



GPS Map  
Camera Lite

Ajay Kumar Garg Engineering College Campus,  
Ghaziabad, 201302, UP, India

Latitude  
28.676537 N

Longitude  
77.502837 E

Local 02:39:06 PM  
GMT 09:09:06 AM

Altitude 218.53 meters  
Friday, 12/31/2021





GPS Map  
Camera Lite

Ajay Kumar Garg Engineering College Campus,  
Ghaziabad, 201302, UP, India

Latitude

28.676533 N

Longitude

77.503494 E

Local 02:43:45 PM

GMT 09:13:45 AM

Altitude 215.27 meters

Friday, 12/31/2021





GPS Map  
Camera Lite

Ajay Kumar Garg Engineering College Campus,  
Ghaziabad, 201302, UP, India

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Longitude

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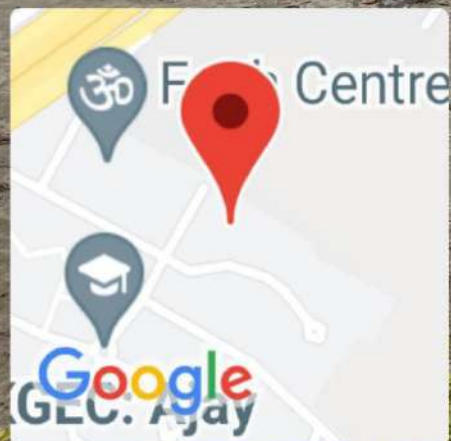
Friday, 12/31/2021



ADARSH VIKAS KENDRA



GPS Map Camera



Ghaziabad, Uttar Pradesh, India  
2, Ghaziabad, Uttar Pradesh 201015, India

Lat 28.676892°

Long 77.50335°

13/01/22 03:43 PM





GPS Map  
Camera Lite

AKGEC Road, Ajay Kumar Garg Engineering  
College Campus, Ghaziabad, 201302, UP, India

Latitude

28.675482 N

Local 09:39:24 AM

GMT 04:09:24 AM

Longitude

77.502037 E

Altitude 214.4 meters

Friday, 12/31/2021





GPS Map Camera



**Ghaziabad, Uttar Pradesh, India**

27th KM Milestone, Delhi - Meerut Expy, Ghaziabad, Uttar Pradesh

201009, India

Lat 28.675563°

Long 77.501948°

13/01/22 02:09 PM





GPS Map Camera



**Ghaziabad, Uttar Pradesh, India**

27th KM Milestone, Delhi - Meerut Expy, Ghaziabad, Uttar Pradesh

201009, India

Lat 28.675062°

Long 77.501767°

14/01/22 10:53 AM





GPS Map Camera



**Ghaziabad, Uttar Pradesh, India**

27th KM Milestone, Delhi - Meerut Expy, Ghaziabad, Uttar Pradesh

201009, India

Lat 28.675111°

Long 77.501723°

14/01/22 10:53 AM





GPS Map Camera

Ghaziabad, Uttar Pradesh, India  
MGG2+7HJ, Ghaziabad, Uttar Pradesh 201015, India  
Lat 28.675791°  
Long 77.501336°  
13/01/22 02:10 PM



AKGEC: Ajay  
Kumar Garg  
Engineering

Google



# Liberty Cashless Health Card



**Liberty**  
General Insurance..

Corporate Name : M/S Ajay Kumar Garg Engineering College

Name/Relationship : DIVANSHU MANCHANDA/Self

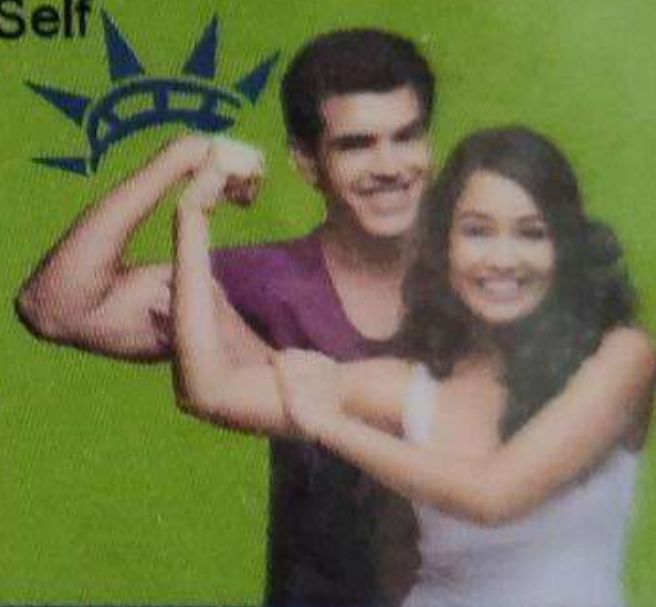
Age/Gender/Emp id : 19/Male/2011100

Member ID : 42113724091A

Policy No. : 42113724091

Valid From : 22/12/2020 To 13/08/2021

M3514



*Responsibility is our policy*

1 of 1



### Terms and Conditions:

1. Pre-authorisation is compulsory from Liberty Health 360° prior to all planned admission and within 24 hours for emergencies. 2. Cashless hospitalisation in network hospital can be obtained in conjunction with this card, an authorisation letter issued by the Liberty Health 360° and photo identification such as voters ID, driving license, passport, etc. 3. Photo ID proof to be presented with this card at the time of availing benefits. 4. In case of Reimbursement of Claim please collect all necessary documents from the hospital for early Claim settlement. 5. All terms and conditions of the Policy would be applicable. 6. Please refer to the Policy terms and conditions for further details. 7. For any Claim related assistance please contact our Liberty Health 360° on the mentioned numbers.

### **Liberty Health 360°**

Address & Contact Details: The Capitol", 2nd and 3rd Floor, New D.P. Road, Near Ashoka Hotel, Vishal Nagar, Pimple Nilakh, Pune- 411027, Maharashtra.

Contact No.: 020 3085 6565, Fax number: +91 20 6712 5799

Email Address: preauth@libertyinsurance.in

Website Address: <https://www.libertyinsurance.in>



Insurance is the subject matter of the solicitation.

