

# FATIMA MATA NATIONAL COLLEGE

AUTONOMOUS

(Reaccredited with 'A' Grade by NAAC)  
Affiliated to University of Kerala



## 3.1.3 e-Copies of Award Letters

02/25/2019

Sinilal Bhaskaran

Assistant Professor, Department of Botany, Fatima Mata National College  
Kollam, 691001

Dear Sinilal:

It is with great pleasure that the University of the Sciences in Philadelphia ("USciences") makes this conditional offer for the position of Post-Doctoral Research Fellow. We know you will find this position both challenging and rewarding. The following outlines our offer in more detail:

#### **Start Date**

Your start date will be 04/01/2019. Your work day hours will be mutually agreed upon between you and your manager.

#### **Reporting Relationship**

You will report to Dr. Shivendra Sahi, Chair of Biological Sciences & Professor of Biological Sciences, who will provide full details regarding your position responsibilities and performance expectations.

#### **Compensation**

You will be paid bi-weekly. Your compensation will be \$44,000.00 per annum. The quotation of an annual salary is for our mutual convenience only and does not imply any specific length of employment. Your salary may be reviewed in conjunction with your performance annually. This may result in a salary increase subject to the terms of our performance management policy.

#### **Introductory Period & Employment At-Will Status**

All new employees are subject to an Introductory Period during the first (90) calendar days. This is an opportunity for you and your supervisor to assess if your performance in this position is progressing satisfactorily. As stated in our Employee Handbook, our extension of this offer of employment to you does not constitute a contract of employment, and your acceptance of our offer does not guarantee employment with us for any specific position and/or for a specific period of time. Your employment with USciences will be "at will," which means either you or USciences will have the unrestricted right to end your employment at any time and for any or no reason, with or without prior notice.

#### **Benefits**

As a full time employee, you are eligible to participate in the University's benefits program according to plan eligibility. This means that Health, Dental, Life, and other programs will be available to you effective April 1, 2019. Vacation benefits are accrued before



use based on your workweek pay period. Any benefits described in the summary may be modified or terminated at the sole discretion of the University at any time.

### **New Employee Orientation (Mandatory)**

All new employees are expected to attend our New Employee Orientation. This will give you an opportunity to learn more about the University and our benefits. Please plan to attend this mandatory session on **Monday, April 1, 2019 at 10:00 a.m.** in the Human Resource Conference Room at 4100 Chester Avenue, Third Floor, Suite #3200. This program will be completed at approximately 11:30 am. A separate invitation will be sent closer to the date as a reminder.

### **Background Check**

This offer of employment is conditioned upon satisfactory completion of a background check including references, education verification, prior employment verification, motor vehicle check, and criminal background check. These forms are included in your hire packet. We reserve the right to rescind this offer based on the results of the background check.

### **Employment Eligibility**

Newly hired employees must complete and sign Section 1 of Form I-9 within **72 hours from your date of hire**. The Department of Homeland Security (U.S. Citizenship and Immigration Services) requires USciences to examine evidence of identity and employment authorization. Human Resources must physically examine original documents. Enclosed is a list of acceptable documents that can be used to support your I-9 Form. Failure to comply with this regulation will result in not being able to start employment on your date of hire.

If you choose to use your Social Security Card with another document that establishes identity, but have lost the card, misplaced it, or it was stolen, you must then apply in person to your local Social Security Administration (SSA) Office upon receipt of this letter. You will receive a receipt from SSA indicating that you have applied for a replacement card. You may use the receipt provided by SSA to complete your I-9 on your employment start date. You will have 90-days, from the date of the SSA receipt, to present your replacement card to HR in order to continue employment or provide another form of ID showing proof of eligibility to work in the United States. Failure to comply with I-9 (proof of eligibility to work in the United States) Federal Law and regulation requirements will result in a withdrawal of our offer of employment or immediate termination.

Within your first week of employment, you may obtain your Employee Identification Card and Parking Permit available to you from our Finance Department. Please schedule your appointment with Terry Reilly, Financial Coordinator in Student Auxiliary Services is now located in Wilson Hall Room 130 (The back of Wilson Dining Hall). For your convenience she can be reached at (215) 596-8946.

USciences is committed to enhancing and sustaining an education community that is inclusive and equitable with a long-standing commitment to equal employment and education opportunity for all qualified persons. As a part of your position responsibilities, you will be required to complete a mandatory on-line Harassment prevention training. Once your USciences e-mail account is activated, you will receive information about this training from Human Resources. Please plan to complete the training within 30-days of receipt. Should you have any questions about your account access or activation, please contact your Manager, named above.





600 South 43rd Street, Philadelphia, PA 19104  
215.596.8800 | [usciences.edu](http://usciences.edu)

Philadelphia College of Pharmacy  
Misher College of Arts and Sciences  
Samson College of Health Sciences  
Mayes College of Healthcare Business and Policy

Your acceptance of this offer includes your agreement to abide by the terms of this offer letter and institutional policies and procedures as published in the Employment Handbook Information Guide.

Sinilal, we look forward to you becoming a part of the USciences team! Please feel free to contact me at the number below should you have any questions.

