

From

Dr. N. Bhuranesh Kumar

Pollachi

20/11/19

Asst. Prof - M-com IB

N G M College,

Pollachi.

To

The Principal

N G M College

Pollachi

Through
20/11/19
PRINCIPAL IN-CHARGE
N.G.M. COLLEGE, POLLACHI

The Director/Dean

N G M College,

Pollachi

Respected Sir,

Sub: Availing on duty regarding :-

With reference to the above subject, I here by
inform you that, I am going to attend NAAC sponsored
Seminar on "Best practice blossom as Bench Marks" at Bharu
Thidasan University on 21st and 22nd November 2019.
So kindly consider my absence as on duty for
both days.

Thank you



permitted

20/11/2019

Yours truly
N. Bhuranesh Kumar

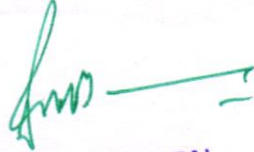
(N. BHURANESH
KUMAR)

From

Ms. A. Kalaivani
Assistant Professor
Department of Computer Technology
N.G.M College,
Pollachi.

To

The Principal
N.G.M College
Pollachi.


PRINCIPAL
N.G.M. COLLEGE, POLLACHI

Through:

The Director / Academic Dean
N.G.M College
Pollachi.

Respected Sir,


Sub: Requisition for on other duty - Extension Program – Reg.

Our department has planned to organize one day Extension Activity to Government High School students, S. Malaiyandipattinam on 06.9.2019. So, i kindly request you to permit the same and consider my absence as on other duty.


Thank You

Place: Pollachi

Date: 05.09.2019


Yours Faithfully

(Ms. A. Kalaivani)

C. # 
5/9/19
HOD(ICK)

forwarded
D-12/2
6/9



NGM - DEPARTMENT OF PHYSICAL EDUCATION

Date:12.12.2019

From

DEVI.S
Physical Training Instructor
Department of Physical Education

To

The Principal
NGM College
Pollachi

Through

The Director
NGM College
Pollachi

Respected Sir,

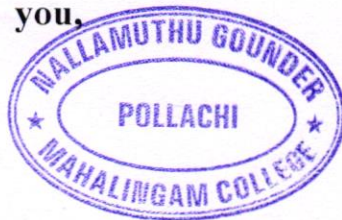
Sub: Extension Activity for Tribal youths at SARKARPATHI Village
– Permission requested –Reg

Ref: MoU with Sevalayam (NGO) signed towards Tribal welfare in
sports, dated 22.11.2019

With reference to the above , the department of physical education is
conducting Physical fitness test& measurement for Tribal youths at
Sarkarpathi village, Sethumadai on 13.12.2019.

In connection to the above ,your permission may kindly be given as
ON-DUTY to attend the same.

Thanking you,



Devi.S
(Devi .S)

Physical Training Instructor

ASTM

Physical Director

12/12

Director/Dean

[Signature]

Principal
PRINCIPAL

NGM COLLEGE, POLLACHI

NGM - DEPARTMENT OF PHYSICAL EDUCATION

Date:12.12.2019

From

Mr.ANAND .M.P
Physical Training Instructor
Department of Physical Education

To

The Principal
NGM College
Pollachi

Through

The Director
NGM College
Pollachi

Respected Sir,

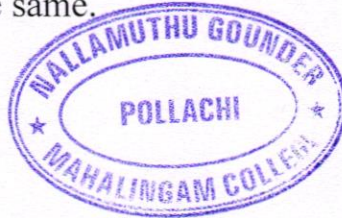
Sub: Extension Activity for Tribal youths at SARKARPATHI Village
– Permission requested –Reg


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With reference to the above , the department of physical education is
conducting Physical fitness test& measurement for Tribal youths at
Sarkarpathi village, Sethumadai on 13.12.2019.


In connection to the above ,your permission may kindly be given as
ON-DUTY to attend the same.

Thanking you,

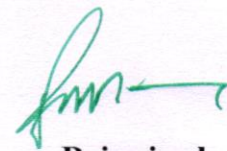



(ANAND. M. P)

Physical Training Instructor


Physical Director


Director/Dean


Principal

PRINCIPAL
NGM COLLEGE, POLLACHI

NGM -DEPARTMENT OF PHYSICAL EDUCATION

02.12.19
Pollachi

From

Ms.S.Devi
Physical Training Instructor
Department of Physical Education

To

The Principal
NGM College
Pollachi



Through

The Director
NGM College
Pollachi

Respected Sir,

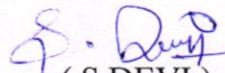
Sub: Approval Requested - **ON DUTY** – To 69TH Senior State Volleyball
Championship Women Tournament at Nadar Mahajana Sangam S.Vellachamy
Nadar College Nagamalai Madurai, - Reg

Ref: NGM/2019-20/PED/OD/CHE/065

I would like to bring to your kind information that 69TH Senior State Volleyball
Championship Women Tournament at Nadar Mahajana Sangam S.Vellachamy Nadar College
Nagamalai, Madurai , Theni Dist.Volleyball Association from 03-12-2019 to 05-12-2019

In connection to the above approval may kindly be given as **ON DUTY** to attend
the above said event.

