami Khatib
President
Anjuman-I-Islam**

**Umar Aziz Kazi
Executive Chairman**

12/06/06

Date of Joining

**Ms. Darshana Gangurde
Received the Original and
accepting the terms & conditions.**

- c. c. to : 1) The Hon. Vice President, Anjuman-I-Islam.
2) The Chief Executive Officer, Anjuman-I-Islam.



Principal

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E-mail: principal@anjumanihmct.org / principal@anjumanchtmsr.com

6. Appointment Letter of Mr. Pervez Pagarkar



**A.K. Hafizka Institute of Hotel Management
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Website : <http://www.anjumanihmct.org>, E-mail : principal@anjumanihmct.org

Ref.: HMCT/S-App/2006-2007/14180

Date: 6th June, 2006.

To,
Mr. Pervez Sajjad Pagarkar
Llyod Estate, B – Wing,
20th Floor, Room No. 203,
Sangam Nagar, Antop Hill,
Wadala, Mumbai – 400 037.

Sub: Appointment as "Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology.


Dear Mr. Pervez Pagarkar,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology on the following terms and conditions.

- 1) You will be on probation for a period of one year from the date of joining.
- 2) As Lecturer you will be paid salary as per the scale given below: -
Scale : 8000 – 275 - 13500.
- 3) As Lecturer of the institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman-I-Islam from time to time.
- 4) Your services are liable to be terminated by giving one month notice or payment of one month salary in the lieu thereof on either side subject to the condition that the notice period to be given by you should not fall during the current term or instructional period.
- 5) Your services are transferable to any of the Institutions under Anjuman-I-Islam's Management.
- 6) Your appointment is full time and you shall not undertake any other employment anywhere else while you are in service of this institute without the specific written permission from the Management.

Contd....2/-




Principal
Anjuman-I-Islam's College of Hotel &
Tourism Management Studies & Research
92, Dr. D. N. Road, Mumbai-400 001



**Anjuman-I-Islam's
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E-mail: principal@anjumanihmct.org / principal@anjumanchtmsr.com



**Anjuman-I-Islam's
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& Catering Technology**

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Website : <http://www.anjumanihmct.org>, E-mail : principal@anjumanihmct.org

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- 7) In addition to the teaching / practical classes assigned to you by the Management; you will be discharging the following specific duties:-
- Students Assessments and Evaluations.
 - Assisting in Consultancy, Research and Development Services.
 - Developing Resource Materials and Lab. Development.
 - Co-curricular and Extra-curricular Activities.
 - Assisting in Departmental Administration.
 - Any other relevant duties as assigned.
- 8) Your confirmation in the service is subject to qualifying yourself as per the A.I.C.T.E./ U.G.C. / University norms.

You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,

**Sami Khatib
President
Anjuman-I-Islam**

**Umar Aziz Kazi
Executive Chairman**

12/6/2006

Date of Joining

**Mr. Pervez Sajjad Pagarkar
Received the Original and
accepting the terms & conditions.**

- c. c. to : 1) The Hon. Vice President, Anjuman-I-Islam.
2) The Chief Executive Officer, Anjuman-I-Islam.

**Principal
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7. Appointment Letter of Mr. Sanjay Walve



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Website : <http://www.anjumanihmct.org>, E-mail : principal@anjumanihmct.org

Ref.: HMCT/S-App/2006-2007/14759

Date : 18th September, 2006.

To,
Mr. Walve Sanjay Shridhar
5/538, Pancham Co-op. Hsg. Soc.,
Vanrai Copmplex,
Western Express Highway,
Goregaon (East),
Mumbai - 400 065.

Sub: Appointment as "Faculty Associate" in the Anjuman-I-Islam's, A. K. Hafizka
Institute of Hotel Management & Catering Technology.

Dear Mr. Walve Sanjay,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as " Faculty Associate " in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology on the following terms and conditions.