Sincerely,

Kristen Torpey

+1 (215) 596-1154

**Where healthcare and science converge.**

Founded in 1821 as the Philadelphia College of Pharmacy







21 March 2019

**Subject:** Letter of invitation to Assistant Professor Dr. P J Sarlin to the 'Montenegro Dolphin Research' volunteer program

To whom it may concern

I am writing you to confirm that Dr. Sarlin P J, Assistant Professor at Fatima Mata National College, Kollam, India (Passport number: H6888868) will be attending as a research volunteer at Montenegro Dolphin Research by Marine Mammals Research Association-DMAD, in Montenegro, between the dates from *1 May 2019* till *30 May 2019*.

Marine Mammals Research Association - DMAD is a non-profit and a non-governmental organization that aims to create an ecological consciousness through its science and research activities. Our goal is to raise both public and academic awareness in order to identify and locate the habitat problems regarding the conservation of marine biodiversity in the Levantine and Adriatic Sea. In order to generate effective conservation strategies, we transform our research into awareness and management skills.

Research volunteers have an unpaid position but their accommodations will be covered by the organisation.

The address for the volunteer accommodation: *Ilino BB, Kod Castello Apt. B4L, 85000, Bar, Montenegro*

Please do not hesitate to contact me if you need further information.

Yours sincerely,

*Dr. Aylin Akkaya Baş*  
*Scientific Director of Marine Mammals Research Association*  
*Deniz Memelileri Araştırma Derneği (DMAD)*  
[info@dmad.org.tr](mailto:info@dmad.org.tr)  
[www.dmad.org.tr](http://www.dmad.org.tr)





Universidad de Valladolid

## AWARDING LETTER

Dear Jojo Panakal John,

Further to the application submitted to the ERASMUS+ KA107 (ICM) Project 2016-1-ES01-KA107-024005, coordinated by the University of Valladolid and managed by SEPIE (Erasmus Plus Office in Spain), we would like to thank you for your interest in taking part in this excellent initiative promoted by the European Commission.

This selection process comprised the following phases:

- 1) Validation of the applications: carried out by the home institutions
- 2) Evaluation of the validated applications: carried out by the Evaluation Committees of both home and host institutions
- 3) Final selection: carried out by the Selection Committees of both home and host institutions

Therefore, we are pleased to inform you that **you have been selected** to undertake Academic STAFF exchange mobility within the **DPTO. DE FÍSICA APLICADA** at **University of Valladolid** from 11/06/2018 - 15/06/2018

We are sending you, together with this awarding letter, a set of detailed information about all the procedures to be taken for a correct preparation of your mobility as well as the invitation letter in order to apply for your VISA to Spain. All these documents are available in your private area on <https://www5.uva.es/uvamobplus/>

We wish you all the best for this new challenge and we are confident that you will have an amazing life-changing experience that will greatly benefit you. We would like to express our complete availability to help you throughout your mobility period!

Best regards,

José Ramón González García  
Vice-Rector for Internationalization and Language Policy  
ERASMUS+ KA107, ICM-UVa  
University of Valladolid




This project has been funded with support from the European Commission.

This communication reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein.

Erasmus+ 2016-1-ES01-KA107-24005

Código Seguro De Verificación:	/rn/pf7BXUCMJAc/PKMNP==	Estado	Fecha y hora
Firmado Por	José Ramón González García - Vicerrector de Internacionalización y Política Lingüística	Firmado	26/03/2018 12:24:12
Observaciones		Página	1/2
Url De Verificación	<a href="https://sede.uva.es/Validacion_Documentos?code=/rn/pf7BXUCMJAc/PKMNP==">https://sede.uva.es/Validacion_Documentos?code=/rn/pf7BXUCMJAc/PKMNP==</a>		





## CARTA DE CONCESIÓN

Estimada/o Jojo Panakal John,

Tras la solicitud presentada al proyecto ERASMUS + KA107 (ICM) 2016-1-ES01-KA107- 024005, coordinado por la Universidad de Valladolid y gestionado por el SEPIE (Oficina Erasmus Plus España), queremos agradecerle su interés en participar en esta excelente iniciativa promovida por la Comisión Europea.

Este proceso de selección comprende las siguientes fases:

- 1) Validación de las solicitudes: realizada por las instituciones de origen
- 2) Evaluación de las solicitudes validadas: llevadas a cabo por los Comités de Evaluación tanto de las Instituciones de origen como las de acogida
- 3) Selección final: realizada por los Comités de Selección de las Instituciones de origen y de acogida

Por lo tanto, nos complace informarle que **ha sido seleccionado** para llevar a cabo Personal Docente dentro del **DPTO. DE FÍSICA APLICADA** en la **Universidad de Valladolid** del 11/06/2018 - 15/06/2018

Le enviamos, junto con esta Carta de Concesión, un conjunto de información detallada sobre todos los procedimientos para la correcta preparación de su movilidad, así como la Carta de Invitación con el fin de que solicite su VISA a España. Todos estos documentos están disponibles en su área privada en <https://www5.uva.es/uvamobplus/>

Le deseamos lo mejor para este nuevo desafío y estamos seguros de que tendrá una increíble experiencia que le beneficiará enormemente. Nos gustaría expresar nuestra completa disponibilidad para ayudarle durante su período de movilidad.

