

APPENDIX-C  
(See Rule 80(2) & 163 (4))  
APPOINTMENT LETTER

Name of the School Cosmonaut International School  
No. CIS/2023-24/07 dated the 01-04-2023

On the recommendations of the selection committee Shri/Smt. Poonam  
is hereby appointed as Special Educator in school Cosmonaut International School  
with effect from the date he/she joins duty, in the grade of Rs. 24,000/- plus usual  
allowances or at the rate already notified to the appropriate authority on the following terms  
and conditions namely:-

Terms and Conditions

1. He shall be on probation for a period of one year in accordance with the rules which can be extended for such further period of one year as the competent authority under the rules may determine

2. In case of resignation or discharge, on grounds other than the abolition of post or disciplinary action, he shall be required to give three months notice in writing if his permanent or one month notice in writing if his temporary or deposit twice months/one month's salary as the case may be in lieu thereof.

No traveling allowances will be admissible for joining the post.

4. Before assuming the charge of duties, he will be required to produce certificate to the Head of the school:-

- i. medical certificate of fitness from Chief Medical Officer
- ii. attested copies of gendemic and professional qualification and matriculation certificates; and
- iii. a certificate of good character from a Gazetted Officer/M.L.A/M.C.

5. If he has not been vaccinated within the last twelve months, he should have it done before reporting for duty.

6. In case of aided school appointed un aided sanctioned post this letter is subject to the approval of the Director.

Contd. Page 2

If the above terms and conditions are acceptable to him, he should join his duty immediately but not later than \_\_\_\_\_

In case of failure to do so, his candidature is liable to be cancelled and the post shall be offered to the next eligible candidate.

**For Cosmonaut International School**  
*Rakesh Kumar*  
**Principal**

Signature  
Appointing Authority  
with Seal of the Office

No. \_\_\_\_\_ dated the, \_\_\_\_\_

A copy for information and necessary action is forwarded to:

- (1) District Education Officer/District Primary Education Officer concerned.
- (2) Head of the Institution concerned.
- (3) Candidate concerned.

Signature  
Appointing Authority

**For Cosmonaut International School**  
*Sushil Kumari*  
**Manager**

Commissioner and Secretary to  
Government of Haryana, Education  
Department

APPENDIX-B  
(See Rule 71 & 61)

AGREEMENT

An agreement made this 01 day of April Two thousand and 23 between Mr./Mrs./Miss.....

.....(hereinafter called the teacher/employee of School) the party no. 1 of the one part and Governing Body of the School (hereinafter called the committee), the party No.2 of the other part. The committee hereby agrees to employ the party no. 1 and the party no.1 hereby agrees to serve as Special Educator in the school on the following terms and conditions: 1- That party No.1 's employment shall begin from the 01-04-2023 in the school day of.....

He shall be employed in the first instance on probation for a period of one year/on temporary basis and shall be paid a monthly salary of Rs. 24,000/- in the scale of pay of Rs. .... plus allowance applicable to his case. The period of probation may be extended by the Governing Body for a further period not exceeding one year. The total probationary period shall in no case exceed two years.

2- If the work and conduct of the party No. 1 during the period of probation or extended period of probation is not found satisfactory the service of Party No. 1 are liable to be terminated without notice before the expiry of the period of probation. The sole judge of the satisfactory completion of the probation will be the Governing body of the school.

3- After satisfactory completion of his probationary period, the party No. 1 shall be confirmed with effect from the expiry of the said period of probation or the extended period of probation.

4- Immediately on confirmation the party No. 1 shall be entitled to the benefits of contributory Provident Fund. After the completion of the period of probation successfully he shall have the option to subscribe to the fund for the probation period also.

Contd.....2....

5- The party no. 1 shall during his service under this agreement be eligible, subject to the exigencies of the school, to such leave as is admissible under the rules. The leave is not claimable as a matter of right but may be granted at the discretion of the Governing Body of School/Head of the School as per rules of the school in this regard.

6- The party no. 1 shall not leave the station without having first obtained the written permission of the authorized officer of the said school.

7- Unless the service of the Party No. 1 is terminated as hereinafter provided. He shall continue the employment of the school till he attains the age of superannuation:

Provided that the committee or any other person authorised by the committee in this behalf may retain his service for a further period as allowed by the governing Body of the School. If the party no. 1 is fit for such extension and has no mental or physical which would disentitle him to get such extension:-

Provided further that the extension shall not exceed one year at a time.