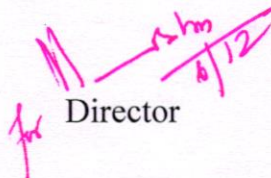
Thanking you,

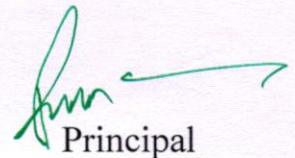

(S.DEVI)

Physical Instructor Trainer



Physical Director


Director


Principal

PRINCIPAL
NGM COLLEGE POLLACHI

From

Dr S B hayathur
Asso prof & Head
B Com - PA, Nhm College
Pollachi

To
The principal
Nhm College
Pollachi


PRINCIPAL
N.G.M. COLLEGE POLLACHI

Through
The Director & Deans

Respected sir

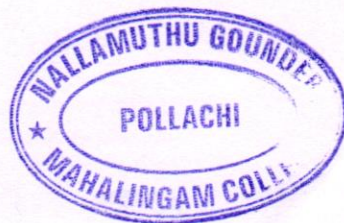
sub : on duty - Reg
As myself & Dr. D Rajasekhar are
accompanying the students for IV on 27, 28, 29th
Feb to Mysore. so I kindly request you to
provide us on duty for the same.

Thank you

yours faithfully
S B hayathur

place : Pollachi
Date : 25.2.2020

Forwarded
A - Salm
25/2



T. Kalyanasunda
Training and placement officer
NGM College
Pollach

18/12/19

To

The principal
NGM College
Pollachi: 622001

[Handwritten signature]
to
NGM

PRINCIPAL
N.G.M COLLEGE P.L.

Sir,

Request for on duty permission - Reg
I wish to visit Tiruppur for over
Students placement Job - Company
interviews with the Tiruppur Unit - work for
them. As I need to visit few companies, I am
planning to visit tomorrow i.e. 19.12.2019.
Kindly give permission to go on duty in this
regard. Today I visit few local companies
in this region. This is for your kind information

Thanking you

Yours faithfully

[Handwritten signature]



[Handwritten signature]
19/12

From

Dr.M.V.Sathiyabama
Associate Professor & Head
Department of Commerce(E-Commerce)
Nallamuthu Gounder Mahalingam College
Pollachi-642001

To

The Principal
Nallamuthu Gounder Mahalingam College
Pollachi-642001

Through

The Dean Academic
Nallamuthu Gounder Mahalingam College
Pollachi-642001

Respected Sir,

Sub: Requisition of OD on 04.01.2022-reg.

I have been appointed as external examiner in VLB Janakiammal College of Arts and Science,Coimbatore for Central Valuation on 04/01/2022. Kindly provide OD and consider my absence as On Other Duty.

Thanking You

Place : Pollachi

Date: 31.12.2021

Forwarded

M. Sathiyabama
31/01
Dean Academic



M.V.Sathiyabama
Yours Faithfully

(Dr.M.V.Sathiyabama)

[Signature]
Principal
PRINCIPAL
W.G.M.COLLEGE . POLLACHI

VLB JANAKIAMMAL COLLEGE OF ARTS AND SCIENCE COLLEGE
AUTONOMOUS
Re-Accredited with 'B++' Grade by NAAC. An ISO 9001:2015 Certified Institution
KOVAIPUDUR, COIMBATORE – 42

Date: 31.12.2021

From
The Controller of Examinations
VLB Janakiammal College of Arts and Science
Kovaipudur
Coimbatore-641042

To
Dr.M.V.Sathyabama
Assosicate Professor and Head Dept of Commerce
NGM College
Pollachi

Dear Sir/Madam

Sub: UG/PG Degree Central Valuation Dec 2021 - Appointment Order -Reg.

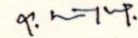
I am by direction to inform that you have been appointed as **EXTERNAL Examiner** for our
College Central Valuation to be held on 04/01/2022 under autonomous scheme.

The details are given below

Lunch and tea will be arranged.

Reporting Time : 09.30.a.m
Forenoon Session : 10.00 a.m to 01.00.p.m.
Afternoon Session : 02.00 p.m to 05.00 p.m.