Best regards,

José Ramón González García  
Vice-Rector de Internacionalización y Política Lingüística  
ERASMUS+ KA107, ICM-UVa  
Universidad de Valladolid



This project has been funded with support from the European Commission.  
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Erasmus+ 2016-1-ES01-KA107-24005

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ज्ञान-विज्ञान विमुक्तये

**University Grants Commission  
Bahadur Shah Zafar Marg  
New Delhi - 110 002**

F. No. 6-323/2016(TG)

**The Principal  
Fatima Mata National College,  
Kollem, Dist. Kollem - 691 001 Kerala**

21 NOV 2016

Sub: Travel Grant to college teachers for presenting papers in International Conference(s) – Acceptance of proposal.

Sir/Madam,

With reference to the application on the subject cited above, I am directed to inform you that the Commission has accepted the proposal for financial assistance to **Fatima Mata National College, Kollem, Dist. Kollem - 691 001 Kerala** in respect of **Dr. Saju S.** for presenting the paper entitled **Analysis of Selected Psychological Variables in South Indian Male Professional Hockey Teams** in the conference **International Convention on Science, Education and Medicine in Sport** to be held in **Brazil** from **31st August - 4th September, 2016** and has agreed to provide grant to the extent of 100% of the approved expenditure on this account to the Institution subject to the conditions indicated in Appendix-I. The proposal is approved with the condition that the College should be fit under section 2(f) & 12(B) of the UGC Act, failing which it will be considered cancelled automatically.

You are requested to submit the following documents alongwith the claim in the prescribed format.

1. Statement of account giving details of expenditure incurred on various items Viz-travel, Airport Tax, Registration fee, visa fee and daily allowance with supporting documents/vouchers.
2. Utilisation Certificate in the prescribed format (Appendix-II) from the college duly signed by the Principal and University Auditor/Chartered Accountant for the total expenditure incurred on the visit.
3. Details of assistance received or facilities provided by the organizers of the conference or any other similar Indian/foreign agency.
4. Amount made available by the College/University/State Govt. and other sources.




5. Amount payable for each item by the University Grants Commission as per terms and conditions.
6. A brief note on the participation of the teacher concerned in the International Conference.
7. Certificate of participation in the conference.
8. Conversion rate of US Dollar into Indian Currency from (any bank/or other financial Institution).
9. Copies of the ticket travelled abroad from the airport to the venue of the conference and back alongwith boarding passes.
10. E-ticket is acceptable provided the amount or the fare is clearly reflected on the ticket.
11. Certificate from Air India as a proof of shortest route with economy class return excursion air fare for the journey.
12. Visa fee receipt as per embassy rate.
13. As the grants to the colleges are to be sent electronically only, therefore it is requested that details of Bank Account number of **Principal/Director/Dean** may be sent to UGC in the enclosed mandate form.

Yours faithfully,

(Pramod Sharma)  
Under Secretary

Copy to:

1. **Dr. Saju S.**  
Associate Professor, Deptt. of Physical Education,  
Fatima Mata National College,  
Kollem, Dist. Kollem - 691 001 Kerala
2. **The Registrar, Kerala University, Thiruvananthapuram-695 034**
3. **Guard File.**

  
(Pramod Sharma)  
Under Secretary

P.S. The candidate(s) who are unable to attend the conference may inform the commission invariably.

F No. FIP/12th Plan/KL/KE015 TF 07

TF CODE: 07

The Principal  
FATHIMA MATA NATIONAL COLLEGE  
KOLLAM - 691 001

02/06/16  
130 MAY 2016

THIS TF CODE SHOULD BE QUOTED IN ALL CORRESPONDENCE WITHOUT FAIL

Sub:- Award of Teacher Fellowship under Faculty Development Programme during XII th Plan period.

Sir,

Based on the recommendations of the Selection committee of University, the Commission conveys its approval for the award of Teacher Fellowship to SRI RATHEESH C Dept of ECONOMICS, FATHIMA MATA NATIONAL COLLEGE, KOLLAM, under the XIIth plan period as per the details given below.

Name of the Teacher Fellow	Programme	Subject	Duration
SRI RATHEESH C	Ph.D	ECONOMICS	Two year

1. The Research Center of the Teacher Fellow will be GOVT COLLEGE, ATTINGAL. After joining in the Research Center the Teacher Fellow should submit the joining report to this office as per the prescribed format (Annexure IV - FIP XII guidelines).

2. A teacher fellow will be eligible for reimbursement of actual contingency expenditure subject to a maximum of Rs. 15000/- per year. The contingency grant shall be released only on receipt of the Utilization Certificate in the prescribed proforma (Annexure V, FIP XII Plan guideline) may be submitted to the SWRO, UGC.

3. The supervisor/guide of the Teacher Fellow must give a progress report in the mid of the period for which the fellowship is awarded. In case of negative report given by the Supervisor/ Guide, the awarded fellowship to the Teacher Fellow may be withdrawn by the UGC.

Contd. 2.

4. If a Teacher Fellow fails to complete his/her Ph.D/M.Phil programme and leaves it midway, he/she has to refund the entire amount paid to him/her by the UGC during his/her Teacher Fellowship. The teacher must give an undertaking in this regard (Encl 1).

