



Ref. No.: BCRCP/Appt/10/23-24

Tuesday, January 02, 2024

To
Ms. Susmita Aftab,
Village – Haribazar, PO – Jemua,
Durgapur, Paschim Bardhaman

Sub: Promotion to the post of Lecturer at Dr. B. C. Roy College of Pharmacy and Allied Health Sciences, Durgapur

Based on your application, qualification and work experience, the authorities of the college have decided to promote you to the post of Lecturer of the college with immediate effect on following broad terms and conditions.

1. The financial package per month shall be as under:-

Designation-	Lecturer
Pay Band (PB)	₹9,000/- - ₹40,500/-
Pay in Pay Band (PPB)	₹9,000/-
Grade Pay (GP)	₹5,400/-
Basic Pay (PPB + GP)	₹14,400/-
Special Allowance	₹15,000/-
EPF, Gratuity & Mediclaim facility	As per rules of the college

2. You shall be on probation normally for one year from the date of your promotion to the post subject to confirmation depending upon your performance.
3. During your association with this college you will devote your full time, attention and capability in the interest of the college and will not involve yourself directly or indirectly in any other service/ business/ trade/ occupation.
4. In addition to your normal duties as Lecturer, you will also carry out other responsibilities as may have been assigned to you by the Authorities from time to time.
5. During the course of your employment or any time thereafter, you will not divulge any information which could be detrimental to the interest of the organisation. In rendering your service, you will ensure that the interest of the organisation is protected at all times and you will not in any way do anything or commit any act which is likely to affect the interest of organization adversely in any manner what so ever.
6. Your service will be governed by the Service Rules & Regulations of the college as existing and as may be framed or amended from time to time. You will always attend your duties and responsibilities assigned to you with utmost sincerity and conduct yourself in accordance with the norms of the college.
7. If at any time in the opinion of the competent authority, you are found a non-performer or guilty of disobedience, disorderly behaviour, negligence, indiscipline,

M. Chatterjee