

**B.P.H.E. Society's
Institute of Management Studies, Career Development & Research, Ahmednagar
I.T. DEPARTMENT**

Performance Appraisal Form



Instruction :- 1. For every entry in form attach authentic document

A. General Information

- a. Name Mahesh Panditrao Potadar
- b. Residential Address "Durvankur", Plot No. 8, S. No. 61/1/1,
In front of Link Road Church, Bhushannagar,
Kedgaon – 414005.
- c. Permanent Address "Durvankur", Plot No. 8, S. No. 61/1/1,
In front of Link Road Church, Bhushannagar,
Kedgaon – 414005.
- d. Contact Nos Res. (0241) – 2550259
Mob. 9422727198
- e. E-mail ID maheshpotdar@rediffmail.com
maheshpotdar12345@gmail.com
- f. Date of Birth 25-12-1972
- g. Previous experience

Name of organization	Designation/Job Description	From Mon-Yr - To Mon-Yr
Pragati Computer Technical Institute, Ahmednagar.	Lecturer	June 1995 to July 1997
Institute of Management Studies Career Development and Research, Ahmednagar.	Lecturer To Associate Professor	August 1997 On wards

- h. Date of joining 1st August 2011
- i. Department Computer
- j. Designation at time of joining Lecturer

B. Promotions

Designation	From - Month and year	Document Ref. No
Lecturer	August-2000-2001	CCO/4606 19/11/2001
Lecturer	July-2001-2002	CCO/5417 29/12/2001
Lecturer	July-2002-2003	CCO/1677 31/3/2003
Lecturer	June-2003 Onwards	CCO/ApprCamp/294 15/10/2010
Assistant Professor	July-2009-July-2014	CCO/959 13/12/2010
Assistant Professor	July-2009 to June 2016	CCO/3315 15/12/2014

C. Academic Qualifications

Exam. Passed	Board/ University	Subject	Month & Year	Division
S. S. C.	Pune	Math, Sci, Mar, Hindi, Eng	March - 1988	51.85 Second Class
H. S. C.	Pune	Math, Sci, Eng, Hindi	March - 1990	55.83 Second Class
B. Sc.	University of Poona	Chemistry	April - 1993	61.00 First Class
M. C. M.	University of Poona	Computer, Management	May - 1995	65.00 First Class
D. B. M.	University of Pune	Management	April - 1998	65.00 First Class
D. L. L. & L. W.	University of Pune	Law	December - 1999	53.00 Second Class
M. M. S.	University of Pune	System	June - 1999	72.00 First Class with Distinction

D. Professional Qualifications

Exam. Passed	Examining body	Subject	Month & Year	Division

E. Research Work – M.Phil/ Ph.D/Research papers/Research Projects

Research Activity	Evaluating body	Topic	Month & Year
Ph. D.	University of Pune	A Study of Administration and Working of "India Post" with special reference to Ahmednagar District (Organisational Management) – Management	Registration Month March-2008

F. Publication and patents

Brief about publication and patents	Month and year
Emerging Trends in Information Technology	November 2014
Enterprise Resource Planning	May 2015

G. Membership of Professional Bodies

Name of professional body	Type of membership	From – Month & Year

II. Training/Workshops/Seminar/Conferences Attended /Conducted / Paper Presented / Published

1. Published a paper titled 'Literature Survey on Algorithmic Methods for Software Development Cost Estimation' in **International Journal of Computer Technology and Applications (IJCTA)**, ISO 3297 – 2007, Vol 5 (1), 183 – 188, Jan – Feb 2014 issue having ISSN: 2229 – 6093, Impact Factor – 2.015, IC Value – 5.17, Open Access Journal, ISO 3297-2007. URL: <http://www.ijcta.com/vol5issue1-page2.php>
2. Published a paper at 8th Indian Subcontinent Decision Sciences Institute (ISDSI) International conference 'Literature Review on Success Factors for Software Development Cost Estimation' (Page No. 89 – Track – B7) at Hyatt Regency, Pune held on 2-4 January, 2015.
3. Presented a paper at 7th International Conference – CheckMate 2015 'Software Project Failure due to various factors of Software Cost Estimation – A Review' having ISSN No. 2231 – 0290 at Allana Institute of Management Sciences, Azam Campus, Pune held on 20th – 21st February 2015.
4. Published a paper titled 'Steps taken towards the Transformation of India Post – A Review' in 'Aarhat Multidisciplinary International Education Research Journal (AMIERJ)' Jan 2015, Vol. No. IV, Issues 1 a Peer-Reviewed, Bi-Monthly Published Journal having ISSN No. 2278-5655 and having Impact Factor: 0.948 Page No. – 73 to 82 <http://www.aarhat.com/>
5. Published a paper titled 'Challenges Ahead of India Post – A Review' in 'International Journal Of Research In Management (IJRM)' Issue 5 Volume 1 (January 2015) a Peer Reviewed Bi-Monthly Published Journal having ISSN No. 2249-5908, Impact Factor - 2.14,

