



CHALAPATHI INSTITUTE OF PHARMACEUTICAL SCIENCES

(Autonomous)

CHALAPATHI NAGAR, LAM, GUNTUR - 522 034

APPLICATION FOR LEAVE

To

The Principal
CHALAPATHI INSTITUTE OF PHARMACEUTICAL SCIENCE
GUNTUR.

Sir,

Name

: Ch. Sai Charitha.

Designation

: Assistant professor

No. days of leave applied

: 180 days

Naure of Leave : CL/SPCL/EL/OD

Date of leave

: 29/6/2021 to 25/12/2021

Alternative arrangements made

: Yes

Ch. Sai Charitha
29/6/2021

Signature of applicant

Principal
29/6/2021

180 days
Leave

20



Phones : 0863 - 2322700, 2320386, 94910 73334

ST. JOSEPH'S GENERAL HOSPITAL

GUNTUR - 522 004 (A.P.)

E-mail : stj_h_gnt@yahoo.com

Website : www.stjosephhospitalgnt.com

05-07-2021

Maternity Certificate

This is to certify that Smt. Channamallu Sai Charitha aged 28 Yrs, W/o Bhanu Kumar Chirumamilla, Working as Assistant Professor in Chalapathi Institute of Pharmaceutical Sciences at Lam (PO), Tadikonda (MD), Guntur (DT), A.P, was admitted at St. Joseph's General Hospital Guntur on 29-06-2021. She delivered a live Female child on 30-06-2021 at 09:38 A.M by Lower Segment Cesarean Section for Previous C.S. She was discharged on 05-07-2021. This is her 2nd delivery. She is advised to take maternity leave for 180 days from 29-06-2021 to 25-12-2021.

Dr. L. Vasundhara
MBBS., DGO.

Reg.No: 34705
St. Joseph's General Hospital.



CHALAPATHI INSTITUTE OF PHARMACEUTICAL SCIENCES

(Autonomous)

CHALAPATHI NAGAR, LAM, GUNTUR - 522 034

APPLICATION FOR LEAVE

To

The Principal
CHALAPATHI INSTITUTE OF PHARMACEUTICAL SCIENCE
GUNTUR.

Sir,

Name

: ch. saicharitha.

Designation

: Assistant professor

No. days of leave applied

: 37 days

Naure of Leave : CL/SPCL/EL/OD

Date of leave

: 26/12/2021 to 31/1/2022

Alternative arrangements made

: Yes

ch. saicharitha.
26/12/2021
Signature of applicant

Principal
26/12/2021

Maternity Leave

Dr. N. SESHAIHAH, M.S.

Professor & Head (Retd.)

Dept. of Surgery

Guntur Medical College & Govt. General Hospital, Guntur.

Date: 26-12-2021

This is to Certify that Mr. / Mrs. / Kumari Ch. Saicharitha

Asst professor. Chalapati. Phalmo
Kumar Guntur

is suffering from Post delivery Complication Uterus

From 26-12-2021 To 31-01-2022

Rest for From To

He / She is fit for duty from onwards



Dr. N. SESHAIHAH, M.S.

Regd.No. 12494

PRAJA VIDYASALA
Signature with Stamp
Guntur

CHALAPATHI INSTITUTE OF PHARMACEUTICAL SCIENCES :: LAM :: GUNTUR
(AUTONOMOUS)