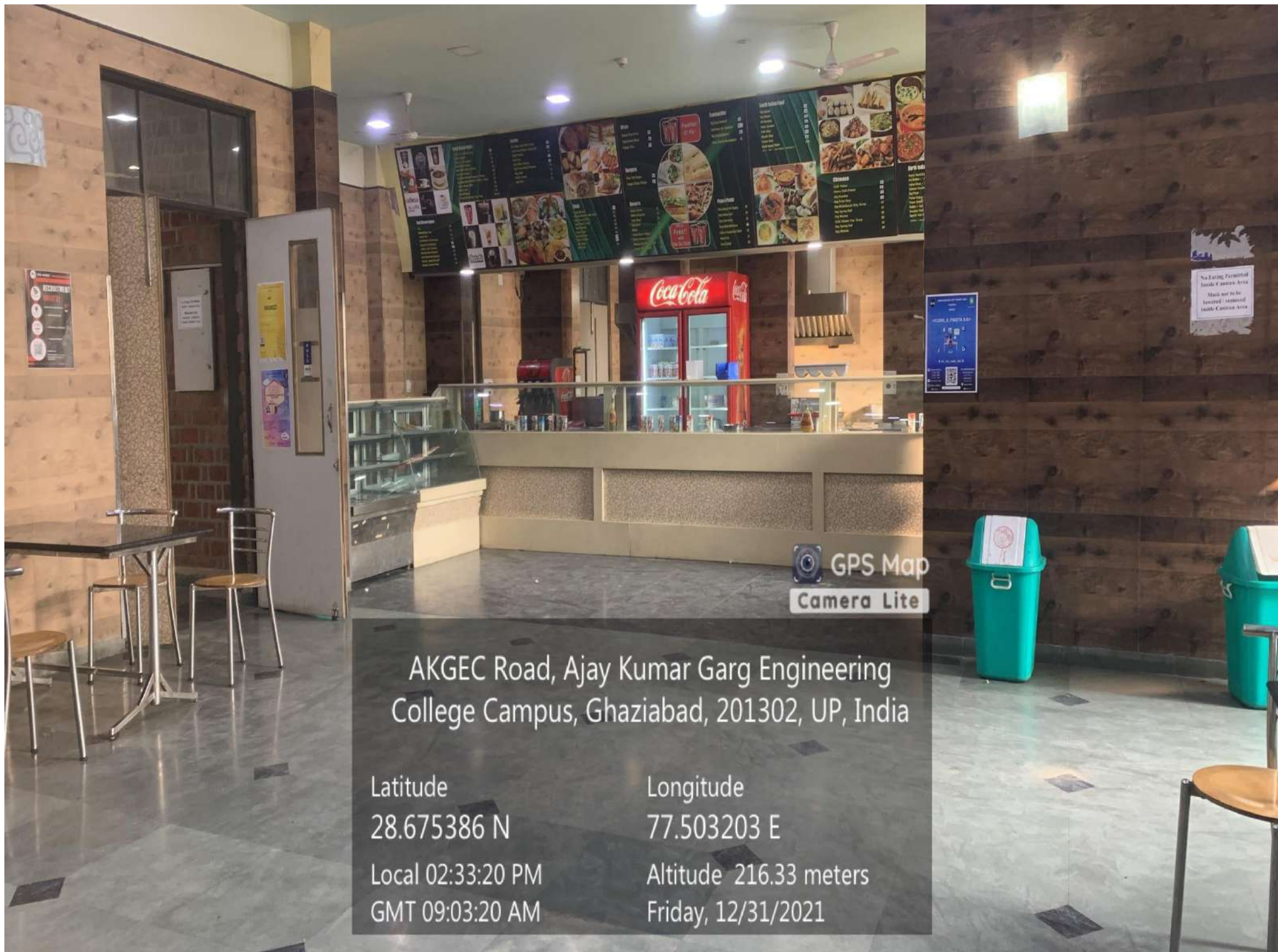
(IRDA Reg. No.: 150, CIN: U66000MH2010PLC209656)

UIN: LVGHLP15002V021415

Trade Logo displayed above belongs to Liberty Mutual and used by the Liberty General Insurance Limited under license.

**For policy related queries Toll Free Number - 18002665844**





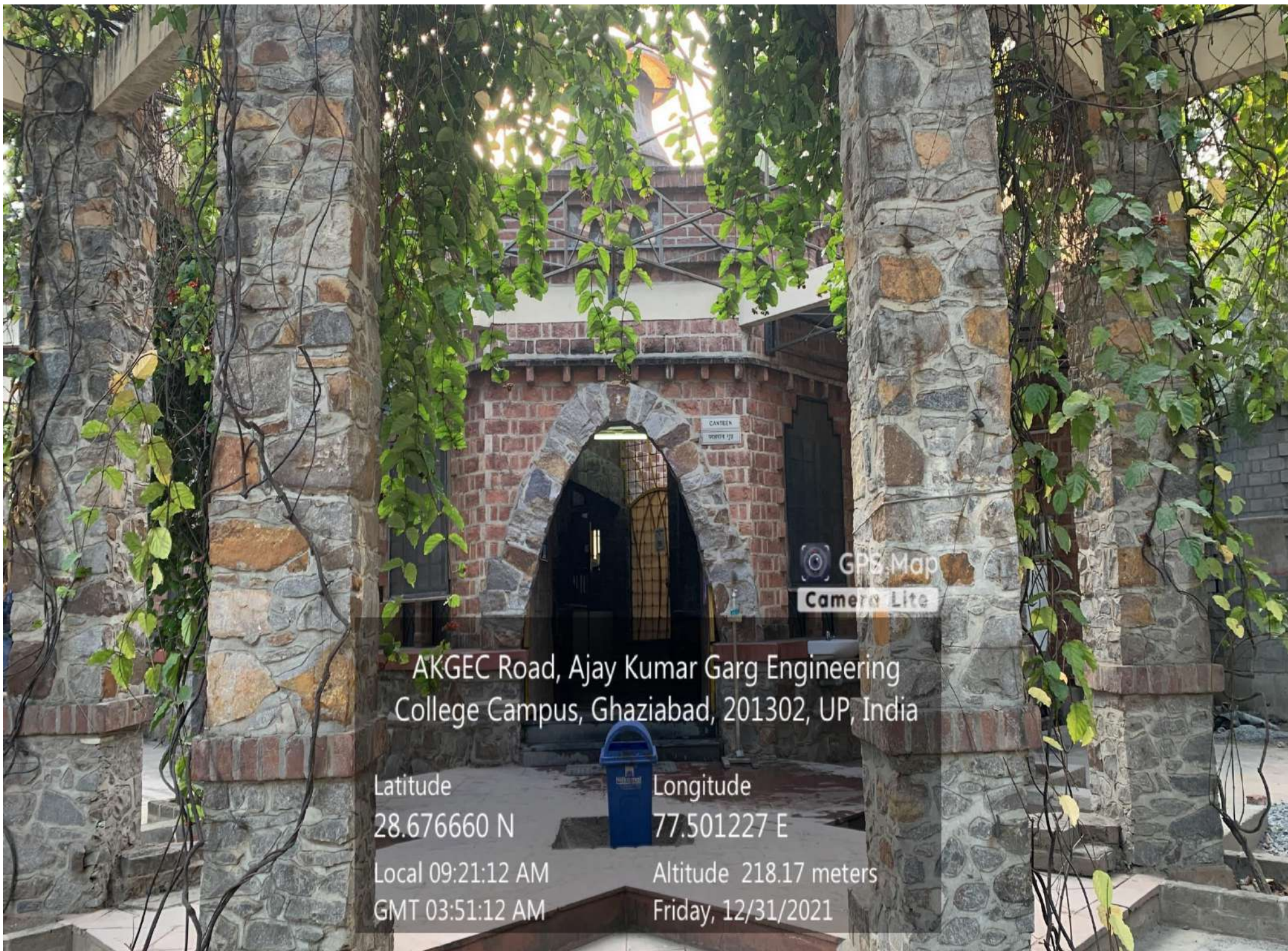
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College Campus, Ghaziabad, 201302, UP, India