8- Only in the case of grant-in-aid school.

- (a) the agreement may be terminated by the teacher by surrendering three months salary for lesser period as specified in clause (1) above.
- (b) subject to the prior approval of the District Education Officer of the District in which the school exists, the managing committee of the School may terminate the services of the teacher by giving him three calendar months notice or the lesser period as specified in the agreement in writing or by paying a sum equivalent to three months basic salary or salary for a lesser period as specified in the agreement.

- i. if satisfied on medical evidence from the Chief Medical Officer of the district that the teacher is unfit and is likely for a considerable period to remain unfit by reasons of ill health for the discharge of his duties.
- ii. as a result of general retrenchment decided upon for reasons of financial stringencies.
- iii. as a result of abolition of section or a class.
- iv. as a result of abolition of the subject which the teacher is teaching.

(c) the teacher shall not be dismissed, discharged or reduced in rank save and except on ground of provided inefficiency, conduct involving moral turpitude or gross negligence of duty or behaviour likely to prove subversive of discipline, tampering, of school record or any other good of sufficient reason which may make his retention on the school staff no longer desirable. In such a case the prior approval of the District in which the school exist should be obtained.

In such a case the teacher before dismissal, discharge or reduction in rank will be called upon for his defence in writing for which he shall be given one week from the receipt of letter calling upon him for his defence, with in which he should submit his defence to the managing committee. In the event of such defence committee may proceed to dismiss, discharge, or reduce in rank the teacher without further delay.

9- During the service under the AGREEMENT, the Party no. 1 will be liable to disciplinary action in accordance with the rules framed by the school, for any fault of insubordination, intemperance or other misconduct, or the commission of an act, which constitutes a criminal offence or of any breach of non performance of duties or nay of the provisions of any rules pertaining to the conduct of the school.

10- If the Party No. 1 is suspended from duty during investigation into any charge of his conduct mentioned in clause 8 above, he shall not be entitled to any pay during such period of suspension but shall be entitled to receives a subsistence allowance at such rate as may be decided by the committee generally from time to time or at a rate as may be deemed fit.

11- If the party No. 1 is exonerated from the charge brought against him, he shall be reinstated in his post and shall be paid his salary for the period, if any, during which he was suspended and subsistence allowance already paid will be adjusted.

12- The Governing body of the said school may terminate the service of the party No.1 by giving here month's notice in writing in the case of confirmed employee or one month's notice in the case of temporary employee or by paying a sum equivalent to 3 month's salary or one month's salary which the Party No. 1 is then drawing. Similarly, if the party No.1 wants to relinquish his job, he shall be required to give three months notice in writing if he is permanent or one month's notice in writing if he is temporary or deposit three months/one month's salary, as the case may be in lied thereof.

13- The Party No. 1 will comply with honestly, diligently and efficiently the orders and instructions of the Governing Body/Head of the School under whom he shall be placed as teacher/employee in the school and he shall discharge all duties pertaining to that office and/or which are necessary to be done in his capacity as aforesaid and will make himself in all respects, generally as useful as may be required of him and shall always act in paramount interest of the school.

14- The Party No. 1 will conform to all the rules and regulations in force in the school and shall carry out all such orders and directions as he shall from time to time, receive from the Governing Body/Head of the school or any of the authorized member of the staff.

15- That Party No. 1 will shall not apply or appear for interview etc. for any job outside the school without the prior written permission of the authorised officer of the school. If he has already applied before joining the school, it will be his duty to inform the Head of the school at the time of appointment and seek his written permission, if he is required to appear for interview later on.

16- The party No.1 shall devote his whole time to duties assigned and shall not on his own account or otherwise directly or indirectly carry on or be concerned in any trade or business whatsoever which is likely to interfere with the due and efficient discharge of his school duties under this agreement or to be otherwise prejudicial to the interest of the school.

17- The Party No. will not on any pretence absent himself from duties without first having obtained the permission of the Head of the School or in the case of sickness or accident without forwarding a medical certificate to the satisfaction to the Head of the school.

18- The committee an the party no. I agree that any dispute arising out of or relation to this contract including any disciplinary action leading to the dismissal or removal from service or reduction in rank etc. shall be referred for arbitration of any person to be nominated by the managing committee running to the school and if the arbitrator fails or neglects to act becomes incapacitated the managing committee shall nominated by the managing committee running to the school incapacitated the managing committee shall nominate any other person to fill the vacancy of arbitrator.