TEACHING STAFF AND NON TEACHING STAFF INCREMENTS

S.NO	NAME OF THE STAFF	DESIGNATION	AMOUNT OF INCREMENT IN (RS.)	MONTH OF INCREMENT
1	Prof. K.N.Rajini Kanth	Professor	798	OCTOBER'2021
2	Dr.S.T.V.Raghavamma	Professor	798	SEPTEMBER'2021
3	Sri N.V.Rama Rao	Professor	5697	FEBRUARY'2022
4	Sri. D. Eswar Tony	Professor	3334	FEBRUARY'2022
5	Dr. K.Vijay Kumar	Assistant Professor	1596	SEPTEMBER'2021
6	Sri G.Naga Raju	Associate Professor	798	SEPTEMBER'2021
7	Sri.P.Prachet	Assistant Professor	2798	SEPTEMBER'2021
8	Mr.M.Venkata Ramana	Assistant Professor	798	JULY'2021
9	Miss A.Aneesha	Assistant Professor	798	SEPTEMBER'2021
10	Smt.Sk.Arifa Begum	Associate Professor	1596	SEPTEMBER'2021
11	Smt. V.Pallavi	Associate Professor	1596	SEPTEMBER'2021
12	Dr.Vijayapandi.P	professor	798	SEPTEMBER'2021
13	Sri. J.Venkateswara Rao	Assistant Professor	798	SEPTEMBER'2021
14	Mrs.T.Jai Divya	Assistant Professor	1596	SEPTEMBER'2021
15	Mr.Y.Koushik	Assistant Professor	840	SEPTEMBER'2021
16	Mr.G.Siva Bharath	Assistant Professor	2797	SEPTEMBER'2021
17	Miss.A.Sowjanya	Assistant Professor	798	SEPTEMBER'2021
18	M.Siva Prasad	Assistant Professor	1596	SEPTEMBER'2021
19	Mrs.G.Vindhya	Assistant Professor	798	SEPTEMBER'2021
20	B.Kranthi Kumar	Assistant Professor	798	JULY'2021
21	Sri.T.Joshi Anand	Associate Professor	798	SEPTEMBER'2021
22	Sri.Sreenu Thalla	Associate Professor	1197	SEPTEMBER'2021
23	Y Sravani	Assistant Professor	1197	SEPTEMBER'2021
24	N Mounika	Assistant Professor	1197	SEPTEMBER'2021
25	K.Sandeep	Assistant Professor	1596	SEPTEMBER'2021
26	D.Nalini Devi	Assistant Professor	798	DECEMBER'2021
27	U.Mohan Chandu	Assistant Professor	1228	FEBRUARY'2022
28	Sri P.Bhanu Prakash	Assistant Professor	2096	SEPTEMBER'2021
29	M N MALLESWARA RAO	Lab Technicain	665	July'2021
30	G.RAJU	Lab Technicain	665	July'2021
31	K.VENKATESWARLU	Lab Technicain	665	July'2021
32	SK.SANAVULLA	Senior Assistant	665	July'2021
33	CH.MANKYALA RAO	Senior Assistant	665	July'2021
34	V PRADEEP KUMAR	librarian	665	July'2021
35	P.RAMESH BABU	Lab Assistant	547	July'2021
36	G.SRINIVASA RAO	Lab Technicain	665	July'2021
37	G RAJESWARI	Cleaning Person	287	July'2021
38	K.SRINIVASA RAO	libraray Assistant	515	July'2021
39	R.CHANDU	Lab Assistant	475	August'2021
40	P.GOPAL RAO	Lab Technicain	665	July'2021
41	P.CHINNA	Cleaning Person	290	September'2021
42	D VENKATESWARLU	Lab Assistant	475	September'2021
43	TVN SRIVIDYA	Senior Assistant	2443	January'2022
44	G ALEKYA	Cleaning Person	285	July'2021
45	T SAI TRINADH	Lab Assistant	475	July'2021
46	R NAGAMANI	Lab Assistant	475	September'2021
47	G SRIRAMULU	Junior Assistant	2313	January'2022
48	P ANASURYA	Lab Technicain	665	September'2021
49	P SARADA LAKSHMI	Girls Hostel warden	350	JULY'2021
50	N RAMA DEI	Girls Hostel warden	665	September'2021
51	I BABU	Lab Assistant	475	September'2021
52	S KUMARI	Lab Assistant	475	July'2021
53	P VENKATESWARLU	Libraray Assistant	665	September'2021
54	K SUJATHA	Cleaning Person	475	July'2021
55	SK RABBANI	Lab Assistant	950	September'2021
56	B RAMU	Junior Assistant	950	November'2021

57	V SIRIJAN	security guard	950	September'2021
58	CH KOTESWARA RAO	Lab Assistant	570	December'2021
59	D TEJA	Lab Assistant	475	November'2021
60	N SRINIVASA RAO	Senior Assistant	588	January'2022
61	N SRIDEVI	Junior Assistant	525	January'2022
62	N TIRUPATHI RAO	Senior Assistant	538	January'2022
63	N KAMALA KUMARI	Junior Assistant	525	January'2022



CHALAPATHI INSTITUTE OF PHARMACEUTICAL SCIENCES

(Autonomous)

Chalapathi Nagar, Lam, Guntur - 522 034

V.No.