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GMT 09:03:20 AM

Longitude  
77.503203 E  
Altitude 216.33 meters  
Friday, 12/31/2021

GPS Map  
Camera Lite





AKGEC Road, Ajay Kumar Garg Engineering  
College Campus, Ghaziabad, 201302, UP, India

Latitude

28.676660 N

Local 09:21:12 AM

GMT 03:51:12 AM

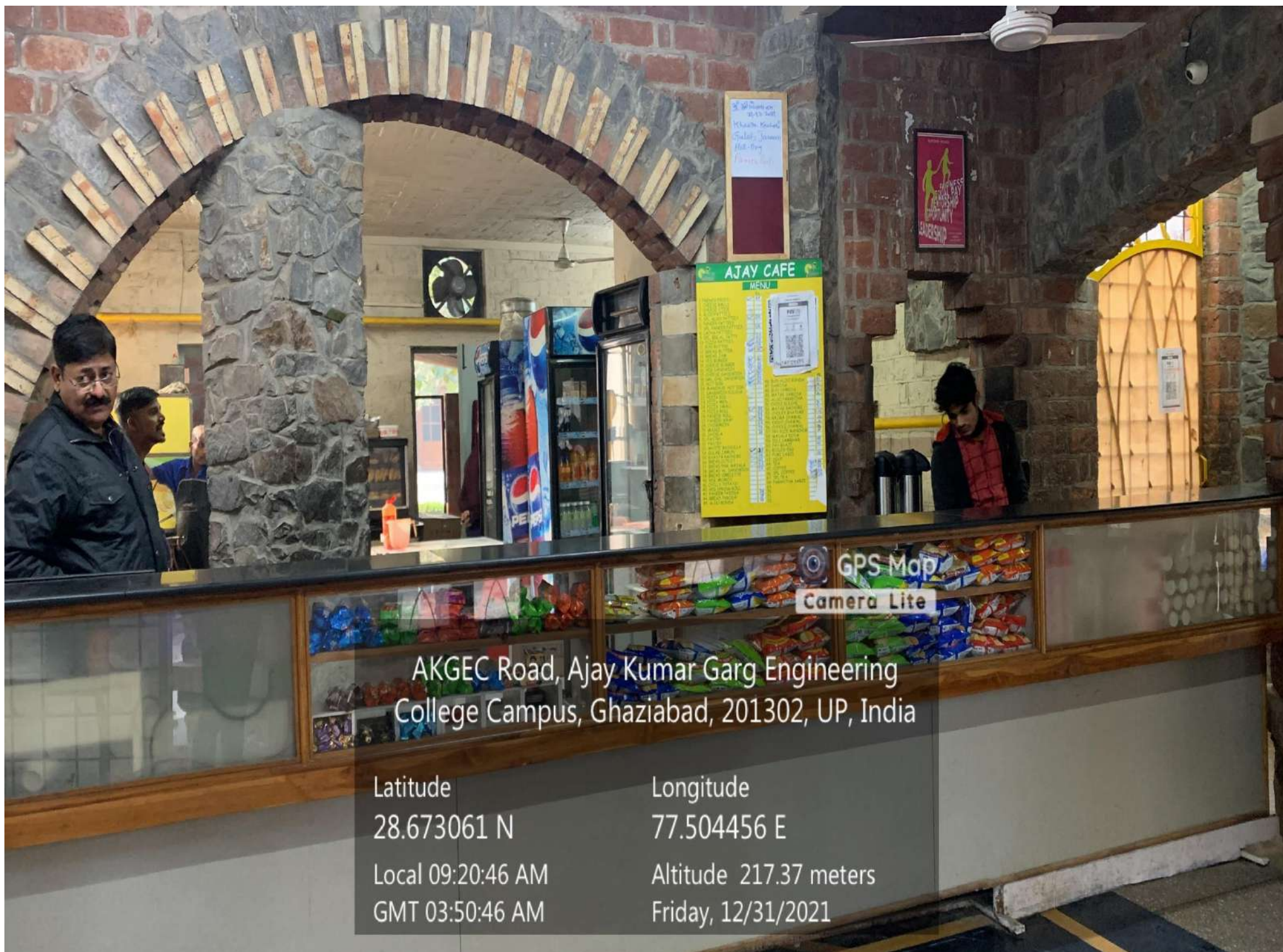
Longitude

77.501227 E

Altitude 218.17 meters

Friday, 12/31/2021





AKGEC Road, Ajay Kumar Garg Engineering  
College Campus, Ghaziabad, 201302, UP, India

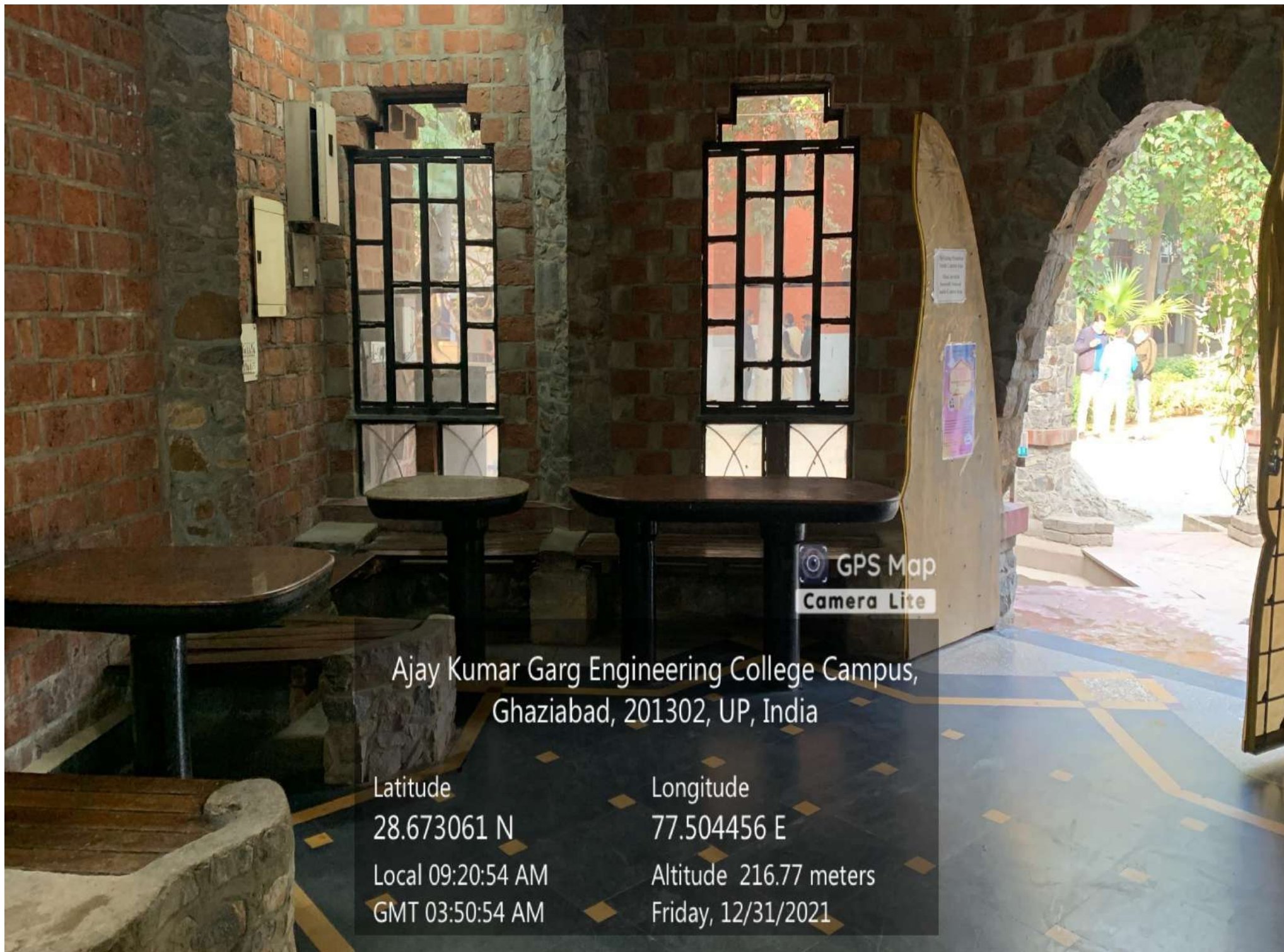
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GMT 03:50:46 AM