Index Copernicus (ICV) - 5.39, Scientific Journal Impact Factor -3.446, H INDEX - 4.8
 (Included as ISI Journal in Master List of various Database) Page No. – 129 to 136.
http://rspublication.com/ijrm/ijrm_index.htm

6. Published a paper titled '**Challenges Ahead of Post Office Saving Bank – A Review**' in '**ZENITH INTERNATIONAL JOURNAL OF BUSINESS ECONOMICS & MANAGEMENT RESEARCH (ZIJBEMR)**' a double blind reviewed refereed academic monthly journal having ISSN No. ISSN Online: 2249-8826, Index Copernicus Value (2012): 5.19, SJIF Scientific Journal Impact Factor (2012): 4.134 (Journal is internationally indexed/listed at various directories) <http://zenithresearch.org.in/>
7. Worked as a **Workshop Coordinator** for '**Two Days State Level Workhop on Android Programming**' on 17th January 2014 and 18th January 2014. **Fetch a grant of Rs. 25,000/-** from BCUD, University of Pune, Pune.
8. Worked as a **Workshop Coordinator** for '**Two Days National Level Workhop on Cyber Security**' on 18th December 2014 and 19th December 2014. **Fetch a grant of Rs. 2,00,000/- from BCUD**, Savitribai Phule Pune University, Pune.
9. Received an award '**The Best Citizens of India - 2015**' given by International Publication House, the world's most leading biographical specialists, New Delhi. Every year International Publication House gave this award to few citizens, those who deserve and work hard in their respective fields. I received this award for my 18 years of service in the educational field and my contribution toward National and International presentations and publications.

I. Corporate Consultancy/Training/Projects undertaken

Name of organization	Description of work	Duration	Revenue generated

J. Training program conducted

Name of course	Duration	Month and Year	No of participants

K. Community Service undertaken

Name of organization	Description of work	Duration

L. Participation in University related Activities (Guest lectures/ syllabus design/examination/assessment)

Brief description of activity	Month and year
Paper Setting and Assesment Activity Conducted by University of Pune. Enterprise Resource Planning, Emerging Trends in Information Technology (IT53), Management Information System and Business Intelligence (BM21), Object Oriented Analysis And Design (IT35), M.C.M. Paper-BA & ERP TOOLS.	2014 and 2015
Senior Supervisor during University Examination	April 2015
MCA Project Viva – Vidya Pratishthan Institute of Information Technology Addr: Vidyanagari Bhigvan Road Baramati Dist Pune	May 2015

M. Assistance in Institutional activities

Brief desription of activity	Month and year	No of students participated	Effective of activity On scale of 0 to10
Working as a Social Welfare Officer from last two years.	2014 Onwards	Many	6
Management Day Committee coordinator	2014 Onwards	Many	8
Controller of Examination in MAMI Association.	2014	Many	10
AMMI Representative	2014	Many	8
Fest Der Tech	2014	Many	10
Alumni	2014	Many	6
Administration	2014	Many	10

N. Personality Development Activities undertaken

Brief description of activity	Month and year	No of students participated	Effective of activity On scale of 0 to10

O. Career Guidance Activities undertaken

Brief description of activity	Month and year	No of students participated	Effective of activity On scale of 0 to10

P. Counseling and Mentoring Initiatives

Brief description of activity	Month and year	No of students participated	Effective of activity On scale of 0 to10

