



**Sinhgad Institutes**

Tel. : 020 - 2435 0595  
Tel. : 020 - 2435 4770

SINHGAD TECHNICAL EDUCATION SOCIETY'S

## **SINHGAD LAW COLLEGE**

Approved by Bar Council of India, Recognized by Govt. of  
Maharashtra and Affiliated to Savitribai Phule Pune University  
(Regd. No. MAH/7199-93/Pune dt. 6/7/93 & F-8282/Pune dt. 12/8/93)  
S. No.10/1, Ambegaon (Bk.), Pune - 411 041.

ID No. : PU/PN/LAW/188/2003

E-mail: principal\_slc@sinhgad.edu  
Website: www.sinhgad.edu

**Prof. M. N. Navale**

M.E. (Elec.), MIE, MBA  
FOUNDER - PRESIDENT

**Dr. (Mrs.) Sunanda M. Navale**

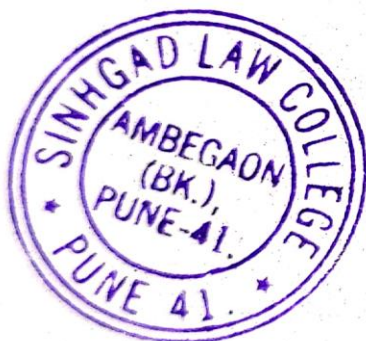
B.A., MPM, Ph.D.  
FOUNDER - SECRETARY

**Dr. Sopan R. Jvare**

B.Sc. (Maths) L.L.M, Ph.D. (Law)  
PRINCIPAL

### **6.3.1: The institution has effective welfare measures for teaching and non-teaching staff.**

The institute has various welfare measures for teaching and non-teaching staff. The employees are well informed about pay scale, all types of leaves, medical facilities, campus clinic, staff quarter allotments etc. Other facilities like banks, ATM, general store, sports facilities are also available in campus.



  
**PRINCIPAL**

**SINHGAD LAW COLLEGE**  
**S. No. 10/1, Ambegaon(Bk.)**  
**Pune-411041**



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B.Sc. (Maths) L.L.M, Ph.D. (Law)  
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**LAUNDRY**



**LIFT**



**REST ROOM**

**Regd. Office:** S. No. 44/1, Vadgaon (Bk.), Off. Sinhgad Road, Pune - 411 041.

**Telefax:** (020) 2435 4770 **E-mail:** stes@sinhgad.edu **Web:** www.sinhgad.edu

**Prof. M. N. Navale**

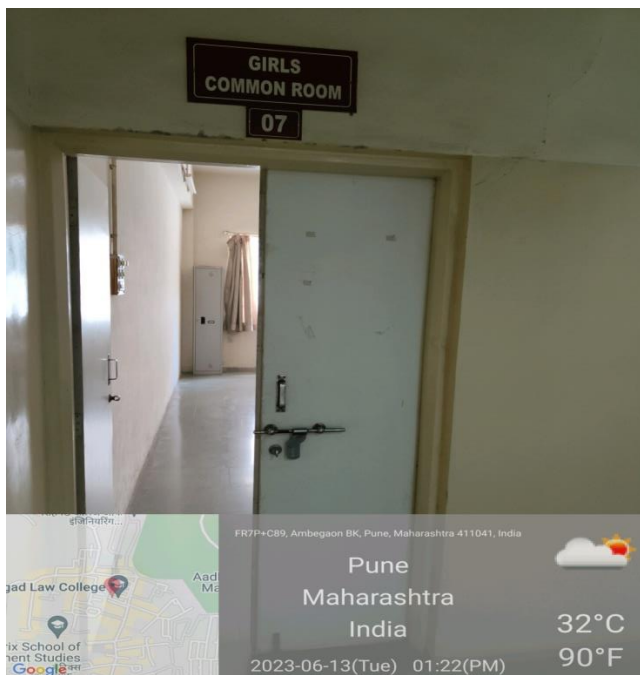
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**GIRLS COMMON ROOM**