Longitude  
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Altitude 217.37 meters  
Friday, 12/31/2021





Ajay Kumar Garg Engineering College Campus,  
Ghaziabad, 201302, UP, India

Latitude

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Local 09:20:54 AM

GMT 03:50:54 AM

Longitude

77.504456 E

Altitude 216.77 meters

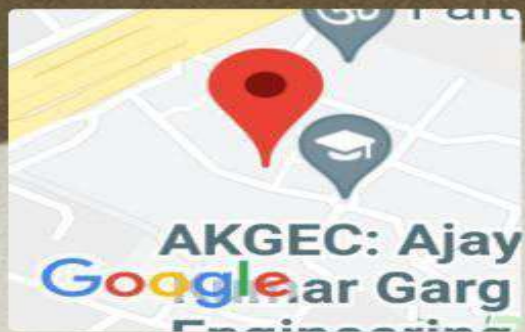
Friday, 12/31/2021

GPS Map  
Camera Lite





GPS Map Camera



**Ghaziabad, Uttar Pradesh, India**

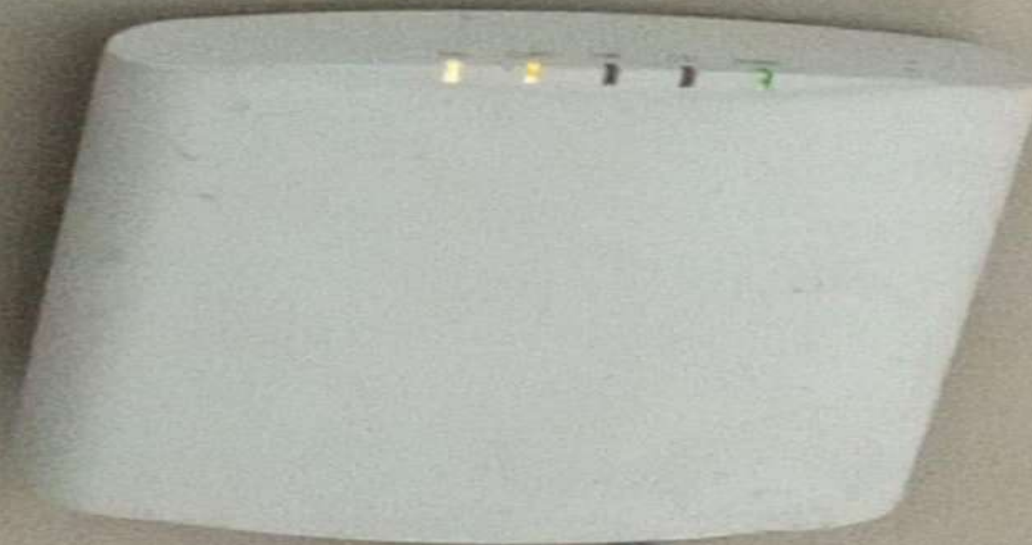
MGG2+FF2, Adhyatmik Nagar, Ghaziabad, Uttar  
Pradesh 201009, India

Lat 28.676115°

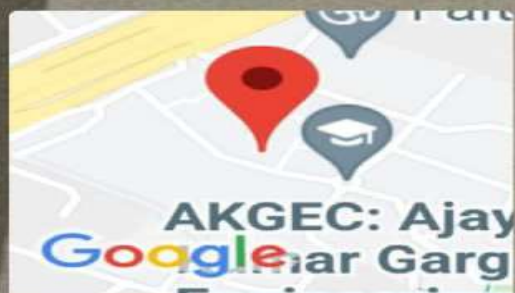
Long 77.501258°

14/01/22 02:06 PM





GPS Map Camera



**Ghaziabad, Uttar Pradesh, India**

MGG2+FF2, Adhyatmik Nagar, Ghaziabad, Uttar Pradesh 201009, India

Lat 28.676125°

Long 77.501201°

14/01/22 02:07 PM



REPROGRAPHY SECTION

GPS Map  
Camera Lite

AKGEC Road, Ajay Kumar Garg Engineering  
College Campus, Ghaziabad, 201302, UP, India

Latitude

28.676910 N

Local 09:24:19 AM

GMT 03:54:19 AM

Longitude

77.500695 E

Altitude 216.44 meters

Friday, 12/31/2021





GPS Map  
Camera Lite

AKGEC Road, Ajay Kumar Garg Engineering  
College Campus, Ghaziabad, 201302, UP, India