Q. Assistance in students Projects

Name of student	Name of Project	Name of Organization
AGLAVE RAMESHWAR RAVSAHEB	Order Management System	
ANNIE PAPPACHAN	Corporate and MSME Business – Loan Originations	
BALDOTA ANAND PRAKASH	Book My Move	AppsPlanet Technologies, Pune
BHARAMBE PALLAVI ROHIDAS	Precise Lead Management System	Precise IT Solutions Pvt. Ltd, Pune
BHATAMBARE LALIT MANOHAR	Construction Master System	Ample Softech Systems Pvt Ltd
BHINGARKAR NIKHIL RAJENDRA	Travel Guide for India	Ziffee.com
BUDHWANT SHUBHANGI R.	Online Shopping System	Lunar Soft Pvt. Ltd., Ahmednagar
DAHIPHALE HITESH SHANKAR	Organized Customer Request Processor	Techflosys Technology Pvt. Ltd., Pune
DAMBHE NITEEN KANTILAL	R.K.Marketing	Inet Soft System Pvt Ltd., Pune
DANGE NUTAN DNYANESHWAR	Job Portal System	Lunar Soft Pvt. Ltd., Ahmednagar
Many MCA Studnets		

R. Teaching performance

Sr	Year	Term	Class	Subject taught	No of Hours	Avg Attend	Result %
1	2014	V	MCA First Shift	IT53 – Emerging Trends in Information Technology	40	70	100%
2	2014	V	MCA Second Shift	IT53 – Emerging Trends in Information Technology	47	80	97%
3	2014	V	MCA NFR	IT53 – Emerging Trends in Information Technology	45	80	100%
4							

S. Teaching practice (Put \checkmark mark if document is enclosed)

Sr	Participation of experts in design of curriculum	Additional input	Teaching practice adopted	Students feedback	Evaluation practice adopted	Feedback from Employer & Alumni

Self Assessment Form
Assessment of work done during I/II Term of academic year 2014-2015

Objectives of term
1 Completion of Syllabus in Time
2 Solving At least Two to Three University Question Papers for every subject
3 Giving some extra input other than syllabus
4 Retaining presence in University Merit List
5 Increasing Placements
6 Participating Institutes and University Activities

Criteria	Marks	Max.marks
Personal		Total 20
Additional academic Qualifications , professional or teaching experience (1 qualification = 1 mark, 2 years exp= 1 mark)	0	5
Additional professional qualification (one qualification = 1 mark)	0	5
Participation in institutional activities (2 activities = 1 mark, 1 s/w implementation = 1 mark)	5	5
Participation in University related activities (2 activities = 1 mark)	5	5
Teaching/Learning Process –		Total 40
Take average of all subjects of teaching		
Delivery of syllabus and contents (Result in University exam)	5	5
Beyond the syllabus contents (5 lectures of additional = 1 mark)	4	5
Continuous Evaluation process (2 tests = 1 mark, 2 tutorials = 1 mark)	3	5
Students feedback	5	5
Percentage of students given 'A' grade in all criteria of feedback		
Feedback from employer		5
Percentage of employer given 'A' grade in all criteria of feedback		
Personality Development activities - 1 No of activities arranged	4	5
Career Guidance Activities - No of activities arranged	2	5
Counseling and mentoring activities – Feedback from students	5	5
Research and Development		Total 40
Research work (M.Phil/Ph.D = 3 marks, one project=1 mark, 1 paper = 1 mark)	6	10
Publication and patents (one publication =2 marks) Notes – 3	6	10
Consultancy (Rs.10,000/- = 1 mark) Through Online Exam	10	10
Training (Rs.10,000/- = 1 mark)	-	5
Students Project (1 implemented project = 1 mark)	4	5

PERFORMANCE APPRAISAL

July 2021 to June 2022

Name: Dr. Rucha Tandulwadekar Designation: Associate Professor
Date of Birth: 12/12/1975 Age: 46
Date of Joining: 26th July 2006 Department: Management

1. Subjects being taught in the current academic year and to which class:

Sr. No.	Subjects taught	Course
01	Economic Analysis for Bus. decisions	MBA - I
02	Mgmt of Non Profit Organisation	MBA - II
03	CSR & Sustainability	MBA - II
04	Start up & New venture mgmt	MBA - I

2. Additional responsibilities undertaken in the current academic year:

- a. Seminar
- b. SEED C
- c. Result Analysis
- d. NAAC - CRITERIA I
- e.