- 1) As a Faculty Associate you will be paid a consolidated salary of Rs. 11,000/- per month.
- 2) As Faculty Associate of the institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman-I-Islam from time to time.
- 3) Your appointment is full time and you shall not undertake any other employment anywhere else while you are in service of this institute without the specific written permission from the Management.
- 4) Your services are transferable to any of the Institutions under Anjuman-I-Islam's Management.

Contd....2/-




Principal

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Website : <http://www.anjumanihmct.org>, E-mail : principal@anjumanihmct.org

2

- 5) In addition to the teaching / practical classes assigned to you by the Management; you will be discharging the following specific duties:-
- Students Assessments and Evaluations.
 - Assisting in Consultancy, Research and Development Services.
 - Developing Resource Materials and Lab. Development.
 - Co-curricular and Extra-curricular Activities.
 - Assisting in Departmental Administration.
 - Any other relevant duties as assigned.
- 6) Your confirmation in the service is subject to qualifying yourself as per the U.G.C. / University norms.

You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,

**Sami Khatib
President
Anjuman-I-Islam**

**Umar Aziz Kazi
Executive Chairman**

18/9/2006

Date of Joining

**Mr. Walve Sanjay Shridhar
Received the Original and
accepting the terms & conditions.**

- c. c. to : 1) The Hon. Vice President, Anjuman-I-Islam.
2) The Chief Executive Officer, Anjuman-I-Islam.



**Principal
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Website : www.anjumanihmct.org, E-mail : principal@anjumanihmct.org

8. **Appointment Letter of Mr. Pramod Bhavsar**

Ref.: HMCT/S-App/2007-2008/ 12620

Date: 5th June, 2007.

To,
Mr. Bhavsar Pramod V.
23-1/1, Vihar Clinic,
Khindipada,
Mulund (West),
Mumbai - 400 082

Sub: Appointment as "Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology.

Dear Mr. Bhavsar Pramod,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology on the following terms and conditions.

- 1) You will be on probation for a period of one year from the date of joining.
- 2) As Lecturer you will be paid salary as per the scale given below: -
Scale : 8000 - 275 - 13500.
- 3) As Lecturer of the institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman-I-Islam from time to time.
- 4) Your services are liable to be terminated by giving one month notice or payment of one month salary in the lieu thereof on either side subject to the condition that the notice period to be given by you should not fall during the current term or instructional period.
- 5) Your services are transferable to any of the Institutions under Anjuman-I-Islam's Management.
- 6) Your appointment is full time and you shall not undertake any other employment anywhere else while you are in service of this institute without the specific written permission from the Management.

Contd....2/-



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Website : <http://www.anjumanihmet.org>, E-mail : principal@anjumanihmet.org

2

- 7) In addition to the teaching / practical classes assigned to you by the Management; you will be discharging the following specific duties:-
- Students Assessments and Evaluations.
 - Assisting in Consultancy, Research and Development Services.
 - Developing Resource Materials and Lab. Development.
 - Co-curricular and Extra-curricular Activities.
 - Assisting in Departmental Administration.
 - Any other relevant duties as assigned.
- 8) Your confirmation in the service is subject to qualifying yourself as per the A.I.C.T.E./ U.G.C. / University norms.

You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,

Sami Khatib
President
Anjuman-I-Islam

Umar Aziz Kazi
Executive Chairman

Date of Joining

Mr. Bhavsar Pramod V.
Received the Original and
accepting the terms & conditions.

- c. c. to : 1) The Hon. Vice President, Anjuman-I-Islam.
2) The Chief Executive Officer, Anjuman-I-Islam.



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9. Appointment Letter of Mrs. Preeti Mahadik

Ref No.: A.I.I's IHMCT/AO/2016-2017/1260

Date: 01st August, 2016

Name : Mrs. Preeti Sachin Tembey-Mahadik
Address : A/201, Ushanagar, Khandelwal Marg,
Bhandup (West). Mumbai – 400 078

Sub: Appointment Letter for the Post of "Senior Lecturer"

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "**Senior Lecturer**" with effect from **01st August, 2016**. In this Job Offer and Appointment Letter, the employment conditions that our Organization would like to offer to you have been included in detail as follows:

Position:

