

BIRBAL SAHNI INSTITUTE OF PALAEOBOTANY, LUCKNOW

BY HAND

No. BSIP-I/ESTT./2015 /L-237

May 19, 2015

OFFICE MEMORANDUM

Subject: Appointment of Miss Kanika Singh as Data Processing Assistant on consolidated salary.

On the recommendations of the Selection Committee, the Director, Birbal Sahni Institute of Palaeobotany has been pleased to accord approval to the contractual appointment of Miss Kanika Singh as Data Processing Assistant on a consolidated salary of Rs.16,000/- fixed (Rupees Sixteen Thousand Only) per month for a period of twelve months w.e.f. the date of joining, on the following terms and conditions:

1. The appointment is purely temporary and does not confer any assurance or guarantee for the subsequent employment at Department of Science & Technology, New Delhi or BSIP.
2. Appointing Authority has the right to terminate her services without assigning any reason and without any notice.
3. She will not be entitled to any leave or other benefits applicable to the Institute employees.

If she is willing to accept the offer of appointment on the above terms and conditions, she is required to join duties immediately.


(Ram Shukla)
Registrar

Miss Kanika Singh
20, Bagh Tola,
Phool Wali Gali,
Chowk, Lucknow

Copy to:

1. Director's Office/Registrar's Office/RPCC
2. All Project Coordinators/Section/Unit Heads
3. Convener, Information, Documentation and Library Committee/Computer Committee/Museum Committee/Garden Committee/Herbarium Committee / Photography Committee/Electron Microscopy Committee/Maceration Facilities Committee/BEMC Committee/Scientist In-charge, Workshop/Publication Unit.
4. Accounts Officer, BSIP for information
5. Office Copy