3. Achievements (in the field of research or any other) in current academic years:

- 1) Received Recognition as a Research Guide in mkt. mgmt.
- 2) Registered 2 phd students under my guideship
- 3) Received 'Karmayadnya' Puraskar and 'Vocational Excellence award'

4. Steps taken for self development (Elaborate) if necessary attach separate sheet

- 1) Attended various workshops (online) on different topics like Entrepreneurship Development, Research, Communication & Leadership etc.

Part A: Self-Appraisal

Sr. No.	Personal Abilities	Self Appraisal					Assessment by Head of the Department
		A	B	C	D	E	
1	Subject knowledge	✓					
2	Competency level of teaching	✓					
3	Class handling	✓					
4	Initiative	✓					
5	Team work	✓					
6	Dependability	✓					
7	Interaction with students	✓					
8	Interaction with faculty members	✓					
9	Punctuality	✓					
10	Self discipline	✓					

Part B:

Feedback by Head of the Department and Director to the faculty	Plan of Improvement by faculty

Ruha

Signature
(Faculty)

Date:

Signature
(Head of the Department)

Date:

Signature
(Director)

Date:

PERFORMANCE APPRAISAL

July 19 to June 20

Name: DR. MEERA KULKARNI

Designation: PROFESSOR & MOD

Date of Birth: 28.12.63

Age: 55

Date of Joining: 2 Jan 1995

Department: MANAGEMENT

1. Subjects being taught in the current academic year and to which class:

Sr. No.	Subjects taught	Course
	MBA I	
	Sem I - Personality Development	
	Sem II - Consumer Behaviour	
	MBA-II	
	Sem III - Services Marketing	
	Sem IV - -	

2. Additional responsibilities undertaken in the current academic year:

- a. Seminar/Conference Application with AICTE
- b. Course - Academic Prog. implementation
- c.
- d. MOD - Duties & responsibilities : Executed
- e.

3. Achievements (in the field of research or any other) in current academic years:

- 1) ICSSR - New Research Proposal Accepted
- 2) - Completed I
- 3) Chairperson of QPG - MF 10T, SPPU
- 3) Chairperson - International Conf., Bangkok

4. Steps taken for self development (Elaborate) if necessary attach separate sheet

- 1) MDP - Bank of Maharashtra
- 2) Publication - 4
- 3) FDP - Kopergaon - 15 days - AICTE Sponsored on "Integration of Moral Values, Ethics, Behavioural Science & Attitude towards OBE"
- 4) Attended many Seminars

Part A: Self-Appraisal

Sr. No.	Personal Abilities	Self Appraisal					Assessment by Head of the Department
		A	B	C	D	E	
1	Subject knowledge	✓					
2	Competency level of teaching	✓					
3	Class handling		✓				
4	Initiative		✓				
5	Team work	✓					
6	Dependability	✓					
7	Interaction with students		✓				
8	Interaction with faculty members		✓				
9	Punctuality	✓					
10	Self discipline	✓					

Part B:

Feedback by Head of the Department and Director to the faculty	Plan of Improvement by faculty
<p><i>[Faint handwritten feedback text]</i></p>	<p><i>[Faint handwritten plan of improvement text]</i></p>

Meera

Signature
(Faculty)

Date:

Meera

Signature
(Head of the Department)

Date:

Signature
(Director)

Date:

PERFORMANCE APPRAISAL

July 18 to June 19

Name: Dr. Harshvardhan Bhavsar

Designation: Assistant Professor

Date of Birth: 23-12-1988

Age: 30

Date of Joining: 1-8-2016

Department: MBA

1. Subjects being taught in the current academic year and to which class:

Sr. No.	Subjects taught	Course
1	Business Research Methods	MBA-I
2	Marketing Research	MBA-II
3	Personal Selling	MBA-II
4	Marketing Strategy	MBA-II
5	Retail Marketing	MBA-II
6	MIS	MBA-I
7	Industry Analysis	MBA-I

2. Additional responsibilities undertaken in the current academic year:

- a. Internal Examination
- b. Lecture Weekly Report
- c. MBA Admissions
- d. NAAC Criteria (VII)
- e.

