



**SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE, (AUTONOMOUS),
SION (W), MUMBAI -400 022
NAAC SSR – CYCLE 4 : 2018-2023**

Metric No. 5: 5.2.1:

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Academic Year 2021-22

Sr. no.	Details	Page no.
1	List of Students progressing to higher education / placed	1
2	Sample of transfer certificates	35
3	Appointment letters of Students placed	42

This is to certify that the attached documents have been verified and found to be true.


Principal
SIES College of Arts, Science &
Commerce (Autonomous)
Sion (West), Mumbai - 400 022.



College Seal

Sr. no.	Name of student placed / enrolling into higher education and contact details	Placement/Progressed to Higher Education	Program graduated from	Name of the employer with contact details (in case of placement) / Name of institution joined (in case of progression to higher education)	Pay package at appointment (In INR per annum) (applicable for students who got placement) / Name of program admitted to (applicable for students who progressed to higher education)
1.	SHIMPI GAYATRI SUNIL	Progressed	BSc	Vivekanand Education Society's College	M.Sc. – I
2.	MOHITE PURVA RAJENDRA	Progressed	BSc	Vivekanand Education Society's College	M.Sc. - I
3.	MOHAMMED JAHEED AHMED HUSSAIN	Progressed	MSc	R.R.E.T. College of Education and Research	B.Ed.
4.	YADAV SHRUTIKA GAUTAM	Progressed	BCom	Institute of Distance and Open Learning	M.COM.
5.	MENON PADMANABH JAYGOPAL	Progressed	BA	Department of Civics and Politics	M.A. (HONS)
6.	TATED YASH PRASHANT	Progressed	BCom	Adhia College of Law	LLB
7.	PATIL AKSHATA VIJAY	Progressed	BA	Department of Civics and Politics	M.A. (Hons)
8.	VENKATARAMANAN RADHIKA	Progressed	BA	Department of Civics and Politics	M.A. (Hons)
9.	NAIK SHIVANGI SAMEER	Progressed	BCom	SIES College of Commerce and Economics	Mcom
10.	JAIN SUHASI RAJESH SUDHA	Progressed	BMS	VES Institute of Management Studies and Research	Masters

11.	KANAKALAKSHMI SWAMINATHAN	Progressed	MSc	Dnyan Ganga Education Trust's college	B.Ed
12.	JAIWAL RAHUL JAYPRAKASH	Progressed	BSc	Guru Nanak Khalsa College of Arts, Science and Commerce	MSc
13.	KAMBLE AISHWARYA ANIL	Progressed	BA	Chembur Sarvankash Shikshanshastra Mahavidyala	B.Ed
14.	RAO PRITI KRISHNA KUMAR	Progressed	BSc	Rizvi Law College	LLB
15.	FODKAR UMEMA ABDUL REHMAN	Progressed	BA	Ghokhale Education society's College of Education and Research	PHD
16.	ROSHAN SWAMINATH	Progressed	BMS	Model College	M.COM
17.	PHILIP JERIN JACOB	Progressed	BCom	St. Francis Institute of Management and Research	M.COM
18.	NILE SRUSHTI BHAGWAN	Progressed	BMM	New Law College	LLB
19.	PATHAK SHIKSHA RAKESH	Progressed	BCom	New Law College	LLB
20.	SHAH HARDIK HITESH	Progressed	BMS	MET Institute of Management	MMS
21.	KAMBLE AISHWARYA ANIL JYOTI	Progressed	BA	Chembur Sarvankash Shikshanshastra Mahavidyalaya	B.Ed
22.	NAIR SARATH SASIKUMAR	Progressed	MSc	Saket College of Education – B.Ed	B.Ed.
23.	KALATHIL REJINA KUNHIMOHAMMED	Progressed	B.SC	Sree Narayana Guru College of Education (B.Ed.)	B.Ed.
24.	UZMA SADAF REHAM AKHTAR	Progressed	BSc	Sree Narayana Guru College of Education (B.Ed.)	B.Ed.
25.	SAVANUR NIKITA RAMCHANDRA	Progressed	B.SC	VES Institute of Management Studies and Research	MMS
26.	PUNJABI SNEHAL KISHORE	Progressed	BMS	Institute of Management Studies and Research	MMS

27.	MALUNJKAR PRATHAMESH ASHANG	Progressed	BMS	Institute of Management Studies and Research	MMS
28.	GUPTA JYOTI DEVI RAMJEE	Progressed	B.COM	Institute of Management Studies and Research	MMS
29.	KOTTAKALI LOURDES SHEEJO	Progressed	M.SC	St. Teresa's Institute of Education	B.ED
30.	NORONHA MILDRED LESLIE	Progressed	BA	St. Teresa's Institute of Education	B.ED
31.	FERNANDES VANISHA ANTHONY	Progressed	BSc	St. Teresa's Institute of Education	B.ED
32.	MANISHA KANDASWAMY	Progressed	BA	St. Teresa's Institute of Education	B.ED
33.	KAPADIA ANUJA YOGESH MALINI	Progressed	BA	Welingkar Institute of Management Development and Research	Masters
34.	GUPTA ALKA KESHAV LAL	Progressed	B.COM	Institute of Distance and Open Learning	M.COM. – PART I
35.	KHAN SARAH FIROZ AHMED	Progressed	B.COM	Institute of Distance and Open Learning	M.COM. – PART I
36.	KHAN MIZBA AKHTAR	Progressed	B.COM	Institute of Distance and Open Learning	M.COM. – PART I
37.	SHAIKH ASIYA BANO MOHD NOORAIN	Progressed	BA	Institute of Distance and Open Learning	M.A. PART I
38.	SINGH VINITA SHREDEDO	Progressed	BA	Institute of Distance and Open Learning	M.A. PART I
39.	KARUMARISSERY KRISHNAPRIYA VIJAYAN	Progressed	BA	Guru Nanak College of Education & Research	B.Ed
40.	KHOT ATIFA ABDUL RAUF	Progressed	BA	Ghokale Education society's College of Education and Research	PHD

41.	ANSARI SHAWANA MOHAMMED MOBIN	Progressed	BSc	Krantijyoti Savitribai Phule College of Education (B.Ed.)	B.Ed.
42.	PAL NANDKUMAR JAGAT RAMPYARI	Progressed	MSc	Dr. Ambedkar College of Law	LLB
43.	NADAR NANCY JOHNSON	Progressed	MSc	Late Khatija College of Education (B.Ed.) (English Medium)	B.Ed.
44.	DUBEY REECHA CHANDRAKANT	Progressed	BSc	Late Khatija College of Education (B.Ed.) (English Medium)	B.Ed.
45.	JOSEMINE K SIMON	Progressed	BSc	Late Khatija College of Education (B.Ed.) (English Medium)	B.Ed.
46.	MOMIN ZAHERA JAFAR HASAN	Progressed	M.SC	Late Khatija College of Education (B.Ed.) (English Medium)	B.Ed.
47.	KHAN IREM MOHD ILYAS	Progressed	BSc	All India Khilafat Committee college of education.	B.Ed
48.	ANSARI SADIYA PRAVIN	Progressed	BSc	All India Khilafat Committee college of education.	B.Ed
49.	SHAIKH GULNAAZ BANU MOINDUDDIN	Progressed	BA	Oriental College of Law	LLB
50.	PASI AMIT RAMNARESH	Progressed	BCom	Oriental College of Law	LLB
51.	PADHY ROJALINE RABINDRA	Progressed	BSc	Guru Nanak College of Education and Research	B.Ed
52.	NAIR SMITHA MOHAN	Progressed	BA	Institute of Distance Education	MA
53.	NAIK RAJENDRA MANOHAR NILIMA	Progressed	MSC	Maharashtra Cosmopolitan Education Society's	B.ED
54.	FITWALLA AZZAH ABDUL REHMAN	Progressed	M.SC	St. Mary's B.Ed. College	B.Ed.

55.	SHAIKH NIKHAT FATIMA RIYZUDDIN	Progressed	MSC	Guru Nanak College of Education and Research	B.ED
56.	SAKSHI SREEKUMAR	Progressed	B.SC	Department of Biophysics, University of Mumbai	M.SC. PART I
57.	KARKERA ICHHA GANESH	Progressed	B.Com	Institute of Distance Education	M.Com
58.	SINGH KARTIKAY RAKESH KUMAR	Progressed	B.Com	Lords Universal College of Law	LLB
59.	GOWDA POOJA UMESH	Progressed	B.Com	Chembur Karnataka College of Law	LLB
60.	RINE FARZANA MOHAMMAD AKHTER	Progressed	B.Com	Dr. D.Y. Patil College of Law	LLB
61.	DAKE DEVAM KISHORE	Progressed	B.Com	Agnel School of Law	LLB
62.	REGE ANIKET UMESH	Progressed	B.Com	Adv. Balasaheb Apte College of Law	LLB
63.	BHAWNA MEENA	Progressed	BSc	Oriental College of Education	B.Ed
64.	SHAFI NAZIA MAQSOOD	Progressed	BA	Oriental College of Education	B.Ed
65.	KHAN SHABINA BEGUM SHAHID ALI	Progressed	BSc	Oriental College of Education	B.Ed
66.	MARIA SNEKA ALEXANDER SELVIN	Progressed	BA	College of Education and Research	B.Ed
67.	NORONHA STEFFI ANTHONY	Progressed	BA	The Lords Universal College of Education	B.ED
68.	ANSARI SIMRAH KAUSAR MOHD SUHAIL	Progressed	BSc	Akbar Peerbhoy College of Education	B.ED
69.	SANTHANA PREETHA SHANMUGAVEL	Progressed	BA	Pillai College of Education and Research	B.ED
70.	BANDARI VARALAXMI ERANNA	Progressed	BSc	Krantijyoti Savitribai Phule College of Education (B.Ed.)	B.Ed.

71.	JEBA MUSARRAT AFFAN ALAM SAYYED	Progressed	BSc	Krantijyoti Savitribai Phule College of Education (B.Ed.)	B.Ed.
72.	DEVAR SRIDHAR SENGOTTAYAN	Progressed	BA	Mahatma Gandhi Mission's Law college	LLB
73.	CHOUDHARY SHIVANGI SHRAWAN	Progressed	BA	Jitendra Chauhan College of Law	LLB
74.	SHAIKH SAMRIN SAMSUDDHIN ASMA	Progressed	BA	Chembur Sarvankash Shikshanshastra Mahavidyalaya	B.ED
75.	MAZIRE RHUTUJA SANJAY REKHA	Progressed	BA	Chembur Sarvankash Shikshanshastra Mahavidyalaya	B.ED
76.	RANE DEVIKA PRAVIN	Progressed	BA	Chembur Sarvankash Shikshanshastra Mahavidyalaya	B.ED
77.	GAONKAR OMKAR YASHAWANT	Progressed	BA	Chembur Sarvankash Shikshanshastra Mahavidyalaya	B.ED
78.	IVY PRAYLINE MANGLA KUMAR	Progressed	BSc	Chembur Sarvankash Shikshanshastra Mahavidyalaya	B.ED
79.	KHAN MUSKAN FARID SHABNAM	Progressed	BSc	Chembur Sarvankash Shikshanshastra Mahavidyalaya	B.ED
80.	MOGAVEERA RAJAT RAJU	Progressed	B.COM	Chembur Karnataka College of Law	LLB
81.	PATHAK SHRUTI SHASHI	Progressed	BA	Gurukrupa College of Education and Research	B.Ed
82.	TAWADE SAKSHI SATISH	Progressed	BA	Gurukrupa College of Education and Research	B.Ed
83.	SHAIKH SHABENA AKBARHUSSAIN	Progressed	BA	Smt. Surajba College of Education	B.Ed
84.	ANSARI SAMREEN MOHAMMED MOBIN	Progressed	BCOM	Mahatma Gandhi Mission's Law college	LLB
85.	KAVYA BALAKRISHNANA	Progressed	BCOM	VES College of Law	LLB

86.	KANNOTH PRIYANKA RAMESHAN	Progressed	BCOM	VES College of Law	LLB
87.	BANGERA SURAJ PADMANABHA RAJIVI	Progressed	B.COM	Institute of Distance Education	M.COM. PART I
88.	EMILYN CLANCY MANGALRAJ	Progressed	BA	Institute of Distance Education	M.A. PART - I
89.	PILLAI GEETHU GOPALKRISHNA	Progressed	BA	Department of English	M.A. PART - I
90.	JADHAV SAYALI ARUN	Progressed	BA	Univeristy of Mumbai	Master of Social Work
91.	HAJARI RAJESHREE BABU	Progressed	BSc	Institute of Distance and Open Learning	M.A. PART - I
92.	SARWARRI KHATUN FAZLURREHMAN	Progressed	BA	Institute of Distance and Open Learning	M.A. PART - I
93.	JAINAB KUMANI ZIYAUDDIN	Progressed	B.COM	Institute of Distance and Open Learning	M.Com Part I
94.	KHAN AYESHA FERAZ	Progressed	B.COM	Institute of Distance and Open Learning	M.Com Part I
95.	PALSULEDESAI RENUKA NANDAKAUMAR NAMRATA	Progressed	BA	Mumbai School of Economics and Public Policy (MSE-PP)	MA
96.	PEDNEKAR GAURI BHAGWAN NEHA	Progressed	BA	Mumbai School of Economics and Public Policy (MSE-PP)	MA
97.	SIDDIQUI SAFURA ANWAR SAEEDA	Progressed	BA	Rizvi Law College	LLB
98.	DAKHAVE AALIYA SHAKIL	Progressed	B.SC	Pillai College of Education and Research	B.ED
99.	ANSARI HAFSA SAEED AHMED ZARINA	Progressed	MSC	Bombay Teachers' Training College	B.ED
100.	CHAHANDE ELLORA ANIL RAJNI	Progressed	BA	Jitendra Chauhan College of Law	LLB
101.	PAL NANDKUMAR JAGAT RAMPYARI	Progressed	BA	Dr. Ambedkar College of Law	LLB

102.	PHAKE SHUBHAM SUDHIR SHRADDHA	Progressed	BCom	Vidyalankar School of Information Technology	MCom
103.	MOMIN MUSKAN ALTAF SHABANA	Progressed	BA	Hindi Vidya Prachar Samiti's	LLB
104.	NADAR ANTTO ANISHA THOMAS EDISON	Progressed	BA	Mithibai College of Arts	MA
105.	BRIGHTLINE DAVIDRAJ JANET	Progressed	BA	Pillai College of Education and Research	B.ED
106.	PADHY ROJALINE RABINDRA MAMATA	Progressed	B.COM	Guru Nanak College of Education and Research	M.COM
107.	SAPALIGA DEEKSHA GANGADHAR	Progressed	B.SC	Ramnarain Ruia Autonomous College	M.SC I
108.	NAIR NITHYA RAJEEV	Progressed	B.SC	Ramnarain Ruia Autonomous College	M.SC I
109.	Pavittra Varadrajan Jyoti	Progressed	BA	Joshi – Bedekar College (Autonomous)	MA
110.	JAIN SUHASI RAJESH SUDHA	Progressed	BA	V.E.S. College of Law	LLB
111.	MATHEW RACHEL ARUN	Progressed	BA	V.E.S. College of Law	LLB
112.	THARSHINI RAMASWAMY	Progressed	B.SC	Gurunanak College of Education and research	B.ED
113.	KADAM PRANAV SHRIRANG	Progressed	B.COM	Thane Belapur Industry association	ADVANCED DIPLOMA in INDUSTRIAL
114.	GHAG SHRUTIKA RAJESH	Progressed	B.COM	Gopaldas Jhamatmal Advani Law College	LLB
115.	YADAV NEHA SABHAJIT	Progressed	B.COM	Chembur Sarvankash Shikshanshastra Mahavidyalaya	LLB
116.	SHAIKH SAMRIN SAMSUDDHIN ASMA	Progressed	B.COM	Chembur Sarvankash Shikshanshastra Mahavidyalaya	LLB

117.	MAZIRE RHUTUJA SANJAY REKHA	Progressed	B.COM	Chembur Sarvankash Shikshanshastra Mahavidyalaya	LLB
118.	RANE DEVIKA PRAVIN	Progressed	B.COM	Chembur Sarvankash Shikshanshastra Mahavidyalaya	LLB
119.	GAONKAR OMKAR YASHAWANT	Progressed	B.COM	Chembur Sarvankash Shikshanshastra Mahavidyalaya	LLB
120.	IVY PRAYLINE MANGLA KUMAR	Progressed	B.COM	Chembur Sarvankash Shikshanshastra Mahavidyalaya	LLB
121.	KHAN MUSKAN FARID SHABNAM	Progressed	B.COM	Chembur Sarvankash Shikshanshastra Mahavidyalaya	LLB
122.	KALATHIL REJINA KUNHIMOHAMMED	Progressed	BA	Sree Narayana Guru College of Education (B.Ed.)	B.Ed
123.	UZMA SADAF REHAM AKHTAR	Progressed	BA	Sree Narayana Guru College of Education (B.Ed.)	B.Ed
124.	HAJARI RAJESHREE BABU	Progressed	BA	Institute of Distance and Open Learning	M.A. PART I
125.	SARWARRI KHATUN FAZLURREHMAN	Progressed	BA	Institute of Distance and Open Learning	M.A. PART I
126.	BANGERA SURAJ PADMANABHA	Progressed	BA	Institute of Distance and Open Learning	M.A. PART I
127.	SHUKLA PALAK UMESH	Progressed	B.COM	Jamnalal Bajaj Institute of Management Studies	MFM FINANCIAL MANAGEMENT
128.	SAWANT GANDHAR SANDIP	Progressed	BA	VES College of Law	LLB
129.	PARAB HARSHAD VIKAS	Progressed	B.SC CS	Thakur Institute of Management Studies,	MCA
130.	SINGH PRIYANKA ANILKUMAR	Progressed	B.SC CS	Thakur Institute of Management Studies,	MCA
131.	DUBEY KIRTI RAJIVKUMAR	Progressed	BA	New Law College	LLB

132.	TOMAR RISHABH MAHIPAL NEETA	Progressed	B.COM	Aditya Institute of Management Studies and Research	MMS
133.	RAJ SIONA ANTONY SIBIL MARY	Progressed	BMS	Pillai College of Education and Research	B.ED
134.	NADAR SHARON KUMARACHELVAN	Progressed	B.SC	Pillai College of Education and Research	B.ED
135.	SAYED MAHVASH ATHAR FARHIN	Progressed	BA	Pillai College of Education and Research	B.ED
136.	AISHWARYA LAXMI STEPHEN	Progressed	B.SC	Pillai College of Education and Research	B.ED
137.	VELAR SUBBULAXMI SANMUGA	Progressed	B.SC	Pillai College of Education and Research	B.ED
138.	MANE DHANESH SANJAY SHILPA	Progressed	BMS	Department of Physical Education	B.P.Ed
139.	JOSHI GAYATRI GIRISH USHA	Progressed	BA	Mumbai School of Economics and Public Policy (MSE-PP)	M.A.
140.	SHAH DHOON MANISH BIJAL	Progressed	BA	Mumbai School of Economics and Public Policy (MSE-PP)	M.A.
141.	NAIR AKASH ANIL ANITA	Progressed	BA	Mumbai School of Economics and Public Policy (MSE-PP)	M.A.
142.	SAMUEL MICHAEL	Progressed	B.SC	Institute of Distance and Open Learning	M.A.
143.	REBELLO PRESLEY ASHLEY	Progressed	B.COM	Institute of Distance and Open Learning	M.COM.
144.	KAZI HUDA SHABBIR	Progressed	B.COM	Institute of Distance and Open Learning	M.COM.
145.	RATHOD NIDHI NARESH	Progressed	BA	College of Education and Research	B.ED
146.	DAND NISHITA JIGNESH	Progressed	B.SC	K J Somaiya Comprehensive College of Education,	B.ED

147.	NAIR MEGHANA MADHAVANKUTTY	Progressed	B.SC	K J Somaiya Comprehensive College of Education,	B.ED
148.	KULKARNI MEGHANA MADHUKAR	Progressed	B.SC	Government Law College	LLB
149.	BHOSALE VIKAS BHIMRAO	Progressed	BA	VPM'S TMC LAW COLLEGE	LLB
150.	SINGH ANKITA AJIT	Progressed	BA	Bharathi Vidyapeeth Institute of Management Studies & Research	MMS
151.	LALLA JAISHREE JAWAHAR MADHURI	Progressed	BA	Kishinchand Chellaram Law College	LLB
152.	MUDLIYAR SUMAN ASHOK	Progressed	B.SC CS	Sardar Patel Institute of Technology	MCA
153.	GAUR PRIYANKA AMRTILALA KUSUM	Progressed	B.SC	K.J.Somaiya College of Science and Commerce	MCA
154.	DSOUZA SONEY XAVIER ANITHA	Progressed	B.SC CS	Thakur Institute of Management Studies,	MCA
155.	KONAR MURUGAN MANI KANAGAVALLI	Progressed	B.COM	SIWS N.R. Swamy College of Commerce and Economics	M.COM
156.	JOEL VARGHESE SALLY	Progressed	BA	Indira Institute of Business Management	MMS
157.	RAJE TANISHQA SACHIN SWAPNA	Progressed	BA	V.E.S. College of Law	LLB
158.	SHETTY NITHI DIWAKAR	Progressed	B.COM	Chetana's Ram Prasad Kandelwal Institute of Management & Research	MMS
159.	SHAIKH LUBNA FIRDOUS	Progressed	BA	Department of Urdu, University of Mumbai	MA
160.	PAL KALPANA KALIDIN RAJKUMARI	Progressed	BMS	Institute of Management and Computer Studies	MMS

161.	ANSARI UMAMA AEJAZ GAZALA	Progressed	BA	All India Khilafat Committee college of education.	B.ED
162.	NAYAR AISHWARYA SATISH	Progressed	B.SC	Institute of Chemical Technology	M.SC
163.	ANUMALLA NAVEEN RAMAKRISHNA	Progressed	BCom	Navinchandra Mehta Institute of Technology & Development	MCom
164.	HIVARKAR RUTUJA DHARMENDRA	Progressed	B.COM	GNVS Institute of Management	MMS
165.	NAIR UMA UDAYAN	Progressed	BA	GNVS Institute of Management	MMS
166.	MOHD IMRAN MOHD AYUB	Progressed	B.COM	Rizvi Institute of Management Studies and Research	MMS
167.	CHOWDHARY FARHAN IRFAN	Progressed	B.COM	Rizvi Institute of Management Studies and Research	MMS
168.	ARVIND SHAKTIVEL SUMATHY	Progressed	B.SC CS	S.I.E.S College of Management Studies	MCA
169.	THEVAR AJAY KUMAR	Progressed	BMS	S.I.E.S College of Management Studies	MCA
170.	SINGHANIA MANJUSHYAMA DANSHEEL	Progressed	B.SC IT	S.I.E.S College of Management Studies	MCA
171.	TARDE ADITI MANGESH PRACHI	Progressed	BA	Department of Communication and Journalism	M.A.
172.	KHUSHNUMA BANI NASRIN	Progressed	B.SC	Department of Chemistry, University of Mumbai	MSC I
173.	USMANI FATMA ZOHRA RIZWAN	Progressed	B.SC	Institute of Distance and Open Learning	M.SC. MATHS
174.	DEEPAK SHAKTIVEL KAVITHA	Progressed	B.SC	Institute of Distance and Open Learning	M.SC. IT PART I
175.	PATIL ATUL ARUN SUNITA	Progressed	B.SC	Institute of Distance and Open Learning	M.C.A.