Latitude  
28.676787 N

Longitude  
77.500645 E

Local 09:24:38 AM  
GMT 03:54:38 AM

Altitude 216.56 meters  
Friday, 12/31/2021





GPS Map Camera



**Ghaziabad, Uttar Pradesh, India**

**ZINGER SPICE, AJAY KUMAR GARG ENGINEERING COLLEGE,,  
CAFETERIA,, Ghaziabad, Uttar Pradesh 201009, India**

**Lat 28.675369°**

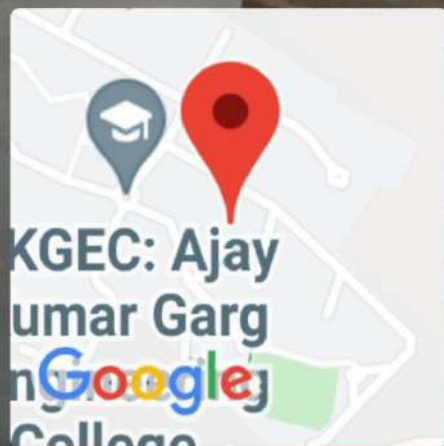
**Long 77.503136°**

**13/01/22 01:57 PM**





GPS Map Camera



**Ghaziabad, Uttar Pradesh, India**

**ZINGER SPICE, AJAY KUMAR GARG ENGINEERING COLLEGE,,**

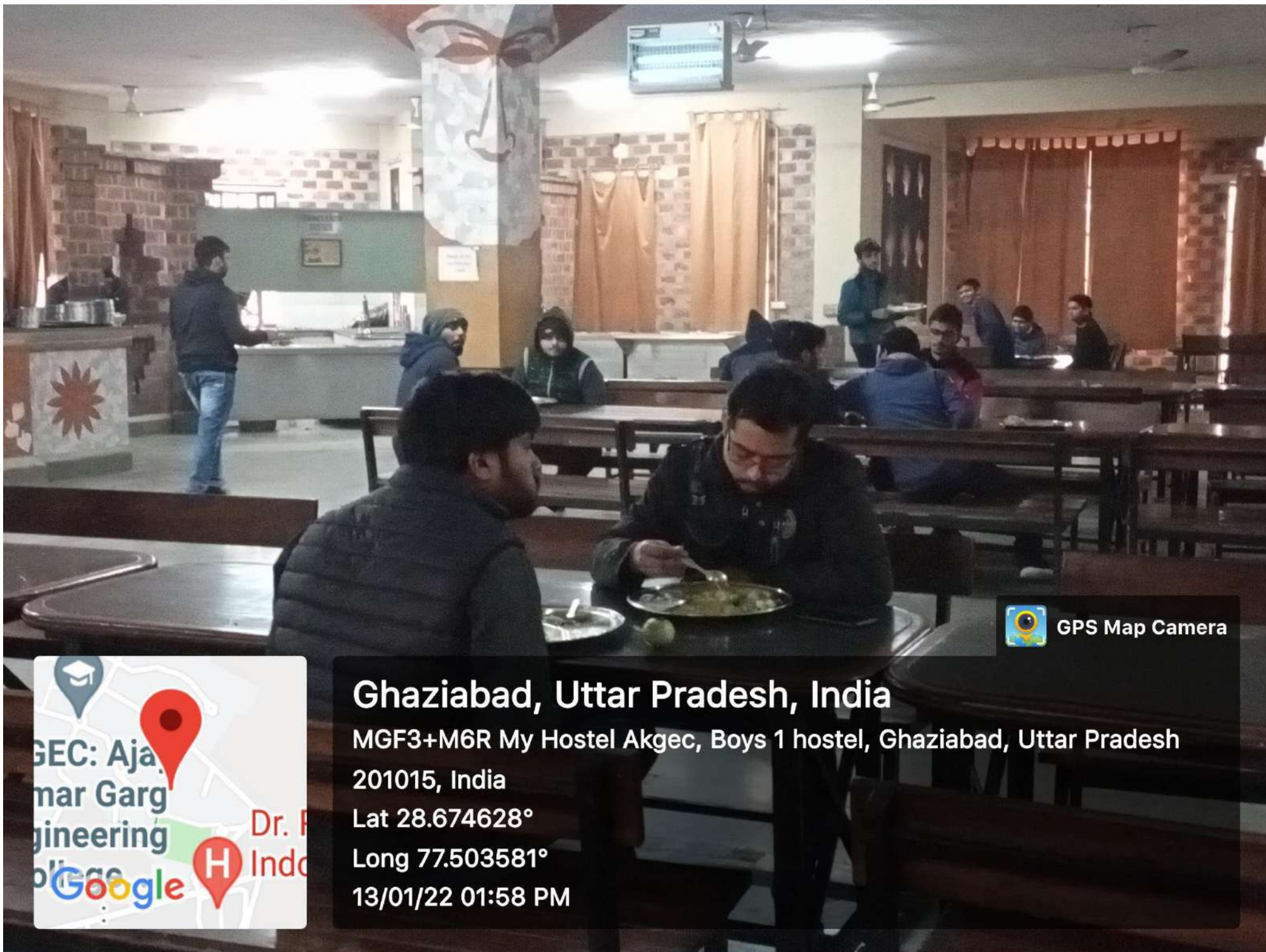
**CAFETERIA,, Ghaziabad, Uttar Pradesh 201009, India**

**Lat 28.675432°**

**Long 77.503111°**

**13/01/22 01:56 PM**





GPS Map Camera



## Ghaziabad, Uttar Pradesh, India

MGF3+M6R My Hostel Akgec, Boys 1 hostel, Ghaziabad, Uttar Pradesh

201015, India

Lat 28.674628°

Long 77.503581°

13/01/22 01:58 PM





Dr. RAM SARAN GARG AND SEELEMAN HOSPITAL  
डॉ. राम सारन गार्ग एंड सील्मैन अस्पताल  
MULTISPECIALITY HOSPITAL AND TRAUMA CENTRE  
मल्टीस्पेशलिटी अस्पताल व ट्रौमा सेंटर

