

SHIVAJI POLYTECHNIC COLLEGE, SANGOLA

(Approved by AICTE, New Delhi, Recognized by DTE, Mumbai & Govt. of Maharashtra, Affiliated to MSBTE, Mumbai)

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O.W.No. RTES/SPC/ 24-25/24B-A

Date : 25/12/2024

To
Mr. A.R. Rayani,
Advocate,
Solapur

Subject: Appointment as a Legal Officer for Shivaji Polytechnic College for the Academic Year 2024-25

Dear Mr.A.R. Rayani,

We are pleased to inform you that the Management of Shivaji Polytechnic College has appointed you as the Legal Officer through the resolution passed in the Annual General Meeting of the management held on 20/10/2024 for our institution for the academic year 2024-25. We are confident that your expertise and experience in legal matters will be invaluable in providing guidance and support to our institution. Your role will be crucial in ensuring that our college complies with all relevant laws and regulations.

As a Legal Officer, your responsibilities will include:

- Providing legal advice and guidance to the college administration
- Reviewing and drafting legal documents, contracts, and agreements
- Representing the college in legal proceedings and disputes
- Ensuring compliance with laws, regulations, and statutory requirements
- Collaborating with college authorities to develop and implement policies and procedures

We look forward to working with you and appreciate your expertise in supporting our institution's legal needs.

Please feel free to contact us if you require any further information.

Thank you for your services.

Sincerely,

Mr. Baburao Ramchandra Gaikwad
President

Ramakrishna Technical Education Society

**RAMKRISHNA TECHNICAL EDUCATION
SOCIETY, SANGOLA DIST. SOLAPUR**

