

6.3.1

The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

OD

The Principal

Date : 24/7/24

Stanley College of Engineering & Technology for Women

Respected Sir,

Subject: Request for On-Duty Leave

I am writing to request on-duty leave From 25th to 27th as I am Invited as Guest speaker to deliver a speech for Induction Program for MBA students at Central University of Rajasthan

The event is scheduled to take 24th to 26th July at Central University of Rajasthan ,Kishangarh, Ajmer, Rajasthan. My lecture is scheduled on 26th July 2024 Attending this event will not only contribute to my learning but also bring recognition to our college.

I assure you that I will share my experiences with fellow students and faculty members upon my return.

I kindly request your approval for this on-duty leave. Thank you for considering my request.

Yours sincerely,

Dr. Y. Padma

Professor & Head

DBM

AO/Acc.
Approved. As per inst.
rules
\$

Marriage leave

Date: 21/09/2023.

To
The Principal,
Stanley College of Engineering and Technology,
Hyderabad.

Sub: Marriage leave application from 03rd October, 2023 to 17th October, 2023 - Reg.

Respected Sir,

I Anjum Fathima, Asst. Prof. from MBA Dept., glad to inform you that my marriage has been fixed on 04th October, 2023. I require leave for Two weeks from 03rd October, 2023 to 17th October, 2023.

I request you to please grant me leave for two weeks.

Thanking you.

AR
Give Rec. at per Invt -
rules.
\$

Yours Sincerely,
Anjum Fathima
Assistant Professor
DBM, SCETW.

Forwarded
by
21/9/23



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PRIVILEGE CARD



Card No. 0061

1. Name: V SUDARSHANI KATAKSHAM

Age: 34

Sex: Female

2. Name: A BALA KRISHNA

Age: 39

Sex: Male

3. Name: A LAHYA SHANITHI

Age: 11

Sex: Female

4. Name: A NITHYA SHRESTA

Age: 3

Sex: Female

Signature: *Jyotsna Reddy*

Date of issue: 02.09.22

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- The card is valid for 1 year from the date of issue

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For appointments: +91 40 4455 0000

T&C Apply



Establishment Id / Name APHYD0063675000/
स्थापना आईडी / नाम STANLEY COLLEGE OF
 ENGG & TECH FOR WOMEN Employee Share 36020
 कर्मचारी शेयर
Member Id / Name APHYD00636750000000062/
सदस्य आईडी / नाम BAKKI SRINIVAS Employer Share 75286
 नियोक्ता शेयर
Office Name (RO)HYDERABAD
कार्यालय का नाम

| Particulars विवरण | Deposit जमा | | Withdraw निकासी | | Pension contribution पेंशन अंशदान |
|--|---------------------------------|---------------------------------|---------------------------------|---------------------------------|--------------------------------------|
| | Employee share कर्मचारी शेयर | Employer share नियोक्ता शेयर | Employee share कर्मचारी शेयर | Employer share नियोक्ता शेयर | |
| OB Int. Updated upto 31/03/2014 | 0 | 0 | 0 | 0 | 0 |
| Cont. For Due-Month 102014 | 1035 | 285 | 0 | 0 | 750 |
| Cont. For Due-Month 112014 | 1035 | 285 | 0 | 0 | 750 |
| Int. Updated upto 31/03/2015 | 68 | 19 | 0 | 0 | 0 |
| Cont. For Due-Month 042015 | 1035 | 285 | 0 | 0 | 750 |
| OB Adjustment- (AUTO APPENDIX BACK PERIOD)- IPR(Back Period) (2014-2015)- Contribution only | 2070 | 570 | 0 | 0 | 1500 |
| OB Adjustment- (OTHER_INTEREST)- IPR(Back Period) (2014-2015)-Int (Type A) calculated upto 0 | 38 | 10 | 0 | 0 | 0 |
| OB Adjustment- (AUTO APPENDIX BACK PERIOD)- IPR(Back Period) (2014-2015)- | 2070 | 570 | 0 | 0 | 1500 |



Stanley College of Engineering & Technology for Women
(Autonomous)

Procs No :02; STLW/ML/2023

Date:25 /11/2023

Sub: STLW-Mrs.V.Swetha, Assistant. Professor in ECE Department
Sanction of Leave for Six months from 02/09/2019 -Issued.