**FACULTY ROOM**



**COMPUTER LAB**



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**SEMINAR HALL**



**READING ROOM**

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**MEDICAL STORES**

**Regd. Office:** S. No. 44/1, Vadgaon (Bk.), Off. Sinhgad Road, Pune - 411 041.

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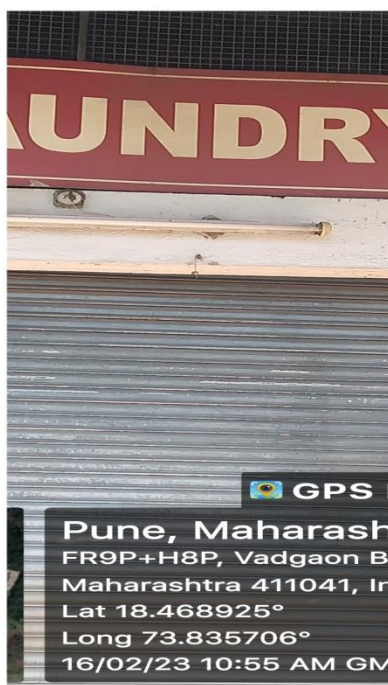
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 PRINCIPAL

### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff.

#### 1) Sinhgad Institute Facilities for Staff



**Sinhgad Institute Grounds & Staff Quarters**



**Staff Quarters**



**Sinhgad Institutes**

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**Dr. Sopan R. Javare**

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PRINCIPAL

## SINHGAD TECHNICAL EDUCATION SOCIETY VADGAON (BK) SWIMMING POOL TIMING FOR STUDENTS & STAFF

| Monday            | Off                           |                     |
|-------------------|-------------------------------|---------------------|
| Tuesday           | Boys Students & Gents Staff   | 7.30 am to 8.15 am  |
|                   | Girls Students & Ladies Staff | 8.30 am to 9.15 am  |
| Wednesday         | Boys Students & Gents Staff   | 7.30 am to 8.15 am  |
|                   | Girls Students & Ladies Staff | 8.30 am to 9.15 am  |
| Thursday          | Boys Students & Gents Staff   | 7.30 am to 8.15 am  |
|                   | Girls Students & Ladies Staff | 8.30 am to 9.15 am  |
| Friday            | Boys Students & Gents Staff   | 7.30 am to 8.15 am  |
|                   | Girls Students & Ladies Staff | 8.30 am to 9.15 am  |
| Saturday & Sunday | Boys Students & Gents Staff   | 7.30 am to 9.00 am  |
|                   | Girls Students & Ladies Staff | 9.30 am to 11.00 am |

Note: - 1. Each batch is of 45 mins.

2. College I Card Compulsory

3. Relatives are not allowed

4. Swimming costume, rubber cap, water goggle is compulsory for every staff & student & it should be procured by themselves.

*This time table is applicable from 13/5/2023 to 24/5/2023*

*[Signature]*

**SINHGAD S.A.**  
RESIDENT OFFICER  
Sinhgad Technical Education Society  
Vadgaon / Ambegaon Campus  
Pune - 411 041



**Swimming Pool for Staff, and Children of staff**

Regd. Office: S. No. 44/1, Vadgaon (Bk.), Off. Sinhgad Road, Pune - 411 041.

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**Swimming Pool for Staff, and Children of staff**



**Yoga Center for Staff**



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**Gym facility for staff**



**Central Library available to Staff and Students for 24 hours**

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**Post office facility at Sinhgad Campus**



**Other facilities at Sinhgad Campus**



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**Other facilities at Sinhgad Campus**



**Bank facility at Sinhgad Campus**

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**Police Chowki at Sinhgad Campus**



