



# सालिम अली पक्षिविज्ञान एवं प्रकृति विज्ञान केन्द्र

## SÁLIM ALI CENTRE FOR ORNITHOLOGY AND NATURAL HISTORY

पर्यावरण, वन एवं जलवायु परिवर्तन मंत्रालय के अधीन उत्कृष्टता का एक केंद्र, भारत सरकार  
(A Centre of Excellence under the Ministry of Environment, Forests & Climate Change, Government of India)

SACON/Admn/132/734/2018-19

19.11.2018

### EXPERIENCE CERTIFICATE CUM RELIEVING ORDER

This is to certify that **Ms. Athira Balakrishnan** was working as a Junior Research Biologist in the project titled "*A Comprehensive study of potential ecological impact of windmill farms on wildlife with special emphasis to avifauna in Karnataka*" at this centre from **08.03.2018** to **30.06.2018**. Ms. Athira Balakrishnan does not have any dues to this centre and she is hereby relieved from the duties and responsibilities of Junior Research Biologist with effect from 01.07.2018.

During this period, the conduct of Ms. Athira Balakrishnan was GOOD.



Place: SACON, Coimbatore

Date: 19 Nov 2018

To

Ms. Athira Balakrishnan

#### Internal Copy to:-

1. PA to Director - for the kind information to the Director, SACON Please.
2. Dr. H.N. Kumara, Senior Scientist (PI of the project)
3. Research Coordinator
4. Finance officer
5. Librarian incharge
6. Hostel warden

आर जयकुमार / R. Jayakumar  
प्रशासन अधिकारी / Administrative Officer  
सालिम अली पक्षिविज्ञान एवं प्रकृति विज्ञान केन्द्र  
Sálím Ali Centre for Ornithology and Natural History  
आनैकट्टी, कोयंबटूर - 641 108  
Anaikatty (Post), Coimbatore - 641 108

आनैकट्टी, कोयंबटूर - 641 108 (इंडिया)

Anaikatty (Post), Coimbatore - 641 108 (INDIA)

Tele : +91-422-2203100, 2203103, 2203109 Telefax : +91-422-2657088

E-mail : salimali@sacon.in, salimalicentre@gmail.com Website : www.sacon.in

Reference No: DFY/SKLA/BR/01

Date: 30<sup>th</sup> March, 2019

To,  
**Kurmapu Anil Kumar,**  
S/O Satyanarayana  
1-12, Main Road,  
Vallampudi (Village),  
Vepada (Mandal)  
Vizianagaram (Dist), AP  
Pin: 535281

Sub: **Offer Letter – Project Manager in SELCO-Model Anganwadi Project, Bihar.**

Dear Anil,

Greetings from Doctors For You,

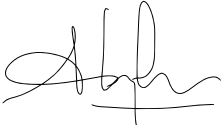
We have pleasure in appointing you as, Project Manager in Shekhpura, Bihar as a part of SELCO-Model Anganwadi Project, effective from, April 04<sup>th</sup>, 2019, based on following terms and conditions:

- You are being appointed for 12 months with first 3 months being on probation.
- Notice period during this association would be of 30 days.
- You will receive honorarium of INR 32,000 p.m along with INR 500 pm as communication allowance. In addition all travels incurred with due permission of PD for project purposes will be duly taken care by DFY within the project budget.
- Your core roles and responsibilities include:
  - Overall lead responsibility for successful execution of the program in the State lies with the PM.
  - Responsible for leading the team of the project & managing of staff.
  - Do necessary documentation of success stories, report writing, keep project director updated about progress of project.
  - Responsible for planning and executing all project activities/interventions in Bihar.
  - Responsible for liaising with Govt. line departments, and other external agency (DFY) for project purposes.
  - Responsible for nurturing fellow organisations like District development office, Other NGO's, respective ICDS offices etc.
  - Will be the overall in-charge of finance and administrative functions of the state team and submit to Project Director (DFY).
  - Undertake extensive field visit to ensure quality project/program interventions and sort out the field level practical disabilities of Field Workers.
  - Providing comprehensive support to- monitor the work- by maintaining daily attendance of field workers
  - To take care of the team, encourage and motivate them and make sure the team moves in the right direction.
  - Responsible for creating initial awareness/Training meetings amongst Anganwadi teachers and staffs about the new initiative and triggering process.
  - To respond with completed assignments within deadline.
  - To undertake any other task, (within the ambit of successful completion of the project) as per the instruction of line supervisor. It is expected that you will discharge your assigned responsibilities with high standard of performance, quality, integrity and discipline.