Controller of Examinations

31/12/2021
Pollachi

From

Dr. T. Vijaya Chithra
Assistant Professor
PG Department of Commerce (CA)
Nallamuthu Gounder Mahalingam College
Pollachi

To

The Principal
Nallamuthu Gounder Mahalingam College
Pollachi

Through :

The Dean - Academic
Nallamuthu Gounder Mahalingam College
Pollachi.

Respected Sir,

Sub : Requisition for on-Duty - req

This is to bring into your kind notice that I have been appointed as an External Examiner for V.B. Janakiammal College of arts and science - Central Valuation to be held on 04/01/2022. In this regard I request you to kindly permit me and consider my absence as on-Duty.

Thank You

yours sincerely
T. Vijaya Chithra

Encl : 1) Order copy's
photocopy

~~31/12/21~~

~~31/12/21~~
Head - Commerce (CA)



~~31/12/21~~

PRINCIPAL
N G M COLLEGE POLLACHI

29.12.2021

From,

M. Prem

Assistant Professor - Com IB Dept.

NGM College

To,

The Principal

NGM College

Pollachi - 642 001

Through,

The Dean

NGM College

Pollachi - 642 001

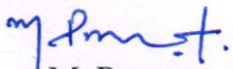
Respected Sir,

SUB: Request Letter to sanction OD - 04 January 2022 - External Examiner - Reg.

With reference to the above subject, I hereby inform that I am appointed as an external examiner for Valuations by VLB Janakiammal College of Arts and Science on 04.01.2022. Hence I request you to kindly sanction OD for the same on the above said date. I have enclosed the copy of their communication for your kind perusal.

Thank You

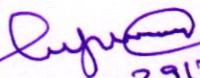
Yours Truly


M. Prem



Forwarded

Encl: Appointment Order


29/12/2021

Forwarded

M - Schms
3/12

From

Dr. E. Rama Devi

Associate Professor

Department of Computer Science

NGM College

Pollachi

To

The Principal

NGM College

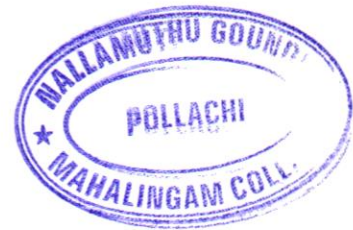
Pollachi

Through

The Dean – Academic

NGM College

Pollachi



Respected Sir

This is for your kind information that I have been nominated as a member of an Inspection Commission for the grant of provisional affiliation of new course at Pollachi College of Arts and Science on 18.08.2021. So, I kindly request you to permit for the same and consider my absence as on other duty.

Thanking You

Date: 16.08.2021

Place: Pollachi

Yours Sincerely

E. Rama Devi
(Dr. E. Rama Devi)

M. Suresh
18/8/21

Approved
M. Suresh
17/8/21

M. Suresh
18/8/21



PRINCIPAL
NGM COLLEGE POLLACHI

From

Dr. V. Prabhu
Assistant Professor
PG Department of Chemistry
NGM College
Pollachi

Pollachi

17/12-2022

Through

The Deans
NGM College
Pollachi

To

The Principal
NGM College
Pollachi

Respected sir,

Subject: Practical Examiner On Duty reg:-

As I am appointed as an external examiner for practical examination at Karpagam Academy of Higher Education on 22.12.2022. So kindly permit me to go for invigilation and consider my absence as on duty.

Thanking you

Yours sincerely
Dr.V. Prabhu

PRINCIPAL
NGM COLLEGE POLLACHI

Forwarded
K.P.H

Forwarded
Suman P
17/12



From
Dr.M.Rajasenathipathi
HOD
Dept of Computer Technology
N.G.M. College
Pollachi

To
The Principal
N.G.M. College
Pollachi

Through
Dean for Academic
N.G.M. College
Pollachi



PRINCIPAL
N G M COLLEGE POLLACHI

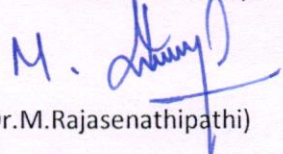
Respected Sir

Sub: Request for On-Other-Duties reg...

This is to bring to your kind notice that I have been nominated as member of an Inspection commission at Yuvaguru college of arts and science, Mettupalayam village, Pollachi on 8.8.2020 So I request you to permit me for the same and consider my absence as On-Other-Duties. 8.8.2022

Thank you

Yours Sincerely


(Dr.M.Rajasenathipathi)

Place: Pollachi

Date: 04/08/2022

*Forwarded
M - mhs
5/8*



From
N. Rastha,
Dept of English Language,
NRM College, Pollachi

To
The Principal,
NRM college, Pollachi

Through
The Deans / Directors
NRM college, Pollachi



Respected Sir,
Sub: Application for OD reg:-

I am appointed as a member of an
Commission constituted to inspect and report
on the infrastructural facilities made available
at Chosam college for women, Arcasampalayam,
Tirupur by Bharathidas University on 2/8/22
(Tuesday). Hence I kindly request you to
Permit me to inspect and report the same by
considering my absence from the campus as on other
duties. Herewith I have enclosed the appointment
letter.