**Pune Municipal Corporation Bus facility up to Sinhgad College**

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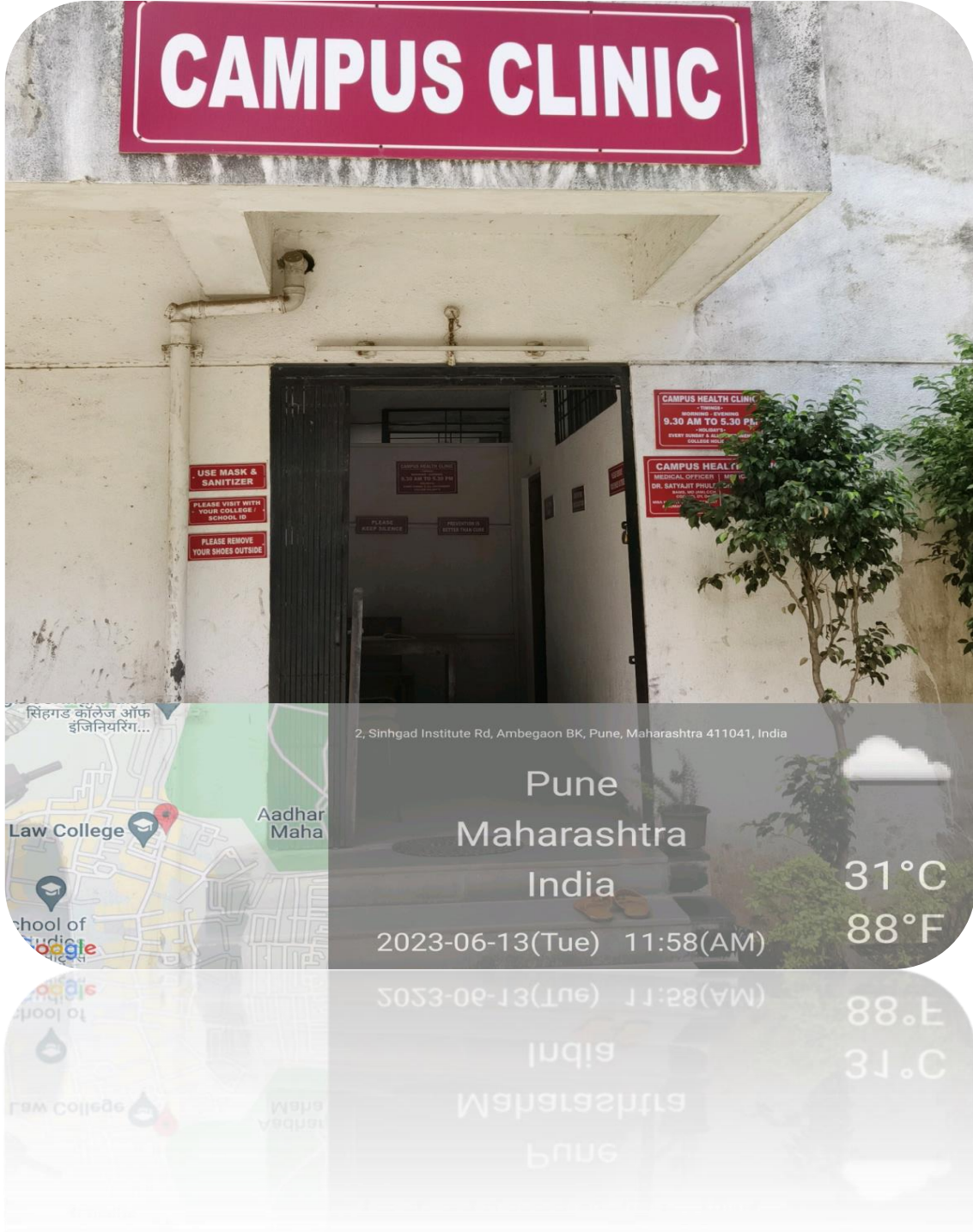
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**Campus Clinic for staff and Students**

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## **Duty Leaves for official work and Paid Maternity Leaves-**

online submit 617

Sinhgad Technical Education Society's  
**SINHGAD LAW COLLEGE**  
S.No-10/1, Ambegaon, Pune-411041

**APPLICATION FOR MATERNITY LEAVE**

Name: Mrs Swati Yogesh Mate Designation: Librarian

Sir / Madam,

Kindly sanction me 180 days leave from 20/7/2015 to 16/01/2016

Prefix / Suffix (being Sunday/ Holiday): 01 Total Period: 180 days

I will be reporting my duty on: 16/01/2016

I am in continuous service of STES since : 5<sup>th</sup> August, 2008.

Alternative arrangement made during the leave period:

| Sr. No. | Name of the alternative staff Member | Teaching Load/ Duty | Signature          |
|---------|--------------------------------------|---------------------|--------------------|
| 1       | <u>Mr. Vijay Ingole</u>              | <u>Library work</u> | <u>[Signature]</u> |
| 2       |                                      |                     |                    |
| 3       |                                      |                     |                    |

Thanking you, Yours faithfully,

Date: 4/07/2015 [Signature]  
Signature of Applicant

Remarks By the Head of Dept. Recommended / Not Recommended

[Signature]  
Dr. Mrs. A. S. Pradhan  
Signature of H. O. D.  
Central Library  
Sinhgad Technical Education Society  
Ambegaon(Bk.), Pune - 411 041.

Verified

Mrs. Swati Yogesh Mate is entitled for Maternity Leave of 180 days on Full pay/~~Half pay~~ Leave without pay May be sanctioned.