- You will not participate any anti-social, anti-government or anti-organization activities. In case of violation, it would lead to immediate termination.
- If any information furnished or declaration given by you in regard to your employment during interview or later is found to be false or any material information will-fully suppressed, your appointment would be liable for termination without any prior notice or compensation.

You are requested to sign this letter, signifying your acceptance of the same for our records.

For Doctors For You.



Mr Jacob Oommen Arikupuram,  
Project Director, Doctors For You

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I have read the terms and conditions of this letter of appointment and confirm my acceptance of the same.

Signature



Prakash Babu Kodali &lt;prakashkodali@cukerala.ac.in&gt;

## Appointment letter

1 message

Anjulekshmi p <anjulekshmimangalath@gmail.com>  
To: Prakash Babu Kodali <prakashkodali@cukerala.ac.in>

Fri, Sep 10, 2021 at 8:27 AM

Dear sir,

Please find the attachment regarding my appointment in "Decentralization and Health Project" of Health Action By People, Trivandrum. This is the formal communication of appointment I received through email.

However, since the confidential project information was reported along with it, I cannot share the full appointment email.

I am positioned as Project Officer

I was offered the pay package of RS 20000 per month.

Dr. Ravi Prasad Varma. ( [rpvarma@sctimst.ac.in](mailto:rpvarma@sctimst.ac.in) ) is my immediate supervisor).

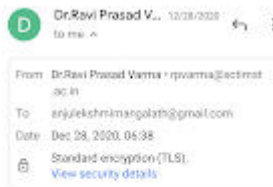
Sincerely

Anjulekshmi

MPH 2017-2019 Batch

Dept. PH&CM

Central University of Kerala



Screenshot\_2021\_0909\_220227.png  
104K

Dear Anju Lekshmi  
I will consider your resume favourably for this project on Decentralization and health project of Health Action by People, Trivandrum, funded by the Health Systems Transformation Platform, New Delhi.  
I will recommend 1st January as the start date for your contribution to the project.





Dr.Ravi Prasad V... 12/28/2020

to me ^



From Dr.Ravi Prasad Varma • rpvarma@sctimst.ac.in

To anjulekshmimangalath@gmail.com

Date Dec 28, 2020, 06:38



Standard encryption (TLS).

[View security details](#)

Dear Anju Lekshmi

I will consider your resume favourably for this project on Decentralization and health project of Health Action by People, Trivandrum, funded by the Health Systems Transformation Platform, New Delhi.

1) I will recommend 1st January as the start date for your contribution to the project



INDIAN INSTITUTE OF TECHNOLOGY HYDERABAD  
Kandi - 502 285, Telangana, INDIA

No. IITH/02/Admin/R&D PRJT/2019  
Date: 20.05.2019

To  
**Dr. Dahy Sulaiman**

Sir/Madam,

Sub: Adhoc appointment to the post of **Research Assistant** at IIT Hyderabad.

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With reference to your application, Director IIT Hyderabad is pleased to engage you on purely temporary basis in IIT Hyderabad on the following terms and conditions:

1. This is not an offer of app ointment in IITH against any post, temporary or otherwise. Procedure prescribed for recruitment to regular posts has not been followed in this engagement and therefore it does not confer any right, implicit or explicit, to the appointee for consideration for regularization or absorption against any post in IITH even if the engagement is extended beyond the initial tenure.
2. The engagement is in the project entitled "**Coal-Based Energy Generation in India: Managing Local and Global Environmental and Human Health Impacts**" Project, Project No. HU/CE/F116/2018-19/S51, Sanction No. 22.05.18 dated 22 May 2018, under the **PI Dr. Asif Qureshi**.
3. The engagement is for a period of **Three Months** commencing from **date of joining** and co-terminus with the project or till such time the job performed by you in the project exists and the engagement is specifically extended by the Director, IITH; whichever is earlier. In case no communication regarding extension of tenure is received on or before the last working day of the current tenure, it will be deemed that the tenure has not been extended and you will automatically stand relieved on the last working day of the current tenure.
4. You will be paid a consolidated pay of **Rs. 34,000/- p.m (Rupees Thirty Four Thousand Only)**. In case you are provided with Hostel/ Quarter accommodation, necessary deductions like licence fee, electricity and water charges, etc., will be made from the stipend. For this purpose, an undertaking in the prescribed proforma is to be submitted.
5. You shall not discontinue this engagement without seeking prior approval of Director, IITH. In case you wish to discontinue the engagement, prior to completion of the tenure, you must submit one month prior notice indicating specific reasons for not continuing or deposit on month's consolidated remuneration in lieu of the notice period. The engagement shall cease from the date stipulated by the Director while accepting the request for discontinuation. You may be discontinued from the engagement by giving one month notice or one month's consolidated stipend in lieu thereof, without assigning any reason and you will have no right against IITH under any circumstances.
6. The total tenure of the engagement shall not exceed 5 (five) years in any circumstance and it shall be calculated as per period spent on one project and/or different projects taken together in IITH.
7. You will not divulge any information relating to the work of IITH that you may come to know during the engagement with IITH, to any party.



8. You will be governed by the Conduct Rules and any orders and rules in force from time to time as applicable to the staff of IIT Hyderabad.
9. Your last remuneration will be paid only after getting the 'No Objection' / 'No Dues Form' from all concerned in the Institute.
10. You are not entitled to any travelling allowance for joining the post.
11. You will be entitled to 2 ½ days of leave for each completed calendar month of service as per leave rules applicable to the project staff. Female candidates will be entitled to Maternity Leave as per IITH Norms, subject to the condition that the duration of leave shall not have the effect of taking the tenure beyond the tenure of the project or completion of the work of the project.
12. You will not be entitled to any medical facilities, except Out-Patient Treatment with the Medical Officer of the Institute in cases of medical emergency and no reimbursement of medical expenses, if any.
13. Your engagement is subject to the production of the following documents, at your own expense, at the time of reporting for duty:
  - (a) Medical Certificate of health and physical fitness for the engagement to be obtained from the medical Officer or District Medical Officer or Civil Surgeon.
  - (b) Documentary evidence in support of: (1) date of birth, (2) attested copies of certificates of educational and technical qualification(s), and (3) experience/relieving certificate from the present employer, if any. All the original certificates should also be brought for verification.
  - (c) Three numbers of latest colour photographs in stamp size.
  - (d) Character Certificate in the enclosed form.
  - (e) Marriage Declaration (form enclosed) if married.
  - (f) Declaration that you are not under bond or agreement or under obligations to serve the Central/ State Government / University or a Public Authority / Undertaking / Institution / Autonomous body.
  - (g) If belonging to SC/ST, certificate in the enclosed form issued by a competent authority listed therein. The offer is provisional and is subject to the Caste / Tribe certificates being verified through proper channel and on the verification if it reveals that the claim to belong to Schedules Caste or Schedules Tribe, as the case may be is found false, this offer will be withdrawn forthwith, without assigning any further reason and without prejudice to such further action as may be deemed fit under the provisions of the Indian Penal code for production of false certificates.
  - (h) If any declaration given or information furnished by you, is found to be incorrect or not in order or if you are found to have willfully suppressed any information considered material, by the Institute, the Institute reserves itself the right to withdraw/ cancel this offer at any time without prejudice to such other action as it may deem necessary.
  - (i) With regard to matters not specifically stated herein, decision of the Director, IITH shall be final and binding.
14. If this offer is acceptable to you, please join within 10 days from the date for sending the offer letter.



