



SREE DATTHA INSTITUTE OF PHARMACY

(Approved by AICTE & PCI, New Delhi, Affiliated to JNTU, Hyderabad)

Sagar Road, Sheriguda, Ibrahimpatnam, R.R.Dist.-501510

Ph.:08414-202206, 320919, 9393808082

www.sreedattha.org, E-mail: principalsdip@sreedattha.ac.in

College Code: SDIP

SUMMARY

SERVICE RULES

This file gives the information about the service rules for all the employs including non teaching and contingent of SREE DATTHA INSTITUTE OF PHARMACY. Service rules include appointment process, probation, seniority, general staff service conditions, leaves and faculty improvement program. It also contains conduct rules for all the employs.



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SERVICE RULES

Preamble:

1. The service rules shall be called as "THE SREE DATTHA INSTITUTE OF PHARMACY, Service Rules". These rules shall supercede the existing service rules.
2. They shall be deemed to have come into effect and shall apply to all the employees of the college as per their date of joining.

Definitions:

1. "College" mean THE SREEDATTHA INSTITUTE OF PHARMACY,
2. "Management" means "The Management committee of the college constituted as per A.I.C.T.E.Norms.
3. "Governing Body" Means "The Governing Body Of The College Constituted As Per A.I.C.T.E. Norms.

Note: Constitution Of Governing Body-It Shall Have A Senior Faculty Member Of The Teaching Staff As A Representative.

4. "Chairman" Means "The Chairman of the Managing Committee /the Governing Body of the College.
5. " Secretary & Correspondent" Means "The Secretary & Correspondent Of The College".
6. "University" Means "J.N.T. University, Hyderabad".
7. "Principal" Means "The Principal Of The College Or Any Other Person Authorized By The Management To Discharge The Duties And Responsibilities Of The Principal Whatever May Be His/her Designation, Otherwise".
8. "Employee Means A Person Who Is Employed By The College Including Principal And Vice- Principal Excluding Those Who Are Engaged On Part Time Basis Or Daily Wages.
9. "Vacation" Means Any Recess In An Academic Year, Which Is For A Minimum Period Of Ten Days.
10. "Vacation Staff" Means Employees Who Are Allowed To Avail Vacation. All Other Employees Are Deemed To Be "Non - Vacation Staff".