You will be employed by "Anjuman –I-Islam's College of Hotel & Tourism Management Studies & Research"

Your position at the time of employment is **Senior Lecturer**

You will report directly to the **Head of the Institution (Principal)**

You will be paid a Salary Scale of Rs. 15600 – 20510 - 39100 + AGP 6000

Basic Pay	A. G. P.	Basic Pay + AGP	D. A. 100%	H. R. A. 30%	C. C. A	Travelling Allowance	Total
20510.00	6000.00	26510.00	26510.00	7953.00	300.00	1600.00	62873.00

Location of Work:

- At the time of employment, you will work in the **Room Division Management (Communication Skills (English) & Corporate English)**. However you are liable to be transferred to Subsidiary Departments.
- Your services are transferable to any of the institutions under Anjuman-I-Islam's Management.

Responsibilities and Duties:

- Your work in the organization will be subject to the rules and regulations of the organization as laid down in relation to conduct, discipline and other matters.
- You will always be responsible for and liable to discharge the duties that are attached to your position and conduct yourself accordingly. You must perform efficiently to ensure results and depending upon organizational exigencies, you may be expected to work for reasonable extra hours.

Probation:

You will be on probation initially for a period of **One Year** from date of joining. You will continue to be in probation unless an order in writing confirming your service is given to you. Period of probation will be liable for extension(s) as the organization seems fit.

Handwritten signature

Handwritten signature



Handwritten signature of Principal

Principal
Anjuman-I-Islam's College of Hotel &
Tourism Management Studies & Research
92 Dr. D. N. Road, Mumbai-400 001



Anjuman-I-Islam's
College of Hotel & Tourism Management Studies & Research
(Affiliated to University of Mumbai)

Validity of the Job Offer:

- As a token of your acceptance kindly sign and return the duplicate copy indicating the exact date of your joining duty and return the same within 5 days of receipt of this job offer and appointment letter, failing which the Organization shall presume without any further reference to you that you have not accepted this offer.
- Please note that the Organization has a Confidential Salary System and you are advised to maintain strict confidentiality in regard to your emoluments. Non compliance or failure to maintain confidentiality will be viewed as breach of trust. In case you require any clarification regarding your compensation package, please contact the Head of the institute.
- This Job Offer and Appointment Letter will be valid, subject to the integrity of the information disclosed by you. If the information provided is misleading, or is withheld, this letter would stand automatically withdrawn. Similarly this contract is also subject to, you being found medically fit by a registered medical practitioner

Wishing you all the best

Principal
Mr. Harish R Suvarna
A-I-I's CH&TMS

Hon. General Secretary
Mr. G. A. R. Shaikh
Anjuman I Islam's

01/08/2016

Received the Original and accepting the terms & conditions
Mrs. Preeti Sachin Tembey-Mahadik



Principal
Anjuman-I-Islam's College of Hotel &
Tourism Management Studies & Research
92, Dr. D. N. Road, Mumbai-400 001

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10..Appointment Letter of Mr. Girish Sankpal

Ref No.: A.I.'s CH&TMS&R/AL/2018-2019/2366

Date: 18th December, 2018

Name : Mr. SANKPAL GIRISH VITHAL
Address : Mauli Krupa, Plot No. 172, Sector-18A Nerul,
Navi Mumbai - 400 706. M.S

Sub: Appointment Letter for the Post of "Lecturer"

Dear Mr. Girish Sankpal,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "Lecturer" with effect from 01st January, 2019. In this Job Offer and Appointment Letter, the employment conditions that our Organization would like to offer to you have been included in detail as follows:

Position:

You will be employed by "Anjuman -I-Islam's College of Hotel & Tourism Management Studies & Research"

Your position at the time of employment is Lecturer

You will report directly to the Head of the Institution

You will be paid a Salary Scale of Rs. 15600 - 17440 - 39100 + AGP 6000

Basic Pay	A. G. P.	Basic Pay + AGP	D. A. 132%	H. R. A. 30%	C. C. A	Travelling Allowance	Total
17440.00	6000.00	23440.00	30941.00	7032.00	300.00	3200.00	64913.00

Area of Work:

- At the time of employment, you will work in the Food Production Department. However you are liable to be transferred to Subsidiary Departments.
- Your services are transferable to any of the institutions under Anjuman-I-Islam's Management.