5. The Teacher Fellow is not eligible to avail the fellowship if he/she is currently undertaking MRP or the accounts of MRP sanctioned earlier are not settled.

6. An undertaking from the teacher fellow to the effect that he will complete the research work within the allotted tenure/plan period failing which he will refund the fellowship grant, substitute teacher salary to UGC-SWRO, may also be collected before relieving the Teacher Fellow under the Scheme.

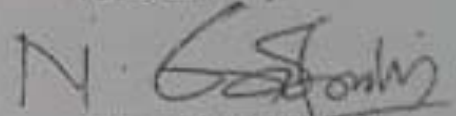
7. In case, at later date, the details given in the application form are found to be incorrect and/or some deficiency in the selection committee proceedings, the above award will be withdrawn and the teacher fellow has to refund the entire amount.

8. The approval and sanction in respect of the substitute teachers to be appointed in place of teacher fellows will be conveyed on receipt of all documents as prescribed in the guidelines.

9. The Teacher should be relieved for the award only on the production of his/her Ph.D Registration.

9. Fellowship under Faculty Development Programme is only for full time research.

Yours faithfully,



(Dr. N. Gopukumar)  
Joint Secretary

Copy to  
The Dean/Director, College Development Council  
KERALA UNIVERSITY  
THIRUVANANTHAPURAM  
KERALA - 695 034  
SRI RATHEESH C  
ASSISTANT PROFESSOR  
Dept of ECONOMICS  
THIMA MATA NATIONAL COLLEGE  
MULLAM - 691 001



F.No.FIP/12th Plan/KLKE015 TFO8

TF CODE: 05

The Principal  
FATHIMA MATA NATIONAL COLLEGE  
KOLLAM - 691 001

P.K.  
13/5/2018

"THIS TF CODE SHOULD BE QUOTED IN ALL CORRESPONDENCE WITHOUT FAIL"

Sub:- Award of Teacher Fellowship under Faculty Development Programme during XII th Plan period.

Sir,

Based on the recommendations of the Selection committee/ University, the Commission conveys its approval for the award of Teacher Fellowship to MR .PETER JOHN Dept of COMMERCE, FATHIMA MATA NATIONAL COLLEGE, KOLLAM, under the XIIth plan period as per the details given below.

Name of the Teacher Fellow	Programme	Subject	Duration
MR PETER JOHN	Ph.D.	COMMERCE	Two year

1 The Research Center of the Teacher Fellow will be FATIMA MATA NATIONAL COLLEGE, KOLLAM. After joining in the Research Center the Teacher Fellow should submit the joining report to this office as per the prescribed format (Annexure IV - FIP XII guidelines).

2. A teacher fellow will be eligible for reimbursement of actual contingency expenditure subject to a maximum of Rs.15000/- per year.The contingency grant shall be released only on receipt of the Utilization Certificate in the prescribed proforma (Annexure V, FIP XII Plan guideline) may be submitted to the SWRO, UGC.

3. The supervisor/guide of the Teacher Fellow must give a progress report in the mid of the period for which the fellowship is awarded. In case of negative report given by the Supervisor/ Guide, the awarded fellowship to the Teacher Fellow may be withdrawn by the UGC.

Contd..2.





4. If a Teacher Fellow fails to complete his/her Ph.D/M.Phil programme and leaves it midway, he /she has to refund the entire amount paid to him/her by the UGC during his/her Teacher Fellowship. The teacher must give an undertaking in this regard (Encl I).

5. The Teacher Fellow is not eligible to avail the fellowship if he/she is currently undertaking MRP or the accounts of MRP sanctioned earlier are not settled .

6. An undertaking from the teacher fellow to the effect that he will complete the research work within the allotted tenure/plan period failing which he will refund the fellowship grant, substitute teacher salary to UGC-SWRO, may also collected before relieving the Teacher Fellow under the Scheme.


7. In case, at later date, the details given in the application form are found to be incorrect and/or some deficiency in the selection committee proceedings, the above award will be withdrawn and the teacher fellow has to refund the entire amount.

8. The approval and sanction in respect of the substitute teachers to be appointed in place of teacher fellows will be conveyed on receipt of all documents as prescribed in the guidelines.

The Teacher should be relieved for the award only on the production of his/her Ph.D Registration.

9. Fellowship under Faculty Development Programme is only for full time research .


Yours faithfully,

  
(Dr.N. Gopu Kumar)  
Joint Secretary

Copy to:

1. The Dean/Director, College Development Council  
KERALA UNIVERSITY  
THIRUVANANTHAPURAM  
KERALA - 695 034
2. MR PETER JOHN  
ASSISTANT PROFESSOR  
Dept of COMMERCE  
FATHIMA MATA NATIONAL COLLEGE  
KOLLAM - 691 001



  
PRINCIPAL  
Fatima Mata National College  
Kollam



F.No.FIP/12th Plan/KLKE015 TF 09

TF CODE: 09

30 MAR 2016

The Principal  
FATHIMA MATA NATIONAL COLLEGE  
KOLLAM - 691 001

Handwritten signature/initials and date 30/3/16

"THIS TF CODE SHOULD BE QUOTED IN ALL CORRESPONDENCE WITHOUT FAIL"

Sub:- Award of Teacher Fellowship under Faculty Development Programme during XII th Plan period.