Thanking you,
Sincerely
N. Rastha

Handwritten signature in red ink

1/8/22

From

N. Ratha,
Dept of English Language,
NAM College, Pollachi

To

The Principal,
NAM College, Pollachi



Through

The Deans / Director
NAM College, Pollachi



Respected Sir,

Sub: Application for OD req:-

I am appointed as a member of an inspection Commission constituted to inspect and report of the infrastructural facilities made available at Chesan College for Women, Arasampalayam, Tirupur by Bharathidas University on 2/8/22 (Tuesday). Hence I kindly request you to Permit me to inspect and report the same by considering my absence from the campus as on other duties. Herewith I have enclosed the appointment letter.

Thanking you, *forwarded*
2/8 Yours sincerely
N. Ratha-N

From

Dr.M.Deepa,
Assistant Professor,
Department of Commerce CA,
Nallamuthu Gounder Mahalingam College,
Pollachi – 642 001.

To

The Principal,
Nallamuthu Gounder Mahalingam College,
Pollachi – 642 001.

Through

The Dean Academic,
Nallamuthu Gounder Mahalingam College,
Pollachi – 642 001.

Respected Sir,

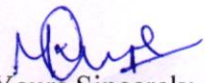
Sub: Requisition for on Duty reg;

I wish to inform you that, I am going to act as external examiner for Practical examination in commerce programme at Sree Saraswathi Thiyagaraja College of Arts and Science, Pollachi as on ²⁶25.03.2024. In this regard, I kindly request you to accept my requisition and consider my absence as on duty.

Thanking you


Place: Pollachi

Date : 25.03.2024


Yours Sincerely,

(Dr.M.DEEPA)

Encl: appointment order


25/3/24

Forwarded
M — hms
25/03



PRINCIPAL
N.G.M. COLLEGE, POLLACHI

21.03.24

Pollachi

From

Dr. R. Amsaveni
Assistant professor
Department of Commerce (Finance)
Nym college
Pollachi

To

The principal
Nym college
Pollachi

Through

The klean
Nym college
Pollachi



Respected Sir

Sub: Requisition for other duty req.

As I was appointed as an external examiner for
practical examination on 22.03.2024 in Kamalam college
of Arts and science, Udumalpet, so I kindly request
you to permit me for the same and accept my absence
as on other duty.

Thanking you

forwarded
M-100
2/13

your's faithfully

(Dr. R. Amsaveni)

PRINCIPAL
N G M COLLEGE, POLLACHI

Enclosure:

Appointment order photocopy

From
Dr. E. Rama Devi
Associate Prof. and Head
Department of Computer Science with Data Analytics
NGM College
Pollachi

To
The Dean-Academic
NGM College
Pollachi

Respected Sir,

This is for your kind information that I have been appointed as an External Examiner to conduct the End of Semester Practical Examinations at Pollachi College of Arts and Science on 28.03.2024. In this regard, I request you to permit me to conduct the same and consider my absence as on other duty.

Thank you

Yours' sincerely

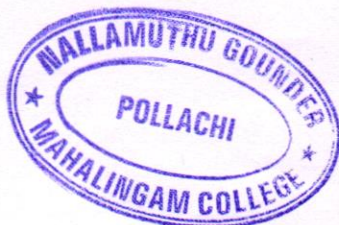
(Dr.E. Rama Devi)

Place: Pollachi

Date: 27.03.2024

PRINCIPAL
N.G.M COLLEGE POLLACHI

Forwarded
M - 12/12
27/3



27/3/24

From

Dr. N. Ratha

Department of English,
NAM College, Pollachi


To

The Principal
NAM College, Pollachi

Through

The Deans
NAM College, Pollachi

Respected Sir,


PRINCIPAL
NAM COLLEGE POLLACHI

Sub: Permission to act as a chief Guest reg:-

I am invited as a chief Guest to preside over the graduation day celebrations of the Kinder Garden children at RKR Gnanothaya School, Kedingiyam on 28/3/24 at 10.00 AM. I request you to permit me to participate in the same by treating my absence from the campus as on other duties. I have herewith attached the call letter and invitation for your perusal.

Forwarded
By
27/3

Thanking you



Yours Sincerely
N. Ratha