Responsibilities and Duties:

- Your work in the organization will be subject to the rules and regulations of the organization as laid down in relation to conduct, discipline and other matters.
- You will always be responsible for and liable to discharge the duties that are attached to your position and conduct yourself accordingly. You must perform efficiently to ensure results and depending upon organizational exigencies, you may be expected to work for reasonable extra hours.

Probation:

- You will be on probation initially for a period of One Year from date of joining. You will continue to be in probation unless an order in writing confirming your service is given to you. Period of probation will be liable for extension(s) as the organization seems fit.

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Fax: +91 22 2263 4665 | Web: www.anjumanihmct.org | E mail: principal@anjumanihmct.org

[Handwritten signature]



[Handwritten signature]
Principal

Anjuman-I-Islam's College of Hotel & Tourism Management Studies & Research
92, Dr. D. N. Road, Mumbai-400 001



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Holiday, Vacation and other Leaves:

The entitlement of your holiday, vacation and other leaves will follow Organizations relevant policy and will be subject to exigencies. The institutes leave rule is attached herewith to be abided by the employee.

Certificate and Document:

- Certificate from Your Former Employer
- When you begin to work in the Organization, we would like to ask you to provide us with the certificate issued by your former employer certifying that you have terminated your employment relationship with your former employer. This certificate is the prerequisite of setting up employment and work relationship with the Organization.

Report on Duty:

Please bring the originals and a copy of the following documents with you at the time of joining:

- Proof of Identity (Passport, Voters ID, Driving License, Aadhar Card)
- PAN Card
- Education Qualification Final (or provisional) certificate of all qualification obtained from SSLC to date.
- Date of Birth proof (Birth Certificate, Passport, School Leaving Certificate)
- Experience certificates of previous employment(s) and Relieving Letter from the Last employer (If applicable)
- Details of remuneration (Last working month pay slip) of previous employment (If applicable)


Training:

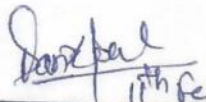
In case, you resign on your own accord from the service of the Organization within one year of undergoing any National/International training assignments, you are liable to refund cost borne by the Organization for your training.

Validity of the Job Offer:

- As a token of your acceptance kindly sign and return the duplicate copy indicating the exact date of your joining duty and return the same within 5 days of receipt of this job offer and appointment letter, failing which the Organization shall presume without any further reference to you that you have not accepted this offer.
- Please note that the Organization has a Confidential Salary System and you are advised to maintain strict confidentiality in regard to your emoluments. Non compliance or failure to maintain confidentiality will be viewed as breach of trust. In case you require any clarification regarding your compensation package, please contact the Head of the institute.
- This Job Offer and Appointment Letter will be valid, subject to the integrity of the information disclosed by you. If the information provided is misleading, or is withheld, this letter would stand automatically withdrawn. Similarly this contact is also subject to, you being found medically fit by a registered medical practitioner

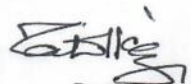
Wishing you all the best


Mr. Harish Suvarna
Principal - All's CH&TMS&R



17th Feb 2019.

Mr. Sankpal Girish

Received the Original and accepting the terms & conditions


Dr. Zahir I. Kazi
Hon. President




Principal
Anjuman-I-Islam's College of Hotel &
Tourism Management Studies & Research
92, Dr. D. N. Road, Mumbai-400 001

SINCE
1875



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Holiday, Vacation and other Leaves:

The entitlement of your holiday, vacation and other leaves will follow Organizations relevant policy and will be subject to exigencies. The institutes leave rule is attached herewith to be abided by the employee.

Certificate and Document:

- Certificate from Your Former Employer
- When you begin to work in the Organization, we would like to ask you to provide us with the certificate issued by your former employer certifying that you have terminated your employment relationship with your former employer. This certificate is the prerequisite of setting up employment and work relationship with the Organization.

