



AISSMS COLLEGE OF ENGINEERING



ज्ञानम् सकलजनहिताय
Accredited by NAAC with "A+" Grade

डॉ डी एस बोरमणे

प्राचार्य

A.I.S.S.M.S. SOCIETY
Inward No. 4702
Date: 21/8/2019

4702/19

क्र : एआयएसएसएमएससीओई/प्राचार्य/215 /2019-20
दिनांक : 20.08.2019

सविनय सोदर :

विषय : प्रसुती रजेबाबत (Maternity Leave)

हया अभियांत्रिकी महाविद्यालयात सौ योगिता के फुंडे, सहाय्यक प्राध्यापक, प्रोडक्शन इंजिनिअरींग, प्रोडक्शन इंजिनिअरींग विभागामध्ये कायम स्वरुपी सेवेत कार्यरत आहेत.

सौ वाय के फुंडे यांनी दिनांक 20.08.2019 ते 15.02.2020 अशा एकूण 180 दिवसांकरीता प्रसुती रजेकरीता अर्ज केलेला आहे. सोबत अपेक्षित प्रसुती दिनांक 18.09.2019 चे डॉक्टरांचे सर्टिफिकेट जोडलेले आहे. (जोडपत्र क्र.1)

सावित्रीबाई फुले पुणे विद्यापीठ स्टॅट्युट नियम 424(8)(a) तसेच विद्यापीठाचे प्रसुती रजेबाबतचे नवीन सुधारीत पत्र क्र.AT/698 दिनांक 13.04.2011 नुसार महिला कर्मचा-यास दोन अपत्य पर्यंत 180 दिवसांची प्रसुती रजा देय आहे. (जोडपत्र क्र.2)

तरी सौ वाय के फुंडे यांची वरीलप्रमाणे दिनांक 20.08.2019 ते 15.02.2020 अशी एकूण 180 दिवसांची प्रसुती रजा मंजुर करण्याची शिफारस आहे.

श्री वाय एच पाटील
मुख्य लिपीक

श्री ए बी भोंसले
प्रशासकिय अधिकारी

डॉ डी एस बोरमणे
प्राचार्य

प्रति

मा.सचिव
ऑल इंडिया श्री शिवाजी मेमोरियल सोसायटी
55-56, शिवाजी नगर, पुणे - 411 005.

Date 21/8/2019
Submitted
Maternity leave recommended for
approval as per rule 8

CHIEF EXECUTIVE OFFICER
All India Shri Shivaji Memorial Society
Pune 411 005



PRINCIPAL
ALL INDIA SHRI SHIVAJI MEMORIAL SOCIETY'S
COLLEGE OF ENGINEERING
KENNEDY ROAD, PUNE-411 001

3115473-9

DEB/799/19/08/2019

A. I. S. S. M. S.'S
College of Engineering
Pune
Inward No. 826
Date..... 13/8/19

Subject: "Application for Maternity Leave"

Respected Sir,

I Yogita Funde Ugalmogale working as a Assistant Professor in Production Engineering dept, would like to inform you that I am nearing my baby birth, my due date which is probably in second week of September 2019. As suggested date is 18th September for baby delivery, my doctor has advised me to be under her supervision as soon as possible as pregnancies are unpredictable. Hence, I am raising request for maternity leave starting from 20th August 2019.

I will handover all my activities, documents, portfolios/ task, which were assigned to me before going on maternity leave to head of Production Engineering Department.

Requesting you to kindly consider my request and looking forward for your approval.

Anticipating your cooperation.

Thanking you.

Encl: Medical certificate of doctor.

Yogita
Yours Faithfully,

Ms Yogita Funde

Date: 16/08/2019

Through HOD,

Production Engineering Dept.

To,

The Principal,

AISSMS COE Pune.