176.	POTE MUKUND PANDURANG	Progressed	B.SC	Institute of Distance and Open Learning	M.C.A.
177.	MAURYA VIVEK ASHOK	Progressed	B.SC	Institute of Distance and Open Learning	M.C.A.
178.	JEBASELVIALBONSA RAJAN SAROJINI	Progressed	BA	Institute of Distance and Open Learning	M.A. I
179.	NAIKKAR RAJESHWARI SUBRAMANI	Progressed	BA	Institute of Distance and Open Learning	M.A.
180.	RAO PRANALI VINOD	Progressed	B.COM	Institute of Distance and Open Learning	M.COM. I
181.	SHAIKH LABEEBUL ISLAM	Progressed	BMM	Institute of Distance and Open Learning	M.COM. I
182.	SHETTY AKSHAYA SADANAND	Progressed	B.COM	Institute of Distance and Open Learning	M.COM. I
183.	PUNJABI NEHA ATMARAM	Progressed	B.COM	Institute of Distance and Open Learning	M.COM. I
184.	POOJARI RAHUL CHANDRASEKAR	Progressed	B.COM	Institute of Distance and Open Learning	M.COM. I
185.	ANUSHA JAYENDRAN PADMA	Progressed	B.COM	Institute of Distance and Open Learning	M.COM. I
186.	BHANSALI PARITA JITEN	Progressed	B.MS	Institute of Distance and Open Learning	M.COM. I
187.	CHAURASIYA NEHA RAMCHAYAN	Progressed	B.COM	Institute of Distance and Open Learning	M.COM. I
188.	KHAN JAINAB NASIM QAMURUNNISHA	Progressed	B.COM	Institute of Distance and Open Learning	M.COM. I
189.	PATEL MITTAL RAJESH BHANI	Progressed	B.MS	Institute of Distance and Open Learning	M.COM. I
190.	JAIN SHREYA OMPRAKASH	Progressed	BMS	Institute of Distance and Open Learning	M.COM. I

191.	NAIR NIKITA GIRIJAN JAYASHREE	Progressed	BA	Mumbai School of Economics and Public Policy (MSE-PP)	MA
192.	IYER REGHA PARAMESWARAN	Progressed	BA	Mumbai School of Economics and Public Policy (MSE-PP)	MA
193.	DHAVLESHWAR PRIYANKA BASURAJ	Progressed	BA	Mumbai School of Economics and Public Policy (MSE-PP)	MA
194.	PRITIKA SIVARAJ MOHANA	Progressed	BA	Mumbai School of Economics and Public Policy (MSE-PP)	MA
195.	NADAR SHANMUGADEVI RATNASAMI	Progressed	BA	Mumbai School of Economics and Public Policy (MSE-PP)	MA
196.	NADAR PRADEEP RAJ MANI MARIYAL	Progressed	B.SC	S.I.E.S College of Management Studies	MCA
197.	SAYYED MOHAMMED IMRAN ABDUL	Progressed	B.SC	Vivekanand Education Society's	MCA
198.	SHIVKAR SHREYAS SHIRISH	Progressed	B.SC	Vivekanand Education Society's	MCA
199.	SINGH SHALINIKUMAR RAJENDRAPRASAD	Progressed	B.SC	Vivekanand Education Society's	M.SC
200.	SURYAKANTH ARUMUGASAMY	Progressed	B.SC	S.I.E.S. College of Management Studies	MMS
201.	OBHAN MUSKAAN JASVINDER USHA	Progressed	B.COM	Lala Lajpatrai Institute of Management	MMS
202.	KANNARA AMRITA JOLLY SUKRITA	Progressed	B.COM	Institute of Distance and Open Learning	M.Com.
203.	BAUVA MANSI ASHOK NAYNA	Progressed	B.COM	Institute of Distance and Open Learning	M.Com.
204.	SHARMA ANJU ARVIND	Progressed	BA	Institute of Distance and Open Learning	MA
205.	SIMRAN S KADAM	Progressed	BA	Institute of Distance and Open Learning	MA

206.	VIDHYA BHARADHI VIJAY SINGH	Progressed	BA	Institute of Distance and Open Learning	MA
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408.	ANUJ KIRAN SINGH	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
409.	SIMRA BI ANWAR HUSAIN MOMIN	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
410.	IRAM HASAN SHAIKH	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
411.	MAHESH VENUGOLPAL CHILIVERI	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
412.	LAXMI RAJU PAL	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc

413.	AYAAZ AYUB KHAN	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
414.	SAMIKSHA GANESH RAJE	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
415.	ASMA KHALILULLAH KHAN	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
416.	TANVEER AHMED PARVEZ	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
417.	GAYATRI PADMANABHAN NAIR	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
418.	PRATHAMESH MANGESH ADIWAREKAR	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
419.	NAGMA SAEED AHMED	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
420.	VARUN BHARATHI SUBRAMANIAM	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
421.	ADITYA SATYAVAN VISHWAKARMA	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
422.	KAVIYARASI J AMALAVINNARASI	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
423.	SHIVAM JOGESH NANDRAJOG	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
424.	ASHISH NARSAPPA SELETI	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
425.	SANIYA MAQSOOD KHAN	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc

426.	IQRA ALI HUSAIN SHAIKH	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
427.	ANIL PURUSHOTTAM MENDHA	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
428.	JOSHUA PRAKASH COSTA	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
429.	ANISHA VINAY BHENDE	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
430.	AISHWARYA RAMAKRISHNAN	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
431.	SAYALI AVADHUT JOSHI	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
432.	NIHARIKA MILIND RAHATE	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
433.	JEMEMA AGNES TRIPENA RAJ	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
434.	SIDDHI UDAYKUMAR BUTE	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
435.	MAHEK JATIN PARMAR	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
436.	PAVITRA ANKAM TULSIRAM	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
437.	SAKSHI DEEPAK INGLE	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
438.	AKSHATA SUDHIR NIKAM	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc

439.	MUTHUANUSUYA ARUMUGASAMY	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
440.	JASRAN JAMES	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
441.	VIDYA RAMNATH KAMATH	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
442.	JOANNA JOAQUIM BARRETTO	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
443.	AKHIL KUMAR PRAKASH	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
444.	SAGAR PRABHAKAR GAJJELLI	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
445.	KEERTHIKA MOORTHY	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
446.	POONAM SUBHASH JOGDANKAR	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
447.	MAHALAXMI NAGRAJAN PILLAI	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
448.	KARTIKEY KUMAR KUTHARI	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
449.	ANAGHA PRAKASH NAIR	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
450.	BHAVANA SHRINIWAS GURRAM	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
451.	CHRYSANTHEA KENNEDY GONSALVES	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc

452.	MANDIRA SUDHIR BHOSALE	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
453.	SAKSHI SUBHASH CHANDRA YADAV	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
454.	SHARUMATHI MURUGAN ARUMAIKANI	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
455.	TANISHQ SUNIL LABDE	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
456.	YASH VINAY SALASTEKAR	Progressed	BSc	SIES College of Arts, Science & Commerce (Autonomous)	MSc
457.	SAYLI KESHAV DABHADE	Placement	MSc	SIES College of Arts, Science and Commerce (Autonomous)	300000
458.	SHALU SINGH	Placement	MSc	Ottoedge Services	180000
459.	RANJINI SRINIVASAN	Placement	BSc	Pureplay Skin Sciences	375000
460.	ASHUTOSH RAMGOPAL RAI	Placement	BSc	Tikona Infinite Private Limited	200000
461.	ARUN BABU MADAKKAVIL	Placement	MSc	Tata Consultancy services	200000
462.	SAHIL DEEPAK AYARE	Placement	BSc	Grab-A- Grub Services Pvt Ltd	375000
463.	SHIVANI KUMARI	Placement	MSc	3i infotech ltd	300000
464.	DEESA CHETAN NAGDA	Placement	BA	Kazian Education	200000
465.	ROHIT SARVJEET YADAV	Placement	BSc	IPSOS PVT LTD	390000
466.	BRINDA MUNIYASELVAM PILLAI	Placement	BSc	Cateina Technologies	240000
467.	DHANISHA MOHAPATRA	Placement	BSc	Redcliffe Genetics Pvt Ltd	300000
468.	ANKUSH SOMNATH ROY CHOWDHURY	Placement	BSc	IDZ Digital Pvt. Ltd	300000
469.	BANE SWARAJ SUDHIR	Placement	BSc	Indian Military Academy, Dehradun	500000
470.	ANAGHA RAJESH	Placement	BMS	Abbott Nutrition India	300000

471.	EZHUTHACHAN VISHNU ASHOK KUMAR	Placement	BSc	Translational Health Science and Technology Institute	360000
472.	AKSHAYA BHOSALE	Placement	MSc	SIES College of Arts, Science, and Commerce (Autonomous)	300000
473.	MEGH VYAS	Placement	BAMMC	Shashi Prabhu and Associates	384000
474.	KRITHIKA MUDALIYAR	Placement	BMS	Zell Education	345000
475.	ESME BANGERA	Placement	BAMMC	ET Edge	375000
476.	HRUSHIKESH TAKBHATE	Placement	BAMMC	Textile Value Chain Media	156000
477.	ISHA BHAVESH GADA	Placement	BMS	Quirky Media	36000
478.	INSHA MALIK	Placement	BAMMC	Rightplex Media Pvt. Ltd	300000
479.	ADITHYA KALESAN	Placement	BMS	VoloFin services Pvt Ltd	325000
480.	SHIVANI KUMARI	Placement	MSc	3i infotech Ltd	300000
481.	RITESH MAHESH SHIKNE	Placement	BSc	Inventevo Infotech Pvt Ltd	168000
482.	SANDRA BALAKRISHNAN	Placement	MSc	SIES College of Arts, Science, and Commerce (Autonomous)	300000
483.	RUCHIKA DANI	Placement	MSc	SIES College of Arts, Science, and Commerce (Autonomous)	300000
484.	SHREYA NARKAR	Placement	BAMMC	Ventures studio Capital	84000
485.	SHRUTI SHETTY	Placement	MSc	IPSOS India Pvt Ltd	450000
486.	ROSEMARY THOMAS	Placement	BA	Wally's My first playhouse	66000



**SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE, (AUTONOMOUS),
SION (W), MUMBAI -400 022
NAAC SSR – CYCLE 4 : 2018-2023**

Metric No. 5: 5.2.1:

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Transfer certificate samples for the year 2021-2022

This is to certify that the attached documents have been verified and found to be true.


Principal
SIES College of Arts, Science &
Commerce (Autonomous)
Sion (West), Mumbai - 400 022.



College Seal

S.I.E.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE
SION (WEST), MUMBAI-400 022
AUTONOMOUS

Tel: 24072729

Ref.No. 1748

Date: 31/01/2022

BY HAND DELIVERY/BY REGISTERED A.D.

To
Director
Institute of Distance and Open Learning
University of Mumbai
Dr. Shankar Dayal Sharma Bhavan
Vidyanagari, Santacruz (West)
MUMBAI : 400098

Sub: Issue of Transference Certificate

Dear Sir / Madam,

Enclosed please find herewith the Transference Certificate/s issued in favour of the following student who has joined your college/Department for further studies. Kindly acknowledge the receipt.



Yours faithfully,

[Signature]
Registrar

Sr. No.	Name/s of Students	T.C. NO.	Student Admitted in
1	KANNARA AMRITA JOLLY SUKRITA	2497	M.Com.
2	BAUVA MANSI ASHOK NAYNA	2500	M.Com.

2 TC's



[Signature]
08/01/22

Div. B R.No. 210 Academic year 2020-21 Exam Seat No. TC 2021210 Class PASS
 No. 2500 Year 20 20 21

SIES COLLEGE OF ARTS, SCIENCE & COMMERCE
 SION (WEST) MUMBAI 400 022.
TRANSFERENCE CERTIFICATE

Date 27/12/2021

CERTIFIED that Shri / Kum. BAUVA MANSI ASHOK NAYNA

has been a Student of SIES College of Arts, Science and Commerce :

(a) Since Passing the third year B. Com Examination ~~he~~ she has kept / kept no terms in this College as under:

June	20	/	to	October	20	/	(Days _____)
November	20	/	to	March	20	/	(Days _____)
June	20	/	to	October	20	/	(Days _____)
November	20	/	to	March	20	/	(Days _____)

(b) His / ~~Her~~ work in the College Examination was as follows :

(c) He / ~~she~~ has passed / ~~failed~~ at the B. Com Examination in April / ~~October~~ 2021 getting exemption in _____

(d) He / ~~She~~ would have been in the _____ Class if ~~he~~ / she had continued in this College.

(e) He / ~~She~~ has no books belonging to this College in his / her possession.

(f) Nothing is owed by him / her on account of College dues.

(g) His / ~~Her~~ conduct and character are good.

(h) His / ~~Her~~ birth-date as entered in the College Register is 23/10/2000

(i) He / ~~She~~ has attended courses of instruction at his College in Voluntary Subject or Group of Subjects:

Financial Accounting and Auditing

(j) His / Her Special / Principal subject was _____ and (Voluntary) / Subsidiary subject was _____

(k) He / She has / has not satisfactorily carried out the practical work in Science subjects by performing necessary experiments.

(l) He / She has satisfactorily gone through the course of Physical Training, Prescribed by the University. He / She was exempted from Physical Training on medical grounds / on the ground of his / her being a member of the U.T.C. / N.C.C.

(m) The First / Second / Both term/s kept by him / her at the _____ Examination in _____ was / were granted / not granted.

Forwarded with compliments to the ^{Director} Principal,
Institute of Distance and
open Learning,
University of Mumbai

Principal
 SIES College of Arts
 Science and Commerce

S.I.E.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE
SION (WEST), MUMBAI-400 022
AUTONOMOUS

Tel: 24072729

Date: 31/01/2022

Ref.No. 1749

BY HAND DELIVERY/BY REGISTERED A.D.

To
Director
Institute of Distance and Open Learning
University of Mumbai
Dr. Shankar Dayal Sharma Bhavan
Vidyanagari, Santacruz (West)
MUMBAI : 400098

Sub: Issue of Transference Certificate

Dear Sir / Madam,

Enclosed please find herewith the Transference Certificate/s issued in favour of the following student who has joined your college/Department for further studies. Kindly acknowledge the receipt.



Yours faithfully,

[Signature]
Registrar

Sr. No.	Name/s of Students	T.C. NO.	Student Admitted in
1	SHARMA ANJU ARVIND	2016244062	MA
2	SIMRAN S KADAM	2016244084	MA
3	VIDHYA BHARADHI VIJAY SINGH	2010244080	MA

3 TC's



[Signature]
28/02/22

	S.I.E.S. College of Arts, Science and Commerce Sion (W), Mumbai, Mumbai City, (Maharashtra), Mumbai - 400022 University of Mumbai		
	Transfer Certificate		
PRN : 2016016401862454	Transfer Certificate Code : AFDKAGKBJAFKIAFEBAC	Transfer Certificate Number : 2016244062	

CERTIFIED that Shri/ Kumari/ Smt. **SHARMA ANJU ARVIND** has been a student of **S.I.E.S. College of Arts, Science and Commerce**.

- After Passing the **B.A.** Examination in the year **2018-2019** , She has kept terms in the college as under;

June.....	to October	(.....days)
November.....	to March	(.....days)
June.....	to October	(.....days)
November.....	to March	(.....days)

- She would have been in the class if She had continued in this college.
- She Passed/ Failed/ ~~ATKT~~ at the **T.Y. B.A. - Regular - Rev16** Examination held in (March/October) **2018-2019** .
- She has no books belonging to this college in Her possession.
- She owe nothing on account of college dues.
- Her conduct and character are good.
- Her Date of Birth in college register is **17 Dec 1998**
- She has attended courses of instruction at this college in Voluntary Subjects or Group of Subjects :-
- She has satisfactorily carried out the practical work in **Faculty of Arts**
- She has satisfactorily gone through the course of Physical Training prescribed by the University. She was exempted from physical training on medical grounds/ on the ground of Her being a member of NCC.
- She belongs to **Category: Open** as per record.

Date: 27/12/2021


Forward with compliments to the Principal/Registrar

Institute of Distance and Open Learning, University of Mumbai

Principal

S.I.E.S. College of Arts, Science and Commerce
SIES College of Arts, Science &

Checked by Commerce (Autonomous)
Sion (West), Mumbai - 400 022.

Entered By :- 



Note: Transfer Certificate code given above will be required to admit the student in Digital College® software.

S.I.E.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE
SION (WEST), MUMBAI-400 022
AUTONOMOUS

Tel: 24072729

Date: 28/01/2022

Ref.No. 1742

BY HAND DELIVERY/BY REGISTERED A.D.

To

Principal

Mumbai Education Trust

Institute of Computer Science

Bhujbal Knowledge Centre

Bandra Reclamation, Bandra (West)

MUMBAI : 400050

Sub: Issue of Transference Certificate

Dear Sir / Madam,

Enclosed please find herewith the Transference Certificate/s issued in favour of the following student who has joined your college/Department for further studies. Kindly acknowledge the receipt.



Jaya
Yours faithfully

Jaya
Registrar

Sr. No.	Name/s of Students	T.C. NO.
1	MOHARE JAYA RAMDAS ASHA	2516

1 TC

Div. — R.No. 46 Academic year 2020-21 Exam Seat No. TC52021046 Class PASS
 No. 2516 PRN No. 2018016400524524 Year 20 20 20 21

SIES COLLEGE OF ARTS, SCIENCE & COMMERCE

SION (WEST) MUMBAI 400 022.

TRANSFERENCE CERTIFICATE

Date 28/11/2022

CERTIFIED that Shri / Kum. MOHARE JAYA RAMDAS
ASHA

has been a Student of SIES College of Arts, Science and Commerce :

(a) Since Passing the B.Sc. Computer science Examination ~~he~~ she has kept / kept no terms in this College as under:

June	20	/	to	October	20	/	(Days _____)
November	20	/	to	March	20	/	(Days _____)
June	20	/	to	October	20	/	(Days _____)
November	20	/	to	March	20	/	(Days _____)

(b) ~~His~~ Her work in the College Examination was as follows :

(c) ~~He~~ she has passed / ~~failed~~ at the B.Sc. CS Examination in April / ~~October~~ 20 21 getting exemption in _____

(d) ~~He~~ She would have been in the _____ Class if ~~he~~ she had continued in this College.

(e) ~~He~~ She has no books belonging to this College in his / her possession.

(f) Nothing is owed by him / her on account of College dues.

(g) ~~His~~ Her conduct and character are good.

(h) ~~His~~ Her birth-date as entered in the College Register is 18/10/1999 Jaya
28/11/22

(i) ~~He~~ She has attended courses of instruction at his College in Voluntary Subject or Group of Subjects:

computer science

(j) His / Her Special / Principal subject was _____ and (Voluntary) / Subsidiary subject was _____

(k) He / She has / has not satisfactorily carried out the practical work in Science subjects by performing necessary experiments.

(l) He / She has satisfactorily gone through the course of Physical Training, Prescribed by the University. He / She was exempted from Physical Training on medical grounds / on the ground of his / her being a member of the U.T.C. / N.C.C.

(m) The First / Second / Both term/s kept by him / her at the _____ Examination in _____ was / were granted / not granted.

Forwarded with compliments to the Principal.

Mumbai Education Trust

Inst of computer science

Bandra (w) MUM 50



[Signature]

Principal
 SIES College of Arts
 Science and Commerce



SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE, (AUTONOMOUS),

SION (W), MUMBAI -400 022


NAAC SSR – CYCLE 4 : 2018-2023

Metric No. 5: 5.2.1:

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Appointment letters of the students placed in the year 2021-2022

This is to certify that the attached documents have been verified and found to be true.


Principal
SIES College of Arts, Science &
Commerce (Autonomous)
Sion (West), Mumbai - 400 022.



College Seal

HRD/282ASCSW/2022

26.09.2022

Ms. Sayli Dabhade

Room No. 273, Chawl No. 38, Shree Samarth CHS.,
Shivai Nagar, Pokharan Road No.1,
Thane West - 400606.



