My name is Mr. Pekyum Tamin, an Advocate actively practicing at the Gauhati High Court, Itanagar Permanent Bench at Naharlagun, Arunachal Pradesh. My professional standing today is the result of years of dedication, sacrifice, and overcoming significant personal challenges.

Hailing from Liromoba, a remote administrative circle in the West Siang District of Arunachal Pradesh, I began my formal education at Govt. Secondary School, Liromoba (completing primary to lower secondary education in 2003) and completed my senior secondary schooling at Govt. Higher Secondary School, Kamba (2003–2005).

Following secondary school, I enrolled at Donyi Polo Govt. College, Kamki to pursue a Bachelor's degree. However, due to unavoidable domestic circumstances, I had to discontinue my studies during my final semester in 2007.

Undeterred, I resumed my higher education in 2011 through the Institute of Distance Education (IDE) (now Centre for Distance and Online Education), RGU, Arunachal Pradesh, starting from the first semester. I successfully earned my Bachelor of Arts degree in 2013, which paved the way for my advanced legal studies. I pursued a three-year LL. B degree at Arunachal Law Academy, Itanagar, graduating on September 27, 2016.

After clearing the All-India Bar Examination (AIBE-2016), I was officially enrolled on the Roll of the Bar Council of Assam, Nagaland, Mizoram, Arunachal Pradesh, and Sikkim on December 7, 2016.

Today, after nearly ten years of dedicated practice as a full-fledged Advocate at the High Court, I remain deeply grateful to the Centre for Distance and Online Education), RGU. CDOE was instrumental in reviving my academic journey and provided the foundation for everything I have accomplished today.

Truly,
Mr. Pekyum Tamin
(Advocate)

GAUHATI HIGH COURT ITANAGAR

PERMANENT BENCH BAR ASSOCIATION

NAHARLAGUN, ARUNACHAL PRADESH

Office Address Bar Office, High Court Building,D-Sector, Naharlagun, Papum Pare District, A.P- 791110



MR. PEKYUM TAMIN (ADV.)

GHCIPBBA Enrl. No. : 616/2018

Bar Council Enrl. No. : 1180/2016

Date of Enrolment : 07/12/2016

Date of Issue. : 25/08/2026

Valid upto : 31/12/2029

LOREM IPSUM
General Secretary
Permanent Bench Bar Association
Naharlagun, Arunachal Pradesh

General Secretary

Saint Claret College (Autonomous), Ziro

SERVICE TERMS & CONDITIONS (Brief)

Attn: Mr. Joram Tekhi, M.A., NET.

1. Welcome to Saint Claret College, Ziro! We are pleased to offer you appointment as **an Assistant Professor in the Department of English** at Saint Claret College (Autonomous), Ziro, w. e. f. **20.08.2025.** Your appointment is probationary and contractual in nature initially, renewable every year, based on mutually satisfactory performance-appraisal.

2. At the end of two full years of probation, you are eligible for appointment as permanent faculty, provided all requirements are met. The Management reserves the right to extend the probationary period, if it finds it necessary and appropriate, based on performance appraisal and work ethics.

3. During the probationary period, you are bound by the contract to stay the whole length of appointment so that the interests of the students are not compromised. However, if you *must* leave the job mid-year for an extremely valid and humanitarian reason, you may do so at the end of a semester with at least a month's advance notice and after having fulfilled all responsibilities associated with the semester. If this clause is not respected, the Management will withhold the final month's salary. If the Management chooses to relieve you of your services before the expiry of the contract term, you will either be served a one-month notice or an immediate service termination notice with one month pay in lieu.

4. You will be paid a consolidated salary of **Rs. 34,500.00** per month during the probationary period. This scale may be revised upwards in future. Currently the government of Arunachal Pradesh does not provide salary grant-in-aid to any private college. However, as and when the government provides grant-in-aid to cover salary expenses of sanctioned number of positions in departments, you may be considered to the same provided you fulfill all eligibility criteria and have a good service record.

5. Leave Rules will be as per the norms mentioned in the Employee Manual of the College. Leave must be applied for in the prescribed form, at least three days in advance (except in case of emergencies). The Leave Application must be accompanied by the Form for Adjustment of Classes, duly filled in with the details as to which colleague(s) will cover your classes during your absence.

6. The College working hours are from 9:00 AM to 3:30 PM. You must sign in at the Staff Register at the Office *before* 8:45 AM, and sign out at 3.30 PM. If by any grave reason you need to come later than 8:45 AM (when you do not have the first hour) or leave early (provided you have no further classes), you must apply in the prescribed Requisition Slip, the approval of which will be at the discretion of the Management. Any leaving early or coming late by half a day (of the college schedule) will be counted as half-day leave.

7. A normal full-time workload of a teacher is 40 hours per week. The lunch break is limited to a maximum of 40 minutes.

8. By virtue of your appointment, you are a member of the Staff Council. Attendance at all Staff Council Meetings is mandatory.

9. The College campus shall not be used for any purposes of unionizing, be it of teachers or students. No meetings or discussions shall be held with representatives of any association or union on Campus.

10. In appearance and conduct, you shall uphold the dignity of the office of teacher. The Staff ID shall be worn visibly and on all working days. Smoking, chewing of pan or gum, loitering on campus during non-teaching hours, or any other behavior that is not appropriate to the campus culture (see College Handbook on Campus Culture) is strictly prohibited.

11. The College is situated at Salaya, which is 10 kms from Hapoli, the district headquarters, and 3.5 kms from Old Ziro. The college does not provide accommodation on campus. Teachers normally stay outside in rented houses/own houses, and commute to college on own vehicles or by the college bus. You are free to make use of the college bus service on their scheduled trips. Availability of seat in the bus is no guarantee as the number of students taking a given trip may vary from day to day.

12. Saint Claret College has been established by Claretian Missionaries of the Catholic Church. They are a group of men who have embraced *sanyasa* through vows of chastity, poverty, and obedience, and have dedicated their lives for the service of God and fellow human beings. Thus, the college gives highest importance to value-based, service-oriented, holistic education, and has a work ethic that demands attunement to and appropriation of the institute's vision, mission, values, and objectives, and 100% commitment and joyful dedication to the vocation as a teacher-facilitator. The college desires to become a premier institute of higher education in Arunachal Pradesh and the North East, with highest of importance given to teaching, research, publication, and socially relevant extension programs. We require our staff to engage in full time teaching as well as take up research project, publish papers, create certificate courses, organize extension programs, and build oneself up personally and professionally.

13. The College has become the first private undergraduate school in Arunachal Pradesh to receive re-accreditation with grade "A" from NAAC (National Assessment and Accreditation Council), Bangalore and the first to be conferred autonomous status by UGC (University Grants Commission). Every staff member is required to work in all earnestness and a spirit of teamwork to fulfil the post-accreditation and responsibilities of an autonomous College.

14. The Management reserves the right to revise any of these terms and conditions as and when deemed fit and necessary.

15. After taking charge at the College, you will be given a copy of the *Employee Manual* which will provide you with comprehensive details of the work ethic and culture, promotional requirements, incentives, salary scale, etc.



Saint Claret College, Ziro
August 16, 2025

Dr. Fr. Allwyn Mendoz, CMF
(Chairperson, Managing Council & Principal)