GPS Map  
Camera Lite

Hospital Road, Ghaziabad, Ghaziabad, 201302,  
UP, India

Latitude

28.675311 N

Local 09:07:23 AM

GMT 03:37:23 AM

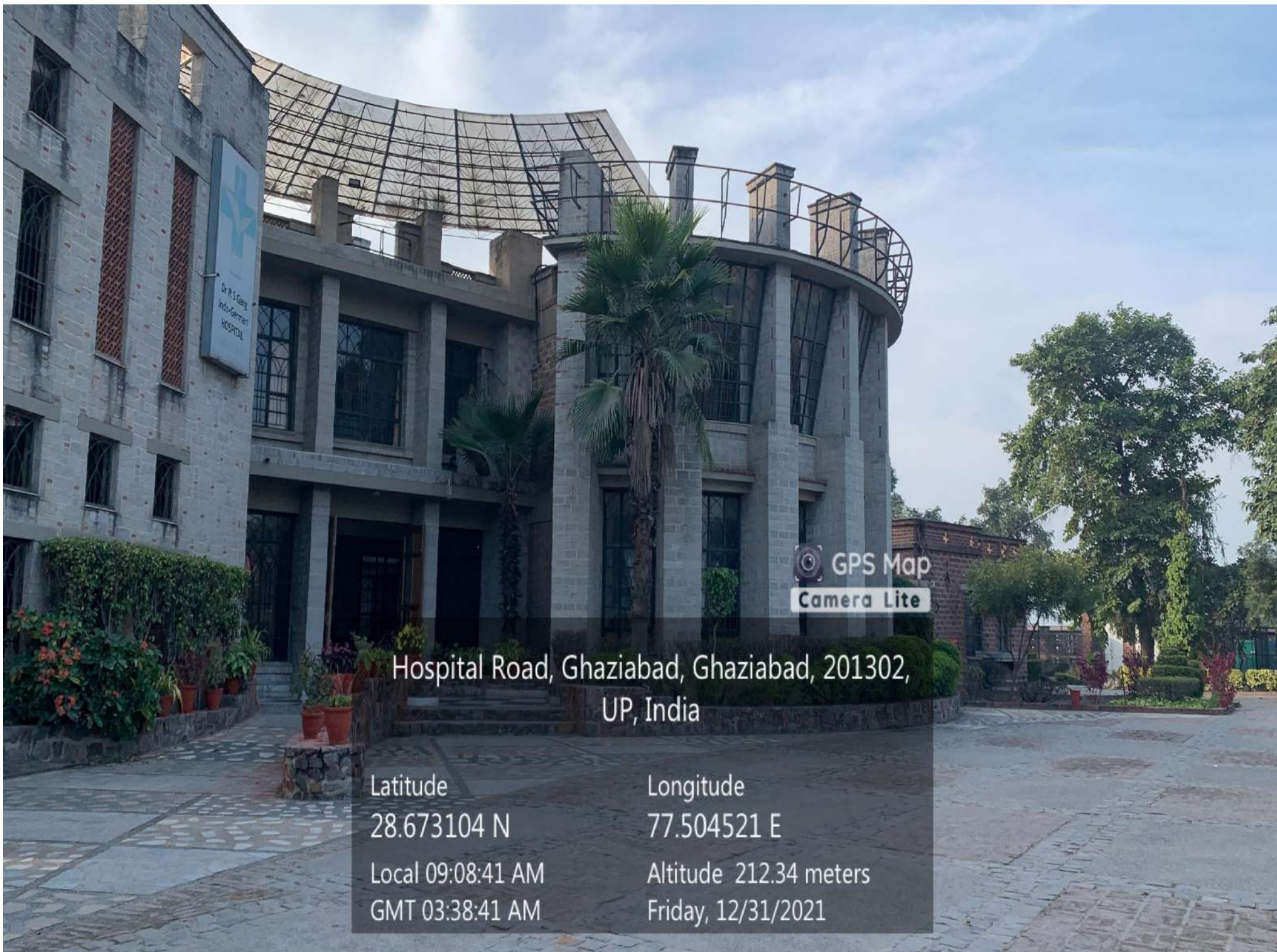
Longitude

77.503665 E

Altitude 213.11 meters

Friday, 12/31/2021





Dr P S Garg  
Indraprastha  
HOSPITAL

GPS Map  
Camera Lite

Hospital Road, Ghaziabad, Ghaziabad, 201302,  
UP, India

Latitude	Longitude
28.673104 N	77.504521 E
Local 09:08:41 AM	Altitude 212.34 meters
GMT 03:38:41 AM	Friday, 12/31/2021





Hospital Road, Ajay Kumar Garg Engineering  
College Campus, Ghaziabad, 201302, UP, India

Latitude

28.675035 N

Local 09:01:53 AM

GMT 03:31:53 AM

Longitude

77.503564 E

Altitude 215.17 meters

Friday, 12/31/2021





Ajay Kumar Garg Engineering College Campus,  
Ghaziabad, 201302, UP, India

Latitude  
28.675035 N  
Local 09:02:18 AM  
GMT 03:32:18 AM

Longitude  
77.503564 E  
Altitude 213.42 meters  
Friday, 12/31/2021





GPS Map  
Camera Lite

Hospital Road, Ghaziabad, Ghaziabad, 201302,  
UP, India

Latitude  
28.673105 N

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Local 09:08:34 AM  
GMT 03:38:34 AM

Altitude 212.64 meters  
Friday, 12/31/2021





GPS Map Camera

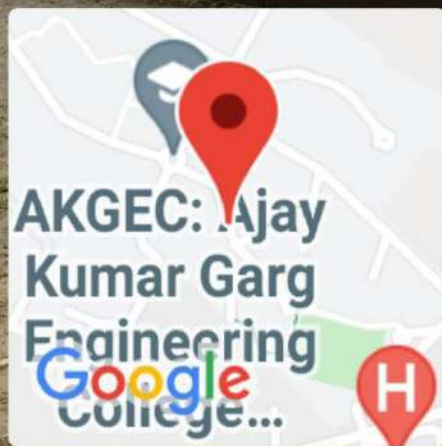


Ghaziabad, Uttar Pradesh, India  
CS-IT Block, Ghaziabad, Uttar Pradesh 201015, India  
Lat 28.675125°  
Long 77.502615°  
13/01/22 02:01 PM





GPS Map Camera



Ghaziabad, Uttar Pradesh, India  
CS-IT Block, Ghaziabad, Uttar Pradesh 201015, India  
Lat 28.67507°  
Long 77.502588°  
13/01/22 02:01 PM