Letter of Engagement

Dear Ms. Dabhade,

This has reference to your application and subsequent interview you had with us; we are pleased to appoint you as Assistant Professor in Bio Technology department of SIES College of Arts, Science and Commerce Sion (West).

You will be engaged on contract for the period commencing from 05.09.2022 - 30.04.2023 or up to the regular appointment, whichever earlier.

You will be paid a consolidated gross salary of Rs. 25000/- per month. Statutory monthly deductions shall be as applicable.

Your workload in terms of number of lectures, hours of presence in the college premises will be as per the provisions of UGC/ State Government from time to time and adopted by the University of Mumbai. Principal will assign the lectures as per notification No. संकीर्ण - 2018/(175/18) मशी - 3 of Department of Higher & Technical Education dated 14.01.2018 and University circular No. TAAS (CT)/01/2019-2020 dated 02.04.2019 and CATU/23/2021-22 dated 23.01.2022.

You are aware that your appointment has been made on the basis of the representations made and documents submitted by you. In case of any false/incorrect statements or documents submitted by you, the management shall terminate your services without notice.

The detailed terms and conditions of your engagement are set out in the Annexure attached hereto.

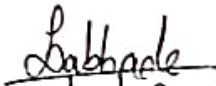
Please sign duplicate of the letter along with each page of the Annexure containing the terms and conditions and return the same to us at the earliest.

We are confident that you will do your best in your assignment and make significant contributions to the growth and excellence of The South Indian Education Society.

For The South Indian Education Society,


K. Venkataramani

Honorary Secretary


11/10/22
I accept the terms and conditions:

Ms. Sayli Dabhade

THE SOUTH INDIAN EDUCATION SOCIETY
SIES Chowk, K. A. Subramaniam Road, Matunga, Mumbai-400 019.
Tel: 2401 0051 / 2404 4242 • Fax: 2404 3232
E-mail: society@sies.edu.in • www.siesedu.net

ANNEXURE

1. Your designation is merely indicative of the responsibilities that you are required to carry out. The management is entitled to direct you to perform other functions and assignments as it may deem fit, and you shall discharge the duties assigned to you without any demur.
2. You will be guided and governed by the rules & conditions of service framed by The South Indian Education Society, for its employees, as amended from time to time.
3. You will be eligible to 10 days of sick leave and 8 days of casual leave in a year, calculated on pro-rata basis. Balance leaves can neither be accumulated nor encashed. All your balance leaves shall lapse when the contract expires.
4. You will NOT be eligible to any employee benefits otherwise available to full time regular employees like Accident and Medical Insurance, Pension, Gratuity, Superannuation etc.
5. Due to the nature of your work, you will be handling information relating to the management, its affiliates, institutions, associates and clients. It is a condition of our employment that you will observe and maintain secrecy and confidentiality of and not disclose information relating to management and institution operations, processes, procedures and transactions.
6. The management reserves its right to terminate your services by giving you one month's notice or one month's salary in lieu of notice, without assigning any reason whatsoever.
7. In case you wish to leave our services for any reasons whatsoever, the same shall be after serving us with prior written notice of 1 month or notice pay in lieu of the notice period. The Management, however, reserves its right to reject any notice period if the same is in the middle of the academic session and reserves its right to relieve you only at the end of the academic session.
8. All staff benefits shall cease on the last day of service. Any money due and payable by you under any staff loan scheme, bond or otherwise payable to us by you must be settled before the last day of service. The management reserves the right and you unconditionally and unequivocally accept the management's right for such adjustment.
9. Upon termination of your employment for any reason whatsoever, you will return to the management, through your immediate senior and / or head of the department, all the property of the Society and the institutions which are in your possession and in your control, without replicating or keeping replicated copies of the properties in any medium.
10. On the cessation of your services for any reason whatsoever, you are required to hand over charge to an authorized staff. This handing over includes but is not limited to handing over of all properties, records etc. of which you are required to have custody and possession. You are put on notice that in case you do not hand over charge in the manner set out, the Management will withhold release of all your legal dues / terminal benefits.
11. Your services are liable to be transferred to any of the institutions or associations or affiliates of the society, either within the city or at any other location as may be directed by the management in its discretion and in the exercise of its prerogatives.
12. The Management of the SIES is the Managing Council of The South Indian Education Society (SIES) through its Honorary Secretary.
13. You will be reporting to the HOD/HOI, SIES College of Arts, Science and Commerce Sion (West) in all matters relating to your work or to a duly designated officer in the absence of the reporting head.

K. Venkataramani

K. Venkataramani

Honorary Secretary

HRD/473ASCSW/2023

04.08.2023

Ms. Sayli Dabhade

Room No. 273, Chawl No. 38, Shree Samarth CHS.,
Shivai Nagar, Pokharan Road No.1,
Thane West - 400606.



Letter of Engagement

Dear Ms. Sayli Dabhade,

This has reference to your application and subsequent interview you had with us; we are pleased to appoint you as Assistant Professor in department of Bio Technology at SIES College of Arts, Science and Commerce Sion (West).

You will be engaged on contract for the period commencing from 21.07.2023 - 30.04.2024 or up to the regular appointment, whichever earlier.

You will be paid a consolidated gross salary of Rs. 35000/- per month. Statutory monthly deductions shall be as applicable.

Your workload in terms of number of lectures, hours of presence in the college premises will be as per the provisions of UGC/ State Government from time to time and adopted by the University of Mumbai. Principal will assign the lectures as per notification No. संकीर्ण - 2018/(175/18) मशी - 3 of Department of Higher & Technical Education dated 14.01.2018 and University circular No. TAAS (CT)/01/2019-2020 dated 02.04.2019 and CATU/23/2021-22 dated 23.01.2022.

You are aware that your appointment has been made on the basis of the representations made and documents submitted by you. In case of any false/incorrect statements or documents submitted by you, the management shall terminate your services without notice.

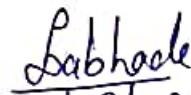
Please sign duplicate of the letter along with each page of the Annexure containing the terms and conditions and return the same to us at the earliest.

We are confident that you will do your best in your assignment and make significant contributions to the growth and excellence of The South Indian Education Society.

For The South Indian Education Society,


K. Venkataramani

Honorary Secretary


10/08/23
I accept the terms and conditions:

Ms. Sayli Dabhade

ANNEXURE

1. Your designation is merely indicative of the responsibilities that you are required to carry out. The management is entitled to direct you to perform other functions and assignments as it may deem fit, and you shall discharge the duties assigned to you without any demur.
2. You will be guided and governed by the rules & conditions of service framed by The South Indian Education Society, for its employees, as amended from time to time.
3. You will be eligible to 10 days of sick leave and 8 days of casual leave in a year, calculated on pro-rata basis. Balance leaves can neither be accumulated nor encashed. All your balance leaves shall lapse when the contract expires.
4. You will NOT be eligible to any employee benefits otherwise available to full time regular employees like Accident and Medical Insurance, Pension, Gratuity, Superannuation etc.
5. Due to the nature of your work, you will be handling information relating to the management, its affiliates, institutions, associates and clients. It is a condition of our employment that you will observe and maintain secrecy and confidentiality of and not disclose information relating to management and institution operations, processes, procedures and transactions.
6. The management reserves its right to terminate your services by giving you one month's notice or one month's salary in lieu of notice, without assigning any reason whatsoever.
7. In case you wish to leave our services for any reasons whatsoever, the same shall be after serving us with prior written notice of 1 month or notice pay in lieu of the notice period. The Management, however, reserves its right to reject any notice period if the same is in the middle of the academic session and reserves its right to relieve you only at the end of the academic session.
8. All staff benefits shall cease on the last day of service. Any money due and payable by you under any staff loan scheme, bond or otherwise payable to us by you must be settled before the last day of service. The management reserves the right and you unconditionally and unequivocally accept the management's right for such adjustment.
9. Upon termination of your employment for any reason whatsoever, you will return to the management, through your immediate senior and / or head of the department, all the property of the Society and the institutions which are in your possession and in your control, without replicating or keeping replicated copies of the properties in any medium.
10. On the cessation of your services for any reason whatsoever, you are required to hand over charge to an authorized staff. This handing over includes but is not limited to handing over of all properties, records etc. of which you are required to have custody and possession. You are put on notice that in case you do not hand over charge in the manner set out, the Management will withhold release of all your legal dues / terminal benefits.
11. Your services are liable to be transferred to any of the institutions or associations or affiliates of the society, either within the city or at any other location as may be directed by the management in its discretion and in the exercise of its prerogatives.
12. The Management of the SIES is the Managing Council of The South Indian Education Society (SIES) through its Honorary Secretary.
13. You will be reporting to the HOD/HOI, SIES College of Arts, Science and Commerce Sion (West) in all matters relating to your work or to a duly designated officer in the absence of the reporting head.

K. Venkataramani
K. Venkataramani

Honorary Secretary



Offer Letter

1 message

HR Ottoedge <HR@ottoedge.com>

Fri, 3 Nov 2023 at 16:50

To: Shalu Singh <shalusingh0509@gmail.com>

Cc: Abhimanyu Sikarwar <abhimanyu.sikarwar@ottoedge.com>, Sujeet S <Sujeet@ottoedge.com>

Dear Shalu,

Congratulations you are selected! Further to our discussion, we can offer you the position of **Technical Trainee** in our organization.

Timings will be 9:30 to 6:30 Monday to Saturday (2nd and 4th Saturday of the month will be a holiday). Your Date of Joining is **4th November 2023 (Saturday)**.

You will be on probation for a period of 3 months from the date of your joining, where after, if your services are found satisfactory, you will be confirmed in writing and will receive an appointment letter.

Your Annual CTC is Rs 1,80,000. Please find the detailed structure below.

Annexure

Particulars	Monthly
Basic	INR 7000
HRA	INR 3500
City Compensatory Allowance	INR 2100
Travel Allowance	INR 1000
Other Allowance	INR 1400
Deductions	
Food	INR 2,000
Projected take Home Salary	INR 13,000

Please give a confirmation by the end of the day. We are excited to welcome you to our team and look forward to working with you.

Regards,
Nisha Shetty
HR Department
Ottoedge Services LLP

July 27, 2023

Name: **Ranjini Srinivasan Iyer**
Offered Designation: **Key Accounts Specialist**
Offered Work Level: **L1**
Base Location: **Thane, Maharashtra**

Dear Ranjini,

We are pleased to offer you an opportunity to be part of the Pureplay family. Please accept our heartfelt congratulations on your selection.


Your total compensation shall be **INR 3,75,000/-** per annum as per the details shown in Annexure A.

Basis our discussions, your date of joining employment will be on or before **August 01, 2023** and base location will be **Thane, Maharashtra**.

We request your confirmation on acceptance of this offer within its validity period of 1 working day.

Should you have any questions, please do not hesitate to reach us. We look forward to welcoming you onboard Team Pureplay soon!

Warm Regards



Authorized Signatory



Annexure A: CTC structure

Name	Ranjini Srinivasan Iyer		
Designation	Key Accounts Specialist		
Work Level	L1		
Annual Cost to Company C.T.C. (INR)	3,75,000		
Sr. No.	Particulars	New Monthly	New Yearly
	Monthly Payable		
A	Basic	15,100	1,81,200
	HRA	7,550	90,600
	CC Allowance	4,804	57,646
	Bonus	1,258	15,096
	Sub-total	28,712	3,44,542
B	Gross Salary	28,712	3,44,546
	Deductions		
C	P.T.	200	2,400
	P.F.	1,812	21,744
D	Net Take Home (pre income tax)	26,700	3,20,400
	Company's Contribution		
E	Company's PF Contribution	1,812	21,744
	Gratuity	726	8,712
F	Total Cost to Company (CTC)	31,250	3,75,000

Note:

- **Mediclaime Insurance:** The company provides Mediclaime insurance to employees + immediate family members (spouse and two children) and the coverage for the current cycle is INR 300,000/- and the premium in this case is fully borne by the company.
- **Gratuity** is payable as per The Payment of Gratuity Act, 1972.
- Any taxes or additional statutory levies (not shown herein) paid by the Company on any benefits, perquisites or reimbursements will be deducted from the total salary paid to the employee.

Authorized Signatory

28 April, 2022

Ashutosh Ramgopal Rai
RC Marg Chembur,
Near Thakur Flour Mill,
Nalanda Nagar Marouli Village Road
Mumbai - 400074

Dear **Ashutosh**,

With reference to your application and subsequent interviews you had with us, we are pleased to engage you as an **Associate** with us on the following terms and conditions;

1. Your engagement duration shall be for a period of **1 year** starting from **02 May, 2022** till **01 May, 2023**
2. In case of resignation from engagement before completion of 12 months, you will be liable to pay back an amount equivalent to 3 months gross salary failing which necessary action would be applicable.
3. During your engagement period you shall be entitled to a remuneration of **INR 16,152/-** Per Month. For details, please refer Annexure-A appended to this letter.
4. Statutory benefits such as Provident Fund (PF) & Employee State Insurance (ESI) shall apply and its deductions shall be made from your remuneration accordingly.
5. You will be required to submit your educational certificates such as school / degree / diploma certificate/ mark sheet (including school certificate as evidence to prove your date of birth), passport size photograph, address proof etc.
6. You have been allowed as an Associate on the presumption that the particulars furnished by you in your application, and resume are correct. In case, the said particulars are found to be incorrect or that you have concealed or withheld some other relevant facts, the engagement with the company will stand terminated / cancelled without any notice.
7. During your engagement with the company, you will be liable to get transferred or deputed to any of the offices/ departments, manufacturing units of the company, Associates/Subsidiary/Group Companies, whether existing or to be setup/acquired anywhere in India, on similar terms and conditions of engagement.
8. During your engagement with the company, you will be governed by the service rules & regulations of the company in force or as introduced or amended from time to time. You will be governed by company's policy & rules regarding misconduct, indiscipline and other matters.

A handwritten signature in black ink, appearing to read "N. Kavate".

9. You are required not to divulge, communicate or pass on any information in any aspect of the company to any one not employed by the company. Indulgence in such activity shall render you liable for termination with immediate effect notwithstanding any other terms mentioned in this engagement letter including the fixed period of engagement
10. property with utmost honesty and professional ethics, if you are found guilty at any point of time of moral turpitude or dishonesty in dealing with the property of the company or of theft or of misappropriation regardless of the value involved, your engagement shall be terminated with immediate effect notwithstanding any other terms & conditions mentioned in this letter.
11. You are required not to engage yourself in any other gainful commercial employment, business or activity, part time or full time, directly or indirectly simultaneously as long as you are engaged with **Tikona Infinet Private Ltd.** or engage yourself directly or indirectly in any other profitable business connected with the dealing or activity of the company in any way. Any action to the contrary shall render your engagement liable for termination notwithstanding any other condition in this letter.
12. Every tool, equipment, machine, materials which you would use, shall always be treated as in trust with you and any damage except normal wear and tear, caused to any of these things shall be treated as breach of trust on your part rendering you liable for such action.
13. Your engagement as Associate will not give you any right of appointment or lien for any permanent employment in the company.
14. Your engagement is liable to be terminated without assigning any reason. In the event of your resignation or termination of engagement, either side will have to give **30 days'** notice or basic pay in lieu thereof
15. The company will expect you to work with high standard of initiative, efficiency, loyalty & economy.

Please read the document carefully and return one signed copy of the 'Engagement Letter' & 'Code of Conduct' (Annexure – B) in acceptance to the same.

You may ask the Human Resources Manager, any questions pertaining to the 'Engagement Letter'.

Yours sincerely,

For **Tikona Infinet Private Limited**

Accepted



Nitin Kavate
Human Resource

Ashutosh Ramgopal Rai

Annexure – A

Name of Associate : Ashutosh Ramgopal Rai
 Title : Executive
 Department : NNOC
 Location : Mumbai
 Effective Date : 02 May, 2022

Particulars	Entitlement PM (INR)	Entitlement PA (INR)
Part A – Salary		
Basic Pay	13,426	161,112
House Rent Allowance	671	8,052
Advance Bonus	1,174	14,088
Special Allowance	881	10,572
Total Salary	16,152	193,824
Deductions		
Employee’s Contribution to PF	1,717	20,604
Employee’s Contribution to ESI	122	1464
Insurance Premium	50	600
Professional Tax	200	2400
Total Deductions	2,152	25,824
Net Salary	14,000	168,000
Part B – Benefits*		
Employer’s Contribution to PF	1,860	22,320
Employer’s Contribution to ESI	525	6300
Insurance	50	600
Total Benefits	2,435	29,220
Cost to Company (A+B)	18,587	223,044

Notes:

- Income Tax will be deducted at source if applicable as per Income Tax rules.
- * As per applicable statutory rules / policies of the Company.
- Compensation related information is strictly confidential. It should not be shared with anyone other than your reporting manager/HR. CTC structure & components may vary as per applicable statutory amendments



Annexure B

Code of Conduct

- 1) Associates will be personally responsible and accountable for their own performance, comply with all applicable policies and procedure and provision of Code of Conduct. Associates should promote a positive, safe and healthy environment in the conduct of their work.
- 2) Associates are expected to be punctual and regular in their attendance and in case of any unavoidably absent from work due to sickness or any other reason, the associate would be require to inform their manager. Managers may exercise their responsibility to contact associates who have not contacted them directly within a reasonable timeframe to ascertain the reasons for that individual's absence.
- 3) Associates are required to undertake their duties in a professional, responsible, conscientious and ethical manner and to act in the best interests of the Company. They are expected to act honestly in all of their duties when dealing with clients, suppliers, contractors and fellow Associates etc.
- 4) Associates should take all possible care when using Company's property, goods, intellectual property and services and ensure they are used efficiently, carefully and honestly. Unless permission has been granted by the associate's manager, Company's resources are not to be used for private purposes. In case any damage except normal wear and tear, caused to any of Company's properties shall be treated as breach of trust on defaulting associate's part rendering him/her liable for corrective action and penalty for same.
- 5) Associates have an obligation to ensure that professional information is secured against loss, misuse or unauthorised access, modification or disclosure. Associates have a duty to maintain the confidentiality, integrity and security of official information for which they are responsible.
- 6) Associates should not accept a gift, secret commission or a benefit from a person or organisation outside the Company, if the intent of the gift or the benefit is to induce the associate to waive or reduce requirements or to extend a financial or other benefit to a person or organisation outside the Company to the detriment of the Company's interests.
- 7) No associate shall elicit the improper influence or interest of any person to obtain promotion, transfer or other advantage.
- 8) Associates should also comply with legislative and industrial obligations and administrative policies of the land.
- 9) Associates should not harass or discriminate against Associates or in work practices on the grounds of sex, pregnancy, race (including colour, ethnic background or national identity), marital status, disability, sexual preference, political or religious belief, or age.
- 10) Your engagement as Associate will not give you any right of appointment or lien for any permanent employment in the Company.

COMPANY

CODE OF CONDUCT

STATEMENT OF ACKNOWLEDGMENT

I Mr./Msacknowledge that I have received and read the COMPANY Code of Conduct and understand the policies and standards contained therein. I acknowledge that as a resource on deputation in COMPANY, its subsidiaries or divisions, it is my obligation to:

- i) Never knowingly violate the policies and standards contained in the "Code of Conduct".
- ii) Seek advice where I have a question concerning the interpretation or application of the policies and standards contained in the "Code of Conduct".
- iii) Promptly report any matters that are known to or believed to present a violation of the Code of Conduct or law and comply with any action requested by the Associates

I understand that I should report any possible violation of the Code of Conduct and raise any question or concern I have relating to compliance with the code through discussion with the management or with Associate's legal or human resource.

I further understand that my failure to comply with the policies and standards contained in the Code of Conduct may lead to disciplinary action up to and including probable termination of my assignment/ deputation.

Signature: _____ Date: _____

Name: _____

Associates/Local Division: _____

Location: _____

Name of Personnel authorized to receive this signed code of conduct.....

Signature.....

Date of receipt..... Name of Department.....



Offer: Computer Consultancy
Ref: TCSL/DT20196047379/Mumbai
Date: 05/03/2020

Mr. Arun Babu
3lbs,
Hiranandhani Hospital,
Mumbai-400076,
Maharashtra.
Tel# 91-9769851362

Dear Arun Babu,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,93,158/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,100/-** per month.

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Registered Office: Nimai Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Service Line: 1800 209 3111 E-mail: careers@tcs.com

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BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹2,840/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹1,400/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

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This Pay shall be treated as productivity bonus in lieu of statutory profit bonus.

OTHER BENEFITS

Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

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from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve

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months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

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8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

10. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

11. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

12. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your

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day-to-day conduct as an associate of TCSL.

13. Notice Period

During your tenure with TCSL, either you or TCSL may terminate your traineeship / employment under this Agreement by providing 90 days written notice. The company reserves the right, to ask you to complete the notice period or adjust the earned vacation in lieu of entire or partial notice period. If your services, behaviour and/ or performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above. No notice or payment in lieu thereof shall be applicable if your services are discontinued/terminated on account of any misconduct either during your traineeship period or upon completion of the traineeship period.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

14. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

15. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

16. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

17. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.



18. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)

TCS Confidential
TCSL/DT20196047379

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yaritra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India
Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)

*Passport

*NSR E-Card

19. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

20. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

21. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

22. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

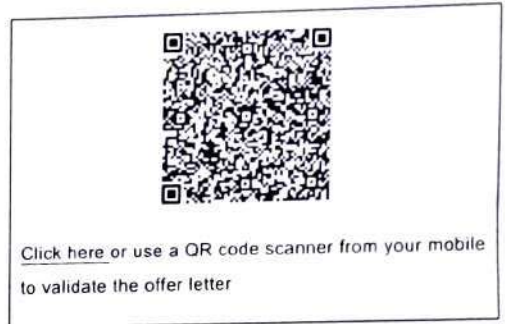
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xperience Centres
Annexure 3: Confidentiality and IP Terms

TCS Confidential
TCSL/DT20196047379

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trng. Center, Subhash Nagar, Pokhran Road No 2 Thane (West) 400 601 India
Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



GROSS SALARY SHEET

Annexure 1

Name	Arun Babu
Designation	Graduate Trainee
Institute Name	Sies College Of Arts, Science & Commerce, Mumbai University

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	7,100	85,200
Bouquet Of Benefits #	5,332	63,980
2) Performance Pay		
Monthly Performance Pay	1,500	18,000
3) Annual Components/Retirals		
Health Insurance***	NA	4,000
Provident Fund	852	10,224
Gratuity	341	4,098
ESI Contribution##		7,656
Total of Annual Components & Retirals	1,194	18,322
Retention Incentive	NA	0
TOTAL GROSS	15,126	1,93,158

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.