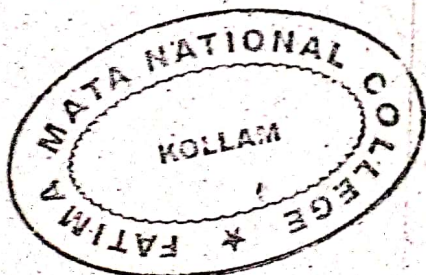
Sir,

Based on the recommendations of the Selection committee/ University, the Commission conveys its approval for the award of Teacher Fellowship to SMT .SHALINI MATHEWS Dept of ECONOMICS, FATHIMA MATA NATIONAL COLLEGE, KOLLAM, under the XIIth plan period as per the details given below.

Name of the Teacher Fellow	Programme	Subject	Duration
SMT SHALINI MATHEWS	Ph.D.	ECONOMICS	Two year

1. The Research Center of the Teacher Fellow will be GOVERNMENT COLLEGE FOR WOMEN, VAZHUTHACAUD, TRIVANDRUM. After joining in the Research Center the Teacher Fellow should submit the joining report to this office as per the prescribed format (Annexure IV - FIP XII guidelines).
2. A teacher fellow will be eligible for reimbursement of actual contingency expenditure subject to a maximum of Rs.15000/- per year. The contingency grant shall be released only on receipt of the Utilization Certificate in the prescribed proforma (Annexure V, FIP XII Plan guideline) may be submitted to the SWRO, UGC.
3. The supervisor/guide of the Teacher Fellow must give a progress report in the mid of the period for which the fellowship is awarded. In case of negative report given by the Supervisor/ Guide, the awarded fellowship to the Teacher Fellow may be withdrawn by the UGC.

Contd..2.



Handwritten signature  
PRINCIPAL  
Fatima Mata National College  
Kollam

4. If a Teacher Fellow fails to complete his/her Ph.D/M.Phil programme and leaves it midway, he/she has to refund the entire amount paid to him/her by the UGC during his/her Teacher Fellowship. The teacher must give an undertaking in this regard (Encl I).

5. The Teacher Fellow is not eligible to avail the fellowship if he/she is currently undertaking MRP or the accounts of MRP sanctioned earlier are not settled .

6. An undertaking from the teacher fellow to the effect that he will complete the research work within the allotted tenure/plan period failing which he will refund the fellowship grant, substitute teacher salary to UGC-SWRO, may also collected before relieving the Teacher Fellow under the Scheme.

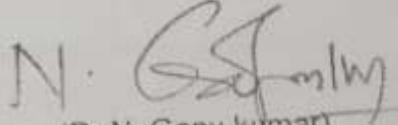
7. In case, at later date, the details given in the application form are found to be incorrect and/or some deficiency in the selection committee proceedings, the above award will be withdrawn and the teacher fellow has to refund the entire amount.

8. The approval and sanction in respect of the substitute teachers to be appointed in place of teacher fellows will be conveyed on receipt of all documents as prescribed in the guidelines.

The Teacher should be relieved for the award only on the production of his/her Ph.D Registration.

9. Fellowship under Faculty Development Programme is only for full time research .

Yours faithfully,

  
(Dr. N. Gopu kumar)  
Joint Secretary

Copy to:

1. The Dean/Director, College Development Council  
KERALA UNIVERSITY

THIRUVANANTHAPURAM  
KERALA - 695 034

2. SMT SHALINI MATHÉWS  
ASSISTANT PROFESSOR  
Dept of ECONOMICS

FATHIMA MATA NATIONAL COLLEGE  
KOLLAM - 691 001





ज्ञान-विज्ञान विमुक्तये

University Grants Commission  
Bahadur Shah Zafar Marg  
New Delhi - 110 002

9/20/7/11/08/57  
Dr. Manohar D. Mullassery  
7 SEP 2016

F. No. 6-179/2016(TG)

The Principal  
Fatima Mata National College,  
Kollem, Dist. Kollem - 691 001 Kerala

Sub: Travel Grant to college teachers for presenting papers in International Conference(s) - Acceptance of proposal.

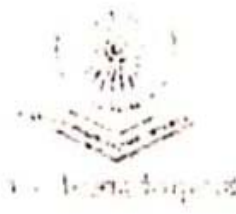
Sir/Madam,

With reference to the application on the subject cited above, I am directed to inform you that the Commission has accepted the proposal for financial assistance to Fatima Mata National College, Kollem, Dist. Kollem - 691 001 Kerala in respect of Dr. Manohar D. Mullassery for presenting the paper entitled Humic Acid Removal From Aqueous Solution Using Aluminium Pillared Bentonite Clay and its Recovery in the conference 5th International Science Congress to be held in Nepal from 8th - 9th December, 2015 and has agreed to provide grant to the extent of 100% of the approved expenditure on this account to the Institution subject to the conditions indicated in Appendix-I. The proposal is approved with the condition that the College should be fit under section 2(f) & 12(B) of the UGC Act, failing which it will be considered cancelled automatically.

You are requested to submit the following documents alongwith the claim in the prescribed format.