Leave Sanctioned / Not Sanctioned

reay  
4.7.15  
PRINCIPAL FOUNDER SECRETARY



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## Duty Leaves for official work and Paid Maternity Leaves-

To, Joshi sir Date of Joining = 5/8/2008 11/2

Sinhgad Technical Education Society's  
**Sinhgad Law College**  
S.No.40/4A+4B/I, Near Octroi Post, Kondhwa - Saswad Road, Kondhwa (Bk), Pune - 48  
Phone No.020-26933639

**APPLICATION FOR EARNED / COMMUTED (MEDICAL) HALF PAY/LEAVE WITHOUT PAY**

Name: Mrs. Arate Swati P. Designation: Librarian

Sir/Madam,

Kindly sanction me 180 days leave from 22 Feb. 2011 to 20 Aug. 2011

Prefix/Suffix (being Sunday/Holiday): 21 Aug. 2011 Total Period 180 days

I will be reporting my duty on 22 Aug. 2011

Reason for Leave : Maternity Leave

Alternative arrangement made during period :

| Sr.No. | Name of the alternative Staff Member | Teaching Load/Duty | Signature   |
|--------|--------------------------------------|--------------------|-------------|
| 1      | INGOLE VIJAY                         | Library Attendant  | Ingole V.V. |
| 2      |                                      | Clerk              |             |
| 3      |                                      |                    |             |
| 4      |                                      |                    |             |

Thanking you, Yours faithfully,

Date: 7/02/2011 Signature of Applicant [Signature]

Remarks by the Head of Dept. Recommended/Not Recommended

Signature of H.O.D.

Remarks of Establishment section regarding balance of leave

Earned Leave Account: COMMUTED (MEDICAL) HALF PAY Account :

Earned Leave Due : COMMUTED (MEDICAL) HALF PAY Due :

Earned Leave availed: COMMUTED (MEDICAL) HALF PAY availed :

Earned Leave Balance : COMMUTED (MEDICAL) HALF PAY Balance :

Maternity Leave /Leave Without Pay for 180 days.

Signature of I/C Estt. Section [Signature]

Recommended / Not Recommended Leave Sanctioned / Not-sanctioned

Maternity leave Granted  
180 days Full Pay

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## **Institute provides Ph. D Increments encourage development of faculties**

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19/15, Erandwane, Smt. Khilare Marg, Off Karve Road, Pune 411 004.  
☎ : (020) 2545 9751 Fax : 2545 3456 E-mail : stes@sinhgad.edu Website : www.sinhgad.edu

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FOUNDER SECRETARY

**PROF. M. N. NAVALE**  
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FOUNDER PRESIDENT

STES//2022-23/308 21-06-2022.

**OFFICE ORDER**

The undersigned in pleased to sanction Three Non Compounded Increments to **Dr. Satish Anandrao Munde, Asst. Professor, Sinhgad Law College, Ambegaon (Bk.), Pune w.e.f. 01-04-2022** for his acquiring Ph.D. qualification in Law from Dr. B.A. Marathwada University while in service of STES; in accordance with the provision in Para 7 (iv) of the Government Resolution No. NCG/2009/(243/09) UNI-1 dated. 12.08.2009.

After sanctioning three non-compounded increments his pay in Pay Band + AGP will be as follows:

| Date       | Pay in Pay Band (Rs.) | AGP (Rs.) | Total Basic Pay (Rs.) |
|------------|-----------------------|-----------|-----------------------|
| 01.04.2022 | 21,310/-              | 6,000/-   | 27,310/-              |

His next increment will fall due on 01.07.2022.

**President**  
STES

To,  
**Dr. Satish Anandrao Munde**  
Asst. Professor (Law),  
Sinhgad Law College, Ambegaon (Bk.), Pune – 411 041

Copies to:

1. Principal Sinhgad Law College, Ambegaon (Bk.), Pune- 411 041
2. The CAO (Personnel) Sinhgad Technical Education Society, Pune.
3. Select File.
4. Personal File.