##Contribution towards Employees' State Insurance borne by TCS.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

Component Category	Monthly	Annual
House Rent Allowance	2,840	34,080
Leave Travel Assistance	592	7,100
Food Card	500	6,000
Personal Allowance	1,400	16,800
GROSS BOUQUET OF BENEFITS	5,332	63,980



Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p>	



Confidentiality and IP Terms and Conditions

Confidentiality and IP Terms and Conditions - Annexure 3:

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names, copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



Offer Letter - Grab a Grub Services Pvt. Ltd. - Sahil Deepak Ayare

6 messages

Aishwarya Bhowar <aishwarya.bhowar@grab.in>

Thu, 1 Sept 2022 at 11:43

To: Sahil Ayare <sahil29ayare@gmail.com>

Cc: Darshana Panchal <darshana.panchal@grab.in>, Ankita Loke <ankita.loke@grab.in>, Anuja Malvankar <anuja.malvankar@grab.in>

Dear Sahil,

With reference to your interview and the subsequent selection process, we are delighted to offer you the position of **Intern - Technology**, with the understanding that you would be joining us latest by **5th September 2022** as per the 'Financial Package' duly understood & confirmed by you with us.

You need to report to the address mentioned below on **5th September 2022** at 12:00 PM.

Address - Mumbai.

You will be presently working remotely, from your residence. But going forward during the course of the employment and subject to government guidelines related to COVID-19, you shall be liable to be posted / transferred anywhere to serve any of the Company's offices, at the sole discretion of the Management. You need to do timely adherence of statutory guidelines released by the Government from time to time related to vaccination, including booster dose. You need to ensure you have an appropriate set up at home for working remotely / work from home, including high speed internet, availability on phone or any virtual office setup as may be required. You need to wear face masks all times when around co-workers or the general public, regardless of vaccination status & practice social distancing.

The Offer is subject to (a) background verification performed by the company, and (b) submission of all documents mentioned below, to be duly verified with original documents. Kindly submit the following documents / certificates along with original copy on or before your date of joining.

1. COVID-19 complete vaccine certificate
2. 4 Photographs, Passport sized.
3. Photocopy of the following Documents
4. Education Degree Certificate for the highest degree attained.
5. Proof of Age – Pan Card, Voting Card, Passport, Driving License, Aadhar Card, etc.
6. Proof of Identity – Pan Card, Voting Card, Passport, Driving License, etc.
7. Proof of Address – Passport, Voting Card, Aadhar Card, Driving License, Electricity Bill, etc.
8. Bank Account details - Passbook, Canceled cheque etc.

Note: Please do carry the originals of the proofs that you would be submitting.

Kindly confirm by replying back as a token of acceptance of the letter.

We look forward to you joining our organization and hope it is the beginning of a mutually fulfilling association.

Aishwarya Bhowar

Contact Details - 8169964503

Assistant Manager - Human Resource

Grab a Grub Services Pvt Ltd

India's leading last mile logistics company

Presence in 600+ cities | Covering 13,000+ pin codes



 info@grab.in

 grab.in



Sahil Ayare <sahil29ayare@gmail.com>
To: Aishwarya Bhowar <aishwarya.bhowar@grab.in>

Thu, 1 Sept 2022 at 11:48

I accept the offer letter.

Address:- A/4 Devdarshan society, Parerawadi, Sakinaka, Mumbai-72
[Quoted text hidden]

Aishwarya Bhowar <aishwarya.bhowar@grab.in>
To: Sahil Ayare <sahil29ayare@gmail.com>
Cc: Darshana Panchal <darshana.panchal@grab.in>, Ankita Loke <ankita.loke@grab.in>, Anuja Malvankar <anuja.malvankar@grab.in>

Thu, 1 Sept 2022 at 11:49

Dear Sahil,

Noted with thanks.

Aishwarya Bhowar
Contact Details - 8169964503
Assistant Manager - Human Resource
Grab a Grub Services Pvt Ltd
India's leading last mile logistics company
Presence in 600+ cities | Covering 13,000+ pin codes



 info@grab.in
 grab.in



[Quoted text hidden]

Sahil Ayare <sahil29ayare@gmail.com>
To: kunal.labde@grab.in

Thu, 1 Sept 2022 at 21:24

[Quoted text hidden]

Sahil Ayare <sahil29ayare@gmail.com>
To: kunal.labde@grab.in

Sat, 4 Feb 2023 at 11:11

----- Forwarded message -----

From: **Aishwarya Bhowar** <aishwarya.bhowar@grab.in>
Date: Thu, 1 Sept 2022, 11:43
Subject: Offer Letter - Grab a Grub Services Pvt. Ltd. - Sahil Deepak Ayare
To: Sahil Ayare <sahil29ayare@gmail.com>
Cc: Darshana Panchal <darshana.panchal@grab.in>, Ankita Loke <ankita.loke@grab.in>, Anuja Malvankar <anuja.malvankar@grab.in>

[Quoted text hidden]

Sahil Ayare <sahil29ayare@gmail.com>
To: Ankita Mengu <ankita.mengu@teleperformance.com>

Mon, 10 Apr 2023 at 00:26

Hi Ankita,

Forwarded Offer Letter of my previous company

----- Forwarded message -----

From: **Aishwarya Bhowar** <aishwarya.bhowar@grab.in>

Date: Thu, Sep 1, 2022 at 11:43 AM

Subject: Offer Letter - Grab a Grub Services Pvt. Ltd. - Sahil Deepak Ayare

To: Sahil Ayare <sahil29ayare@gmail.com>

Cc: Darshana Panchal <darshana.panchal@grab.in>, Ankita Loke <ankita.loke@grab.in>, Anuja Malvankar <anuja.malvankar@grab.in>

[Quoted text hidden]



Date : August 29, 2022
Name : Shivani Kumari
Location : Navi Mumbai

Dear Shivani,

We want to congratulate and are pleased to offer you the position of “**Software Tester-Trainee**”, Grade- TR based out of Navi Mumbai Location, starting **5th Sep 2022**.

We trust with your knowledge, skills, and experience, you will soon become a valuable member of the 3i Family.

Your Compensation Package (CTC) will be **Rs. 3,00,000/-** per annum. Your salary break-up is as follows:

Components	Annual (INR)
Basic	1,55,544
HRA	7,777
Supplementary Allowance	89,148
Advance Statutory	12,000
PF Employer's Cont	21,600
Gratuity	7,482
Insurance (GHI,GPA, GTL)	6,449
Total Fixed Pay (TFP)	3,00,000
Total CTC	3,00,000

Notes:

1. Your Salary is subject to deduction of Income Tax in accordance with the provision of the Income Tax Act.
2. You will be covered under Gratuity and Employee Insurances as per company policy.
3. Statutory deduction as applicable.
4. *In order to perform your services better and in a professional manner and as per the standards and requirements of the Company, it is necessary and essential that you possess certain specialized knowledge and expertise for performing the service, you shall only be achieved by undergoing certain on the job training on specific skillsets. You undertake to complete the training which is on the job training and work for a minimum period of two (2) years with the Company. If you resign before completing 2 years, you hereby agree to pay to Company the sum of Rs.2,00,000/- (Rupees two lakhs only) towards the training cost.
 - **After completion of One (1) year, subject to performance you would be promoted to G2 Grade and given an increment accordingly.**



Components of Compensation Break-up

1) Medical Insurance:-

- **Group Hospitalization Insurance (GHI)** provides risk coverage to you and your family members (spouse, dependent children and parents) in event of hospitalization.
- **Group Personal Accident Insurance (GPA)** Group Personal Accident Insurance Benefit provides you risk coverage in case of any accidents occurring while working or outside of work resulting in partial or total disablement or casualty.
- **Group Term Life Insurance (GTL)** provides coverage to your family members in the unfortunate event of death due to either accidents or natural causes. Total sum assured shall be payable to your nominee. However, nothing is payable on survival.

2) **HRA** - House Rent Allowance is paid in order to meet the expenses incurred on account of rented accommodation.

3) **Provident Fund** - The Company deducts 12% of your Basic Salary and makes an equal contribution, as per PF rules applicable currently.

4) **Gratuity** - Employer contribution to the Company's Gratuity Fund @ 4.81% of Basic Salary. All Employees who have completed 5 years of continuous service with the Company are eligible to get gratuity on separation from the company.



Terms of association:

1. The detailed appointment letter containing the terms and conditions of the employment will be issued to you on the day of joining.
2. Please scan the below documents in the system.
 - Highest educational transcripts mark sheet and certificates.
 - PAN Card- Mandatory in color.
 - Aadhar Card
 - Passport in color.
 - Passport size Photograph (3.5 cm * 3.5 cm) in white background.
 - Cancelled cheque of existing ICICI Bank a/c - 12 Digits (if any).
 - Permanent Address Proof - Mandatory
 - Current Address Proof if any.
 - Relieving / Experience Letters of all previous organizations.

We look forward to welcoming you as a member of the 3i-Infotech Team.

Thanking you,

Yours truly,

Manoj Nair
Associate Vice President-Talent Acquisition



To,

Ms. Deesa Nagda,

Mumbai.

Sub: Offer Letter

Dear Deesa Nagda,

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position of “**Content Writer**” in our organization with a salary of **Rs.14,200/-**.

Your date of joining is **12th June, 2023**.

On the date of your joining, you may please bring along the following:

1. Copies of educational and experience certificates
2. Relieving certificate from the previous employer, if any
3. Passport Size Photograph
4. Address Proof & ID proof

Please return a signed copy of this letter as a token of your acceptance of the offer. We welcome you and are delighted that you have chosen to be a part of KSM family. We hope your association with us will be mutually beneficial, pleasant and fulfilling.

Yours faithfully,
Varsha Pandey
(HR Department)

Accepted & Agreed: Yes
Name: Deesa Nagda

Signature:



Letter of Offer for Employment

4 August 2022

Dear **Rohit Yadav,**

At Ipsos Data Service Pvt. Ltd ('**Ipsos**'), we are passionately curious about people, markets, brands and society. By nurturing a culture of collaboration and curiosity, we attract the highest calibre of people who have the ability and desire to influence and shape the future.

In continuation to your application and further conversations with us, we are pleased to make an employment offer to you in Ipsos as **Associate Executive – Data Processing**. You will be based in our research office located at Thane.

You will be paid gross emoluments as detailed in **Annexure A** of this Letter

Your offer has been made based on information furnished by you. Your employment as per this offer is subject to the following:

- a. Submission and verification of the copies of documents or certificates furnished by you as proof of the information.
- b. Background verification/ check carried out by us or by our authorized representative about you, whether you are fit for this employment with us.

Ipsos reserves the right to review/ withdraw its offer of employment in case any discrepancy/s is/are found or reported with respect to any of the aforesaid two conditions.

Further, your employment with us will be governed by the terms and conditions of the Employment Agreement which will be executed by you before the commencement of your employment with us.

Our employment offer will remain valid for 2 days from the date of this Letter. On behalf of Ipsos, we look forward to your positive acceptance of this offer which can be communicated by you by signing and returning duplicate copy of this Letter in token of your acceptance.

Thanking you

For Ipsos Data Service Pvt. Ltd

Shallet D'Silva

Read and Accepted

Signatures

Name & Date: _____

Ipsos Data Service Pvt. Ltd.

Registered Office:

Lodha i-Think Techno Campus, 501B, B Wing, Off. Pokhran Road No.2, Majiwada,
Thane West, Thane - 400601, India

Email : ipsos.india@ipsos.com | Website : www.ipsos.com | CIN : U72900MH2021FTC371324



Annexure A

Location	Thane	
Operating Hours	1.00 pm to 9.30 pm	
Designation: Associate Executive – Data Processing	<u>Per Month</u>	<u>Per Annum</u>
Basic Salary	11,400	136,800
House Rent Allowance	5,700	68,400
City Compensatory Allowance	5,560	66,715
Children Education Allowance	200	2,400
Hostel Education Allowance	600	7,200
Bonus (Statutory Bonus and Ex-gratia)	3,242	38,908
Leave Travel Allowance		11,400
Provident Fund (Company's contribution)		21,600
Gratuity		6,577
Total Cost to The Company	26,702	360,000
Convenience Allowance	3000	36000
Hypothetical Cost to the Company	29702	396000

Insurance Benefits:

You will be covered under Life Insurance policy for Rs. 5 Lakhs.

You will be also covered under Mediclaim policy of up to Rs. 3 Lakhs p.a.

Terms & Conditions

"Ipsos reserves the right to restructure your compensation under the organization wide compensation restructuring program/ process. As an when such restructuring process will take place your compensation structure will be aligned to new changed structure without impacting your overall Cost to Company (CTC). As a result, your monthly gross salary or offered compensation structure might get an impact but your overall CTC will remain same."

Convenience

Convenience Allowance is applicable for employees working in operating hours of 1.00 pm to 9.30 pm, as fixed payout (subject to tax)

Ipsos Data Service Pvt. Ltd.

Registered Office:

Lodha i-Think Techno Campus, 501B, B Wing, Off. Pokhran Road No.2, Majiwada,
Thane West, Thane - 400601, India

Email : ipsos.india@ipsos.com | Website : www.ipsos.com | CIN : U72900MH2021FTC371324

Brinda Pillai

Zopadpatti No. 269/5,
Ambedkar Nagar,
Nala Road,
Behind Dharavi Post Office,
Matunga Labour Camp,
Matunga,
Mumbai-400019

Subject: Appointment Letter

Dear **Brinda**,

With reference to the rounds of interviews and based on your expertise as reflected in your profile, **Cateina Technologies Private Ltd (Cateina Technologies)** agrees to employ you on the terms and conditions as contained herein.

You are requested to report on duty to Nitish Sinha at our **Vikhroli** Office.

Kindly sign and return the duplicate of this letter as a token of your acceptance of the below terms and conditions.

1. Employment

1.1 Subject to the terms and conditions contained herein and the representations made by you, Cateina Technologies agrees to employ you during the term hereof. Your employee code is **150** and the designation is **Junior Software Engineer**. Your scope of work and services shall be as may be delegated to you from time to time. The place of work shall be as may be intimated to you from time to time and you would have no objection to the location of the place of work, whether within the city or country of your first appointment or otherwise.

1.2 You have represented and agreed to accept the employment with Cateina Technologies commencing from the date of this letter and have represented and agreed to honestly and diligently devote your full working time and efforts to the performance of the services, duties, and responsibilities in connection therewith and to the best of your ability, experience, and talent. You have further represented and agreed to perform such duties and exercise such powers as may be delegated to you from time to time on such terms and conditions and subject to such restrictions as may reasonably from time to time be imposed. As you are required to devote all your working time and efforts to rendering services as may be required by Cateina Technologies, you shall not take on any other gainful or commercial employment, engage in any business or profession, or render any services to any other person during the term of your employment.

1.3 You shall adhere to Cateina Technologies' code of conduct, and all the rules and regulations prescribed by Cateina Technologies and at no point in time conduct yourself in a manner that would be detrimental to the interests of Cateina Technologies.

2. Term of Employment

2.1 You have agreed to render the services to Cateina Technologies in accordance with the terms and conditions as contained herein commencing from the date of this letter. The first SIX months shall be the probation period.

Cateina Technologies Private Limited

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Regd. Office:30, Lawrence Road, Amritsar, Punjab India 143001 | URL www.cateina.com

2.2 Notwithstanding as contained in the above clause, Cateina Technologies may terminate your employment by giving you a written notice of 90 days (Notice period by Employer) by or in lieu of notice period, by making payment of basic salary of 90 days provided that if Cateina Technologies terminates your employment not within the probation period or at the end of the probation period, and a written notice of 5 working days instead of written notice of 90 days shall be sufficient during the probation period.

2.3 Notwithstanding what is contained in the above 2 clauses, in the event of any breach of the terms and conditions contained herein by you, Cateina Technologies would be entitled to terminate your services forthwith and without the grant of any prior notice.

2.4 Notwithstanding as contained in clause 2.1 above, you shall be entitled to terminate the employment by giving Cateina Technologies a written notice of 90 days (Notice period by Employee) provided that the employee shall prior to the termination of the employment discharge all the obligations accrued during the course of the employment and adhere to all the formalities prescribed under the Cateina Technologies code of conduct and all the rules and regulations made there under. In case the employee fails to give the required notice period the employee would be liable to pay Cateina Technologies a proportionate salary in lieu of the notice period. No letter of relieving or experience shall be issued to him/her under any circumstance in case the employee does not provide the required notice period.

2.5 You have agreed to work at any location within or outside India as may be assigned to you from time to time.

3. Compensation

3.1 You shall be paid compensation as detailed out in Annexure A hereto, which shall be payable to you in accordance with the normal payroll practices of Cateina Technologies, but in no event less often than monthly.

4. Medical Fitness

4.1 Your appointment and continuation in employment will be subject to your physical and medical fitness, which if required by Cateina Technologies may be checked by Cateina Technologies' medical consultant from time to time and accordingly certified by him or be checked and certified by such other medical consultant as may be approved by Cateina Technologies.

5. Non-compete and Non-solicitation

5.1 You acknowledge that Cateina Technologies would be spending substantial technical, training, and financial resources on you. Subject to Term of Employment, in the event, you leave, abandon, resign or are dismissed from Cateina Technologies before the expiry of one year, you shall not directly or indirectly engage in or carry on of your own accord or in partnership with others the business at present being carried on by Cateina Technologies and you shall not serve in any capacity, whatsoever or be associated with any person, firm or company carrying on such business for the remainder of the one year and in addition be liable to pay to Cateina Technologies as liquidated damages an amount of Rs. 1.5 Lakh.

5.2 You hereby acknowledge that during your employment, you may be placed with other third parties and organizations and may be required to render your services at the offices of such third parties and organizations. You hereby agree that you shall not solicit a job with, or offer, or agree to offer your services to, whether directly or indirectly, or advise such organization to terminate their relationship with Cateina Technologies, or accept employment with such third parties and organizations, both during the period that you may be placed with such third parties and organizations or thereafter. Further, on termination of your employment with Cateina Technologies you will not (a) solicit the services of any other employee of Cateina Technologies; or (b) offer or agree to offer employment to any other employee of Cateina Technologies, whether directly or indirectly; or (c) advise any other employee of Cateina Technologies to terminate his or her contract or relationship with Cateina Technologies; or (d) advise any employee of Cateina Technologies to accept any contract (directly or indirectly) or other arrangements for providing services to any person or organization other than Cateina Technologies. Without prejudice to the other rights and remedies of Cateina Technologies on

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breach of this clause, you shall be liable to pay Cateina Technologies a sum of Rs. 1.50 Lakhs (Rupees One Lakh Fifty Thousand only) within 10 days of the breach (along with interest at the rate of 18% per annum in the event of any delays).

6. Non-disclosure of Confidential Information

6.1 You shall not during or after the termination of your employment with Cateina Technologies, without the prior written consent of Cateina Technologies, use, divulge, disclose or make accessible to any other person, firm, partnership, corporation, or other entity any Confidential Information (as herein defined) which is a trade secret pertaining to the business of Cateina Technologies, except in the following circumstances

6.1.1 While employed by Cateina Technologies the confidential information could be used to the extent necessary for the business of and for the benefit of Cateina Technologies, or

6.1.2 When required to do so by the direction of a court of competent jurisdiction, by any governmental agency, or by any administrative body or legislative body (including a committee thereof) with jurisdiction to order you to divulge, disclose or make accessible such information.

6.2 "Confidential Information" shall mean non-public information concerning the financial data, software programs, source code, object code, software contracts, software development guidelines, manuals and procedures, strategic business plans, client lists, prospective customers, details of remuneration (including terms and conditions applicable to your remuneration), the terms and conditions governing the relationship between you and Cateina Technologies, technical knowledge, skills, expertise, training methods, knowledge systems, fee structures with prospective customers, other instrument and document that might come or be brought to your knowledge during your employment with Cateina Technologies, other non-public, proprietary and confidential information of Cateina Technologies, which is not otherwise available to the public, or of its subsidiaries, or of their respective affiliates.

7. Intellectual Property Rights

7.1 You acknowledge and agree that all intellectual property rights and any other rights, including any rights in business processes, in respect of the business carried out by Cateina Technologies including but not limited to the Business in respect of which you are employed or arising in the course of setting up, operating, marketing or managing the business in respect of which you are employed and the employment of the employee by Cateina Technologies or in any other work undertaken by the employee for Cateina Technologies shall vest wholly in Cateina Technologies and Cateina Technologies shall be the first and only owner of all such rights. You shall not claim any ownership or any other rights to any such intellectual property.

7.2 Subject to the aforesaid clause, in the event you are entitled to be the first owner of any such rights under the provisions of any applicable law, you hereby assign to Cateina Technologies by way of present and/or future assignment all copyrights or other intellectual property rights, and/or any other rights in such an event. Such assignment shall take place immediately on the coming into existence of such rights, and shall be without any limitation, in perpetuity and/or for the complete unexpired term of such rights under the law. All or any of the intellectual property rights assigned in the manner provided above may be used by Cateina Technologies in any territory in the world or where such rights are recognized. Whilst no additional documents would be required to convey such rights to Cateina Technologies, in the event of any additional document being required by any authority, or registration personnel, you shall forthwith execute any additional document being required for the assignment of all such rights. Without prejudice to the above, you also hereby irrevocably empower Cateina Technologies as its power of attorney holder to execute any such documents as may be required. It is hereby clarified that the above assignment shall be royalty-free and in consideration of the employment herein.