Ref: Representation from Mrs.V.Swetha, Assistant. Professor in ECE
Department With endorsement of the HOD, E&E Department.

In the reference cited Mrs.V.Swetha, Assistant. Professor in ECE Department has requested to sanction leave for period of six months from 25/11/2023 to 31/05/2024. In the circumstances stated above, the Principal is pleased to sanction Maternity Leave. She has completed more than 6years of continuous service in the institution.

As per institution rules the following is the eligibility criteria for sanction maternity leave. In the circumstances stated above, as per Institution rules Principal is pleased to sanction with pay and allowances from 01/12/2023 to 01/02/2024 (3 months) . She shall submit Medical Certificate and Fitness certificate at the time of rejoining duty.

Gatya Prasad
PRINCIPAL

To
Mrs.V.Swetha, Assistant. Professor in ECE Department

GE

Copy to
The Head of the Department, ECE
Personal file/Spare

Received

[Signature]

30th NOV 2024,
Hyderabad.

TO
THE PRINCIPAL,
SCETW
Abids, Hyderabad. (Through HOD)

Sir,
Please consider if possible - she has made class adjustments as mentioned on the overleaf.
30/11/24
HOD ECE.

Sub: Application of OD for Ph.D (thesis & Viva) req.

Respected Sir,

I V. Sudarshini Kataksham, Asst Prof, ECE dept. as I submitted my thesis on 24th April 2024 and got all the reviews on 20th NOV 2024. I need to go to University for further procedure [Thesis corrected Report submission] and viva. I need to meet ~~the~~ my guide prof. P. Suddaiah garu, ANU, Guntur. on 3/12/2024 to 11/12/2024. So, please grant me ~~the~~ 'OD' for the above. I submit all the required documents once I return.
Thanking you.

Encl. Class adjustment-timetable.

Yours Obediently,

AO/AEC
Approved. OD sanctioned.
V. Sudarshini

(V. Sudarshini, Asst prof,
ECE Dept)

To,

The Principal

Sri Sree

Abide

Hyderabad

through you get
done
please
connect
with
me

Respected sir,

Sub: Incentive for publication work

I Dr T. Nagalaxmi, Assoc. Professor in ECE Dept
published a paper titled "Surveillance of Hydroponics
System Using MQTT App" in the month of June 2024
I paid a total amount of Rs 5000/- from my
account and it is published in the Springer
Scopus indexed journal. So kindly grant
me the incentive, for which I would be
thankful for the same.

Thanking you. sir.

As/ACC -
Approved. As per Inst rules

✓

Yours faithfully

T. Nagalaxmi

May be reimburse
as per policy
31/07/24



Stanley College of Engineering & Technology for Women
(Autonomous Institution)

(Approved by AICTE and Affiliated to Osmania University, s Accredited by NBA, NAAC 'A' Grade)
Chapel Road, Abids, Hyderabad-001 Ph. No 040-23234880, 23244880

Procs. No. 29/ STLW/2022

Dated : 08/12/2022

Sub: STLW- ECE Department – Mrs.V.Sudharshini Kataksham, Asst.Professor, ECE
Dept –reimbursement of amount towards workshop -Reg....

Ref: Representation dated 08/12/2022, from Mrs.V.Sudharshini Kataksham, Asst.Prof.
in ECE Department.

ORDER:

In the circumstances stated in the reference cited, sanction is accorded for payment of Rs.500/- (Rupees Five hundred only) being 50% amount as per institution rules Conference fees paid by Mrs.V.Sudharshini Kataksham, Asst. Professor ECE Department, towards workshop on “ Tera Hertz Technology & Applications” sponsored by Matrusri Engineering' College ,Hyderabad during 28th – 03rd December, 2022.