In witness whereof the parties hereto set their hands this day month and year first above written.

Witnesses:-

1- Signature Pratima  
Name Pratima  
Date \_\_\_\_\_  
Designation TGT

Signature Poonam.  
Name Poonam  
Date \_\_\_\_\_  
Designation Special Educator

For Teacher/Employees  
(Party No.1)

2- Signature Pooja  
Name Pooja.  
Date \_\_\_\_\_  
Designation \_\_\_\_\_

Signature Poonam.  
Name Poonam.  
Date \_\_\_\_\_  
Designation Special Educator

For and on behalf of Committee

Signature TGT

**For Cosmonaut International School**  
*Sushil Kumar*  
**Manager**

Serial No. 12467



Roll No. ....

Regn. No. (C.A.) 22-187

## RESULT-cum-DETAILED MARKS CARD

B.A. Part-III (General) Examination, April/Sept./Oct. 2012.

Name : \_\_\_\_\_

POORNAM

Father's Name : Shri. \_\_\_\_\_

HOSHIDAR SINGH

## DETAIL OF MARKS

Sr. No.	SUBJECTS	Marks Obtained	Minimum Pass Marks	Maximum Marks
1.	English { Paper-I Paper-II Int. Ass.	36	35	45 } 100 45 } 10 }
2.	Hindi/Panjabi/ Sanskrit (C) { Written Int. Ass.	50	35	90 } 100 10 }
3.	History { Written Int. Ass.	/	35	90 } 100 10 }
4.	Economics { Written Int. Ass.		35	90 } 100 10 }
5.	Political Science { Written Int. Ass.		35	90 } 100 10 }
6.	Geography { Written Int. Ass.		65	35
7.	{ Written Int. Ass.	/		
8.	Math II { Paper-I Paper-II Paper-III Int. Ass. Practical	07 16 13 04	35	100
	Total	191	140/105	400/300
	Marks obtained in B.A.-I & II	263	280/380	800
	Grand Total	554	420	1200/1100
9.	Environmental Study (Marks)	—		

Note: / indicates that the candidate has been granted grace marks for passing in this/these Paper(s)/Subject(s).

RESULT : See Sr. No. (1) below.

1. Passed and has obtained : (Five Hundred and 263) marks.
2. Compartment : He/She is required to re-appear in the paper(s) ... till April, 2013.
3. Failed : He/She is required to re-appear in the whole examination, next time, if otherwise eligible.
4. Result cancelled due to Failure in Lower Examination.

KURUKSHETRA : Dated Feb 6, 2013



# Chaudhary Devi Lal University, Sirsa



DMC No. 17161647  
Roll No. 15117410204  
Regn. No. 15117410204

## RESULT-cum-DETAILED MARKS CARD BACHELOR OF EDUCATION(SPECIAL EDUCATION - M.R.) YEAR-2

Name : POONAM

EXAM : MAY 2017

Father's Name : Shri HOSHIAR SINGH

College/Department : JAN NAYAK CH.DEVI LAL COLLEGE OF EDUCATION, SIRSA

### DETAILS OF MARKS

Sr. No	Subject	Marks Obtained	Minimum Pass Marks	Maximum Pass Mark
1.	0904 COMMUNITY BASED REHABILITATION	27 10	014 TH	050
2.	0912 MANAGEMENT OF LEARNING DISABILITY	31 10	014 TH	050
3.	0914 CURRICULUM DESIGNING, ADAPTION & EVALUATION	28 09	014 TH	050
	0915 INTERVENTION AND TEACHING STRATEGIES	21 10	014 TH	050
5.	0916 TECHNOLOGY AND DISABILITY	25 09	014 TH	050
6.	0917 PSYCHO-SOCIAL AND FAMILY ISSUES	23 09	014 TH	050
7.	0918 INTERNSHIP : MAIN DISABILITY SPECIAL SCHOOL	10 36	014 PR	050
8.	0919 INTERNSHIP: OTHER DISABILITY SPECIAL SCHOOL	09 36	014 PR	050
9.	0920 INTERNSHIP : INCLUSIVE SCHOOL	10 36	014 PR	050
10.	0921/0 INTERNSHIP MAIN/OTHER DISABILITY SPL.SCH 922	10 10 36 36	028 PR	100
11.	0923 INTERNSHIP : INCLUSIVE SCHOOL	10 36	014 PR	050
12.	0924 READING AND REFLECTING ON TEXT	35 09	014 TH	050
	0925 DRAMA AND ART IN EDUCATION	035 009	014 TH	050
4.	0926 BASIC RESEARCH AND BASIC STATISTICS	035 010	014 TH	050
Total		0620		0750
MARKS OF B.Ed. YEAR-1		0793		1100
Grand Total		1413		1850