7.3 Such assignment shall not lapse or have deemed to lapse for any reason whatsoever.

7.4 You shall forthwith communicate to Cateina Technologies any ideas, writings, practices, procedures, processes, formats, designs, or other matters potentially the subject of intellectual property rights and

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at the request of Cateina Technologies deliver to Cateina Technologies any and all documents, drawings, samples, or evidence of such intellectual property rights or which relate to such rights.

7.5 You will do nothing (whether by omission or commission) during your employment or at any time thereafter to affect or imperil the validity of any intellectual property rights obtained, applied for or to be applied for by Cateina Technologies.

8. Physical Injury

8.1 During the course of your employment with Cateina Technologies, you may be required to work not only on Cateina Technologies' various premises (whether owned or otherwise) but also at the office and other premises of various third parties including the clients of Cateina Technologies. As a part of the terms of your employment, and, by executing the letter of employment, you confirm that you shall discharge your duty in terms of the employment with Cateina Technologies, at several locations as may be required by Cateina Technologies or required by any other person whom Cateina Technologies may nominate.

8.2 During the course of your employment with Cateina Technologies, you may, while you are physically present either at Cateina Technologies' premises or a third party's premises, suffer (God forbid) physical injury (fatal or otherwise) for any reasons unknown at present. You have confirmed that you or your direct or indirect family members shall not directly or indirectly hold Cateina Technologies responsible or liable for any costs, charges, damages, losses, and the like, which you or your family members may suffer or incur due to the physical injury – including death (God forbid).

9. Withholding

9.1 Cateina Technologies shall be entitled to withhold from payment of salary any amount of withholding required by law, including tax to be deducted at source.

10. Reference check

10.1 Your employment in Cateina Technologies is subject to a positive report of background verification which includes but is not limited to police verification, educational verification, and past employment verification.

11. Disciplinary process

11.1 You must abide by the code of conduct as mentioned in the company policy. In case you fail to abide by the code of conduct you shall be subject to a disciplinary process as mentioned in the company policy.

12. Notice

12.1 All notices or communications hereunder shall be in writing, addressed as follows.

To Cateina Technologies

Registered Office address

To Employee, The address shown at the top of this appointment letter

12.2 Any such notice or communication shall be delivered by hand, by telecopy/fax (with machine confirmation), or by courier or sent certified or registered mail, return receipt requested, postage prepaid, addressed as above (or to such other address as either may communicate in a notice duly delivered as described above). In case of a notice sent by hand, telecopy/fax, or by courier, the notice shall be deemed to be delivered on the date of actual receipt. In case of a notice sent by certified or registered mail, return receipt requested, postage prepaid, it shall be deemed to have been delivered on the third business day after the actual date of mailing.

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12.3 You are requested to go through the contents of this appointment letter before signing it.

12.4 After you have gone through this appointment letter, please sign the duplicate copy (bottom of every page except when specific space is provided for a signature on the page) and return to us in person as a token of your confirmation of the representation made by you and acceptance of the Appointment and Terms & Conditions mentioned in it.

12.5 Variable component comprises Individual Performance Linked Compensation (IPLC) and Company Performance Linked Compensation (CPLC). Both IPLC and CPLC will be paid out monthly. IPLC and CPLC will be based on project allocation /KRA's and paid to employees who are working on active projects/KRA achievement. Project allocation will in turn be based on course completion from Coursera which will be assigned to you by reporting managers. Employees on the bench will not be entitled to receive IPLC and CPLC. Variable pay will not be paid during the notice period. In the event of termination or resignation, variable pay will not be disbursed. Only applicable if a variable component is part of your compensation.

12.6 Employees on the bench will not be entitled to receive IPLC and CPLC. Employees on the bench for 3 months will be relieved of their duties and the notice period will be waived off.

12.7 It is the employee's responsibility to keep their assigned laptop secure and protected at all times. Any laptop repair/faulty parts replacement charges not covered by the hardware leasing vendor will have to be borne by you. It will be the discretion of the vendor to determine whether the damages/repair are covered under warranty/insurance.

12.8 NDA You are requested to sign the soft copy of the NDA provided by HR and submit it along with the appointment letter.

12.9 Remote Working

While working remotely,

You will:

- remain accessible during the remote work schedule.
- check in with the reporting manager/client to discuss the status and open issues.
- be available for video/teleconferences, scheduled on an as-needed basis.
- be available to physically attend scheduled work meetings in Mumbai or client location as requested or required by the Project Manager.

Yours Sincerely,

For Cateina Technologies Private Limited



Rajish Rajan
Chief Executive Officer

Accepted By



Brinda Pillai
Jr. Software Engineer

Cateina Technologies Private Limited

Corporate Office: Unit 126, Shivkrupa Industrial Estate, LBS Marg, Vikhroli(W) Mumbai 400083

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**Annexure – A
Salary Details**

Name Brinda Pillai
Designation Junior Software Engineer
Date of joining 02 May 2022


	<u>Monthly</u>	<u>Annually</u>
Cost to the Company	<u>25,000</u>	<u>300,000</u>
Employer PF	1,800	21,600
<u>Gross Earnings</u>	23,200	278,400
Basic	5,568	66,816
HRA	2,784	33,408
Conveyance	800	9,600
Special Allowance	<u>14,048</u>	<u>168,576</u>
Net Salary	<u>21,200</u>	<u>254,300</u>
<u>Deductions</u>		
Employee Provident Fund	1,800	21,600
Professional Tax	<u>200</u>	<u>2,500</u>
Total Deductions	<u>2,000</u>	<u>24,100</u>

For Cateina Technologies Private Limited

Accepted by



 Rajish Rajan
 Chief Executive Officer



 Brinda Pillai
 Jr. Software Engineer

Date- 20th-May-2022

Mr. Dhanisha Mohapatra

Address: Central Mumbai

OFFER LETTER

With reference to your application and subsequent interview you had with us, we are pleased to make and employment as per following terms and condition: -

You will be joining us on or before **23rd May, 2022**. In case you don't join by this date, the offer would automatically stand withdrawn.

You will be designated as **Business Development Officer**.

You shall be initially based at Central Mumbai however; you may be required to relocate to other part of the country, in due course.

Your appointment and work condition will be governed by the Rules and Regulations of the company.

You may be asked to report at any of the shifts.

Your Salary shall be as per the attached sheet.

You shall be entitled to all medical facilities as per ESI policy / Mediclaim policy as the case may be.

You shall be on probation for period of 3 months.

During probation, your services with the company can be terminated by either party by giving (1) months' notice to the other in writing.

A detailed appointment letter shall be issued to you at the time of joining the organization.

Please send us accepted copy of resignation from your present organization within 2 days of the receiving this offers; failing which, this offer would automatically stand withdrawn.

You are requested to bring original and attested true copies of certificates of qualification and previous employment history, date of birth certificate, photo identity proof, and last salary slip from the last employer, two recent photographs & 2 references letters.

This offer is subject to verification of your entire educational and services certificate.

Please sign the duplicate copy of this letter as a token of acceptance and return to the undersigned.

Sincerely,

REDCLIFFE LIFETECH PRIVATE LTD




Authorized Signatory

REDCLIFFE LIFETECH PRIVATE LIMITED | CIN: U85100UP2021PTC140992

No. H-55, Sector 63, Noida, Gautam Buddha Nagar UP 201301

Email:- care@redcliffelabs.com, Ph.: 0120-4263076, 8988988787

ANNEXURE A			
Effective Date	23-May-22		
Employee Name	Dhanisha Mohapatra		
Designation	Business Development Officer		
Location	Central Mumbai		
Salary Heads		Per Month	Per Annum
(I)	Fixed Cash		
(A)	Monthly Payments		
a.	Basic	15,000.00	180,000.00
b.	HRA	7,500.00	90,000.00
c.	Special Allowance	700.00	8,400.00
Gross Per Month		23,200.00	278,400.00
(C)	Statutory Benefits		
a	Company Contribution to PF	1,800.00	21,600.00
b	Company Contribution to ESIC @3.25%	-	-
Gross Deduction		1,800.00	21,600.00
Monthly CTC		25,000.00	300,000.00
(B)	Deduction		
a	Employee ESIC @.75%	-	-
b	Employee PF	1,800.00	21,600.00
In Hand Salary			21,400.00
III	Fixed Benefits (Accrued to the employees including those non encashable)		
a	Medical Insurance - Hospitalization Floating Cover for Self ,Applicable for non ESIC Members (Average Premium Amount)		-
<p>* Annual Variable pay is computed basis the individual and company performance, and payable to employee provided they are on rolls of company on last date of the financial year for which the variable pay is due</p> <p>*Gratuity payout governed by payment of gratuity act</p> <p>* TDS shall be deducted based on the investment proofs submitted by you during the Year.</p> <p>* Any revision of Provision Fund/ESIC contribution or any other similar statutory benefits will result a change in the Net take home salary and the Annual Gross compensation will remain same</p>			
Sincerely,			
REDCLIFFE LIFETECH PRIVATE LTD			
			
Authorized Signatory			



Careers IDZ...

31/10/2023



to me ▾

Dear Ankush,

We are pleased to offer you an internship as a **Unreal Developer** at IDZ Digital Private Limited.

Your date of joining our company will be on **04th December, 2023**

The stipend offered to you will be **Rs 8,000/- (Eight Thousand Only) per month.**

The duration of your internship will be for **6 months.**

Please email us the scanned copies of the following documents.

- PAN card
- AADHAR card
- Photograph
- SSC marksheet
- HSC marksheet
- Graduation Mark Sheet along with all the semester results
- Certifications (if any)
- Internship certificates (if any)
- Cancelled cheque or 1st page of your bank passbook

Please note that all the above documents are mandatory to complete the joining formalities.

Our office timings are Monday - Friday 09.30 am - 6.30 pm.

Dress code - Smart Casuals

Please acknowledge us with your response that you have accepted the offer. If you have any queries please feel free to contact us.



Directorate General of Recruiting
Adjutant General's Branch
Integrated Headquarters of
Ministry of Defence (Army)
West Block 3, Ramakrishna Puram
New Delhi - 110066

B/59111/151 (DE)/Rtg A/IMA

03 Sep 2021

Roll No : IMA (DE)-151 (DE)/504761
Name : Bane Swaraj Sudhir
Date of Birth : 15 Aug 2000



JOINING LETTER : INDIAN MILITARY ACADEMY, DEHRADUN
INDIAN MILITARY ACADEMY - 151 (DE) COURSE

Dear Candidate,

1. Congratulations on being selected for Indian Military Academy 151 (DE) Course.
2. You are required to report to the Adjutant, Indian Military Academy, Dehradun on 12 Sep 2021 at the time specified in the Joining Instructions of the Academy which can be downloaded from our website www.joinindianarmy.nic.in (Home Page >> Academy Joining Instructions). In case you do not wish to join the above mentioned course for personal reasons, please intimate the same to us after logging on to your personal profile on our website. This would enable us upgrade the status of candidates below you in the merit list.
3. Please go through the Academy Joining Instructions in detail and take all actions mentioned therein. Clarifications, if any, can be sought from the Academy Adjutant on telephone numbers given on their website/ in the Joining Instructions or from this Directorate General after logging on to your personal profile on our website.
4. This is a system generated document. You are required to carry two coloured self-attested copies of this Joining Letter and handover to the Academy Adjutant or his representative on arrival. One copy will be returned to you, duly endorsed, for your records. An ink signed copy of this document has been placed in your dossier being forwarded to the Academy.

(Kulwinder Singh)
Lieutenant Colonel
GSO-1 Rtg A (1)
For Director General of Recruiting

Copy to:-
Indian Military Academy, Dehradun
(By email and by post)



Abbott Healthcare Pvt Ltd
Godrej BKC, Plot C-68, G. Block,
13 - 19th Floor, BKC,
Near MCA Club, Bandra (E),
Mumbai - 400 051, INDIA

Registered Office:
3, Corporate Park,
Sion Trombay Road,
Mumbai -400 071, India

Tel : (91-22) 3816 1000
Fax : (91-22) 3816 2401
CIN : U24200MH1997PTC104834

18th May 2022

Ms. Anagha Rajesh
Mumbai

Dear Anagha,

With reference to the interview you had with us, we are pleased to offer you an internship in our company for a period of 6 months, commencing on **April 11th, 2022**

You will be assigned project in Market Insights team of Abbott Nutrition.

Please find enclosed 'Confidentiality & IPR Undertaking' signifying your consent to the obligations contained therein. Also find Code of Business Conduct, which requires you to perform your duties within the purview of the Company's policies and procedures without prejudicing the interests of the company in any manner.

Kindly return the duplicate of this letter signed by you as a token of acceptance of the offer.

Wishing you success in your assignment.

For Abbott Healthcare Pvt. Limited

Mohnisha V Mohanan
Manager Business Manager

Accepted and signed on

ट्रांसलेशनल स्वास्थ्य विज्ञान एवं प्रौद्योगिकी संस्थान

(भारत सरकार के विज्ञान एवं प्रौद्योगिकी मंत्रालय के जैव प्रौद्योगिकी विभाग का एक स्वायत्त संस्थान)

Translational Health Science and Technology Institute

(An autonomous institute of Department of Biotechnology, Govt. of India)

एन. सी. आर. बायोटेक साइन्स क्लस्टर, तीसरा माइल्सटोन, फरीदाबाद-गुडगांव एक्सप्रेसवे, फरीदाबाद
NCR-Biotech Science Cluster, 3rd Milestone, Faridabad-Gurgaon Expressway, Faridabad

क्र. पीबीसी /3.1.5(428)

No. PBC/3.1.5(428)

13 दिसंबर 2023
13 December 2023

कार्यालय आदेश क्र/ OFFICE ORDER No. 6477

सक्षम प्राधिकारी श्री एज़हूचन विष्णु अशोक कुमार को इस संस्थान के प्रोजेक्ट "Multi-Omics signatures of Human Placenta: Real time assessment of underlying mechanisms for prediction of birth outcomes and development" में अनुबंध के आधार पर 1 दिसंबर 2023 से 30 मई 2024 तक प्रोजेक्ट असोशीएट-1 के पद पर 25,000/- रुपये + 24% एचआरए के मासिक समेकित वेतन पर तीन महीने की प्रारंभिक परीक्षा के साथ नियुक्त करते हैं।

The Competent Authority is pleased to appoint Mr. Ezhuthachan Vishnu Ashok Kumar to the post of Project Associate-I under the project entitled "Multi-Omics signatures of Human Placenta: Real time assessment of underlying mechanisms for prediction of birth outcomes and development" at Translational Health Science and Technology Institute w.e.f. 1st December 2023 on contract basis for a period upto 30th May 2024 with an initial probation period of three months on monthly fellowship of Rs. 25,000/- + 24% HRA.

श्री एज़हूचन विष्णु अशोक कुमार की नियुक्ति के अन्य नियम और शर्तें उनके द्वारा स्वीकार किए गए नियुक्ति प्रस्ताव संख्या THS/01/001/013/0187/7428 दिनांक 28 नवंबर 2023 एवम अनुबंध संख्या PBC/3.1.5(428) दिनांक 1 दिसंबर 2023 के आधार पर निर्धारित किए गए हैं। उनकी सेवायें संस्थान के नियमों और विनियमों द्वारा नियंत्रित होंगी। The other terms & conditions of his appointment will be as stipulated in the appointment offer made vide this office letter No. THS/01/001/013/0187/7428 dated 28th November 2023 duly accepted by him, and the Agreement No. PBC/3.1.5(428) dated 1st December 2023 executed between THSTI and him. He will be further governed by the rules & regulations, in force & as amended from time to time, applicable to the employees of this Institute.

श्री एज़हूचन विष्णु अशोक कुमार प्रोजेक्ट असोशीएट-1 के पद पर 1 दिसंबर 2023 (पूर्वाह) से कार्यभार ग्रहण किया है। उनके वेतन और अन्य व्ययों का भुगतान इस संस्थान के प्रोजेक्ट "Multi-Omics signatures of Human Placenta: Real time assessment of underlying mechanisms for prediction of birth outcomes and development" से किया जाएगा।

Mr. Ezhuthachan Vishnu Ashok Kumar joined his duties as Project Associate-I w.e.f. 1st December 2023 (F/N). Her salary and other payments shall be charged to the project entitled "Multi-Omics signatures of Human Placenta: Real time assessment of underlying mechanisms for prediction of birth outcomes and development" grants of THSTI.

(राज कुमार) / (Raj Kumar)

प्रशासनिक अधिकारी (एच आर एवं प्रशासन)
Administrative Officer (HR & Admin)

श्री एज़हूचन विष्णु अशोक कुमार (क.आ.- 5657) / Mr. Ezhuthachan Vishnu Ashok Kumar (Emp ID - 5657)

प्रोजेक्ट असोशीएट-1 / Project Associate-I

Copy to-

1. डॉ. पल्लवी क्षेत्रपाल / Dr. Pallavi Kshetrapal- पीआई/PI
2. प्र.अ. (वित्त एवं लेखा) / AO (F & A)
3. वेबसाइट प्रशासक / Website administrator
4. व्यक्तिगत फाइल / File

HRD/302ASCSW/2022

26.09.2022

Ms. Akshaya Bhosale

Shree Gawande Niwas, Datar Colony,
Near Ganesh Temple, Bhandup East,
Mumbai - 400042.



Letter of Engagement

Dear Ms. Bhosale,

This has reference to your application and subsequent interview you had with us; we are pleased to appoint you as **Assistant Professor** in **EVS** department of **SIES College of Arts, Science and Commerce Sion (West)**.

You will be engaged on contract for the period commencing from **05.09.2022 - 30.04.2023** or up to the regular appointment, whichever earlier.

You will be paid a consolidated gross salary of **Rs. 25000/-** per month. Statutory monthly deductions shall be as applicable.

Your workload in terms of number of lectures, hours of presence in the college premises will be as per the provisions of UGC/ State Government from time to time and adopted by the University of Mumbai. Principal will assign the lectures as per notification No. संकीर्ण - 2018/(175/18) मशी - 3 of Department of Higher & Technical Education dated 14.01.2018 and University circular No. TAAS (CT)/01/2019-2020 dated 02.04.2019 and CATU/23/2021-22 dated 23.01.2022.

You are aware that your appointment has been made on the basis of the representations made and documents submitted by you. In case of any false/incorrect statements or documents submitted by you, the management shall terminate your services without notice.

The detailed terms and conditions of your engagement are set out in the Annexure attached hereto.

Please sign duplicate of the letter along with each page of the Annexure containing the terms and conditions and return the same to us at the earliest.

We are confident that you will do your best in your assignment and make significant contributions to the growth and excellence of The South Indian Education Society.

For The South Indian Education Society,


K. Venkataramani

Honorary Secretary


I accept the terms and conditions:

Ms. Akshaya Bhosale



ANNEXURE

1. Your designation is merely indicative of the responsibilities that you are required to carry out. The management is entitled to direct you to perform other functions and assignments as it may deem fit, and you shall discharge the duties assigned to you without any demur.
2. You will be guided and governed by the rules & conditions of service framed by The South Indian Education Society, for its employees, as amended from time to time.
3. You will be eligible to 10 days of sick leave and 8 days of casual leave in a year, calculated on pro-rata basis. Balance leaves can neither be accumulated nor encashed. All your balance leaves shall lapse when the contract expires.
4. You will NOT be eligible to any employee benefits otherwise available to full time regular employees like Accident and Medical Insurance, Pension, Gratuity, Superannuation etc.
5. Due to the nature of your work, you will be handling information relating to the management, its affiliates, institutions, associates and clients. It is a condition of our employment that you will observe and maintain secrecy and confidentiality of and not disclose information relating to management and institution operations, processes, procedures and transactions.
6. The management reserves its right to terminate your services by giving you one month's notice or one month's salary in lieu of notice, without assigning any reason whatsoever.
7. In case you wish to leave our services for any reasons whatsoever, the same shall be after serving us with prior written notice of 1 month or notice pay in lieu of the notice period. The Management, however, reserves its right to reject any notice period if the same is in the middle of the academic session and reserves its right to relieve you only at the end of the academic session.
8. All staff benefits shall cease on the last day of service. Any money due and payable by you under any staff loan scheme, bond or otherwise payable to us by you must be settled before the last day of service. The management reserves the right and you unconditionally and unequivocally accept the management's right for such adjustment.
9. Upon termination of your employment for any reason whatsoever, you will return to the management, through your immediate senior and / or head of the department, all the property of the Society and the institutions which are in your possession and in your control, without replicating or keeping replicated copies of the properties in any medium.
10. On the cessation of your services for any reason whatsoever, you are required to hand over charge to an authorized staff. This handing over includes but is not limited to handing over of all properties, records etc. of which you are required to have custody and possession. You are put on notice that in case you do not hand over charge in the manner set out, the Management will withhold release of all your legal dues / terminal benefits.
11. Your services are liable to be transferred to any of the institutions or associations or affiliates of the society, either within the city or at any other location as may be directed by the management in its discretion and in the exercise of its prerogatives.
12. The Management of the SIES is the Managing Council of The South Indian Education Society (SIES) through its Honorary Secretary.
13. You will be reporting to the **HOD/HOI, SIES College of Arts, Science and Commerce Sion (West)** in all matters relating to your work or to a duly designated officer in the absence of the reporting head.