The Account section is directed to release the amount.

PRINCIPAL

To,

Mrs.V.Sudharshini Kataksham, Asst.Professor in ECE Department

Copy to,
Accounts Section.



Stanley College of Engineering & Technology for Women
(Autonomous)

(Approved by AICTE, Affiliated to Osmania University and Accredited by NBA & NAAC with "A" Grade)

6

Procdgs.No.129 /STLW/ ECE/2024

Date: 07.10.2024

Sub:- SCETW – Academic – Request for sanction financial support for Research Article publication – Dr. T. Nagalaxmi, Associate Professor, Dept. of ECE.
- Orders – Issued.

Ref:- Representation Dated: 04.10.2024

<<<>>>

ORDERS:

With reference to the above representation, Dr. T. Nagalaxmi, Associate Professor, Dept. of ECE has been requested for sanction of financial support towards publishing of research article under the title "*FPGA-Based Implementation and Verification of Hybrid Security.....*" published online on 14.09.2024 in "*Analog Integrated Circuits and Signal Processing*", which is SCI (Web of Science), Scopus & Q3 Indexed.

As per the institution rules, she is entitled for the financial support of Rs. 10,000/- (Rupees ten thousand only) towards Research Paper publishing.

However, in this regard, the institution has been appreciating her contribution towards the research work in the emerging field of Electronics.

Therefore, sanction is hereby accorded for the payment of Rs. 10,000/- (Rupees ten thousand only) as an institutional incentive to Dr. T. Nagalaxmi, Associate Professor, Dept. of ECE.

G. Satya Prasad

PRINCIPAL

Romy

To

✓ Dr. T. Nagalaxmi, Associate Professor, Dept. of ECE.

Copy to:
The Accounts Department for taking necessary action.





2-4-2024

To
The Principal
SCETW
Hyderabad

Respected Sir,


Sub: Requesting for permission to attend "Training programme on Computer Interfaced Science Experiments" - regd.

I am happy to inform you that I got selected to attend a "Training programme on Computer Interfaced Science Experiments using ExpEYES" conducted by Inter-University Accelerator Centre (IUAC), NewDelhi. To attend this programme a registration fee of Rs. 3000/- has to be paid. In this regard, I sincerely request you to grant me registration fee of Rs. 3000/- and permit me to avail on duty to attend this programme scheduled from 6th May - 11th May 2024.

Thanking you

~~AO/ACC.~~
Approved. As per inst. rules

Yours Sincerely


Dr. G. Padmasree
Professor of Physics
H&S Department



Stanley College of Engineering & Technology for Women (Autonomous)

No.17/STLW/Admin/2024-25

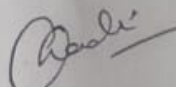
Date: 26/06/2024

Note Submitted

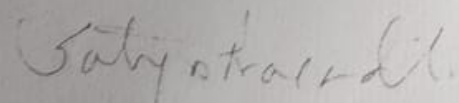
Sir, kindly see the representation of Dr.G.Padmasree, Professor of Physics is sanctioned (Under Project UGC-DAE-CSR) the registration fee for attending "International Conference on Emerging Multifunctional Materials and Devices for Sustainable Technologies" at NIT, Warangal in association with Dept. of Applied Sciences, National Institute of Technology, Goa/Warangal which is scheduled to be held during 4th -5th July 2024 and this period is considered as OD.

| S.No | Purpose | Amount Paid | As per institution rules |
|--------------|----------------------|-------------|--------------------------|
| 1 | Registration fee | Rs.3500/- | Rs.3500/- |
| 2 | Travelling allowance | Rs.2000/- | Rs.2000/- |
| 3 | Accommodation Fee | Rs.250/- | Rs.250/- |
| Total amount | | | Rs.5950/- |

Submitted for Orders Sir.


Incharge


A.O


Principal