GPS Map Camera



**Ghaziabad, Uttar Pradesh, India**

27th KM Milestone, Delhi - Meerut Expy, Ghaziabad,  
Uttar Pradesh 201009, India

Lat 28.675079°

Long 77.50251°

13/01/22 02:02 PM





GPS Map Camera



**Ghaziabad, Uttar Pradesh, India**

27th KM Milestone, Delhi - Meerut Expy, Ghaziabad, Uttar Pradesh

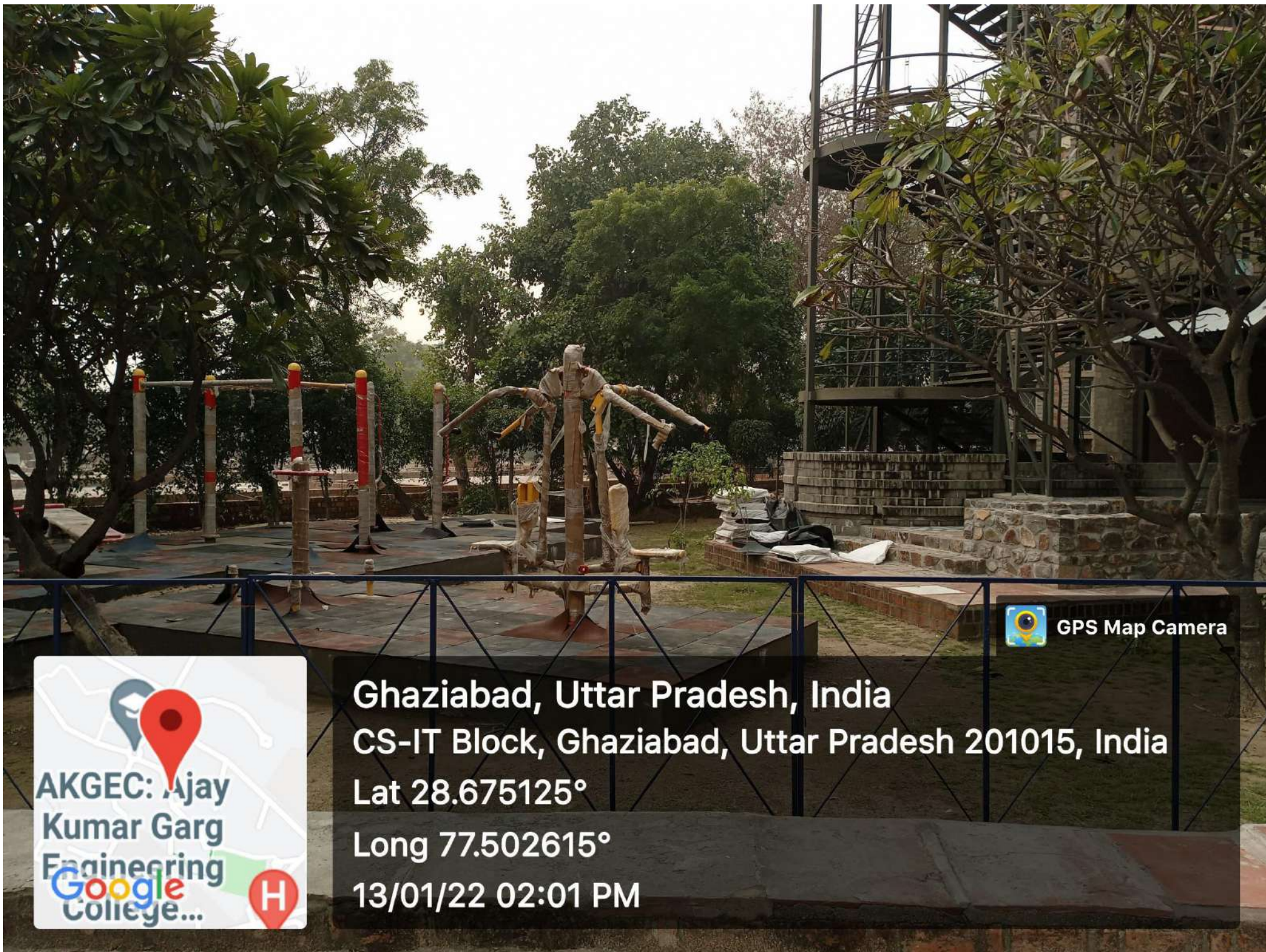
201009, India

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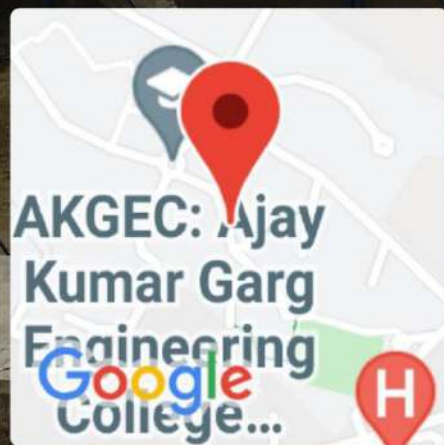
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GPS Map Camera



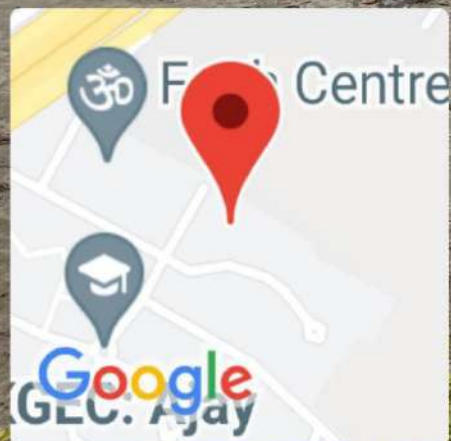
Ghaziabad, Uttar Pradesh, India  
CS-IT Block, Ghaziabad, Uttar Pradesh 201015, India  
Lat 28.675125°  
Long 77.502615°  
13/01/22 02:01 PM



ADARSH VIKAS KENDRA



GPS Map Camera



Ghaziabad, Uttar Pradesh, India  
2, Ghaziabad, Uttar Pradesh 201015, India

Lat 28.676892°

Long 77.50335°

13/01/22 03:43 PM





Ajay Kumar Garg Engineering College Campus,  
Ghaziabad, 201302, UP, India

Latitude  
28.676744 N

Longitude  
77.503301 E

Local 02:40:09 PM  
GMT 09:10:09 AM

Altitude 215.4 meters  
Friday, 12/31/2021

GPS Map  
Camera Lite



**AJAY KUMAR GARG ENGINEERING COLLEGE**

Km Stone, Delhi Hapur By Pass Road, Adhyatmik Nagar, Post Box No. 116, Ghaziabad - 201009  
 Ph: 0120-2762841-51, Fax: 0120-2761844, 2761845, 2762170

AKGEC/D.O./Notice/28/14-15/06  
 3<sup>rd</sup> November 2014

## INTRODUCTION OF GRATUITY FOR FACULTY MEMBERS

I am pleased to announce the introduction of gratuity scheme for the college faculty members. This is in line with the college philosophy and policy for providing best remuneration and loyalty benefits for long service. Under this scheme, members who render more than five year of continuous service will get 15 days salary (Basic + Grade Pay + DA) as gratuity for each year of service in the college.

The CPF scheme started as a voluntary welfare scheme by the college for all its employees will now be discontinued. It is noteworthy that the benefit under gratuity scheme is significantly higher than that under the provident fund scheme.

**Dr R. K. Agarwal**  
 Director

Copy to : All HoDs, Deans & Section Incharges  
 Faculty / Staff Notice Board  
 Accounts