Dean (R&D)  
IIT Hyderabad

Copy to:

1. PI/PL
2. DR (Accounts)
3. Admin Office
4. Personal file
5. AIMS
6. R&D Office

# Super Specialty Cancer Institute & Hospital

अति विशिष्ट कैंसर संस्थान एण्ड अस्पताल  
C.G. City, Sultanpur Road, Lucknow-226002  
सी.जी. सिटी, सुल्तानपुर रोड, लखनऊ-226002  
(An Autonomous Institute of the Govt. of Uttar Pradesh)  
(उत्तर प्रदेश सरकार का स्वायत्तशासी संस्थान)

Email: humanresource.sscih@gmail.com

Letter no. PI/CI/HTA/228/03/2020

Date: 3<sup>rd</sup> December, 2020

## OFFICE MEMORANDUM

To,

**Dr. Dahy Sulaiman,**  
D/o Shri. Sulaiman. A.V.  
Ambalath Veetil (House),  
Peruvallur (P.O.), Thrissur – Distt.  
Kerala, India - 680508  
**Mobile: 9656814025**  
**Email: dahysulaiman@gmail.com**

**Subject:** Offer of contractual appointment for the post of **Senior Research Officer or Scientist-D**, on ad-hoc basis initially for the period of one year from the date of joining in the extramural project entitled “Health Technology Assessment” under Resource Centre/hub” funded by DHR-ICMR, Ministry of Health & Family Welfare, Govt. of India, to work in the Specialty of Public Health, at SSCI&H.

Madam/Sir,

With regard to the file no. T.11011/08/2017-HR(Part-1)/E-office-8025571 dated 27<sup>th</sup> November, 2019, from Department of Health Research (DHR), MoH&FW, Govt. of India, advt. no. SSCI/RC-03/HTA/2020-21 dated 02.10.2020, interview held on 13.11.2020, subsequent recommendation of selection committee and approval of the competent authority and declaration of result vide notification no. PI/CI/HTA/228/01/2020 dated 19<sup>th</sup> November, 2020. The Principal Investigator of the above Extramural project is pleased to offer you a provisional appointment for the post of **Senior Research Officer or Scientist-D**, in the monthly consolidated fixed emolument of **Rs. 75,000/-p.m.** (Rs. Seventy five thousand only), to be paid from the project budget.

This appointment shall be subject to the following terms & conditions:

1. The appointment is purely on contract basis initially for a period of 12 months. This appointment will not vest any right to claim by the candidate for regular appointment or permanent absorption in the institute OR for continued contractual appointment which may be renewed subject to assessment of performance or terminated as decided by the Principal Investigator of the above project.
2. The above project has currently and tentatively been sanctioned for the period of 03 years. There is every possibility of project being terminated at any point in time, even before the defined currency of the project, without assigning any reason thereof or because of any prospective change in Government's policy or priority.
3. The total consolidated fixed emolument of Rs. 75,000/-p.m. (Rs. Seventy five thousand only) will be paid subject to availability of fund in the project. There would be no prospective increment, either.
4. This offer of the contractual employment will in no way give any right to recruitee to claim for continuity or absorption or compensation in any way during or after currency of the contract.

5. The contract will automatically expire on completion of 12 months and can be terminated at any time by the Principal Investigator without assigning any reason thereof. The employee can also leave the Institute by giving 30 days' notice or salary in lieu thereof.
6. The staff employed in the above project will not be considered to be the employee of DHR-ICMR/ MoH&FW, Govt. of India or SSCI&H but for all the purposes be treated as contractual employee of the project and will be subject to the rules and administrative control of the Institute (Specialty of Public Health) and will be accordance with the rules & procedures as applicable to the contractual employee of the Institute.
7. The appointee in above project will work full time on the task and duties under the instruction of Principal Investigator or as deemed appropriate by the appropriate authority, for which they are being employed on contract.
8. The DHR-ICMR/MoH&FW, Govt. of India/SSCI&H will not be liable to bear any expenditure for Pension Provident Fund contribution and or leave salary contribution incurred or committed.
9. The appointee will have to give and undertaking (in specified format, to be provide at the time of joining) that in case of any dispute between you, the contractual employee and SSCI&H/ DHR-ICMR/ MoH&FW, Govt. of India will not be legally liable in any way.
10. S/He should also note that S/He will have to conform to the rules of discipline and conduct as applicable to the contractual employee of the Institute.
11. The Principal Investigator reserves the right to terminate his/her services at any time without assigning any reason thereof.
12. No travelling or other allowances will be paid to the appointee for joining the position.
13. The appointee should not have been convicted by any Court of Law.
14. If any declaration given or information furnished by the appointee proves to be false or if the appointee is found to have wilfully suppressed any material information, he/she will be liable to be removed from contractual services and such action as the appointing authority may deem fit.
15. If it is subsequently found that s/he was in service and had concealed this fact and had not submitted a no-objection certificate, his/her appointment would be liable to automatic cancellation at any stage.
16. The Institute will not provide any accommodation in its campus.
17. Any unauthorized absence from work beyond a week would be tantamount to breach of contract and appointment will be cancelled without notice.
18. In any case the Institute will not provide any medical facilities free of cost.
19. The Principal Investigator will be free to terminate his/her contractual services if s/he indulges/takes part in any unlawful strike or agitation that is likely to affect research work.
20. Production of a certificate of medical fitness from a Medical board as designated by the Institute before joining the post.
21. The preceding terms & conditions are only indicative and DHR-ICMR/ MoH&FW, Govt. of India/ SSCI&H will be/is free to expand / modify the same as & when required and as deemed appropriate.
22. Production of the following certificates in original:
  - a. Degree/Diploma/Certificates of essential educational qualification in original.
  - b. Matriculation certificate (with date of birth)
  - c. Certificate of SC/ST/OBC (for candidates belonging to these categories) in the prescribed format. OBC candidates must bring a caste certificate which has been issued not earlier than 6 months of the date of issue of this order.