Petty / Cash Voucher

Dated. 30/12/2021

Debit.

Salary Advance A/c + Loan

PARTICULARS	Amount	
	Rs.	Ps.
Being the cheque issued to T. Sai Trivadh Lab Asst - towards Salary Loan for his family purpose. This amount paid in 5 monthly instalment deduction from salary.	10.000.	
	10.000	

Cheque No. 472473

Prepared by:
Ch. Manigob
Accountant

PAID

100000
PRINCIPAL
31/12/2021

Received Rs.

10,000/-

(Rs.)

Ten Thousands only

) being

Signature

T. Sai Trivadh

Guntur

Dt: 30.12.2021

From

Sri. T.Sai Trinadh

Lab.Asst.,

Chalapathi Institute of Pharmaceutical Sciences,

Lam, Guntur

To,

The President,

Chalapathi Educational Society,

Lam, Guntur

// Through the proper channel – Principal, Chalapathi Institute of
Pharmaceutical Sciences, Lam, Guntur //

Respected Sir,

Sub: Request for **Grant of Loan (Rs.10,000/-)** Family purpose – request – reg.

With reference to the above subject, I humbly request that I may please be
granted with Loan amount of Rs. 10,000/- (Family Purpose).

Thanking you,

Yours faithfully

T.Sai Trinadh

(Sri. T.Sai Trinadh)

Handwritten signature and date:
30/12/2021

PRINCIPAL
Chalapathi Institute of Pharmaceutical Sciences
(Autonomous)
Chalapathi Nagar, LAM, GUNTUR-34. Chalapathi Institute of
Pharmaceutical Sciences, Guntur-522 034

PAID	
Mode of Payment :	Cheque
Bank :	AXIS
Cheque/DD.No. :	452473
Date :	30/12/2021

Amt Rs. 10,000/-



CHALAPATHI INSTITUTE OF PHARMACEUTICAL SCIENCES

(Autonomous)

Chalapathi Nagar, Lam, Guntur - 522 034

V.No.

Petty / Cash Voucher

Dated 26/4/2021

Debit Salary - Loan A/c.

PARTICULARS	Amount	
	Rs.	Ps.
Being the cheque issued to N.V. Rama Rao. Assoc prof - CLPT - Lam - towards Salary Loan for family purpose. This amount paid with interest in 40 monthly instalments deducted from salary.	200.000	
Chaque No. 000940.	200.000	

prepared by
Ch. Rangub
Accountant

PAID

Principal
11/5/2021

01.02.2023	95000.00	5000.00	950.00	5950.00
01.01.2023	100000.00	5000.00	1000.00	6000.00

Signature

Received Rs. 200.000/- (Rs. Two Lac only) being

Guntur

Date: 16/04/2021

From

Dr. N.Venkata Rama Rao,
Associate Professor & H.O.D,
Chalapathi Institute of Pharmaceutical Sciences,
Lam, Guntur.

To

The President,
Chalapathi Educational Society,
Lam, Guntur

// Through the proper channel – Principal, Chalapathi Institute of
Pharmaceutical Sciences, Lam, Guntur //

Respected Sir,

Sub: Request for Grant of Loan (Rs.2,00,000/-) Family purpose – request –reg.

I N.V.Rama Rao Associate Professor has been working in our college since May'2011. I am requesting you to sanction a loan amount of Rs.2,00,000/- (Rupees Two Lakhs only) to pay new house registration purpose. I will repay the loan amount with the installments. Kindly accept my request. Do the need full.

Thanking you sir,

*Forwarded to the president
for favorable action*
[Signature]
26/04/2021

Yours faithfully

[Signature]
16/4/2021
(Dr.N.V.Rama Rao)



CHALAPATHI INSTITUTE OF PHARMACEUTICAL SCIENCES

(Autonomous)

Chalapathi Nagar, Lam, Guntur - 522 034

V.No.