27/6/22

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**Prof. M. N. Navale**

M.E. (Elec.), MIE, MBA  
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**Dr. Sopan R. Javare**

B.Sc. (Maths) L.L.M, Ph.D. (Law)  
PRINCIPAL

**Institute provides Ph. D Increments encourage development of faculties**

## **SINHGAD TECHNICAL EDUCATION SOCIETY**

(Regd. No. MAH / 7199-93 / Pune dt. 6/7/93 & F - 8282 (Pune) dt. 12/8/93)

19/15, Erandwane, Smt. Khilare Marg, Off Karve Road, Pune 411 004.  
☎ : (020) 2545 9751 Fax : 2545 3456 E-mail : stes@sinhgad.edu Website : www.sinhgad.edu



**PROF. M. N. NAVALE**  
M.E. (Elec.) MIE, MBA  
FOUNDER PRESIDENT

**DR. (MRS.) SUNANDA M. NAVALE**  
B.A., MPM, Ph.D.  
FOUNDER SECRETARY

STES/2022-23/4648

12.05.2023

### **OFFICE ORDER**

The undersigned is pleased to upgrade AGP of **Dr. Sarika Kantilal Karanjule, Assistant Professor (Law), Sinhgad Law College, Ambegaon (BK), Pune** from Rs.6,000/- to Rs.7000/- in the P. B. 15,600-39,100 w.e.f. 02.05.2023.

This upgradation of AGP sanctioned to her in accordance with the provision in Para 2 (a) (ii) of the Government of Maharashtra Higher & Technical Education Department Resolution No. NGC/2009/ (243 to 09)/UNI-1 dated 12.08.2009.

After upgradation her pay in Pay Band & AGP will be as follows:

| Date       | Pay in Pay Band (Rs.) | AGP (Rs.) | Total (Rs.) |
|------------|-----------------------|-----------|-------------|
| 02.05.2023 | 19,050/-              | 7000/-    | 26,050/-    |

Her next increment will fall due on 01.07.2024.

**President/Vice-President  
STES**

To,

**Dr. Sarika Kantilal Karanjule,**  
Assistant Professor (Law),  
Sinhgad Law College, Ambegaon (BK), Pune

Copies to:-

1. Principal, Sinhgad Law College, Ambegaon (BK), Pune.
2. The CAO (Personnel), Sinhgad Technical Education Society, Pune.
3. Select File,
4. Personal File.

17/05/23



Sinhgad Institutes

Tel. : 020 - 2435 0595  
Tel. : 020 - 2435 4770

SINHGAD TECHNICAL EDUCATION SOCIETY'S

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PRINCIPAL

## Institute Providing Duty Leaves for Academic Development of Faculties

| Sinhgad Technical Education Society's<br><b>SINHGAD LAW COLLEGE</b><br>S.No-10/1, Ambegaon, Pune-411041<br><b>APPLICATION FOR DUTY LEAVE</b> |                                      |                                                                       |                                              |                     |
|----------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|-----------------------------------------------------------------------|----------------------------------------------|---------------------|
| Name: <u>Shivshankar G. Kalshetti</u> Designation: <u>Asst. Prof.</u>                                                                        |                                      |                                                                       |                                              |                     |
| Sir / Madam,                                                                                                                                 |                                      |                                                                       |                                              |                     |
| Kindly sanction me <u>03</u> days Duty leave from <u>3-Apr-2017</u> to <u>5-Apr-2017</u>                                                     |                                      |                                                                       |                                              |                     |
| I will be reporting my duty on: <u>6-Apr-2017</u>                                                                                            |                                      |                                                                       |                                              |                     |
| Alternative arrangement made during the leave period:                                                                                        |                                      |                                                                       |                                              |                     |
| Sr. No.                                                                                                                                      | Name of the alternative staff Member | Teaching Load/ Duty                                                   | Signature                                    |                     |
| 1                                                                                                                                            | <u>D. M. Hake</u>                    | <u>Teaching</u>                                                       | <u>[Signature]</u>                           |                     |
| 2                                                                                                                                            |                                      |                                                                       |                                              |                     |
| Sr. No.                                                                                                                                      | Date                                 | Nature of Work                                                        | Place of work                                | Contact No.         |
|                                                                                                                                              | <u>3-4-17 To 5-4-17</u>              | <u>Three Day Training Programme on International Humanitarian Law</u> | <u>Dept. of Law University of Pune</u>       | <u>020-25601303</u> |
| Thanking you,                                                                                                                                |                                      |                                                                       | Yours faithfully,                            |                     |
| Date: <u>31-03-2017</u>                                                                                                                      |                                      |                                                                       | <u>[Signature]</u><br>Signature of Applicant |                     |
| Remarks By the Head of Dept.                                                                                                                 |                                      |                                                                       | Recommended / Not Recommended                |                     |
|                                                                                                                                              |                                      |                                                                       |                                              |                     |
|                                                                                                                                              |                                      |                                                                       | Signature of H. O. D.                        |                     |
| Recommended / <del>Not Recommended</del>                                                                                                     |                                      |                                                                       | Leave Sanctioned / Not Sanctioned            |                     |
| <u>[Signature]</u><br>PRINCIPAL                                                                                                              |                                      |                                                                       | SECRETARY / VICE PRESIDENT                   |                     |