1. Statement of account giving details of expenditure incurred on various items Viz-travel, Airport Tax, Registration fee, visa fee and daily allowance with supporting documents/vouchers.
2. Utilisation Certificate in the prescribed format (Appendix-II) from the college duly signed by the Principal and University Auditor/Chartered Accountant for the total expenditure incurred on the visit.
3. Details of assistance received or facilities provided by the organizers of the conference or any other similar Indian/foreign agency.
4. Amount made available by the College/University/State Govt. and other sources.
5. Amount payable for each item by the University Grants Commission as per terms and conditions.





विश्वविद्यालय अनुदान आयोग

नैरुत्य प्रादेशिक कार्यालय

UNIVERSITY GRANTS COMMISSION

SOUTH WESTERN REGIONAL OFFICE

P.K. Block, Palace Road, Gandhinagar  
Bangalore-560 009.

Phone : (080) 2228 0380 Fax : (080) 2228 0381

L.No.FIP/12th Plan/KI.KI:015 TF 09

TF CODE: 09

The Principal  
FATHIMA MATA NATIONAL COLLEGE  
KOLLAM - 691 001

32 4 11

**"THIS TF CODE SHOULD BE QUOTED IN ALL CORRESPONDENCE WITHOUT FAIL"**

**Sub:- Award of Teacher Fellowship under Faculty Development  
Programme during XII th Plan period.**

Sir,

Based on the recommendations of the Selection committee/ University, the Commission conveys its approval for the award of Teacher Fellowship to MRS .PATRICIA JOHN Dept of MALAYALAM, FATHIMA MATA NATIONAL COLLEGE, KOLLAM, under the XIIth plan period as per the details given below.

Name of the Teacher Fellow	Programme	Subject	Duration
MRS PATRICIA JOHN	Ph.D.	MALAYALAM	Two year

1. The Research Center of the Teacher Fellow will be THE QUILON PUBLIC LIBRARY AND RESCH CENTRE, KOLLAM. After joining in the Research Center the Teacher Fellow should submit the joining report to this office as per the prescribed format (Annexure IV - FIP XII guidelines).

2. A teacher fellow will be eligible for reimbursement of actual contingency expenditure subject to a maximum of Rs.15000/- per year. The contingency grant shall be released only on receipt of the Utilization Certificate in the prescribed proforma (Annexure V, FIP XII Plan guideline) may be submitted to the SWRO, UGC.

3. The supervisor/guide of the Teacher Fellow must give a progress report in the mid of the period for which the fellowship is awarded. In case of negative report given by the Supervisor/ Guide, the awarded fellowship to the Teacher Fellow may be withdrawn by the UGC.

Contd..2.

4. If a Teacher Fellow fails to complete his/her Ph.D/M.Phil programme and leaves it midway, he/she has to refund the entire amount paid to him/her by the UGC during his/her Teacher Fellowship. The teacher must give an undertaking in this regard (Encl I).

5. The Teacher Fellow is not eligible to avail the fellowship if he/she is currently undertaking MRP or the accounts of MRP sanctioned earlier are not settled.

6. An undertaking from the teacher fellow to the effect that he will complete the research work within the allotted tenure/plan period failing which he will refund the fellowship grant, substitute teacher salary to UGC-SWRO, may also be collected before relieving the Teacher Fellow under the Scheme.

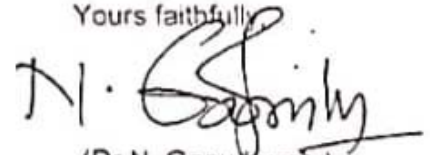
7. In case, at a later date, the details given in the application form are found to be incorrect and/or some deficiency in the selection committee proceedings, the above award will be withdrawn and the teacher fellow has to refund the entire amount.

8. The approval and sanction in respect of the substitute teachers to be appointed in place of teacher fellows will be conveyed on receipt of all documents as prescribed in the guidelines.

The Teacher should be relieved for the award only on the production of his/her Ph.D Registration.

9. Fellowship under Faculty Development Programme is only for full time research.

Yours faithfully,

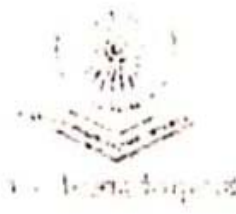


(Dr. N. Gopu Kumar)  
Deputy Secretary

Copy to:

1. The Dean/Director, College Development Council  
KERALA UNIVERSITY  
THIRUVANANTHAPURAM  
KERALA - 695 034
2. MRS PATRICIA JOHN  
ASSISTANT PROFESSOR  
Dept of MALAYALAM  
FATHIMA MATA NATIONAL COLLEGE  
KOLLAM - 691 001





विश्वविद्यालय अनुदान आयोग

नैरुत्य प्रादेशिक कार्यालय

UNIVERSITY GRANTS COMMISSION

SOUTH WESTERN REGIONAL OFFICE

P.K. Block, Palace Road, Gandhinagar  
Bangalore-560 009.

