

**THIRUTHANGAL NADAR COLLEGE
CHENNAI-600051**

UPDATED STAFF EXIT POLICY

1. The Teaching Staff should not leave the service during the academic year (probation / confirmation period). However, in case of personal exigencies, you can leave your service (probation / confirmation period) by providing two months' notice or will proportionately extend the notice period. The notice period is not applicable for the probation period.
2. The Teaching Staff employment shall be concluded with a week's notice on grounds of misconduct and /or negligence and/ or inefficiency and/ or insubordination and/ or carelessness and/ or inattentiveness to your duties and/ or any expressed or implied terms and conditions of your employment.
3. The staff services will be governed by the institutional rules and regulations Code of Conduct and other processes.

V. Devi
PRINCIPAL
Dr. V. DEVI M.B.A., M.C.A., M.Phil., Ph.D
PRINCIPAL
THIRUTHANGAL NADAR COLLEGE
Selsayal Chennai-600 051.
Affiliated to the University of Madras
Re Accredited at 'B++' Grade by NAAC
An ISO 9001:2015 certificate Institution