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B.Sc. (Maths) L.L.M, Ph.D. (Law)  
PRINCIPAL

**Duty Leave to Mrs. Sarika Karanjule for attending General Orientation Programme organised by HRDC Savitribai Phule Pune University from 07/01/2020 to 27/01/2020 (21 Days)**

| Sinhgad Technical Education Society's<br><b>SINHGAD LAW COLLEGE</b><br>S.No-10/1, Ambegaon Pune-411041. |                                      |                                                                |                                                                       |                   |
|---------------------------------------------------------------------------------------------------------|--------------------------------------|----------------------------------------------------------------|-----------------------------------------------------------------------|-------------------|
| APPLICATION FOR DUTY LEAVE                                                                              |                                      |                                                                |                                                                       |                   |
| Name: <u>Sarika K. Karanjule</u> Designation: <u>Asst. Professor</u>                                    |                                      |                                                                |                                                                       |                   |
| Sir / Madam,                                                                                            |                                      |                                                                |                                                                       |                   |
| Kindly sanction me <u>21</u> days Duty leave from <u>07/01/20</u> to <u>27/01/20</u>                    |                                      |                                                                |                                                                       |                   |
| I will be reporting my duty on: <u>28/01/20</u>                                                         |                                      |                                                                |                                                                       |                   |
| Alternative arrangement made during the leave period:                                                   |                                      |                                                                |                                                                       |                   |
| Sr. No.                                                                                                 | Name of the alternative staff Member | Teaching Load/ Duty                                            | Signature                                                             |                   |
| 1                                                                                                       | <u>Dr. Satish Munde</u>              | <u>Teaching</u>                                                | <u>[Signature]</u>                                                    |                   |
| 2                                                                                                       |                                      |                                                                |                                                                       |                   |
| Sr. No.                                                                                                 | Date                                 | Nature of Work                                                 | Place of work                                                         | Contact No.       |
| 1                                                                                                       | <u>7/01/20 to 27/01/20</u>           | <u>17<sup>th</sup> Orientation Programme (UGC-Orientation)</u> | <u>Savitribai Phule Pune University</u>                               | <u>9721027767</u> |
| Thanking you,                                                                                           |                                      |                                                                | Yours faithfully,                                                     |                   |
| Date: <u>13/12/19</u>                                                                                   |                                      |                                                                | <u>[Signature]</u><br>Signature of Applicant                          |                   |
| Remarks By the Head of Dept.                                                                            |                                      |                                                                | Recommended / Not Recommended                                         |                   |
| Recommended / Not Recommended                                                                           |                                      |                                                                | Signature of H. O. D.<br>Leave Sanctioned / <del>Not Sanctioned</del> |                   |
| <u>[Signature]</u><br>PRINCIPAL                                                                         |                                      |                                                                | <u>[Signature]</u><br>PRESIDENT / SECRETARY / VICE PRESIDENT          |                   |



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**Dr. Sopan R. Javare**

B.Sc. (Maths) L.L.M, Ph.D. (Law)  
PRINCIPAL

## Duty Leave for attending Faculty Development Programme on Teaching Pedagogy in Legal Education: Contemporary Era, from 04/02/2020 to 13/02/2020 (10 Days)

Sinhgad Technical Education Society's  
**SINHGAD LAW COLLEGE**  
S.No-10/1, Ambegaon Pune-411041.

**APPLICATION FOR DUTY LEAVE**

Name: Dr. Shilpa N. Gaikwad Designation: Assistant Prof.