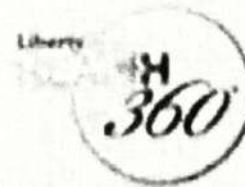
Circulation Folder for inf  
 of all

*[Signature]*  
 10/11

*[Signature]*



## Liberty Cashless Health Card



**Liberty**  
General Insurance

Corporate Name : M/S Ajay Kumar Garg Engineering College

Name/Relationship : DIVANSHU MANCHANDA/Self

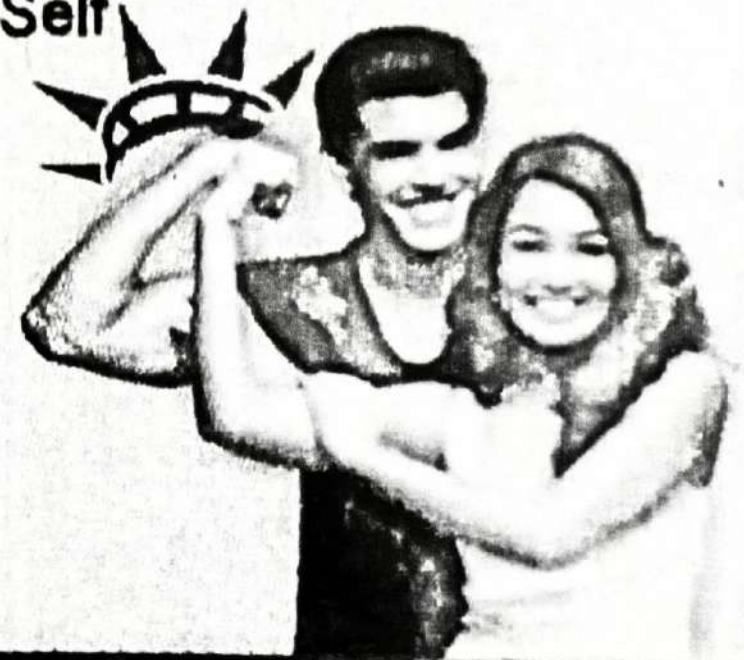
Age/Gender/Emp id : 19/Male/2011100

Member ID : 42113724091A

Policy No. : 42113724091

Valid From : 22/12/2020 To 13/08/2021

**M3514**



***Responsibility is our policy***



### Terms and Conditions:

1. Pre-authorisation is compulsory from Liberty Health 360° prior to all planned admission and within 24 hours for emergencies. 2. Cashless hospitalisation in network hospital can be obtained in conjunction with this card, an authorisation letter issued by the Liberty Health 360° and photo identification such as voters ID, driving license, passport, etc. 3. Photo ID proof to be presented with this card at the time of availing benefits. 4. In case of Reimbursement of Claim please collect all necessary documents from the hospital for early Claim settlement. 5. All terms and conditions of the Policy would be applicable. 6. Please refer to the Policy terms and conditions for further details. 7. For any Claim related assistance please contact our Liberty Health 360° on the mentioned numbers.

#### **Liberty Health 360°**

Address & Contact Details: The Capitol", 2nd and 3rd Floor, New D.P. Road, Near Ashoka  
Hotel, Vishal Nagar, Pimple Nilakh, Pune- 411027, Maharashtra.

Contact No.: 020 3085 6565, Fax number: +91 20 6712 5799

Email Address: [preauth@libertyinsurance.in](mailto:preauth@libertyinsurance.in)

Website Address: <https://www.libertyinsurance.in>

Liberty



Insurance is the subject matter of the solicitation.

(IRDA Reg. No. 150, CIN: U66000MH2010PLC209656)

UIN: LVGHLIP15002V021415

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**For policy related queries Toll Free Number - 18002665844**



# AJAY KUMAR GARG ENGINEERING COLLEGE, GHAZIABAD

## LEAVES: FACULTY & STAFF

S.No.	Type of Leave	Teaching	Non-Teaching
1.	EL	10	15
2.	SL	10	10
3.	CL	12	12
4.	RH	02	02
5.	Short Leaves	12	12
6.	Summer Break	15	-
7.	Maternity Leaves (for regular female employee)	84	84

M



**AJAY KUMAR GARG ENGINEERING COLLEGE,  
GHAZIABAD**

AKGEC/D.O./LEAVE NORMS/2007  
1<sup>st</sup> August, 2007

**NORMS FOR SANCTION OF LEAVE**

There is provision for availing different kinds of leave for the employees of AKGEC. All types of leave require prior approval / permission of the Director. The revised leave norms, applicable with effect from 1<sup>st</sup> August, 2007, are as follows:-

**CASUAL LEAVE (CL)**

- 12 casual leave will be granted to an employee in a year.
- CL will become admissible proportionately in a year. CL accrued upto the following month can only be available upto that particular month.
- Not more than 2 CL can be availed in any calendar month except during the vacation period (for faculty only). More than two casual leave at a stretch are not permissible.
- Sundays & Holiday falling during the casual leave period are not to be taken into account.
- In case of emergency, an employee can take half day Casual Leave. However, ½ day Casual Leave can be taken only as a stand alone leave and cannot be added to any other leave / casual leave.
- ½ day Casual Leave is permissible only if there is no class / academic commitment during the period of leave.
- Casual leave cannot be combined with any other kind of leave.
- No CL is permissible during the first month of service
- Casual leave cannot be carried over beyond a year.



.....2/-

### **EARNED LEAVE (EL) / PRIVILEGE LEAVE (PL)**

- Earned leave shall be on full pay for a period of 10 days in a year for teaching staff and 15 days for non-teaching staff, as they are not eligible for summer break. Class IV employees will be given 15 days salary as "Ex Gratia" in lieu of earned leave.
- Earned leave can not be availed more than thrice in a year and not less than three days at a stretch.
- Earned Leave is to be applied at least one week in advance. Proceedings on Earned Leave without prior sanction / approval will amount to severe misconduct liable for disciplinary action.
- Earned Leave can be accumulated upto 60 days. Accumulated EL, if more than 10 days, can be encashed at any time, either fully or in part. Encashment will be at 50% of one's average basic pay and DA, excluding HRA or any other kind of allowances and monetary benefits.
- Earned Leave can be prefixed or suffixed with holidays and the summer vacation leave. However, holidays falling within the leave period will be counted as leave.

### **MEDICAL LEAVE / SICK LEAVE (SL)**

- An employee is eligible for 10 days Sick Leave in a year
- Sick leave will be granted only in cases of serious sickness / hospitalization.
- Sick leave cannot be availed more than thrice in a year and not less than four days at a stretch.
- A certificate of admission / discharge and fitness from the doctor / hospital is to be furnished at the time of joining.
- Sick leave can be accumulated upto 30 days. Accumulated SL, if more than 10 days, can be encashed at any time, either fully or in part. Encashment will be at 50% of one's average basic pay and DA excluding HRA or any other kind of allowances and monetary benefits.

.....3/-



## **MATERNITY LEAVE**

- All regular female employees will be eligible for 12 weeks Maternity Leave (6 weeks Pre natal and 6 weeks post Natal). This facility can be availed only on two occasions in the total service period of employment.

## **SUMMER VACATION**

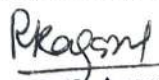
- All members of the teaching faculty will be eligible for 15 days summer break in an academic year. The exact period of summer vacation will be notified by the Director for that particular year.
- In case a faculty member is not permitted summer break or part thereof, due to college requirement, the period may be converted to EL @ one EL for every three days of summer break.

## **LONG TERM LEAVE / EXTRA ORDINARY LEAVE / STUDY LEAVE**

- For any other absence from duty due to prolonged sickness, for attending urgent legal matters, for acquiring higher education etc., an employee may be granted E.O.L /Study Leave without pay. Such leave will be granted in exceptional circumstances on case-to-case basis.
- Period of leave from the college will not be counted for calculation of increments, gratuity and other monetary benefits relating to the length of the employee's service.

## **GENERAL**

- Leave is to be treated as a privilege and is not a right. The Director can refuse the leave or cancel the leave already sanctioned.
- The academic year (1<sup>st</sup> August to 31<sup>st</sup> July) will be taken into consideration for leave.
- Leave, other than CL and SL, will be admissible to an employee only after successful closure of probation and appointment in regular service.
- Prior permission is essential for all kinds of leave.
- In case an employee wants to avail leave other than at the place of his normal residence, prior out-station leave permission will be required. He/she will mention outstation address and the contact telephone number in the leave application.

  
Dr. R.K. Agarwal  
Director

Ajay Kumar Garg Engg. College  
Ghaziabad