Please consider & grant leave.
19/8/2019.
Head of Department
Production Engineering
AISSMS COE, PUNE

A.O/Resistor for m.s

19A

YHP

PI-Speck

20/08/19



PRINCIPAL
ALL INDIA SARI SHIVAJI MEMORIAL SOCIETY'S
COLLEGE OF ENGINEERING
KENNEDY ROAD, PUNE-411 001

Leave Application For : EARNED LEAVE / MEDICAL LEAVE / HALF PAY LEAVE / MATERNITY LEAVE / LEAVE WITHOUT PAY
(Strike out which ever is not applicable)

1. Name of the Employee : FUNDE YOGITA KASHINATH
 2. Designation : Asst. Prof. Dept. Production
 3. Date of Appointment : 01.01.2010 Permanent / Temporary
 4. Leave Applied for : From 20/8/2019 To 15-02-2020 (Total 180 Days.)
 5. Reason of Leave : Maternity leave
 6. Address while on Leave : 304, C2B, Long Island, Pride world city, Pune 412105
 For Contact in case of Emergency : 9421055879,
 Date : 19/08/2019
 Signature of Employee : [Signature]

(For Non-Teaching Staff)

His / her duties will be performed by Shri / Smt. _____ Sign _____

(For Teaching Staff)

Details of Work Load Adjustment

Sr. No.	Date	Work Load	Work Load Assigned to staff member(s)	
			Staff Member(s) Name	Staff member(s) Signature
1.	19/8/2019	M & R - BE TH / PR (prod)	S.N. chineaudr	[Signature]
2.	19/8/2019	JST - students (prod)	M.L. chanpur	[Signature]
3.	19/8/2019	SE - Mechanical, MP	S.K. Bidgar	[Signature]

REMARKS OF HEAD OF DEPT/ SECTION IN CHARGE

Recommended / Not Recommended

Date: 19/8/2019

[Signature]
 Head of Department
 Production Engineering
 AISSMS COE, PUNE 1

FOR OFFICE USE ONLY (To be filled by the Leave Clerk)

1. Leave Balance as on Proceeding on Leave days
2. Leave Applied for (No.of full days)days
3. Leave in Balance as on Reporting days i.e. joining of dutiesdays

Date :

Signature of Leave Clerk

REMARK BY THE SANCTIONING AUTHORITY

Approved / Not Approved

Date :

[Signature]
 Hon. Secretary
 All India Shri Shivaji Memorial Society,
 Shivajinagar, PUNE 411 005.

Copy to : Account Section
 AISSMS COE PUNE



Medical Certificate



43115

PRN : _____ Date : 13/8/19

This is to certify that Mr./Mrs./Ms. Yogita Funde
Ugalnigale IPD / OPD No. : 751155

who is / was suffering from _____
Art. 4 with 3rd wtr pregnancy
Her due date is on 18/9/19

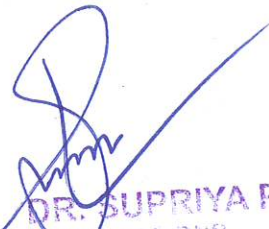
has been / was receiving treatment as an in patient / out _____

Patient at this hospital from _____ to _____

He / She is / was instructed as follows :

- 1) Fitness for lingt work from _____ to _____
- 2) Fitness for normal duty from _____ to _____
- 3) Unfit for duty for _____
- 4) Under treatment from _____ to _____
- 5) Absence from school from _____ to _____

Hence, he / she requires / required leave from _____
to _____


DR. SUPRIYA PURANIK
M.D., DCC DNB
Consultant Obstetric Gynecologist
Infertility Specialist
Reg. No.: 072514