Sir / Madam,

Kindly sanction me 10 days Duty leave from 4/02/2020 to 13/02/2020

I will be reporting my duty on: 12/02/2020

Alternative arrangement made during the leave period:

| Sr. No. | Name of the alternative staff Member | Teaching Load/ Duty | Signature          |
|---------|--------------------------------------|---------------------|--------------------|
| 1       | Kirti Kamble                         | Teaching / Ad.      | <i>[Signature]</i> |
| 2       | Satish Munde                         | Teaching / Ad.      | <i>[Signature]</i> |

| Sr. No. | Date                    | Nature of Work                                                                                                                   | Place of work                        | Contact No. |
|---------|-------------------------|----------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|-------------|
| 1       | 4/02/2020 to 13/02/2020 | MHRD Sponsored Faculty Development program on Teaching Pedagogy in Legal Education at M.M.C. Shankarrao Chavan Law College, Pune | M.M.C. Shankarrao Chavan Law College | 9423508945  |

Thanking you,

Yours faithfully,

Date: 23/01/2020 *[Signature]*  
Signature of Applicant

Remarks By the Head of Dept. Recommended / Not Recommended

Signature of H. O. D.

Recommended / Not Recommended Leave Sanctioned / ~~Not Sanctioned~~

**APPROVED**  
*[Signature]*  
PRESIDENT / SECRETARY / VICE PRESIDENT  
Dr. (Mrs.) SUNANDA M. NAVALE  
FOUNDER SECRETARY  
Sinhgad Technical Education Society

To, Dr. Shilpa  
1) Pl. give the chart of lecture adjustment done 23/1/2020  
2) Last day for submission is on 4/5 Feb done 29/1/2020  
Best wishes 23/1/2020



**Sinhgad Institutes**

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**Dr. Sopan R. Iware**

B.Sc. (Maths) L.L.M, Ph.D. (Law)  
PRINCIPAL

**Duty Leave for attending General Orientation Programme from 22/07/2019 to 11/08/2019 (22 Days)**

| Sinhgad Technical Education Society's<br><b>SINHGAD LAW COLLEGE</b><br>S.No-10/1, Ambegaon Pune-411041. |                                      |                               |                                                                                                                                             |                                                   |
|---------------------------------------------------------------------------------------------------------|--------------------------------------|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| APPLICATION FOR DUTY LEAVE                                                                              |                                      |                               |                                                                                                                                             |                                                   |
| Name: <u>Mrs. Swati Y. Mate</u>                                                                         |                                      | Designation: <u>Librarian</u> |                                                                                                                                             |                                                   |
| Sir / Madam,                                                                                            |                                      |                               |                                                                                                                                             |                                                   |
| Kindly sanction me <u>22</u> days Duty leave from <u>22.07.2019</u> to <u>11.08.2019</u>                |                                      |                               |                                                                                                                                             |                                                   |
| I will be reporting my duty on: <u>13.08.2019</u>                                                       |                                      |                               |                                                                                                                                             |                                                   |
| Alternative arrangement made during the leave period:                                                   |                                      |                               |                                                                                                                                             |                                                   |
| Sr. No.                                                                                                 | Name of the alternative staff Member | Teaching Load/ Duty           | Signature                                                                                                                                   |                                                   |
| 1                                                                                                       | <u>Sheetal wagh (Asst. Lib.)</u>     | <u>Library work</u>           | <u>[Signature]</u>                                                                                                                          |                                                   |
| 2                                                                                                       |                                      |                               |                                                                                                                                             |                                                   |
| Sr. No.                                                                                                 | Date                                 | Nature of Work                | Place of work                                                                                                                               | Contact No.                                       |
| 1                                                                                                       | <u>22.07.19 to 11.08.2019.</u>       | <u>Orientation programme</u>  | <u>Savitribai phule pune university pure.</u>                                                                                               | <u>020-25692022<br/>2569 6061<br/>extn - 1152</u> |
| Thanking you,                                                                                           |                                      |                               | Yours faithfully,                                                                                                                           |                                                   |
| Date: <u>9/7/2019</u>                                                                                   |                                      |                               | <u>[Signature]</u><br>Signature of Applicant                                                                                                |                                                   |
| Remarks By the Head of Dept.                                                                            |                                      |                               | Recommended / Not Recommended                                                                                                               |                                                   |
| Recommended / Not Recommended                                                                           |                                      |                               | Signature of H. O. D.<br>Leave Sanctioned / Not Sanctioned                                                                                  |                                                   |
| <u>[Signature]</u><br>PRINCIPAL                                                                         |                                      |                               | <b>APPROVED</b><br><u>[Signature]</u><br>PRESIDENT / SECRETARY / VICE PRESIDENT<br>FOUNDER SECRETARY<br>Sinhgad Technical Education Society |                                                   |