Indicates that grace marks granted in the paper (s) for earning Re-appear/Compt./passing

**Result : PASSED & HAS OBTAINED ONE THOUSAND FOUR HUNDRED THIRTEEN MARKS**

Dated : April 4, 2018

Sirsa

Checked by: 1  
(Signature)

①  
(Controller)

2.

②  
(Assistant)

*(Signature)*

Date of Issue/Dispatch

30 APR 2018

CONTROLLER OF EXAMINATION

№ 130831

# REHABILITATION COUNCIL OF INDIA

New Delhi



Certificate under Section 19 of the Rehabilitation Council of India Act of 1992



PROFESSIONAL

CRR NO. A62969

Name & Address	Sex	Father's/Husband's Name	Date of Registration	Rehabilitation Qualification and Date thereof	Remarks if any:
M/S. POONAM. H.NO. 137P SECT-20 PART-2ND HUDA COLONY SIRSA HARYANA 125055	F	HOSHILAR SINGH	06/03/2019	B.ED. SPECIAL EDUCATION (MENTAL RETARDATION)- 2017	

- Note:
1. Validity of this registration certificate is for 05 years from the date of issuance.
  2. Individual should regularly attend Continuing Rehabilitation Education (CRE) Programmes / Workshops / Seminars / Symposia, etc. approved by RCI. The Participation Certificates will be essential for renewal of registration.
  3. Individual should apply online for renewal of registration alongwith the summary of weightage points (min. 100) to be downloaded online from the Council's website.

AS A SPECIALTY SUBJECT IN THE REGISTERED CERTIFICATE, THE CANDIDATE IS SPECIFIED IN THE CENTRAL REHABILITATION REGISTER (CRR) AS REHABILITATION PROFESSIONAL

*[Signature]*

(DR. SUBODH KUMAR)  
(MEMBER SECRETARY)



New Delhi,

Dated : 15/02/2019.

Important Notice

1. Rehabilitation Professional is advised to bring to the notice of Member Secretary for any changes in his/her address immediately alongwith copy of registration & certified ID proof, Tel. No. etc.
2. Rehabilitation Professional are also advise to adhere with the prescribed code of conduct, etiquette & ethics.
3. All persons registered under Degree and above are legally qualified to practice as Rehabilitation Professional as per code of conduct, etiquette and ethics.
4. (M), (F) & (O) indicate (Male), (Female) & (Other) respectively. Every Rehabilitation Professional should frame this Registration Certificate and it should be prominently displayed in his/her place of work. He/She should enter registration number in all the documents.

127920

केन्द्रीय माध्यमिक शिक्षा बोर्ड

CENTRAL BOARD OF SECONDARY EDUCATION

668016 अंक विवरणिका MARKS STATEMENT

सेकण्डरी स्कूल परीक्षा, 2007

ALL INDIA SECONDARY SCHOOL EXAMINATION, 2007

अनुक्रमिक Roll No.

2141566

नाम Name

POONAM

MURTI DEVI

माता का नाम Mother's Name

HOSHIAI SINGH

पिता का नाम Father's Name

26TH AUGUST

जन्म तिथि Date of Birth

NINETEEN HUNDRED NINTY TWO

G R G NATIONAL GIRLS SEC SCHOOL SIRSA HRY

विद्यालय School

विषय संज्ञा SUB. CODE	विषय SUBJECT	प्राप्तिक MARKS OBTAINED			स्थायीय अंक POSITIONAL GRADE	
		लि. TH	शु/अं.मू. PR/IA	योग TOTAL		
184	ENGLISH LNG & LIT.	041	XXX	041	FORTY ONE	C2
122	COMM. SANSKRIT	059	XXX	059	FIFTY NINE	C1
041	MATHEMATICS	031	016	047	FORTY SEVEN	C2
086	SCIENCE & TECH.	014	024	038	THIRTY EIGHT	D2
	PR.-INTERNAL			016		
087	PR. SKLS-TH. EXT	040	020	060	SIXTY	C2
002	SOCIAL SCIENCE	075	XXX	075	SEVENTY FIVE	B1
	HINDI COURSE-A					