3. Achievements (in the field of research or any other) in current academic years:

- Resource person in RM Workshop organized by P.Y. Patil, Pune
- Presented Paper at research conference held at IIT-Roorkee

4. Steps taken for self development (Elaborate) if necessary attach separate sheet

- Enrolled & completed dual MBA in SCM for upgradation purpose
- Enrolled & Completed Swayam - Nptel courses

Part A: Self-Appraisal

Sr. No.	Personal Abilities	Self Appraisal					Assessment by Head of the Department
		A	B	C	D	E	
1	Subject knowledge	✓					
2	Competency level of teaching	✓					
3	Class handling	✓					
4	Initiative	✓					
5	Team work	✓					
6	Dependability	✓					
7	Interaction with students	✓					
8	Interaction with faculty members	✓					
9	Punctuality	✓					
10	Self discipline	✓					

Part B:

Feedback by Head of the Department and Director to the faculty	Plan of Improvement by faculty
	<p>Handwritten notes in the right column, including the name 'MBA' and other illegible text.</p>

Signature
(Faculty)

Signature
(Head of the Department)

Signature
(Director)

Date: 12-7-2019

Date:

Date:

August 2023



कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organization

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

Generated On 14/09/2023 11:56:

Payment Confirmation Receipt

TRRN No :	3142309007167
Challan Status :	Payment Confirmed
Challan Generated On :	11-SEP-2023 16:57:15
Establishment ID :	KDNSK0053895000
Establishment Name :	INSTITUTE OF MANAGEMENT STUDIES, (CAREER DEVELOPME
Challan Type :	Monthly Contribution Challan
Total Members :	45
Wage Month :	AUG-2023
Total Amount (Rs) :	1,62,027
Account-1 Amount (Rs) :	1,05,288
Account-2 Amount (Rs) :	3,241
Account-10 Amount (Rs) :	50,256
Account-21 Amount (Rs) :	3,242
Account-22 Amount (Rs) :	0
Payment Confirmation Bank :	Union Bank of India
CRN :	026130923422954
Payment Date :	13-SEP-2023
Payment Confirmation Date :	Not Available
Total PMRPY Benefit :	0





B. P. H. E. Society's

**INSTITUTE OF MANAGEMENT STUDIES
(CAREER DEVELOPMENT & RESEARCH)**



(Affiliated to the Savitribai Phule Pune University & Approved by AICTE)

'Best Institute Award' by S. P. Pune University

NAAC Re-accredited Grade A+ Institute

Dr. M. B. Mehta
Director

AISHE Code
C - 41365

Date : 28th March, 2023

To,

Branch Manager (P&GS),
Life Insurance Corporation of India,
P&GS Unit, Pune Division,
3rd Floor, Jeevan Prakash,
6/7, University Road,
Pune - 411 005

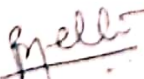
Sub : Annual Renewal of Master Policy No. NGGCA/709003482

Sir/Madam,

This has reference to your E-mail dated 21th March, 2023, we have transferred Rs. 10,00,000/- (Rs. Ten Lakh Only) through RTGS to the Virtual Account - VLPG000709003482 on 23rd March, 2023 (UTR No. UBINH23082066337) towards the payment of **Gratuity Premium** for the year **2023 - 2024**. You are requested to renew the same & send us the Receipt at your earliest.

Thanking you,

Yours Faithfully


(Dr. M. B. Mehta)
Director

P/c

Life Insurance Corporation of India
PUNE DIVISIONAL OFFICE-I
Pension and Group Schemes Department
"JEEVAN PRAKASH", G709, PUNE P&GS UNIT,
UNIVERSITY ROAD, SHIVAJINAGAR, PUNE- 411 005

I.M.S.C.D.R.	
Inward No	4448
Date	23/12/23

Ref : P&GS/Gratuity/709003482

Date : 23/12/2022

To,
The Trustees,
INSTITUTE OF MANAGEMENT STUDIES CAREER DEVELOPMENT RESEARCH
STATION ROAD
AHMEDNAGAR
414001 MAHARASHTRA

Dear Sirs,

Re : Master Policy No. NGGCA /709003482
Annual Renewal Date : 01/03/2023

This is to inform you that the above scheme is due for renewal as on 01/03/2023
To enable us to renew the scheme, we request you to comply with the following :

1. In Order to work out the actuarial liability as on annual renewal date,
please submit the renewal data as a soft copy in enclosed structure:
 - i) Full data of existing members along with LICID allotted by us.
 - ii) Full data of new entrants who are joining the scheme on or before
and satisfying the insurability condition for insurance cover.
2. In the meantime, you may remit an adhoc amount as 5% more than previous year's.
Please note that the demand is totally on the basis of valuation of last year.
The actual amount shall be calculated after receipt of your data.
3. Particulars of members ceasing to be in service by way of Resignation/
Retirement/Death during the last policy year and
particulars of those eligible members for whom claims are not lodged with us
during the last policy year.