K. Venkataramani

Honorary Secretary

**ARCHITECTS, INTERIOR DESIGNERS & PROJECT MANAGEMENT
CONSULTANTS**

Appointment Letter

Strictly Private and Confidential

Date: 30.01.2023

Mr. Megh Vyas
Chembur, Mumbai.
Employee Code - 119

CONGRATULATIONS: Appointment as **Social Media Executive**

Dear Mr. Megh Vyas,

On behalf of Shashi Prabhu & Associates (hereinafter referred to as "SPA"), we are pleased to appoint you as **Social Media Executive** and look forward to a long and rewarding association.

This letter outlines the terms and conditions mentioned in this letter, herein below:

Department: Social Media
Designation: Social Media Executive
Location: Mumbai
Total Cost to Company (Annual Fixed Component): Rs. 3,84,000/-

1. SALARY STRUCTURE & LOCATION

A. SALARY STRUCTURE

You draw monthly emoluments as per **ANNEXURE 1** of this Letter issued to you.

COMPENSATION

Fixed Compensation: Your annual fixed compensation shall be Rs. 3,84,000/- (In words Rupees Three Eighty Four Thousand Only) gross and inclusive of all applicable taxes. This shall include the basic salary, monthly and annual allowances/perquisites. The compensation package shall be governed by the policies and guidelines of the SPA presently applicable and as may be modified from time to time.

B. LOCATION & REPORTING

Your current place of posting will be at **Mumbai**.
Registered Office of Shashi Prabhu & Associates is based at **A2 & B1 Block, North Stand, Wankhede Stadium, D Road, Churchgate, Mumbai - 400020**.

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You are required to report to your reporting manager, **Mr. Amol Prabhu**, for further instructions.

C. ONBOARDING AND INDUCTION

Upon your acceptance, we will initiate the onboarding and induction process. HR Department will soon communicate the required actions for Onboarding and Induction to you and complete any other formalities as maybe communicated to you by us from time to time.

You shall submit certified copies of your certificates and testimonials, including the proof of your age, together with originals, may please be submitted for verification to HR Department. If any of the information/documents submitted by you for getting the employment is/are found to be false/bogus/fraudulent/misrepresentation your services being void-ab-initio will be terminated forthwith without any notice or payment in lieu thereof.

Note: Submission of required documents is mandatory within 30 days of receiving this Letter of Appointment and failure to submit any one or all of the documents may be termed as disqualification to the proposed appointment.

2. DATE OF JOINING

As per the record, your date of joining is **05.12.2022**.

3. PROBATION

You shall be employed on probationary terms for Six months from the date of your employment; however, the period of probation may be extended further, if necessary. Your employment confirmation would depend on your satisfactory performance and it shall be confirmed in writing.

4. TRANSFER

You will be governed by the transfer rules framed by SPA in this respect. In the event of your transfer you will be governed by the specific terms and conditions applicable to your new location. You will be responsible and remain compliant with applicable rules in this regard.

5. PERFORMANCE REVIEW

Your performance shall be assessed at regular pre-determined intervals and against pre-determined Key Performance Areas and you shall be eligible for salary revisions based on your individual performance as well as SPA's performance as per SPA Policy.

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6. TAXATION

You shall be liable to pay taxes on your compensation as per prevalent Indian tax laws and regulations during the period of employment with the SPA in India.

7. LEAVES

Annual Leave: You shall be entitled for Annual leave from the DOJ as per the policy of the SPA as presently applicable and as may be modified from time to time.

Unauthorized Absences: Without prejudice to your other rights, the SPA may deduct the equivalent number of days from balance leave or salary @ gross salary for every day of absence from employment without the prior permission from the SPA. For unreported absence for more than 5 continuous days and not reporting to office, will be considered as absconding.

Exclusivity of Employment

You shall not, without the SPA's prior written permission, carry on any business, or enter for any part of your time, in any capacity the services of, or be employed by, any other firm, company or person. You shall devote your whole time and attention to your duties to promote the interest of the SPA.

Code of Conduct

You shall not, at any time, make any untrue or misleading statements in relation to the SPA nor in particular after the termination of your employment hereunder represent yourself as being employed by or connected with the SPA.

By signing this letter, you acknowledge that you shall comply with the SPA Code of Conduct & Ethics as in effect from time to time and understand that a violation of the Code of Conduct may be grounds for disciplinary action. The Code of Conduct & Ethics policy of the Organisation of supreme nature in all policy and shall supersede all other policies.

8. CONFIDENTIALITY AGREEMENT

You shall not during your employment pursuant to this Agreement or at any time thereafter without the consent in writing of the SPA divulge to any person or company any information concerning the business, products, know-how, technology, accounts, finances, clients or customers of the SPA and upon termination you shall forthwith surrender to the SPA all original and copy documents, samples or other items relating to any matters aforesaid. You must not remove any documents, or tangible items which belong to the SPA or which contain any confidential information from the SPA's premises at any time without proper authorization.

You shall not during your employment pursuant to this engagement or within twelve months thereafter directly or indirectly induce, entice or solicit or attempt to induce, entice or solicit;

a) any employee of the SPA to leave such employment, or

ARCHITECTS, INTERIOR DESIGNERS & PROJECT MANAGEMENT CONSULTANTS

- b) the business (in competition with SPA) of any person or company that has at any time during the period of employment hereunder been a client or customer of the SPA.

9. TERMINATION OF EMPLOYMENT

Except as provided otherwise in this letter, your employment may be terminated at any time by either party without assigning any reason, by giving the minimum notice of Thirty (30) Days. However, if your employment is terminated by the SPA without any sufficient notice, you shall be paid, fixed compensation due in lieu of notice or insufficient notice.

Notwithstanding the above, in case there is any breach of the clause of this appointment by you or you found to have committed an act of misconduct, or your performance is not up to the mark or satisfactory, your services may be terminated with immediate effect. In such event, it would not be necessary for the SPA to give you any notice whatsoever.

The SPA may at its discretion, require you to serve the entire notice period or may agree for shorter notice period subject to your paying the pay in lieu of notice period.

Notice pay (salary in lieu of notice) as payable either by the SPA or by the employee, shall be calculated on the basis of fixed compensation as applicable.

10. RETIREMENT AGE

Your retirement age shall be 60.

11. SPECIFIC CONDITIONS

1. During your employment with the SPA, you will devote your whole time to the business of the SPA and will diligently and efficiently carry out the duties entrusted to you from time to time.
2. During the continuance of your employment with the SPA, it is the condition of your employment that you will not engage yourself in any other trade, business or occupation, without obtaining prior written permission from SPA.
3. You will be expected to carefully read, and keep yourself informed of, the policies of the Organization as announced or amended from time to time, including "Employee Code of Conduct" ("**SPA Policies**"). Such SPA Policies shall, by reference, be deemed to be a part of your employment contract with SPA.
4. Any copyright material or intellectual property or any invention or design or patentable idea created by you during the course of the employment, belongs to and vests in the SPA and you agree that, if required, you will execute any documents and do all that is necessary, to assign the said rights to SPA and/or to effect the registration of such rights in the name of the SPA or its nominee in any country of the World.

12. YOU COVENANT AND AGREE AS FOLLOWS:

During your employment with SPA, you will not:

**ARCHITECTS, INTERIOR DESIGNERS & PROJECT MANAGEMENT
CONSULTANTS**

- a. Employ or engage as an independent consultant, or enter into a business relationship with any person who at such time is an officer or employee of the SPA, or has ceased to be so during one year prior to your ceasing to be in employment of SPA (any such person hereinafter referred to as "Targeted Employee") or, advise, urge or counsel any other person or legal entity to employ, engage as an independent contractor, or enter into a business relationship with, any such Targeted Employee, and;
- b. Compete with the SPA, directly or indirectly, whether as an officer, partner, director, shareholder, independent contractor, agent or employee of any person or entity which is engaged in a business similar to the SPA;
- c. Enter into a business relationship of any nature with any supplier of any products resold/distributed by the SPA, for the sale or distribution of any such products or services directly or indirectly, to any customer.

13. OTHER TERMS AND CONDITIONS

Any other terms, conditions, stipulations not specifically mentioned herein shall be governed by employee handbook and other policies and procedures of the Company as presently applicable and as may be amended from time to time.

We look forward to having you join our firm. We believe that the position we offer, our dynamic work environment and a competitive total compensation package create an excellent employment opportunity. We kindly ask you to sign, date, and return this letter for our records as a token of your acceptance of the terms and conditions highlighted above.

In case of any query regarding your appointment letter, you can contact us on **022 – 66199909**

Wish you all the best and welcome to Shashi Prabhu & Associates for a long-standing relationship.

Yours Sincerely,

For Shashi Prabhu & Associates,



Authorised Signatory
Amol Prabhu – Partner

I have received and accepted
the above terms and conditions:

Name of the Employee
Mr. Megh Vyas

**ARCHITECTS, INTERIOR DESIGNERS & PROJECT MANAGEMENT
CONSULTANTS**

Compensation structure - Annexure 1	
Name	Mr. Megh Vyas
Designation	Social Media Executive
Date of Joining	05.12.2022
Grade	-

Salary Component	Amount per month (INR)	Amount per Annum (INR)
Basic	16000	192000
HRA	8000	96000
Conveyance Allowance	1600	19200
Medical Reimbursement	1250	15000
Other Allowance	2580	30965
Gross Monthly Salary	29430	353165
Retiral Benefits		
Provident Fund's Employer's Contribution	1800	21600
National Provision to Gratuity (Annual)	770	9235
Statutory Benefit	2570	30835
Total Fixed Component (Annual)	32000	384000

For Shashi Prabhu & Associates,



Authorised Signatory
Amol Prabhu – Partner

Accepted

Name of the Employee
Mr. Megh Vyas



13-May-2022

Kritika Mudaliyar,
Mumbai

Dear Kritika,

With reference to the discussion we had, we are pleased to appoint you to the position of **Business Development Executive** with Zell Education Private Limited (hereinafter referred to as 'Zell') on the following terms and conditions:

1. COMMENCEMENT:

Your appointment will be with effect from your date of joining, which is not later than **26-May-2022**. (Hereinafter referred to as '**date of joining**' or '**DOJ**').

2. DESIGNATION:

You will be designated as **Business Development Executive**

3. PLACE OF POSTING:

3.1. Your place of posting shall be at **Mumbai**. You may however be required to work at any other place of business which Zell has or may later acquire. Zell may, in its absolute discretion and after giving you a reasonable notice of **One** month, transfer or assign your service to any place of business of Zell that may be presently operating, or which may subsequently be acquired or established, in any part of India or abroad.

3.2. Zell may, in its absolute discretion, also depute you to work, or assign your services to any associate company, sister company, subsidiary or any other company / concern / firm / organization with whom Zell may make such arrangement or Agreement.

3.3. Zell may, in its absolute discretion, require you to make such tours within India or abroad as may be necessary.



4. SALARY, PERQUISITES, BENEFITS & INCENTIVES:

4.1. Your salary, perquisites and benefits will be as set out in the Compensation Structure hereunder written. It is clarified that the said Compensation Structure shall constitute an integral of the operative portion of this Appointment Letter as if the same are reproduced herein verbatim.

4.2. In addition to the above, you may be entitled to receive performance linked incentive / bonus if applicable only. Such performance linked incentive / bonus, shall be at the sole discretion of Zell and you shall not be entitled to dispute the same.

5. LEAVE:

5.1. You are entitled to a paid leave of 24 days leave per annum. It is clarified that you shall not be entitled to avail any leaves, except medical leaves as per Clause 5.2 herein below, during your Notice Period. Your leaves will be calculated on pro rata basis of DOJ.

5.2. You are also entitled to 2 working days of paid medical leave per annum. Your request for medical leave should be duly supported with a medical certificate signed by a medical practitioner.

5.3. However, during probation, leave is limited to 1 per month only. Clause 5.1,5.2 shall be applicable post probation period

5.4. If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily exited from your appointment without giving any notice unless you:

5.5. Return to work within 5 days of the commencement of such absence, and

5.6. Give an explanation to the satisfaction of the Management regarding such absence.

5.7. Zell shall notify a list of declared holidays in the beginning of each year. For the purpose of this sub-clause, the year shall be from January 1 until December 31. You undertake to not dispute the list.

5.8. For more details check Zell's Leave Policy Manual.

6. WORKING DAYS:

6.1. You shall be working for 5 days each week. You will be required to work for such hours as are necessary for the proper discharge of your duties to Zell, which shall be no less than 9 hours in a day and if necessary for additional hours depending on your responsibilities. Your weekly off days will be flexible as per the demand of your role and as decided by your reporting manager.

6.2. For specific departments like Business Development and Customer Success, there is a monthly roster followed to understanding the Weekly Offs. Also, there could be only One Weekly Off followed during their



training period of 15 days depending on the progress of the training

7. TRAINING, PROBATION & CONFIRMATION:

7.1. For the first 15 days of your employment with Zell Education, you will be in the Training Period which is crucial for determining the first level of performance /trainability for the role of the individual. Post successful completion of the training period the next 15-30 days (depending on the product assigned), you will be evaluated on the basis of Target Achieved over and above the Training Evaluation Parameters set by the company. Failure to meet the set Evaluation Criteria's may lead to appropriate action by the management.

7.2. You will be on probation for a period of six months from the date of joining. This is inclusive of the training period mentioned

7.3. At the end of the probation period, Zell may communicate to you in writing about the confirmation of your services, if your overall performance is found satisfactory. It is clarified that you shall continue to be on probation till the time you are communicated in writing about the confirmation of your services. It is further clarified that your probation period may be extended by a maximum period of 6 months, i.e. till 1 year from the date of joining. Your services shall deem to be terminated after a maximum of 12 months of probation.

8. RETURN AND CARE OF COMPANY ASSETS:

8.1. You will take proper care of all company assets including but not limited to, Sim Card any other equipment that you are entrusted with during your appointment. Upon termination, you will return all Zell's assets in proper working condition. In case of loss or damage to any equipment due to your negligence, you shall be held financially responsible and such amounts as Zell deems fit shall be deducted from your salary and failure to return any equipment will be considered theft and may also lead to criminal prosecution by Zell.

9. TRAVEL:

9.1. All expenses incurred on out station travel (Outside Mumbai), stay and other expenses incident thereto while rendering services on behalf of Zell during the subsistence of your appointment shall be paid by Zell. If any such expenses are paid in the first instance by you, then Zell shall reimburse you on presentation of appropriate receipts for any such expenses. Refer to 'Zell's official travel policy' for in depth details.

10. RESTRICTIVE COVENANT:

10.1. During your employment with Zell, you shall devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or



pursue any course of study whatsoever, without the prior written permission of Zell. You will not disclose any information regarding the affairs of Zell which may come to your knowledge during the period of your service.

11. NON-CONFLICT OF INTEREST AND NO EXTERNAL EMPLOYMENT:

11.1. You shall not, during the employment with Zell, except with the written permission of Zell, undertake any other work for remuneration whatsoever or work which would constitute a conflict of interest with the business of Zell or adversely affect your professional image and integrity as an employee of Zell during your service with Zell. You shall neither hold yourself out nor allow yourself to be held out in any way as having any other position or designation other than the one given to you by Zell.

12. NON-SOLICITATION:

12.1. For the purposes of this clause:

- i. “Restricted Period” means the period of six months commencing with the date on which your employment with Zell terminates, or in the event that you are placed on leave during the notice period, it shall commence on the date on which your leave begins
- ii. “Customer” or “Client” means any person, firm, company or organization who or which: is or was a customer of, or a student of, or a parent or relative of a student of, or a school affiliated or associated in any manner with, or an investor with, or an exclusive supplier of services to, Zell; or at the date of the termination of your employment was negotiating with, or inquiring with, or contemplating doing business with, Zell and, in each case was a Customer with whom you had personal dealings, responsibility or material knowledge of within the period of 6 months immediately preceding the termination of your employment and was not, at the date of your subsequent employment by another firm, company or organization, already a customer, investor or supplier of such firm, company or organization in the same service as in its dealing with Zell. “Relevant Employee” means any employee of Zell with whom you had worked closely as a team, or in the same branch, within the 6 months prior to the termination of your employment.
- iii. During the period employment and for the Restricted Period, you agreed and undertake to not, without the written permission, of Zell:
- iv. Solicit or canvass for, or facilitate the soliciting or canvassing of, the business or services from any of Zell’s Customer
- v. Take action that results in, or is likely to result in, damage or disruption to the business relations between any Customer and Zell, or either on your own behalf or on behalf of any other person, firm or company; solicit or take away from Zell any other Relevant Employee of Zell for the purpose of being employed in any other person’s business which competes with that the business of Zell; or employ any Relevant Employee of Zell, in a capacity reporting directly to you in any such business.
- vi. The restrictions above shall apply irrespective of whether you shall act, directly or indirectly, on your behalf or for any other person, company or organization.

- vii. You shall not, following the termination of your employment, represent yourself or hold yourself out as being in any way connected with Zell or the business thereof.
- viii. Your obligations under this Clause shall survive the termination of the Appointment Letter.
- ix. If any restriction contained in this clause is unenforceable for any reason, but would otherwise be enforceable if some of its wordings were deleted, it shall apply with such deletions as are necessary to make it enforceable.

13. INTELLECTUAL PROPERTY:

13.1. For the purposes of this clause, 'IPR' means and includes Intellectual Property Rights of all kinds including, in particular patents, inventions, discoveries, improvements, trademark (and associated goodwill) designs, design right, copyright (including copyright in computer software, course content and method, study material and notes, or any idea/concept visualized, artistic/creative/intellectual work/project, etc.) confidential information and know how, database rights, applications for any of the foregoing, and all other intellectual and industrial property and rights of a similar or corresponding nature in any part of the world. It is clarified that the definition of IPR is not exhaustive.

13.2. All IPR which you may make or conceive, either solely or jointly with others, during the period of your employment, shall be deemed to be the sole property of Zell in perpetuity and you hereby waive any right, title or interest, if any, in the same in favour of Zell. It shall be your duty to promptly reduce to writing and to disclose to Zell all such IPR, which you may make or conceive.

13.3. You agree and undertake to, at all times, assist Zell in every proper manner to obtain the ownership or patent or to register the said IPR in any and all countries and to vest title thereto in Zell, its successors and assigns absolutely. You hereby agree and undertake to appoint Zell to act as your attorney for the purposes of securing the ownership of or patent of, or to register, the IPR. You also agree and undertake not to do anything, during or after your employment to affect the validity of any IPR, and in particular the you agree and undertake not to make any confidential disclosure of or any detail of IPR to any third person, before protection for the IPR has been granted to Zell or such disclosure has otherwise been authorized by Zell in writing.

13.4. Your obligations under this Clause shall survive the termination of the Appointment Letter.

14. CONFIDENTIAL INFORMATION:

14.1. For the purposes of this Appointment Letter, 'Confidential Information' means and includes information about Zell's business and that of its Customers which is not available to the general public and which may be learnt by you or created by you in the course of your employment. This includes, but is not limited to, information relating to the organisation, its list of Customers and other details thereof, employment policies, personnel, and information about Zell's products, processes, course content and methods, study material, including ideas, concepts, projections, technology, manuals, drawing, design, specifications, and all papers,



resumes, records and other documents and electronic records containing such Confidential Information. It is clarified that the definition of Confidential Information is not exhaustive.

14.2. You must always maintain the highest degree to confidentiality and keep as confidential all course content, documents, records, data, physical property and Confidential Information, relating to Zell, which may be known to you or confided in you by any means and you will use such course content, documents, records, data, physical property and Confidential Information only for conducting Zell's courses and programs or as may be permitted by Zell. You agree and undertake not to share details about the course content, documents, records, data, physical property and Confidential Information with any person or organisation outside Zell and even within Zell, you will keep it on a 'need to know' basis.

14.3. You agree and undertake not to remove any course content, documents, records, data, physical property and Confidential Information without the written permission of Zell.

14.4. You agree and undertake to return all such course content, documents, records, data, physical property and Confidential Information immediately upon termination of your employment for any reason whatsoever. You shall not retain any such material or property or copies, compilations analysis thereof after such termination.

14.5. Your duty to safeguard and not to disclose Confidential Information will survive the termination of this Appointment Letter.

14.6. Breach of this Clause shall render you liable to any remedy Zell may have under law, including but not limited to the damages.

15. TERMINATION:

15.1. Your appointment can be terminated by Zell without assigning any reasons, by giving you 15 days prior notice in writing or salary in lieu thereof. Notwithstanding anything contained in this sub-clause, your appointment can be terminated by Zell during probation period, without assigning any reasons, by giving you 15 days' prior notice in writing or salary in lieu thereof.

15.2. You may terminate your employment with Zell giving **not less than 45 days prior notice**. If you terminate without giving a notice as required, then you shall be liable to pay, or Zell shall be liable to deduct from any amount that may be due to you, an amount equivalent to 45 days salary.

15.3. Zell reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe that you are guilty of misconduct, negligence or disloyalty, or have committed any act or omission involving moral turpitude, or of indiscipline or inefficiency, or have committed any breach of terms of this Appointment Letter or caused any loss to Zell or for deliberate underperformance. You shall not be entitled to dispute such termination.

15.4. On the termination of your employment for whatever reason, you are obligated to return to Zell all property, documents, papers, both original and copies thereof, including any samples, literature, contracts,



records, notes, drawings, lists, letters, blueprints, data and the like that might have come into your possession during the course of your employment with Zell and you will not retain any copies or extracts thereof.

15.5. This Appointment Letter will stand automatically terminated upon you completing 58 years of age.

16. TAXES:

16.1. You shall be fully liable for the payment of income tax to the Income Tax Authorities, including GST and other such statutory dues/taxes, on your total remuneration and the same shall be your personal responsibility. Zell shall deduct any statutory dues/taxes from amounts to be paid to you, as per applicable laws.

17. GENERAL:

17.1. You will be responsible for the safe-keeping of Zell's property and its return in good condition/order, which may be in your use/custody/care/charge. In the event of any loss of Zell property in your possession, Zell reserves the right to assess the loss and recover the same from you. Besides, Zell may take such other action as it deems appropriate to recover the damage.