AB : विषय में अनुपस्थित Absent in the Subject

PR : प्रयोगात्मक Practical

परिणाम Result

PASS

IA : आन्तरिक मूल्यांकन Internal Assessment

परीक्षा केंद्र Examin. Centre

M. Chakraborty  
परीक्षा नियंत्रक

दिनांक Dated

29-05-2007

Controller of Examinations

क्रमांक Serial No. AJ- 200450

माध्यात्मिक रजिस्ट्रार Enrolment No. 08-3-SI-260-0013  
अनुक्रमांक Roll No 3208351638



POONAM

हरियाणा विद्यालय शिक्षा बोर्ड  
Board of School Education Haryana  
ISO 9001:2000 CERTIFIED



वरिष्ठ माध्यमिक प्रमाणन परीक्षा  
SENIOR SECONDARY CERTIFICATE EXAMINATION

अंकतालिका सहित योग्यता प्रमाण-पत्र Certificate of Qualification with Mark Sheet

प्रमाणित किया जाता है कि This is to certify that POONAM / पूनम  
पुत्र/पुत्री Son/Daughter of श्री Sh HOSHIAR SINGH / होशियार सिंह  
और and श्रीमती Smt MURTI DEVI / मूर्ती देवी  
has appeared from CENTRAL SR SEC SCHOOL SIRSA

in the year FEBRUARY 2009

and has been declared qualified with subject wise grades & with Grade Point Average mentioned below

क्रमांक Sr.No	विषय Subject	प्राप्तिके Mark Obtained			योग Total
		लिखित(बाह्य) Theory(Ext)	सतत एवं सापेक्ष प्रदर्शन CCE	प्रायोगिक Practical	
1	ENGLISH(CORE)	44	18	XX	062
2	HINDI (CORE)	67	20	XX	087
3	GEOGRAPHY	28	20	19	067
4	MATHEMATICS	28	19	XX	047
5	SANSKRIT	64	20	XX	084

क्रमांक Sr.No	विषय Subject	प्राप्तिके Mark Obtained			योग Total
		लिखित(बाह्य) Theory(Ext)	सतत एवं सापेक्ष प्रदर्शन CCE	प्रायोगिक Practical	
1	ENGLISH(CORE)	40	18	XX	058
2	HINDI (CORE)	50	20	XX	070
3	GEOGRAPHY	27	19	19	065
4	MATHEMATICS	14	18	XX	032
5	SANSKRIT	52	20	XX	072

क्रमांक Sr.No	विषय Subject	परिणाम Result				
		प्रथम से मातृका 1st Sem Weightage 50%	द्वितीय से मातृका 2nd Sem Weightage 50%	कुल योग Aggregate	श्रेणी Grade	श्रेणी अंक Grade Point
1	ENGLISH(CORE)	31	29	060	B+	07
2	HINDI (CORE)	44	35	079	A-	08
3	GEOGRAPHY	34	33	067	B	06
4	MATHEMATICS	24	16	040	C+	04
5	SANSKRIT	42	36	078	B+	07

सामान्य ज्ञान एवं जीवन कौशल General Awareness & Life Skills Grade: VERY GOOD

कुल योग Total Marks: 324

श्रेणी अंक औसत Grade Point Average (GPA) 06.40

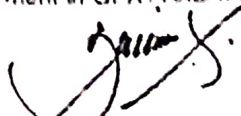
सह-पाठ्य क्रियाकलापों में उत्कृष्टता के लिए श्रेणी अंक औसत/कुल योग में वृद्धि (केवल प्रमाण-पत्र प्रस्तुत करने पर) Enhancement in GPA /Total Marks for excellence in co-curricular activities, if any (valid only if relevant certificate is produced): XX / XXX

अंतिम कुल योग Final Total Marks: 324

अंतिम श्रेणी अंक औसत Final GPA: 06.40

प्रिंसिपल Bhiwari

दिनांक Dated JUNE 24, 2009

  
सचिव SECRETARY