Medical Officer



Stamp of Hospital

PRINCIPAL
ALL INDIA SHRI SHRI MEMORIAL SOCIETY'S
COLLEGE OF ENGINEERING
KENNEDY ROAD, PUNE-411 001

Sr no	Details of Teaching	Status	Submitted to HOD	Remark
1	Mechatronics & Robotics (TH), BE Prod Sandwich	3-Units completed, along with 1 unit test and 3 assignments		SNC 19/08/19
2	Mechatronics & Robotics (PR), BE Prod Sandwich	Each batch 5 experiments completed.		SNC 19/08/19
3	Manufacturing Processes SE Mech B division & B batch	3 shops jobs are completed		SKB 19/08/19
4	4 no's of IIT Students	In process		MCC 19/08/19
5	Lab in-charge for Robotics & Automation	Details given in separate sheet		SNC 19/08/19
6	In-sem Paper	For M & R subject submitted		SNC 19/08/19
7	Till date file of M & R subject along	Attendance record of 24 lectures and practical's, Test result along with result analysis, assignments list,		SNC 19/08/19
8	CO of M&R	Soft copy forwarded		SNC 19/08/19
9.	Oral Time table			

Please take
the documents to SKB
& change 19/8/2019

Thank you.

Ms Yogita Funde

Date: 16/08/2019



PRINCIPAL
ALL INDIA SHRI SHIVAJI MEMORIAL SOCIETY'S
COLLEGE OF ENGINEERING
KENNEDY ROAD, PUNE-411 001

Production Engineering Department


Robotics & Automation Lab

Lab equipments working condition

Sr no	Name of equipment	Working condition	Maintenance condition
1	Pneumatic Trainer Kit (Qty no.1) along with manual copy	working	---
2	Hydraulic Trainer Kit (Qty no.1) along with manual copy	working	---
3	Bottle filling Plant (Qty no.1) along with manual copy	Working	----
4	Lift Simulation (Qty no.1) along with manual copy	Working	----
5	Microcontroller Kit (Qty no.2) along with manual copy	Working	----
6	Robotic Arm (Qty no.1)	Working	----
7	PLC Programming Kit (Qty no.1) along with manual copy	Working	----
8	Measurement of Displacement using LVD (Qty no.1) along with manual copy	working	---
9	Measurement & Control of Level (Qty no.1) along with manual copy	working	---
10	Measurement of Control of Pressure (Qty no.1) along with manual copy	Working	---
11	Measurement of Speed using Photoelectric Sensor (Qty no.1) along with manual copy	Working	---
12	5HP Compressor (Qty no.1)	Working	---
13	No Computers	Already inform through mail	---
14	One Large size cupboard	1. Robotic Arm, 2. Microcontroller Kit, 3. Speed measurement system Along with all equipments manual copy has been kept inside.	---

As a lab in charge I am hand-overing these list which mentions the condition of equipments to department before going to maternity leave. I kindly request you to take this charge.

Thank you.

Ms Yogita 

Lab Incharge : Robotics & Automation

Date: 16/08/2019.




PRINCIPAL
ALL INDIA SHRI SHIVAJI MEMORIAL SOCIETY'S
COLLEGE OF ENGINEERING
KENNEDY ROAD, PUNE-411 001

5715479.2



UNIVERSITY OF POONA

STATUTES

Statutes Governing Terms and Conditions of Service of Teachers
appointed in the University/Colleges and Institutions conducted
by the University/Affiliated Colleges/ Constituent Colleges/
Recognised Institutions of the University of Poona

(Under Section 42 and / or 73 of the Poona University Act, 1974)

(As modified upto the 1st April 1992)

Price : Rs. 15/-

1992



PRINCIPAL
ALL INDIA SHRI SHRI MEMORIAL SOCIETY'S
COLLEGE OF ENGINEERING
KENNEDY ROAD, PUNE-411 001

for undertaking study/research and/or writing purpose, within the country or abroad. The Professor shall not be entitled to the Sabbatical Leave if he has less than three years of service in the University before the age of superannuation. The Professor shall be allowed to draw the normal increments on the due dates and the period of leave shall count as continuous service for purpose of pension/retirement benefits, provided that the Professor rejoins the University on the expiry of his leave. The Professor shall report to the University on return from such leave the nature of study/research/writing-work undertaken during such leave.