Phone : (080) 2228 0380 Fax : (080) 2228 0381

L.No.FIP/12th Plan/KI.KI:015 TF 09

TF CODE: 09

The Principal  
FATHIMA MATA NATIONAL COLLEGE  
KOLLAM - 691 001

32 4 11

**"THIS TF CODE SHOULD BE QUOTED IN ALL CORRESPONDENCE WITHOUT FAIL"**

**Sub:- Award of Teacher Fellowship under Faculty Development Programme during XII th Plan period.**

Sir,

Based on the recommendations of the Selection committee/ University, the Commission conveys its approval for the award of Teacher Fellowship to MRS .PATRICIA JOHN Dept of MALAYALAM, FATHIMA MATA NATIONAL COLLEGE, KOLLAM, under the XIIth plan period as per the details given below.

Name of the Teacher Fellow	Programme	Subject	Duration
MRS PATRICIA JOHN	Ph.D.	MALAYALAM	Two year

1. The Research Center of the Teacher Fellow will be THE QUILON PUBLIC LIBRARY AND RESCH CENTRE, KOLLAM. After joining in the Research Center the Teacher Fellow should submit the joining report to this office as per the prescribed format (Annexure IV - FIP XII guidelines).

2. A teacher fellow will be eligible for reimbursement of actual contingency expenditure subject to a maximum of Rs.15000/- per year. The contingency grant shall be released only on receipt of the Utilization Certificate in the prescribed proforma (Annexure V, FIP XII Plan guideline) may be submitted to the SWRO, UGC.

3. The supervisor/guide of the Teacher Fellow must give a progress report in the mid of the period for which the fellowship is awarded. In case of negative report given by the Supervisor/ Guide, the awarded fellowship to the Teacher Fellow may be withdrawn by the UGC.

Contd..2.

4. If a Teacher Fellow fails to complete his/her Ph.D/M.Phil programme and leaves it midway, he/she has to refund the entire amount paid to him/her by the UGC during his/her Teacher Fellowship. The teacher must give an undertaking in this regard (Encl I).

5. The Teacher Fellow is not eligible to avail the fellowship if he/she is currently undertaking MRP or the accounts of MRP sanctioned earlier are not settled.

6. An undertaking from the teacher fellow to the effect that he will complete the research work within the allotted tenure/plan period failing which he will refund the fellowship grant, substitute teacher salary to UGC-SWRO, may also be collected before relieving the Teacher Fellow under the Scheme.

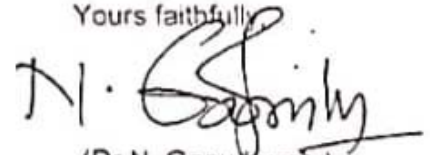
7. In case, at a later date, the details given in the application form are found to be incorrect and/or some deficiency in the selection committee proceedings, the above award will be withdrawn and the teacher fellow has to refund the entire amount.

8. The approval and sanction in respect of the substitute teachers to be appointed in place of teacher fellows will be conveyed on receipt of all documents as prescribed in the guidelines.

The Teacher should be relieved for the award only on the production of his/her Ph.D Registration.

9. Fellowship under Faculty Development Programme is only for full time research.

Yours faithfully,



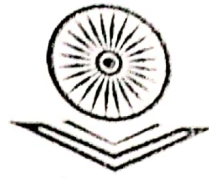
(Dr. N. Gopu Kumar)  
Deputy Secretary

Copy to:

1. The Dean/Director, College Development Council  
KERALA UNIVERSITY  
THIRUVANANTHAPURAM  
KERALA - 695 034
2. MRS PATRICIA JOHN  
ASSISTANT PROFESSOR  
Dept of MALAYALAM  
FATHIMA MATA NATIONAL COLLEGE  
KOLLAM - 691 001



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ज्ञान-विज्ञान विमुक्तये

विश्वविद्यालय अनुदान आयोग  
नैऋत्य प्रादेशिक कार्यालय  
**UNIVERSITY GRANTS COMMISSION**  
SOUTH WESTERN REGIONAL OFFICE  
P.K. Block, Palace Road, Gandhinagar  
Bangalore-560 009.  
Phone : (080) 2228 0380 Fax : (080) 2228 0381

26-Mar-15

Diary No. 3500  
No.F.FIP XII Plan/ KLKE015  
The Accounts Officer  
South Western Regional Office  
University Grants Commission  
P.K. Block, Palace Road  
Gandhinagar, Bangalore  
Sub: Release of Grants-in-aid to FATHIMA MATA NATIONAL COLLEGE, KOLLAM, for the year 2014-2015 under Faculty Development Programme.

Sir/Madam,  
I am directed to convey the sanction of the University Grants Commission for payment of grant of Rs.15000/- towards contingency in respect of the following Teacher Fellow who has been awarded Teacher Fellowship from to FATHIMA MATA NATIONAL COLLEGE, KOLLAM, expenditure to be incurred during 2014-2015.