It may please be noted that no grace period facility is available under
Cash Accumulation System and hence the contribution should reach us on or
before due date in order that the interest accrues from the due date itself.
However, for death cover risk, a grace period of 30 days is allowed.
E-mail id for contact—

#N/A

#N/A

Thanking you,

Yours Faithfully,


Manager (P & GS)

Policy 16: FACULTY EMPOWERMENT POLICY

- The institute has introduced effective strategies to train, retrain and motivate the employees for performing various roles and responsibilities.
- The faculty members are encouraged to attend various research conferences, seminars, syllabus revision programs, orientation programmes with leave-on-duty sanctioned by the Institute.
- For such events registration charges are borne by the institute.
- All the teaching and non-teaching Faculty Member satisfies mandatory requirement of participating in the annual conferences organized by the management for the enrichment of teaching and non teaching Faculty Member.
- The Departments have Orientation Programme for all the faculty members newly appointed which helps the newer faculty members to get involved and trained in the working of the Institute.
- The faculty members with leadership traits are given the opportunity to head committees and projects.
- The Institute provides infrastructural facilities for independent learning through the well-stocked Learning Resource Centre (Library).
- The Institute provides opportunity for Faculty Member members to participate in exchange programmes that help them to manage their work-life balance.
- The teachers are given opportunity to interact with Government officials, NGO representatives, and professionals from other fields.
- Faculty is empowered by regular salary payment including Dearness Allowance, House Rent Allowance, contribution towards Provident Fund and Gratuity.


Dr. M. B. Mehta
Director

Account	BPHE Society's	Voucher No.
MCA	Institute of Management Studies, Career Development & Research, Ahmednagar	166

PAYMENT VOUCHER

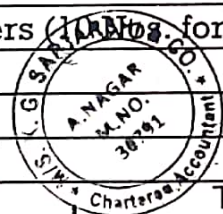
Paid to **M/S. Star Health and Allied Insurance Co. Ltd.** Date : **30/09/2022**

₹ **1,73,124/-**

Rs. In words **One Lakh Seventy Three Thousand One Hundred Twenty Four Only**

Head of Account : **Medical Insurance Premium**

	On Account Of	Amount	
		Rs.	Ps.
	Payment of Medical Insurance Premium of Non Teaching staff members (10 Nos.) for the period of one year Details as per list attached	1,73,124	
Cheque No : 165157			
Dated : 30/9/22			
	Total ₹	1,73,124	



	<i>Prabhakar</i>	<i>[Signature]</i>	<i>[Signature]</i> 30.9.22
Authorized Signatory	Director	Prepared by	Receivers Signature



Star Health and Allied Insurance Co. Ltd.

2nd Floor, Wahi Gold, Above HDFC Bank, Sarjapura Road, Ahmednagar-414 001 (M.S.)
Mob. 9923798798, Email ID - kaushalanandsunil@gmail.com

Sales Manager - Kaushal S. Anand

No.

Date : 28-9-2022

RENEWAL LIST OF IMSCDR EMPLOYEES

IMSCDR RENEWALS

Pratap PRATHK GAIKWAD	33,134/-
PRATHK GAIKWAD	4,195/-
NAMDEV BHAGAT	16,980/-
DEEPAK TUNGAR	18,827/-
SUNIL RASHINKAR	12,862/-
RAJENDRA LONKAR	12,862/-
MAHESH DIXIT	19,015/-
CHHAGAN MOHITE	10,974/-
KIRAN SABALE	12,862/-
VIJAY PATOLE	16,980/-
N.B. KADAM	14,433/-
TOTAL	1,73,124



165157
30/9/22



Kaushal Anand
28-9-22

Account	BPHE Society's		Voucher No.
MBA	Institute of Management Studies, Career Development & Research, Ahmednagar		382
PAYMENT VOUCHER			
Paid to	The New India Assurance Co. Ltd.		Date : 25/02/2023
₹ 4,046/-	Rs. In words	Four Thousand Fourty Six Only	
Head of Account :	Accidental Insurance Premium		
	On Account Of		Amount
	Payment of Accidental Insurance Premium for the year 2023 - 2024		Rs. 4,046
Cheque No :	195339	List of the members is enclosed here with	Ps.
Dated :	25/2/23		
		Total ₹	4,046
Authorized Signatory	Director	Prepared by	Receivers Signature