Report on Duty:

Please bring the originals and a copy of the following documents with you at the time of joining:

- Proof of Identity (Passport, Voters ID, Driving License, Aadhar Card)
- PAN Card
- Education Qualification Final (or provisional) certificate of all qualification obtained from SSLC to date.
- Date of Birth proof (Birth Certificate, Passport, School Leaving Certificate)
- Experience certificates of pervious employment(s) and Relieving Letter from the Last employer (If applicable)
- Details of remuneration (Last working month pay slip) of pervious employment (If applicable)

Training:

In case, you resign on your own accord from the service of the Organization within one year of undergoing any National/international training assignments, you are liable to refund cost borne by the Organization for your training.

Validity of the Job Offer:

- As a token of your acceptance kindly sign and return the duplicate copy indicating the exact date of your joining duty and return the same within 5 days of receipt of this job offer and appointment letter, failing which the Organization shall presume without any further reference to you that you have not accepted this offer.
- Please note that the Organization has a Confidential Salary System and you are advised to maintain strict confidentiality in regard to your emoluments. Non compliance or failure to maintain confidentiality will be viewed as breach of trust. In case you require any clarification regarding your compensation package, please contact the Head of the institute.
- This Job Offer and Appointment Letter will be valid, subject to the integrity of the information disclosed by you. If the information provided is misleading, or is withheld, this letter would stand automatically withdrawn. Similarly this contract is also subject to, you being found medically fit by a registered medical practitioner

Wishing you all the best

Mr. Harish Suvarna
Principal - All's CH&TMS&R

Recieved
Accepted

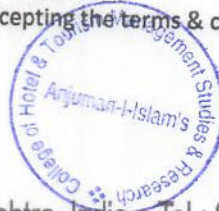
8/6/2022

A.B Mhatre

Dr. Zahir I. Kazi
Hon. President

Mr. Ajit B Mhatre

Received the Original and accepting the terms & conditions



Principal

Anjuman-I-Islam's College of Hotel & Tourism Management Studies & Research
92, Dr. D. N. Road, Mumbai-400 001

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11. Appointment Letter of Mr. Ajit Mhatre

Ref No.: A.I.I.'s CH&TMS&R/AL/2022-2023/185

Date: 05th July, 2022

Name : MR. AJIT B MHATRE
Address : A 4 Chandrabhaga CHS,
A V Nagvekar Marg, Prabhadevi,
Mumbai – 400 025

Sub: Appointment Letter for the Post of "Lecturer"

Dear Mr. Ajit Mhatre,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "Lecturer" with effect from 01st August, 2022. In this Job Offer and Appointment Letter, the employment conditions that our Organization would like to offer to you have been included in detail as follows:

Position:

You will be employed by "Anjuman –I-Islam's College of Hotel & Tourism Management Studies & Research"

Your position at the time of employment is Lecturer

You will report directly to the Head of the Institution

You will be paid a Salary Scale of Rs. 9300 – 14610 - 34800 + AGP 4500

Basic Pay	A. G. P.	Basic Pay + AGP	D. A. 132%	H. R. A. 30%	C. C. A	Travelling Allowance	Total
14610.00	4500.00	19110.00	25225.00	5733.00	300.00	1600.00	51968.00

Area of Work:

- At the time of employment, you will work in the Food Production Department. However you are liable to be transferred to Subsidiary Departments.
- Your services are transferable to any of the institutions under Anjuman-I-Islam's Management.

Responsibilities and Duties:

- Your work in the organization will be subject to the rules and regulations of the organization as laid down in relation to conduct, discipline and other matters.
- You will always be responsible for and liable to discharge the duties that are attached to your position and conduct yourself accordingly. You must perform efficiently to ensure results and depending upon organizational exigencies, you may be expected to work for reasonable extra hours.

Probation:

- You will be on probation initially for a period of One Year from date of joining. You will continue to be in probation unless an order in writing confirming your service is given to you. Period of probation will be liable for extension(s) as the organization seems fit.



