



DhaneKula Institute of Engineering & Technology

(Approved by AICTE, Affiliated by JNTU, Kakinada)

Programmes Accredited By NBA: B.Tech in CE, EEE, MEC & ECE

NAAC Accredited & An ISO 9001-2015 Certified Institution

Ganguru, Vijayawada – 521 139, Ph: 83333924842, 83333924843, 9441675588. Mob: 9491017088

e-mail: diet.principal@gmail.com, principal@diet.ac.in. website : www.diet.ac.in

CIRCULAR

Date: 03-07-2020

Amendment in Relieving Procedure:

As per the norms being followed by various accreditation bodies we all were aware that a faculty/staff who works for at least ten months in an academic year (June to May) is only being considered as full time faculty/staff for that academic year.

Hence following amendments were made in addition to the present relieving procedure.

1. Faculty/staff cannot be relieved in the middle of the academic year.
2. Faculty/staff who wish to relieve need to intimate before April of the running academic year and shall be relieved by the end of May after completion of that academic year requirements/responsibilities.
3. Still if any faculty/staff wish to get relieved need to payback the salary drawn as on date in the current academic year.

Applicable from the academic year 2020-21.

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DHANEKULA INSTITUTE
OF ENGINEERING AND TECHNOLOGY
Ganguru, Vijayawada-521 139