17.2. You have agreed to be bound by the rules & regulations and policies of Zell made from time to time.

17.3. You shall not enter into any monetary dealings with employees, clients, students and customers of Zell.

17.4. You shall not use the name of Zell and its properties for your own purpose and benefit except when permitted to do so in writing by the Management.

17.5. Your appointment is subject to you giving true and correct data, otherwise your appointment shall be null and void or terminated.

17.6. You are liable to be transferred to any new or existing location of Zell or its client or as per requirement.

17.7. You agree and undertake to be bound by the terms and conditions of this Appointment Letter.

18. INDEMNITY:

18.1. You expressly agree and undertake to defend, indemnify and hold Zell harmless from and against any and all claims, demands, damages, injuries, expenses and liability arising from your acts or omissions.

18.2. You agree that you will defend, at your own costs, and will indemnify and hold Zell harmless from and against any and all damages, demands, expenses, claims, liabilities, injuries, suits and proceeding asserted or brought against Zell on a claim that any IPR (as defined in Clause 13.1 hereinabove) developed or invented by



you for Zell during the course of your employment constitute an infringement of any patent, copyright, trademark or any other intellectual property of another person.

19. REMEDIES:

19.1. If at any time you violate any covenants set forth under this Appointment Letter, Zell shall have the right to terminate all of its obligations to make any further payments to you under this Appointment Letter hereinabove read with the Compensation Structure . You acknowledge that Zell would be irreparably injured by a violation of the terms of this Appointment and agree that Zell shall be entitled to an injunction restraining you from any actual or threatened breach of the terms under the Appointment Letter or to any other appropriate equitable remedy without any bond or other security being required.

20. AMENDMENT:

20.1. Zell reserves the right to make reasonable changes to any of the terms and conditions of your employment. Zell shall inform you of the changes by way of a general notice to all employees through employee communications. Any such change will take effect from the date stated in the communication. You undertake not to dispute such reasonable changes to the terms and conditions.

21. SEVERABILITY:

21.1. The invalidity of any portion of this Appointment Letter shall not affect the remaining portions of this Appointment Letter or any part thereof and this Appointment Letter shall be construed as if such invalid portion or portions had not been inserted therein.

22. NOTICES

22.1. Any notice or other communication of like nature that may be given by one party to the other shall always be in writing in English and shall be served by hand delivery duly acknowledged or sent by Registered Post with acknowledgment due or by email and by no other mode at the respective addresses set out herein below or at such other address as may be subsequently intimated by one party to the other in writing as set out herein. Any such communication shall be deemed to have been served when sent by Registered Post when the same is actually received by the addressee. There shall be deemed acceptance of the communication in case of refusal/evasion of service of the communication.



ADDRESS OF ZELL AND THE EMPLOYEE:

ZELL:

(ADDRESS OF ZELL): 602, Eco Space IT Park, Old Nagardas Road, Mogra Village, Natwar Nagar, Andheri E, Mumbai 400069

(EMAIL ADDRESS ZELL)- hr@zelleducation.com

(Name of the Employee)- Kritika Mudaliyar

(ADDRESS OF THE EMPLOYEE): T/68B, Moti Bai Wadi, Station Road, Near U.B.S.School, Bhandup West, Mumbai - 400078, Maharashtra

(EMAIL ADDRESS OF THE EMPLOYEE) – m.kritika2002@gmail.com

WARRANTY

22.2. You hereby represent and warrant that you are not subject to any agreement, arrangement, contract, understanding, court order or otherwise, which in any way directly or indirectly restricts or prohibits you from fully performing the duties of your employment with Zell, or any of them, in accordance with the terms and conditions of this Appointment Letter.

23. DISPUTE RESOLUTION & GOVERNING LAW 1

23.1. Any and all disputes arising from and under this Appointment Letter shall be referred to a Sole Arbitrator appointed by the Parties under the provisions of the Arbitration and Conciliation Act, 1996 including any statutory amendments thereof. The seat of Arbitration shall be at Mumbai and the proceedings shall be conducted in English language. Save and except as mentioned above, the Courts at Mumbai shall have exclusive jurisdiction to entertain the disputes arising under this Appointment Letter.

Terms and condition of your Appointment Letter are strictly confidential in nature and are not to be share with any other employees or outsiders. You agree that a violation of this clause will be considered as the breach of Appointment Letter.

Salary Structure:

The Annual CTC of **Rs. 3,45,000 (Rupees Three Lakhs ,Fourty Five Thousand Only)** is structured as below on monthly basis:

CTC Structure		
Particulars	Monthly(INR)	Annual(INR)
Basic Salary	14,375	1,72,500
House Rent Allowance	7,188	86,256
Mobile and telephone	2,000	24,000
Special Allowance	3,462	41,544
Gross Salary	27,025	3,24,300
Provident Fund (Employee)	1,725	20,700
ESIC	-	-
PT	200	2,500
Income Tax(TDS)	-	-
Net Salary	25,100	3,01,100
Provident Fund (Employer)	1,725	20,700
Total CTC	28,750	3,45,000

Note:

1. You are eligible for performance incentives as per company policy which is approximately Rs. 2,00,000 (Two Lakhs Only) for employees of the similar band and designation. (This is the average variable compensation earned by the existing team members in the past few quarters) The variable is paid on a monthly basis upon successful completion of your individual sales targets and as per the defined slabs in the company incentive policy. The payment is subject to your being active on the company rolls on the date of announcement of the Performance Pay as mentioned in the policy.

Additional Terms-

- A. Your salary shall be paid in the succeeding month of successful completion of service month via cheque / direct bank transfer.



- B. Statutory deductions, if any, will be made from your salary and other emoluments as per the prevailing law of the country. However, for your income tax, you shall be personally responsible for filing returns etc. Zell shall provide you the tax deductions certificate, if applicable at the end of each financial year
- C. The Additional Terms listed hereinabove shall form an integral part of the Appointment Letter.
- D. As accepted by you , your personal laptop will be used for official purposes and the sim will be provided by the company for official calls on your joining day.

You will be eligible for the performance appraisal as per Appraisal Policy. It is clarified that your performance appraisal will be at the sole discretion of Zell.

Please sign the duplicate copy of this appointment letter as a token of your acceptance.
We look forward to your joining our team for a long, successful and pleasant assignment.

Thanking you,
Yours sincerely,

Anant Bengani
Director

I hereby accept the appointment on the terms and conditions mentioned in the above referred letter of appointment.

Signature:

Date: Place:

Esme Bangera
Mumbai

Career Offer

Dear Esme,

This has reference to your application and subsequent interview with us. We have pleasure in offering you the position of 'Executive - Marketing' in the 'Marketing' team with **Times Strategic Solutions Ltd., Mumbai** on a Total Target Remuneration (TTR) of **Rs 3,75,000/- per annum (Rupees Three Lakh Seventy-Five Thousand Only)** including Target Variable Pay, reimbursement of expenses like Conveyance, LTA, Communication and Company's contribution to PF and Gratuity (details as per Annexure 1)

Target Variable Pay (payable yearly) is subject to 100% achievement of agreed targets. Variable Payouts are contingent upon achievement of the Company's Business Results and your performance against Targets set. We request you to kindly consult your supervisor and HR Department for knowing more about the Variable Pay Program. We encourage you to complete the Target Setting and Review Worksheet in consultation with your supervisor at the earliest upon your joining.

The appointment will be effective on or before **1st February 2023**; subject to the terms and conditions detailed below and your providing proof of date of birth, medical fitness and other certificates of qualification, which will be required at the time of joining.

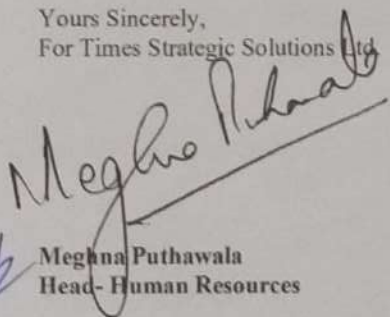
The validity of this offer is subject to:

- Satisfactory Reference checks,
- Being declared medically fit by a company appointed doctor.
- Submission and verification of documentation required and you're joining the Organization on or before **DOJ**


We welcome you to our organization and are sure that you will have a pleasant stay and a successful career with us.

With Best wishes,

Yours Sincerely,
For Times Strategic Solutions Ltd


Meghna Puthawala
Head- Human Resources

I have received a copy of this letter and accept that the content of this letter constitutes my employment.

Esme Bangera
Signed & Accepted: 

Date: 6/2/2023



THE TIMES OF INDIA GROUP

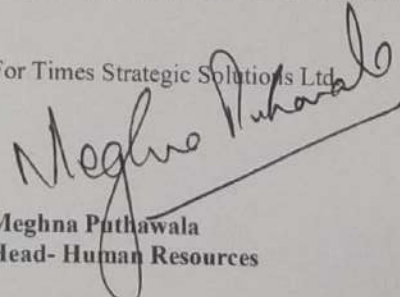
Annexure I

Name: Esme Bangera
Designation: Executive – Marketing
Equivalent Designation: Executive
Location: Mumbai


Sr. No.	Earning Head	Monthly	Annual
1	Basic Salary	12,500	150,000
2	House Rent Allowance	6,250	75,000
3	Special Pay Allowance	769	9,231
4	Conveyance Reimbursement	3,000	36,000
5	Leave Travel Assistance	2,917	35,004
A	Gross Salary	25,436	3,05,235
6	Communication Reimbursement	900	10,800
7	Monetized Value of Medical Insurance	1,250	15,000
8	Company Contribution to Provident Fund	1,500	18,000
B	Cost to Company	29,086	3,49,035
9	Statutory Bonus/Ex-Gratia/TVP*	1,563	18,750
10	Gratuity	601	7,215
C	Total Target Remuneration	31,250	3,75,000

*Subject to performance and extent of achievement of targets

For Times Strategic Solutions Ltd.


Meghna Puthawala
Head- Human Resources

I have received a copy of this letter and accept that the content of this letter constitutes my employment.

Esme Bangera
Signed & Accepted: 

Date: 6/2/2023



THE TIMES OF INDIA GROUP

Dear Hrushikesh,

Greetings...!!!

This is with reference to your application received for Content Writer / News Editor, we accept your application and we would like to confirm that we appointing you as Junior Editor from 28th November 2022 onwards. Details as follows:

Designation: Junior Editor and Content Writer

Remuneration: Rs. 13000 / Month for first 3 months till Feb 2023, afterwards will be revised.

Official Email id: editorial.tvcmedia@gmail.com

Working Hours: 11 am to 7 pm: Monday to Friday; 11 am to 4 pm: Saturday

Work type: Work from Office

**** Closing of Magazine issue, sometimes needs to wait for longer hours.

Roles and Responsibilities will be as follows:

- Proof Reading and Editing of Content for TEXTILE VALUE CHAIN Magazine and Website
- Content Development for TEXTILE VALUE CHAIN initially, later for FASHION VALUE CHAIN and TECHNICAL TEXTILE VALUE CHAIN.
- Market Report: Data Extraction and Presentation
- Social Media Content Planning and Updating
- Video Shoot, Editing and uploading to respective channels
- Attending conferences, Seminars, Exhibitions, meet people, take interviews, make event reports, stories, articles etc.
- Enhance Content of Website and Magazine, by adding new column, new variety of content, ensure more engagement of the user / Subscribers by adding quality content to website and magazine.
- Content Adding to website (whenever required)

- Every Day 10 News Editing and sending for uploading (Source from different websites, only News needs to be taken, no interview, no article from other sources)
- Every Day one Market Report (Ministry of Commerce, Trade Map, etc)
- Writing one Article for Magazine, Preferably Cover Story; writing editorial for magazine.
- Writing 3 Articles / Original Stories every week for Website.
- Taking Interview Online / Offline / Email / Telephonic: Data of the persons will be shared to you (Every week Minimum one or more) Magazine required 3-4 interviews in different sectors (will be discussed how to go ahead)
- Sometime designing of creatives for marketing / social media content etc.

All contents need to share to magazine.tvcindia@gmail.com for uploading on website, add to drive for adding in magazine. Ensure that all content which is received from outside and written by you needs to be uploaded on website on time and check the look / layout of same. Magazine; check content is properly placed with correct picture.

We expect your complete involvement, dedication and commitment towards company and share more ideas to develop the quality content of media.

Look forward to working with you for a long time.

Thanks & Regards,

Jigna Shah

(Publisher & Director)

Offer Cum-Appointment Letter

20th November 2021

Isha Bhavesh Gada,

118/C Sai Leela Apartments, Anand Nagar, Sindhi Society, Chembur, Mumbai-71.

Subject: Offer Cum-Appointment Letter

Dear Isha,

Quirky Writers Media (hereinafter referred to as “**Quirky Writers Media**” or “**QWM**”), is pleased to offer you employment as a **Marketing Intern**. The purpose of this letter is to describe the general terms and conditions of your employment with **Quirky Writers Media** with effect from your joining date.

We offer you employment on the following terms and conditions:

1. Joining Date

20th November 2021 or earlier, unless otherwise agreed to in writing between you and Quirky Writers Media. The Company may extend your joining date by notifying you in advance. If you fail to join on the decided date, this Offer cum Appointment Letter will stand automatically withdrawn.

2. Reporting Officer

Sakshi Gaware – Marketing Executive

3. Location

Unless otherwise agreed to in writing you will be based in Mumbai. In the present circumstances of lockdown due to COVID-19, you are advised to start working remotely, from home, starting from your joining date. You agree to relocate to Mumbai and start working from QWM Mumbai office on a mutually agreed date. Further, depending upon **Quirky Writers Media’s** requirements, you may be required to travel and/ or be posted temporarily or permanently at other offices/ locations.

If agreed to in writing you may work remotely for the duration of your tenure with QWM.

QWM will provide you the necessary induction software, tools, licenses for any online services, design tools, software development licenses, software development frameworks, and software development IDEs and other hardware (“**QWM’s Property**”) as is required to work on the projects assigned to you. You agree and understand that you will be responsible

for maintaining QWM's Property in the same condition in which it was handed over to you. Any damage/theft of QWM's Property after it is handed over to you shall be recovered from you. Please note that if you fail/refuse to commence work with QWM on your joining date, you shall promptly return QWM's Property.

4. Compensation

1. Your stipend shall be **INR 3,000** /- monthly which will be paid in accordance with Quirky Writers Media' normal payroll practices; which is, your stipend/salary will be credited between 1st to 7th of every month.
2. Your remuneration package is strictly confidential between you and QWM and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
3. In case of any change in the existing statute or introduction of a new statute, QWM reserves a right to adjust the salary components within the then-existing Annual Salary to ensure that the payments are made in compliance with such statutes.
4. QWM may from time to time, deduct any statutory deduction or withhold tax as may be required by applicable law.
5. **Retention Bonus:** Quirky Writers Media will pay you an amount which will be calculated based on performance and the annual profits of the company as a retention bonus if you accept the full-time offer given to you. The retention bonus will be paid in the thirteenth (13) month from the date of your joining, subject to your performance is satisfactory to the management of QWM. If you resign from your services or are terminated by the Company any time before completion of twelve (12) months of uninterrupted service, the Company reserves the right to forfeit this Retention Bonus.

5. Hours of Work

1. You will be required to work from Monday to Friday for nine (9) hours per day from 9:30 a.m. to 6:30 p.m. and on Saturdays from 9:30 am to 2:30 pm. Further, depending on project/work contingencies, work-load, and business requirements, at any given time you may be required to work outside these stated hours to participate in calls and demos, including on weekends.
2. You may also be expected to travel to other locations and at times outside of your official working hours. You may at any time be called upon to perform other than your normal duties which in the opinion of QWM are within your capacity to discharge and you will forthwith undertake these duties with due care and diligence.
3. Expenses for any work-related / official national and international trips shall be reimbursed by the QWM in accordance with the policy of QWM from time to time.

6. Employment Eligibility:

This offer of employment is contingent upon a review of your education credentials and experience certificates. In addition, this offer is contingent upon the satisfactory completion of a reference check. By signing this letter, you represent that you have all the necessary approvals/licenses/visas (if applicable) to accept employment in India.

7. Probation

1. You will be on probation for a period of three (3) months from your actual date of joining. At the discretion of QWM, the probation period may be extended; if it is found that the services provided by you are interrupted or not satisfactory.
2. On successful completion of the probation period, if in the opinion of QWM, you are found suitable for the appointment post; your appointment will be confirmed and communicated to you in writing by QWM.
3. During the probation period, QWM may terminate your employment without any notice and/or without stating any reason thereof.

8. Annual Leave

1. The employee is entitled to 22 (twenty two) days leave on full pay for each and every annual leave cycle, with a maximum of 2 (two) days of paid leaves per month.
2. Out of the 22(twenty two) paid leaves stated in 8.1, the employer shall grant the employee who is absent from work through incapacity a sick leave and a casual leave, the employee will be entitled 15 (fifteen) sick leaves annually including physical emotional and mental annually and seven (7) days of casual leaves annually
3. Any leaves taken by the employee during the probation period would be considered as unpaid leaves

9. Background Verification Report

Upon your joining, QWM or through a third party, carry out a detailed background verification to validate the information and credentials submitted by you. QWM reserves the right to terminate your employment without notice, at any point during the course of employment, if the Background Verification Report is found incongruent with the information and credentials provided by you. Additionally, in such an eventuality, Quirky Writers Media shall require you to refund the salary /remuneration paid including employee benefits availed amongst any other benefits, till such date.

10. Accountability

1. You shall perform any such duties diligently and faithfully as are incidental or implied and consistent with your relevant experience, training, and qualifications or maybe reasonably delegated as being in the best interest of QWM.
2. You agree to use all tools provided by QWM for professional purposes only. Internet and email access are provided to you as business communication tools for appropriate internal and external business uses. Generation, transmission, or storage of potentially offensive information is not allowed. You also agree to always act in the interest of QWM. Should you not respect this requirement of professional use, QWM will have a right to take disciplinary action which may lead up to and including termination of employment.
3. During the period of your employment, you shall be governed by all the applicable rules, regulations, policies, procedures, and notices that are in force currently and that may come into force from time to time and they shall form the basis of your employment and shall govern all matters whether specified herein or not, including on matters such as designation, working hours, emoluments and the structure thereof, etc. QWM's decisions on all such

matters will be final and binding on you. Any subsequent variations by QWM to any terms, conditions, rules, or regulations generally governing the members of QWM's staff will prevail and be applicable to you. Violation of such policies could lead to disciplinary actions up to and including termination of employment.

11. Non- Solicitation, and Non-Competition:

You agree that in consideration of your engagement with QWM, and other good and valuable consideration, the receipt of which is hereby acknowledged, during the term of the employment with QWM and for a period of two (2) years from the termination of your employment, you shall not, directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), Unless otherwise agreed in writing.

1. own or operate a business in competition with the business of QWM,
2. solicit employment with a competitor or with any existing/prospective client (in any manner whatsoever),
3. solicit the employment of or advise any other employee of QWM to terminate his/her contract or relationship with QWM or accept any contract (directly or indirectly) or other arrangements for providing services to any other person or organization, or
4. contact any of the existing or prospective clients of QWM, to entice such clients away from QWM or to damage in any way their business relationship with QWM.

12. Consent Regarding Personal Data

1. This clause relates to the Personal Data that you may be requested to provide in connection with your employment. Personal Data includes any information related to a natural person that is, in a combination of other information or otherwise, is capable of identifying such person notably including financial information such as Bank account or credit card or debit card or other payment instrument details, physical, physiological and mental health condition, sexual orientation, medical records and history, biometric information, any information or detail relating to previous employment details, educational qualifications, and criminal record.
2. You hereby understand and consent to Company, without any reservations, too (i) collect any of your Personal Data or other data from your last employer or through any internal or external agencies appointed for this purpose, (ii) use or process such data in connection with your employment with QWM or any matters arising from such employment, and (iii) sharing such data with any outside agencies or third parties including Company's client for verification and validation of this information, processing in relation to employment or matters arising from such employment, or in compliance with QWM's contractual or statutory obligations.
3. You understand that you may withdraw the consent by informing in writing to Company's designated representative for this purpose. You also consent and accept that if such withdrawal of consent affects the purpose for which your Personal Data was sought, Company reserves the right to take steps as it deems appropriate. You understand that this consent is obtained by QWM to ensure compliance of The Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011, and any successor of QWM regarding the subject.

13. Changes in Personal Details

Any change in your residential address, telephone numbers, marital status, and academic qualifications should be notified in writing to QWM. All communication will be addressed to you on the last address notified by you and it will be presumed that you have received such communication addressed to you.

14. Full-Time Employment:

QWM has appointed you as a full-time employee with QWM and you shall devote yourself exclusively to the business and interests of QWM. You will not take up any other work for remuneration (part-time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as shareholder/debenture holder), in any other trade or business during your employment with QWM, without permission in writing of the management of QWM. You will also not seek membership of any local or public bodies without first obtaining specific permission from the management of QWM. Any violation to exceed your specified authority as mentioned will be seriously viewed and disciplinary/appropriate legal action will be taken against you.

15. Termination/Resignation

a. Resignation by Employee: If you decide to leave QWM, you may resign from your services by giving QWM a prior written notice of:

- One month' (“**Notice Period**”) for full-time and 15 days if you are on probation period.
- Payment of gross salary in lieu thereof. Any shortfall in the Notice Period shall be recovered from you.