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12. Appointment Letter of Ms. Trupti Patole



**Anjuman-I-Islam's
College of Hotel & Tourism Management Studies & Research**
(Affiliated to the University of Mumbai)

Ref No.: A.I.I.'s CH&TMS&R/AL/2022-2023/186

Date: 05th July, 2022

Name : MRS. TRUPTI SURESH PATOLE
Address : 503, NAV residency Society, Opp Savta Mali Hall,
Takka Road, Old Panvel
Navi Mumbai - 410 206

Sub: Appointment Letter for the Post of "Lecturer"

Dear Mrs. Trupti Patole,

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as "**Lecturer**" with effect from **01st August, 2022**. In this Job Offer and Appointment Letter, the employment conditions that our Organization would like to offer to you have been included in detail as follows:

Position:

You will be employed by "**Anjuman -I-Islam's College of Hotel & Tourism Management Studies & Research**"

Your position at the time of employment is **Lecturer**

You will report directly to the **Head of the Institution**

You will be paid a Salary Scale of **Rs. 9300 - 16930 - 34800 + AGP 4500**

Basic Pay	A. G. P.	Basic Pay + AGP	D. A. 132%	H. R. A. 30%	C. C. A	Travelling Allowance	Total
16930.00	4500.00	21430.00	28288.00	6429.00	300.00	1600.00	58047.00

Area of Work:

- At the time of employment, you will work in the **Room Division Management**. However you are liable to be transferred to Subsidiary Departments.
- Your services are transferable to any of the institutions under Anjuman-I-Islam's Management.

Responsibilities and Duties:

- Your work in the organization will be subject to the rules and regulations of the organization as laid down in relation to conduct, discipline and other matters.
- You will always be responsible for and liable to discharge the duties that are attached to your position and conduct yourself accordingly. You must perform efficiently to ensure results and depending upon organizational exigencies, you may be expected to work for reasonable extra hours.

Probation:

- You will be on probation initially for a period of **One Year** from date of joining. You will continue to be in probation unless an order in writing confirming your service is given to you. Period of probation will be liable for extension(s) as the organization seems fit.



92, Dr. D. N. Road, Opp C.S.M.T. Mumbai - 400 001, Maharashtra, India. • Tel : 22-2265 2272 / 2263 2817 / 22634685.

• Web: www.anjumanihmct.org • E-mail: principal@anjumanihmct.org

Principal

Anjuman-I-Islam's College of Hotel &
& Research
92, Dr. D. N. Road, Mumbai-400 001



Anjuman-I-Islam's College of Hotel & Tourism Management Studies & Research

(Affiliated to the University of Mumbai)

Holiday, Vacation and other Leaves:

The entitlement of your holiday, vacation and other leaves will follow Organizations relevant policy and will be subject to exigencies. The institutes leave rule is attached herewith to be abided by the employee.

Certificate and Document:

- Certificate from Your Former Employer
- When you begin to work in the Organization, we would like to ask you to provide us with the certificate issued by your former employer certifying that you have terminated your employment relationship with your former employer. This certificate is the prerequisite of setting up employment and work relationship with the Organization.

Report on Duty:

Please bring the originals and a copy of the following documents with you at the time of joining:

- Proof of Identity (Passport, Voters ID, Driving License, Aadhar Card)
- PAN Card
- Education Qualification Final (or provisional) certificate of all qualification obtained from SSLC to date.
- Date of Birth proof (Birth Certificate, Passport, School Leaving Certificate)
- Experience certificates of pervious employment(s) and Relieving Letter from the Last employer (If applicable)
- Details of remuneration (Last working month pay slip) of pervious employment (If applicable)

Training:

In case, you resign on your own accord from the service of the Organization within one year of undergoing any National/International training assignments, you are liable to refund cost borne by the Organization for your training.