**INSTITUTE OF MANAGEMENT STUDIES
(CAREER DEVELOPMENT & RESEARCH)**



(Affiliated to the Savitribai Phule Pune University & Approved by AICTE)

'Best Institute Award' by S. P. Pune University

NAAC Re-accredited Grade A+ Institute

AISHE Code
C - 41365

M. B. Mehta
Director

27th February, 2023

To,

The New India Assurance Co.Ltd.
Abbot Building, 2nd Floor,
Near Ashoka Hotel,
KINGS Road,
Ahmednagar

Sir,

With reference to your email dated 21st February, 2023 regarding payment of Accidental Insurance premium for the year 2023-2024.

We are sending herewith cheque no. 195339 dated 25/02/2023 of Rs. 4,046/- (Rs. Four Thousand Fourty Six Only) alongwith list of our Employee's showing annual salary details and date of birth.

Our Accidental Policy no. is 15180042210100000166.

Kindly acknowledge.

Thanking you,

Yours faithfully,


(Dr. M. B. Mehta)
Director





B. P. H. E. Society's

**INSTITUTE OF MANAGEMENT STUDIES
(CAREER DEVELOPMENT & RESEARCH)**



(Affiliated to the Savitribal Phule Pune University & Approved by AICTE)

Dr. M. B. Mehta
Director

'Best Institute Award' by S. P. Pune University

NAAC Re-accredited Grade A+ Institute

AISHE Code
C - 41365

Date : 28th March, 2023

To,

Branch Manager (P&GS),
Life Insurance Corporation of India,
P&GS Unit, Pune Division,
3rd Floor, Jeevan Prakash,
6/7, University Road,
Pune - 411 005

Sub : Annual Renewal of Master Policy No. NGGCA/709003482

Sir/Madam,

This has reference to your E-mail dated 21th March, 2023, we have transferred Rs. 10,00,000/- (Rs. Ten Lakh Only) through RTGS to the Virtual Account - VLPG000709003482 on 23rd March, 2023 (UTR No. UBINH23082066337) towards the payment of **Gratuity Premium** for the year **2023 - 2024**. You are requested to renew the same & send us the Receipt at your earliest.

Thanking you,

Yours Faithfully


(Dr. M. B. Mehta)
Director

P/c

Life Insurance Corporation of India
PUNE DIVISIONAL OFFICE-I
Pension and Group Schemes Department
"JEEVAN PRAKASH", G709, PUNE P&GS UNIT,
UNIVERSITY ROAD, SHIVAJINAGAR, PUNE- 411 005

I.M.S.C.D.R.	
Inward No	4948
Date	24/3/23

Ref : P&GS/Gratuity/709003482

Date : 23/12/2022

To,
The Trustees,
INSTITUTE OF MANAGEMENT STUDIES CAREER DEVELOPMENT RESEARCH
STATION ROAD
AHMEDNAGAR
414001 MAHARASHTRA

Dear Sirs,

Re : Master Policy No. NGGCA /709003482
Annual Renewal Date : 01/03/2023

This is to inform you that the above scheme is due for renewal as on 01/03/2023
To enable us to renew the scheme, we request you to comply with the following :

1. In Order to work out the actuarial liability as on annual renewal date,
please submit the renewal data as a soft copy in enclosed structure:
 - i) Full data of existing members along with LICID allotted by us.
 - ii) Full data of new entrants who are joining the scheme on or before
and satisfying the insurability condition for insurance cover.
2. In the meantime, you may remit an adhoc amount as 5% more than previous year's.
Please note that the demand is totally on the basis of valuation of last year.
The actual amount shall be calculated after receipt of your data.
3. Particulars of members ceasing to be in service by way of Resignation/
Retirement/Death during the last policy year and
particulars of those eligible members for whom claims are not lodged with us
during the last policy year.


It may please be noted that no grace period facility is available under
Cash Accumulation System and hence the contribution should reach us on or
before due date in order that the interest accrues from the due date itself.
However, for death cover risk, a grace period of 30 days is allowed.
E-mail id for contact—

#N/A

#N/A

Thanking you,

Yours Faithfully,


Manager (P & GS)