In case of resignation, QWM reserves the right to:

- decide whether the Notice Period shall run concurrently with the period of any leave which may be granted to you;
- direct you not to perform any of your duties and to remain away from QWM premises and/or not to contact clients or other employees of QWM for all or part of the Notice Period.

b. Termination by QWM: QWM may terminate your services for convenience by giving one (1) months prior written notice (“**Notice Period**”) or payment of gross salary in lieu thereof. Such termination does not amount to ‘Retrenchment’ under any law and does not entitle you to any severance pay.

c. Termination for Cause: Notwithstanding anything contained above, your employment with QWM may be terminated without notice or without any salary in lieu thereof if, in the opinion of QWM, you, at any time:

- commit any serious or persistent breach of any of the terms and conditions of this Appointment letter or any of the provisions of the employee handbook or other documents incorporated by reference in this document;
- do or cause to be done any act, deed, matter or thing adverse to QWM's interests;
- are guilty of any misconduct or neglect in the discharge of your duties or exercise of your powers hereunder or otherwise vested in you from time to time;
- wilful slowing down in performance of work or abetment or instigation thereof;
- habitual neglect of work, or gross or habitual negligence;
- fail to or neglect in observing and complying fully with all resolutions, regulations, instructions, and directions from time to time made or given to you by QWM;
- if any information furnished by you or representation made by you is found to be incorrect or if any material information is detected by QWM to have been suppressed by you or any action on your part is found to be in contravention to the terms and conditions herein;
- become of unsound mind;
- are accused or convicted of any criminal offense
- absconding for more than ten (10) days.

Your separation from the Company pursuant to the terms of this Offer cum Appointment Letter shall not amount to 'Retrenchment' under any law, and thus would not entitle you to claim or receive any severance pay/retrenchment compensation.

16. Effect of Termination

Upon termination/resignation of your employment with QWM for any reason, you:

1. Shall not make any statements (whether oral or written) or do anything which might damage the reputation of QWM or interfere with Company's relationship with its clients and customers.
2. Agree that, without prejudice to Company's other rights and remedies, QWM shall be entitled to deduct from your emoluments, the amount of any claims which QWM may have against you either under the terms of your employment or otherwise.
3. Understand that the LOR and Experience Certificate will be issued only if you have served the entire Notice Period in a satisfactory manner.

17. Indemnification

You shall, at all times, indemnify and keep indemnified QWM against all sums whether by way of claims, demands, damages, costs, charges, or expenses paid or incurred by QWM in or in connection with any action, claim proceedings, or demand instituted or made against QWM caused or occasioned by your breach, failure, default or neglect.

18. Governing Law and Arbitration

This Offer-cum-Appointment Letter shall be governed under the law of India and subject to the exclusive jurisdiction of courts in Mumbai. Any dispute between you and QWM shall be settled by a sole arbitrator to be appointed by QWM, the place of arbitration shall be Mumbai and the language of the arbitration shall be English.

19. Other terms and conditions

- **Severability:** QWM and you mutually agree that the provisions of this appointment letter are severable, and if any one provision is found to be invalid or unenforceable in whole or in part, the remainder of the agreement will remain valid and enforceable. QWM and you further agree that the court may modify any provision to make it valid and enforceable.
- **Successors and Assigns:** QWM will have the right to transfer and assign this agreement and all covenants and agreements herein will inure to the benefit of and be enforceable by such successors and assigns. This agreement is personal to you and you will not be entitled to transfer or assign it in whole or in part.
- Headings are for ease of reference only and do not affect the meaning of the agreement set out in this letter. Unless expressly indicated otherwise, references to monetary amounts are references to an amount expressed in the currency of India.
- QWM may revoke this offer of employment any-time before the joining date. Similarly, after accepting this offer, if you do not intend to join the Company, you shall have a right to inform your intentions 15 days before your joining date.
- This Offer-cum-Appointment Letter contains the entire understanding between you and QWM concerning the subject matter hereof and is in addition to any and all prior and contemporaneous negotiations, correspondence, understandings, and agreements, whether oral or written, respecting that subject matter.

By accepting this offer, you acknowledge and agree that this Offer-Cum-Appointment Letter and the terms and conditions set forth in them accurately describe the employment relationship that you are willing to enter into with QWM and you agree that the terms and conditions of the employment are fair and reasonable. Please return a signed copy of this letter within two (2) days, as your acceptance of the terms and conditions mentioned herein, failing which this offer shall stand automatically withdrawn.

Isha, QWM is a company that grows and is enriched by the contributions of its employees, and we look forward to your continued enthusiasm. We believe that your employment with QWM will be both personally and professionally rewarding.

Very truly yours,

Sharon Lobo



Founder, CEO

Accepted:

By: _____

Name: _____

Date: _____

Dear Insha,

Greetings!

Welcome aboard.

This has reference to your application and subsequent interview you had with us this week, we are pleased to offer you the position of Correspondent - Entertainment at Rightplex Media Pvt Ltd. We trust that your experience and skills will be a valuable asset to our company. If you are to accept this offer, you will be eligible to follow in accordance with our company's policies. As agreed upon, your annual gross salary will be paid in monthly installments by direct deposit. As communicated, a letter of appointment will be emailed or will be handed to you in the office with other joining formalities.

As discussed you shall join duty on 22/09/2022 failing which this letter will be treated as cancelled.

Your immediate reporting head will be Head of Department- Editorial. We at Rightplex, hope that you'll accept to work with us and look forward to welcoming you aboard.

Feel free to contact me if you have any queries or concerns.

Sincerely,
Sweta Sinha
Director of Operations & HR
Rightplex Media Pvt Ltd
A 25/ 98, Rd No 02, Sidharth Nagar, SV Road
Goregaon West



Volo Fin Services Private Limited
CIN: U74999MH2021FTC353439
B-613, Kanakia Wall Street, Andheri(E)
Mumbai, Maharashtra - 400093, India
www.volofincorp.com

5th April 2022

Ms Adithya Kalesan
Room no 21, Mansarowar Society,
Chaitanya Nagar, Opp IIT Main Gate,
Powai,
Mumbai 400076

SUBJECT: LETTER FOR EMPLOYMENT

Dear Ms Adithya Kalesan,

Volo Fin Services Private Limited (“VoloFin”/ “Us”/ “We”) refers to discussions with you, We are delighted to offer you the position of **Associate – Business Development** with VoloFin subject to the terms and conditions as set out in this letter (“Letter”).

Job Role and Compensation

1. Designation

- | | | |
|----------------------|---|----------------------------------|
| a. Position | : | Associate – Business Development |
| b. Location | : | Mumbai |
| c. Department | : | Business Development |
| d. Reporting Manager | : | Gagan Singh |
| e. Effective Date | : | 4 th May 2022 |

2. Compensation

Fixed Salary: Your Fixed Salary will be INR 3,25,000 (Three Lakhs Twenty-Five Thousand) per annum.

Performance Bonus: You are eligible for Performance Bonus of INR 50,000 (Fifty Thousand). This will be a discretionary bonus based on company performance, team performance and individual performance. The performance evaluation period is January to December of each year with pay-out by March of subsequent year. At the time of bonus pay-out, you need to be on the payroll of the company and not serving the notice period.

Annual Increment: The annual increments are effective from 1st April of each year, it will be decided by VoloFin and will be merit based, taking into account VoloFin's performance as well as individual performance.

Confidential Information

During the term of your employment and thereafter, you shall comply with VoloFin's policies with respect to usage and dissemination of confidential information and intellectual property rights. Further, considering your unique position in our organization, your employment with Us is subject to you showing highest standards of ethics and professionalism at all times.

Accordingly, you would also be subject to certain covenants to prevent any potential misuse of your position that may adversely affect the conduct of Our business. These covenants are provided in the Employment Terms (as defined below) applicable to you.

Employment Term and Conditions

The detailed terms and conditions of your employment with Us are set out in the standard terms of employment for VoloFin ("**Employment Terms**"). Upon acceptance of this Letter, You shall be provided a copy of the Employment Terms. You are requested to review the same and provide a signed copy to Us on or before the Effective Date.

For the avoidance of doubt, it is clarified that your assuming / undertaking any responsibility as an employee of VoloFin would be considered a deemed acceptance of the terms and conditions of this Letter and the Employment Terms.

Validity

The above-mentioned terms of this Letter will not be considered to be changed/ deemed to be changed unless they are communicated to you in writing.

The offer contained in this Letter is subject to satisfactory reference check, document verification, acceptance of the Employment Terms and completion of all joining formalities in accordance with VoloFin's policies.

You are required to confirm acceptance of this Letter via email within 2 days of receipt of this Letter.

Failure to confirm acceptance of this Letter and/or non-compliance with any of the instructions contained herein without prior intimation to VoloFin may result in the withdrawal of this offer at the sole discretion of VoloFin.



Volo Fin Services Private Limited
CIN: U74999MH2021FTC353439
B-613, Kanakia Wall Street, Andheri(E)
Mumbai, Maharashtra - 400093, India
www.volofincorp.com

We are confident you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Yours sincerely,

FOR VOLO FIN SERVICES PVT LTD

AUTHORISED SIGNATORY

Mohit Agarwal
Director



EMPLOYEE

Adithya Kalesan



Date : August 29, 2022
Name : Shivani Kumari
Location : Navi Mumbai

Dear Shivani,

We want to congratulate and are pleased to offer you the position of “**Software Tester-Trainee**”, Grade- TR based out of Navi Mumbai Location, starting **5th Sep 2022**.

We trust with your knowledge, skills, and experience, you will soon become a valuable member of the 3i Family.

Your Compensation Package (CTC) will be **Rs. 3,00,000/-** per annum. Your salary break-up is as follows:

Components	Annual (INR)
Basic	1,55,544
HRA	7,777
Supplementary Allowance	89,148
Advance Statutory	12,000
PF Employer's Cont	21,600
Gratuity	7,482
Insurance (GHI,GPA, GTL)	6,449
Total Fixed Pay (TFP)	3,00,000
Total CTC	3,00,000

Notes:

1. Your Salary is subject to deduction of Income Tax in accordance with the provision of the Income Tax Act.
2. You will be covered under Gratuity and Employee Insurances as per company policy.
3. Statutory deduction as applicable.
4. *In order to perform your services better and in a professional manner and as per the standards and requirements of the Company, it is necessary and essential that you possess certain specialized knowledge and expertise for performing the service, you shall only be achieved by undergoing certain on the job training on specific skillsets. You undertake to complete the training which is on the job training and work for a minimum period of two (2) years with the Company. If you resign before completing 2 years, you hereby agree to pay to Company the sum of Rs.2,00,000/- (Rupees two lakhs only) towards the training cost.
 - **After completion of One (1) year, subject to performance you would be promoted to G2 Grade and given an increment accordingly.**



Components of Compensation Break-up

1) Medical Insurance:-

- **Group Hospitalization Insurance (GHI)** provides risk coverage to you and your family members (spouse, dependent children and parents) in event of hospitalization.
- **Group Personal Accident Insurance (GPA)** Group Personal Accident Insurance Benefit provides you risk coverage in case of any accidents occurring while working or outside of work resulting in partial or total disablement or casualty.
- **Group Term Life Insurance (GTL)** provides coverage to your family members in the unfortunate event of death due to either accidents or natural causes. Total sum assured shall be payable to your nominee. However, nothing is payable on survival.

2) **HRA** - House Rent Allowance is paid in order to meet the expenses incurred on account of rented accommodation.

3) **Provident Fund** - The Company deducts 12% of your Basic Salary and makes an equal contribution, as per PF rules applicable currently.

4) **Gratuity** - Employer contribution to the Company's Gratuity Fund @ 4.81% of Basic Salary. All Employees who have completed 5 years of continuous service with the Company are eligible to get gratuity on separation from the company.



Terms of association:

1. The detailed appointment letter containing the terms and conditions of the employment will be issued to you on the day of joining.

2. Please scan the below documents in the system.
 - Highest educational transcripts mark sheet and certificates.
 - PAN Card- Mandatory in color.
 - Aadhar Card
 - Passport in color.
 - Passport size Photograph (3.5 cm * 3.5 cm) in white background.
 - Cancelled cheque of existing ICICI Bank a/c - 12 Digits (if any).
 - Permanent Address Proof - Mandatory
 - Current Address Proof if any.
 - Relieving / Experience Letters of all previous organizations.

We look forward to welcoming you as a member of the 3i-Infotech Team.

Thanking you,

Yours truly,

Manoj Nair
Associate Vice President-Talent Acquisition



i nventevo
nfotech PVT. LTD.

Date: 19/10/2022

Dear, RITESH MAHESH SHIKNE

We are pleased to inform you that **Inventevo Infotech Pvt Ltd** has selected you for the position of Customer Service Associate.

Please find the general conditions of your employment which will be reiterated on the local contract which will be signed between you and the organization.

The above mentioned local contract will be the basis for your working relationship with the organization.

As already discussed, you will be in training period of 15 days (5 days training and 10 days OJT) to which you will be liable to salary as discussed with you effective from your joining date 19/10/2022.

And if in case you failed to clear your training period your employment will be terminated and the travelling allowance of 15 days will be paid accordingly. We are not liable to pay if in case you left during the training period.

We would be glad to provide you with Appointment letter and your confirmation of your employment with us once you complete your OJT period successfully.

Kindly sign your acceptance to indicate that you have accepted the offer from us. We have found you to be the most suitable for the position and look forward to working with you.

HR Executive
Inventevo Infotech Pvt. Ltd.



Inventevo Infotech Pvt. Ltd.
101, 10th Floor, Real Tech Park, Vashi, navi mumbai Maharashtra
400703 IN

+91 88281 85708

HRD/294ASCSW/2022

26.09.2022

Ms. Sandra Balakrishnan

B - Wing 105, Sadguru Nakshtra,
Near Ganapati Mandir, Titwala (East) - 421605.



Letter of Engagement

Dear Ms. Sandra,

This has reference to your application and subsequent interview you had with us; we are pleased to appoint you as **Assistant Professor in Botany** department of **SIES College of Arts, Science and Commerce Sion (West)**.

You will be engaged on contract for the period commencing from **05.09.2022 - 30.04.2023** or up to the regular appointment, whichever earlier.

You will be paid a consolidated gross salary of **Rs. 25000/-** per month. Statutory monthly deductions shall be as applicable.

Your workload in terms of number of lectures, hours of presence in the college premises will be as per the provisions of UGC/ State Government from time to time and adopted by the University of Mumbai. Principal will assign the lectures as per notification No. संकीर्ण - 2018/(175/18) मधी - 3 of Department of Higher & Technical Education dated 14.01.2018 and University circular No. TAAS (CT)/01/2019-2020 dated 02.04.2019 and CATU/23/2021-22 dated 23.01.2022.

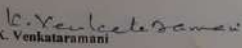
You are aware that your appointment has been made on the basis of the representations made and documents submitted by you. In case of any false/incorrect statements or documents submitted by you, the management shall terminate your services without notice.

The detailed terms and conditions of your engagement are set out in the Annexure attached hereto.

Please sign duplicate of the letter along with each page of the Annexure containing the terms and conditions and return the same to us at the earliest.

We are confident that you will do your best in your assignment and make significant contributions to the growth and excellence of The South Indian Education Society.

For The South Indian Education Society,


K. Venkataramani

Honorary Secretary

I accept the terms and conditions:

Ms. Sandra Balakrishnan



THE SOUTH INDIAN EDUCATION SOCIETY
SIES Chowk, K. A. Subramanian Road, Matunga, Mumbai-400 019
Tel: 3401 0951 / 3404 4542 • Fax: 2404 3232
E-mail: society@sies.edu.in • www.sies.edu.in

HRD/295ASCSW/2022

26.09.2022

Ms. Ruchika Dani

Room No. 109, 1st Floor, B - Wing,
New Look Building, Punjabi Colony,
GTB Nagar, Sion Koliwada, Mumbai - 400037.



Letter of Engagement

Dear Ms. Dani,

This has reference to your application and subsequent interview you had with us; we are pleased to appoint you as **Assistant Professor in Botany** department of **SIES College of Arts, Science and Commerce Sion (West)**.

You will be engaged on contract for the period commencing from **05.09.2022 - 30.04.2023** or up to the regular appointment, whichever earlier.

You will be paid a consolidated gross salary of **Rs. 25000/-** per month. Statutory monthly deductions shall be as applicable.

Your workload in terms of number of lectures, hours of presence in the college premises will be as per the provisions of UGC/ State Government from time to time and adopted by the University of Mumbai. Principal will assign the lectures as per notification No. संकीर्ण - 2018/(175/18) मशी - 3 of Department of Higher & Technical Education dated 14.01.2018 and University circular No. TAAS (CT)/01/2019-2020 dated 02.04.2019 and CATU/23/2021-22 dated 23.01.2022.

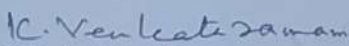
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The detailed terms and conditions of your engagement are set out in the Annexure attached hereto.

Please sign duplicate of the letter along with each page of the Annexure containing the terms and conditions and return the same to us at the earliest.

We are confident that you will do your best in your assignment and make significant contributions to the growth and excellence of The South Indian Education Society.

For The South Indian Education Society,


K. Venkataramani

Honorary Secretary

I accept the terms and conditions:

Ms. Ruchika Dani

THE SOUTH INDIAN EDUCATION SOCIETY
SIES Chowk, K. A. Subramaniam Road, Matunga, Mumbai-400 019.
Tel: 2401 0051 / 2404 4242 • Fax :2404 3232
E-mail: society@sies.edu.in • www.siesedu.net



Shreya Narkar,
D/o: Vishnu Narkar
Room No. 03, Tuljibai Chawl,
Dharavi Road Near Holi Maidan,
Dharavi, Mumbai 400017.

Dear Shreya Narkar,

Sub: Your appointment as Digital Marketing Executive.

We refer to your interview dated 06.01.2022 with our Chief Strategist. We are glad to appoint you as **Digital Marketing Executive** of our Chief Strategist. (You can be placed anywhere in India at our discretion).

Kindly refer to the attached Appointments Terms and Salary as per Annexure-I, and Annexure-II.

In case the enclosed terms and conditions are acceptable to you, you are requested to sign this copy as a token of your acceptance of the terms and conditions of Venture Studio Capital LLP.

WHAT DO WE WANT FROM YOU?	PLANNING: - HOW TO GET YOUR JOB DONE. DIARY: - PERFECT TIME MANAGEMENT. DISCIPLINE: - DELIVERY BEFORE TIME.
NOTE	YOU SHOULD HAVE A DIARY & DISCIPLINE, WE WILL HELP YOU IN PLANNING.

We keenly look forward to welcoming you on board and to a perpetual mutually satisfying association.

Very truly yours,
For Venture Studio Capital LLP



(Authorized Signatory)
Encl: -

Annexure I: Appointment Terms, **Annexure II:** Salary Structure.

I accept all terms & conditions as per the above enclosures and will be joining the Company on
Acceptance: By:*Shreya*.....

Dated: - 09 / 02 / 2023

Place: Mumbai



Letter of Offer for Employment

25 July 2022

Dear Shruti Shetty,

At Ipsos Data Service Pvt. Ltd ('Ipsos'), we are passionately curious about people, markets, brands and society. By nurturing a culture of collaboration and curiosity, we attract the highest calibre of people who have the ability and desire to influence and shape the future.

In continuation to your application and further conversations with us, we are pleased to make an employment offer to you in Ipsos as **Associate Executive – Data Processing**. You will be based in our office located in Mumbai (Thane).

You will be paid gross emoluments as detailed in **Annexure A** of this Letter

Your offer has been made based on information furnished by you. Your employment as per this offer is subject to the following:

- a. Submission and verification of the copies of documents or certificates furnished by you as proof of the information.
- b. Background verification/ check carried out by us or by our authorized representative about you, whether you are fit for this employment with us.

Ipsos reserves the right to review/ withdraw its offer of employment in case any discrepancy/s is/are found or reported with respect to any of the aforesaid two conditions.

Further, your employment with us will be governed by the terms and conditions of the Employment Agreement which will be executed by you before the commencement of your employment with us.

Our employment offer will remain valid for 2 days from the date of this Letter. On behalf of Ipsos, we look forward to your positive acceptance of this offer which can be communicated by you by signing and returning duplicate copy of this Letter in token of your acceptance.

Thanking you

For Ipsos Data Service Pvt. Ltd

Read and Accepted

Signatures

Shallet D'Silva
Director – Human Resources

Name & Date:

Shruti Shetty
25-07-22

Ipsos Data Service Pvt Ltd

Registered Office:

Lodha i-Think Techno Campus, 501, B-Wing, 5th Floor, Off Pokhran Road No. 2, Majiwada, Thane West, Thane - 400601, Maharashtra
Tel.: +91 22 6620 8000 | Email: ipsos.india@ipsos.com | Website: www.ipsos.com
CIN: U74130MH2004PTC146904



REACH US :
Shop No 2, Shree Ganesh Garden CHS,
Nr. Wally's Kitchen, Kalyan West 421301

Date: 01/08/2022

TO,

Miss/Mrs. **ROSEMARY THOMAS**

With reference to your application dated **28/07/2022** we have the pleasure to inform you that you are hereby appointed as an **ASSISTANT TEACHER** on **01/08/2022** at a consolidated salary of **Rs.5500/-** in words **Rupees Five Thousand Five Hundred Only/-** per month. Based on an average 30 Days calculation with effect from **01/08/2022** or the date you report for duty. Your Reporting time **10.00am to 5.00pm** at the school shall be Monday to Saturday, Sunday being a weekly holiday.

- 1) Your appointment is for a period from **01/08/2022** to **30/04/2023** After the above period your services shall stand for renewal after discussing your Annual growth & performance.
- 2) All Salaries shall be paid after the completion of the month by "A/c payee cheque" only on the 10th of every following month after any deductions due to Absenteeism or 'Late Remarks'.
- 3) Three 'Late Remarks' in a month will be calculated as one day leave with the necessary deduction in the monthly salary issued.
- 4) You will be required to teach any class or do any extra work, if needed any. You should be available on the school Campus when free during duty hours.
- 5) In case you wish to resign from the services, you will have to give 3 month's notice or 2 month salary in lieu there from the date of resignation.


WALLY'S MY 1st PLAYHOUSE