Validity of the Job Offer:

- As a token of your acceptance kindly sign and return the duplicate copy indicating the exact date of your joining duty and return the same within 5 days of receipt of this job offer and appointment letter, failing which the Organization shall presume without any further reference to you that you have not accepted this offer.
- Please note that the Organization has a Confidential Salary System and you are advised to maintain strict confidentiality in regard to your emoluments. Non compliance or failure to maintain confidentiality will be viewed as breach of trust. In case you require any clarification regarding your compensation package, please contact the Head of the institute.
- This Job Offer and Appointment Letter will be valid, subject to the integrity of the information disclosed by you. If the information provided is misleading, or is withheld, this letter would stand automatically withdrawn. Similarly this contact is also subject to, you being found medically fit by a registered medical practitioner

Mr. Harish Suvarna
Principal - All's CH&TMS&R

Wishing you all the best

Received & accepted!

Mrs. Trupti S Patole

Received the Original and accepting the terms & conditions

Dr. Zahir I. Kazi
Hon. President



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E-mail: principal@anjumanihmct.org / principal@anjumanchtmsr.com

13. Appointment Letter of Ms. Sabiha Gazali



**A.K. Hafizka Institute of Hotel Management
& Catering Technology**

[Approved by the All India Council for Technical Education - New Delhi & Govt. of Maharashtra]
[Affiliated to University of Mumbai & Maharashtra State Board of Technical Education]
92, Dr. D. N. Road, Next to Times of India Building, Mumbai - 400 001, Maharashtra, India.
Tel. : +91-22-2265 2272 / 2263 2817 Facsimile : +91-22-2263 4685
Website : http://www.anjumanihmct.org, E-mail : principal@anjumanihmct.org

Ref.: HMCT/TS-PL/2004-2005/17818

Date : 14th June, 2005.

To,
Ms. Sabiha Ghazali
Assistant Lecturer
Anjuman-I-Islam IHMCT
Mumbai - 400 001

Dear Ms. Sabiha Ghazali,

On the recommendation of the Principal based on your performance and as decided by the President, Anjuman-I-Islam, we are pleased to promote you as a "Lecturer" in the Anjuman-I-Islam's, A. K. Hafizka Institute of Hotel Management & Catering Technology with effect from 1st July, 2005 on the following terms and conditions.

- 1) You will be on probation for a period of one year.
- 2) As Lecturer you will be paid salary as per the scale given below: -

Basic	:	Rs. 8000 - 275 - 13500.
D. A.	:	Rs. 4400/-
H. R. A.	:	Rs. 2400/-
C. C. A.	:	Rs. 800/-
T. A.	:	Rs. 300/-
- 3) As Lecturer of the institute you will be subject to the general terms and conditions of conduct and service rules in force as framed and amended by the Anjuman-I-Islam from time to time.
- 4) Your services are liable to be terminated by giving one month notice or payment of one month salary in the lieu thereof on either side subject to the condition that the notice period to be given by you should not fall during the current term or instructional period.
- 5) Your services are transferable to any of the Institutions under Anjuman-I-Islam's Management.
- 6) Your appointment is full time and you shall not undertake any other employment anywhere else while you are in service of this institute without the specific written permission from the Management.

Contd....2/-





Principal

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7) In addition to the duties that may be assigned to you from time to time by the Management you will be responsible for discharging the following specific duties:-

- a) Instructions in Laboratories.
- b) Students Assessments and Evaluations.
- c) Assisting in Consultancy, Research and Development Services.
- d) Developing Resource Materials and Lab. Development.
- e) Co-curricular and Extra-curricular Activities.
- f) Assisting in Departmental Administration.

You are requested to confirm in writing within a week your acceptance of the appointment on the terms and conditions as mentioned above.

Yours sincerely,

**Dr. M. Ishaq Jamkhanawala
President
Anjuman-I-Islam**

**I accept the Appointment Letter &
terms & conditions mentioned in it.**

(Ms. Sabiha Ghazali)

- c. c. to : 1) Hon. Jt. Secretary, Anjuman-I-Islam.
2) The Chief Account Officer, Anjuman-I-Islam.



**Principal
Anjuman-I-Islam's College of Hotel &
Tourism Management Studies & Research
92, Dr. D. N. Road, Mumbai-400 001**