Petty / Cash Voucher

Dated 16/11/2021

Received Rs. 20,000/-

Debit. Salary - Loan A/c

PARTICULARS	Amount	
	Rs.	Ps.
Being the cheque issued to P. Chiwa - Clearing Personal - towards Salary Advance) Loan for his family purpose. This amount paid in 10 monthly instalments & deducted from Salary.	20,000	-
Cheque No. 461136	20,000	-

Prepared by
Ch. Venkatesh
Accountant

PAID

Principal
17/11/2021

Signature
0.2952

(Rs. Twenty thousand only)

Guntur
Date:16/11/2021

From
Mr.P.Chinna,
Cleaning Personal,
Chalapathi Institute of Pharmaceutical Sciences,
Lam, Guntur.

To
The President,
Chalapathi Educational Society,
Lam, Guntur

// Through the proper channel – Principal, Chalapathi Institute of
Pharmaceutical Sciences, Lam, Guntur //

Respected Sir,

Sub: Request Grant of Loan (Rs.20,000/-) for my Family purpose –
request –reg.

I P.Chinna, Cleaning Personal has been working in our college since 01/06/2016. I am requesting you to sanction a loan amount of Rs.20,000/- (Rupees Twenty Thousand) for my Family purpose. I will repay the loan amount with the installments. Kindly accept my request. Do the need full.

Thanking you sir,

Yours faithfully

P.23.SJ

(P.Chinna)

ForWARDED for
approval
May be granted
16/11/2021

Issued Cheque NO. 461,136.

Dt 16/11/2021 Amt Rs. 20,000/-

Received Cheque

P.23.SJ



Health
Insurance

Star Health and Allied Insurance Company Limited

Unique Identification No: IRDA/HLT/SHAI/P-H/V.II/102/2015-16

Policy Schedule

Policy No : P/131214/02/2022/001396
Proposer's Code : 27492066
Proposer's Name : M/S.CHALAPATHI INSTITUTE OF PHARMACEUTICAL SCIENCES
Address : CHALAPATHI NAGAR,
LAM,
GUNTUR
Lam,Guntur,Andhra Pradesh-522034
Phone No : /9440101685/
E-mail Id : nadendra2000@yahoo.co.in
Proposer GSTIN : -
Date of Inception of first policy : 25-FEB-2022
Renewal Year : NEW
Receipt No : 1123012760
Receipt Date : 24/02/2022
Premium : Rs. 6,517/-
CGST @9% : 587/- **SGST / UGST @9%** : 587/-
Stamp Duty : Rs.5/- **Total Premium** : Rs. 7,691/-

Previous Policy No :
GSTIN : 37AAJCS4517L1ZX
SAC CODE : 997133/Accident and Health Insurance Services
Issuing Office Code : 131214
Issue Office Name : Branch Office - Guntur
Address : D.NO:5-60-2/5, FIRST FLOOR,
ASHOK NAGAR 4/1, BESIDE ANDE
SILKS, 07
LAKSHMIPURAM, GUNTUR
Phone No : 0863-2339294
E-mail Id : guntur@starhealth.in
Place of Supply : -
Fulfiller Code : SH4163
Intermediary Code : BA0000015643
Name : Ms.S RAMA DEVI
Phone : 9640641234/9440196658

E-mail Id : ramasrinivas9@yahoo.com

Total Premium in words : Indian Rupees Seven Thousand Six Hundred Ninety One Only

Period Of Insurance : From 14:40 Hrs On 25/02/2022 To Midnight Of 24/02/2023

Risk Coverage Details

No. of Persons Covered : 98
Total Sum Insured : Rs. 9800000
Total Sum Insured (in words) : Indian Rupees Ninety-Eight Lakhs Only

Optional Benefit

Medical Expenses Extension : No
Hospital Cash : No
Home Convalescence : No

Sector Classification :

Rural

Entered by : SH23761
Place : GUNTUR
Date : 28/02/2022

Approved by : SH23761
For and on behalf of
Star Health and Allied Insurance Company Ltd.

IRDAI Regn. No 129

Corporate Identity Number U66010TN2005PLC056649

Email ID : info@starhealth.in

All the amounts mentioned in this policy are in Indian rupees

Authorised Signatory



Please see overleaf