(6) *Leave to teachers elected to the Parliament or the State Legislature :*

The teacher elected to the Parliament or State Legislature shall be entitled to the leave during the Session of the Parliament or the Legislature of which he is a member. He shall not be entitled to pay during this period. This leave shall not be debited to any other kind of leave and shall not affect the date of increment. This period will be considered as continuous service for the purposes of normal benefits.

(7) *Medical Leave :*

- (a) The teacher shall be entitled to leave on medical ground for 10 days on commutation basis or 20 days on half of pay for each year of completed service. The medical leave shall be granted on the production of medical certificate from the Registered Medical Practitioner. The teacher shall produce another certificate at the time of rejoining the duty that he is medically fit.
- (b) Teacher suffering from disease like Tuberculosis/Cancer/Paralysis/Leprosy etc. shall be entitled to special medical leave to the extent of one year in his entire career on full pay, in case he has exhausted all his earned leave and medical leave admissible. The teacher shall produce a Medical Certificate from the Medical Board appointed by the University/College/Recognised Institution or from any specialised Medical Institute/Hospital/Clinic/Sanatorium/Civil Surgeon for the purpose of availing special medical leave, and before resumption of duty from such leave that he is medically fit. Special leave for T.B. etc. may be granted two times in ordinary course, and for third time after the teacher is examined by the Medical Board.

(8) *Maternity Leave :*

- (a) The confirmed lady teacher or the lady teacher with the minimum two years' continuous service, having not more than two living children, shall be entitled to maternity leave on full pay and allowances, for a maximum period of 90 days, subject to production of Medical Certificate.
- (b) The lady teacher with minimum one year's continuous service, and having not more than two living children, shall be entitled to maternity leave on half pay and allowance for a maximum period of 90 days, subject to production of medical certificate.

Amendment
In Maternity
Leave ~~was~~ ^{is} made
Order No.
AT/698
dtd. 13-04-2011

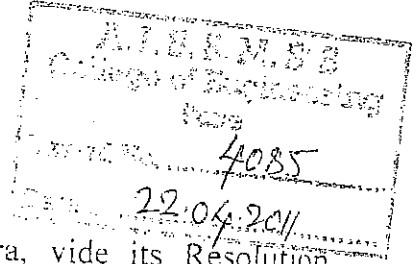
from 90 days to 180 days -



UNIVERSITY OF PUNE



ORDER



WHEREAS the Government of Maharashtra, vide its Resolution dated 24th August, 2009 has extended the period of maternity leave from 90 days to 180 days for all lady employees of the Government of Maharashtra.

AND WHEREAS the Government of Maharashtra, vide its resolution dated 6th March, 2010 has made the provisions of the abovesaid Government Resolution dated 24th August, 2009, applicable to lady employees of all Universities and affiliated colleges.

AND WHEREAS the proposal as regards the extending the period of maternity leave upto 180 days, and amending Statute 424(8)(a) and (b) accordingly has been approved by the Senate in its meeting held on 26th June, 2010.

AND WHEREAS as per Section 52(4) of the Maharashtra Universities Act, 1994 the proposal as regards the amendment to the said Statute 424(8)(a) and (b) has been submitted to the Hon'ble Chancellor for consideration and no decision in this regard has been communicated to the University till date.

THEREFORE, I, Dr. Raghunath Kashinath Shevgaonkar, Vice-Chancellor of the University of Pune, in exercise of the powers conferred upon me under Section 14(8) of the Maharashtra Universities Act, 1994, hereby direct that the period of maternity leave of lady teachers in the University and affiliated colleges is extended upto 180 days. This Order will have an effect from 24th August, 2009.

Ref No. AT/ 698
Date: 13.4.2011

* m p h

(DR R.K. Shevgaonkar)
VICE-CHANCELLOR



PRINCIPAL
ALL INDIA SHRI SHAMLI MEMORIAL SOCIETY'S
COLLEGE OF ENGINEERING
KENNEDY ROAD, PUNE-411 001