Name of the Teacher Fellow	Period	Purpose of Grant	Amt. being Released now (Rs.)
MR MARY C Dept. of MALAYALAM FATHIMA MATA NATIONAL COLLEGE KOLLAM - 691 001	13-Jun-14 to 12-Jun-15	Contingency	15000/-
		TOTAL	15000/-

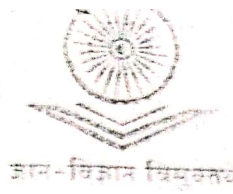
- The sanctioned amount is debitable to 4 (XV) and is valid for payment during the financial year 2014-2015 only.
- The amount of the Grant shall be drawn by the Accounts Officer/Drawing and Disbursing Officer, South Western Regional Office, UGC, Bangalore on the Grants-in-aid bill and shall be disbursed to and credited to the Principal of the College through Electronic mode as per the following details:
  - Details (Name & Address) of Account Holder: FATHIMA MATA NATIONAL COLLEGE, KOLLAM,
  - Account No: 1629901482
  - Name & address of Bank branch: CENTRAL BANK OF INDIA. KADAPPAKADA.KOLLAM.KERALA-691008.
  - MICR Code: 691016003
  - IFSC Code: CBIN0281172
  - Type of Account: SB
- The grant is subject to the adjustment on the basis of utilisation certificate in the prescribed proforma submitted by the College.
- The college shall maintain proper accounts of the expenditure out of the grants which shall be utilised only on approved items of expenditure.
- The College may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/guideline there under from time to time.
- The Utilization Certificate to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to UGC as early as possible after the close of current financial year.
- The assets acquired wholly or substantially out of University Grants Commission's Grant shall not be disposed or encumbered or utilised for the purposes other than those for which the grant was given without proper sanction of the UGC and should at any time the College ceased to function, such assets shall revert to the University Grants Commission.
- A Register of Assets acquired wholly or substantially out of the grants shall be maintained by the College in the prescribed proforma.
- The College shall follow strictly the Government of India/UGC's guidelines regarding implementation of the reservation of policy [both vertical (for SC, ST and OBC) and horizontal ( for person with disability etc.)) in teaching and non-teaching posts.
- The College shall fully implement the Official Language Policy of Union Govt. and comply with the Official Language Act, 1963, and Official Languages (Use for Official Purposes of the Union) Rules, 1978 etc.

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विश्वविद्यालय अनुदान आयोग

नैरुत्य प्रादेशिक कार्यालय

UNIVERSITY GRANTS COMMISSION

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F.No.FIP/12th Plan/KLKE015 TF 09

TF CODE: 09

✓ The Principal  
FATHIMA MATA NATIONAL COLLEGE  
KOLLAM - 691 001

"THIS TF CODE SHOULD BE QUOTED IN ALL CORRESPONDENCE WITHOUT FAIL"

Sub:- Award of Teacher Fellowship under Faculty Development Programme during XII th Plan period.

Sir,

Based on the recommendations of the Selection committee/ University, the Commission conveys its approval for the award of Teacher Fellowship to MRS JAIN RANI S Dept of COMMERCE, FATHIMA MATA NATIONAL COLLEGE, KOLLAM, under the XIIth plan period as per the details given below.

Name of the Teacher Fellow	Programme	Subject	Duration
MRS JAIN RANI S	Ph.D.	COMMERCE	Two year

1. The Research Center of the Teacher Fellow will be KERALA UNIVERSITY, TRIVANDRUM. After joining in the Research Center the Teacher Fellow should submit the joining report to this office as per the prescribed format (Annexure IV - FIP XII guidelines).

2. A teacher fellow will be eligible for reimbursement of actual contingency expenditure subject to a maximum of Rs.15000/- per year. The contingency grant shall be released only on receipt of the Utilization Certificate in the prescribed proforma (Annexure V, FIP XII Plan guideline) may be submitted to the SWRO, UGC.

3. The supervisor/guide of the Teacher Fellow must give a progress report in the mid of the period for which the fellowship is awarded. In case of negative report given by the Supervisor/ Guide, the awarded fellowship to the Teacher Fellow may be withdrawn by the UGC.

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6/2/15



4. If a Teacher Fellow fails to complete his/her Ph.D/M.Phil programme and leaves it midway, he/she has to refund the entire amount paid to him/her by the UGC during his/her Teacher Fellowship. The teacher must give an undertaking in this regard (Encl I).

5. The Teacher Fellow is not eligible to avail the fellowship if he/she is currently undertaking MRP or the accounts of MRP sanctioned earlier are not settled.

6. An undertaking from the teacher fellow to the effect that he will complete the research work within the allotted tenure/plan period failing which he will refund the fellowship grant, substitute teacher salary to UGC-SWRO, may also collected before relieving the Teacher Fellow under the Scheme.

7. In case, at later date, the details given in the application form are found to be incorrect and/or some deficiency in the selection committee proceedings, the above award will be withdrawn and the teacher fellow has to refund the entire amount.

8. The approval and sanction in respect of the substitute teachers to be appointed in place of teacher fellows will be conveyed on receipt of all documents as prescribed in the guidelines.

The Teacher should be relieved for the award only on the production of his/her Ph.D Registration.

9. Fellowship under Faculty Development Programme is only for full time research.

Yours faithfully,



(Dr.N. Gopukumar)  
Deputy Secretary

Copy to:

1. The Dean/Director, College Development Council  
KERALA UNIVERSITY  
THIRUVANANTHAPURAM  
KERALA - 695 034
2. MRS JAIN RANI S  
ASSISTANT PROFESSOR  
Dept of COMMERCE  
FATHIMA MATA NATIONAL COLLEGE  
KOLLAM - 691 001