- d. NoC & Relieving certificate from his/her present employer, if already working.
  - e. Aadhar card (if you have one)
  - f. Pan Card (if you have one)
  - g. Certificates of good character from two Gazetted officers of the central/ state government, in the prescribed form.
  - h. A statement of marital declaration/marital status.
  - i. A declaration that he/she is not involved in a criminal or other case punishable under any law.
23. Incumbents working in radiation areas would be required compulsory to abide by the Radiation Safety regulation/codes as stipulated by the Atomic Energy Regulatory Board, Mumbai, including participation in personal monitoring service (TLD badge) for record of radiation dose.
24. You are required to bring three colour photographs (full-face, straight-on, facing the camera, passport-size) and a set of photocopies of your documents listed at items 17(a to i) at the time of joining and print (both sides) and fill out forms as per enclosure
25. Your acceptance of the offer of contractual employment will be presume conclusively that you after having read & understood the preceding terms & conditions have accepted the same.

You are being directed to report to the Principal Investigator of the above project to work in the Specialty of Public Health, SSCI&H.

If you accept the offer on above conditions, for the contractual in the above Extramural project and it is presumed conclusively that you have read and understood the preceding terms & conditions you should inform within three days w.e.f. 03.12.2020 and report for joining the duty within 15 days w.e.f. 03.12.2020. In case of failure to join as per the stipulated period in the above position, it will be deemed that you are not interested in this appointment, and this offer shall automatically stand cancelled and withdrawn.


  
(Principal Investigator)  
HTA, Project, SSCI&H

**Distribution:**

**Dr. Dahy Sulaiman,**  
D/o Shri. Sulaiman. A.V.  
Ambalath Veettil (House),  
Peruvallur (P.O.), Thrissur – Distt.  
Kerala, India - 680508  
**Mobile:** 9656814025  
**Email:** dahysulaiman@gmail.com

**Copy:**

1. DHR, MoH&FW, Govt. of India. (Email: fine.arvind@gmail.com & kavitha.dhr@gmail.com)
2. Faculty In-charge Research, SSCI&H (Email: ayush.025@gmail.com)
3. F&AO, SSCI&H (Email: fo.sscih@gmail.com)
4. O/o Director, for record (Email: director.sscih@gmail.com)
5. Guard File.

  
(Principal Investigator)  
HTA, Project, SSCI&H





**PROCEEDINGS OF THE PRINCIPAL, GOVT. MEDICAL COLLEGE, MANJERI**

GMCM:-Estt- Temporary appointment of **Junior Research Fellow in PHFI research project on Contract Basis** -Appointed - Orders issued.

Read: - 1) This Office Notification of even No. Dated: 21.06.2019.  
2) Rank List Published on 28.06.2019.

**ORDER No. E1-3527/2019/GMCM DATED: 28.06.2019**

Dr. Safareena C.K, a candidate is temporarily appointed as Junior Research Fellow in the PHFI project in Government Medical College, Manjeri on contract basis for a period of maximum one year, on a consolidated pay of Rs.25,000/- (Twenty five thousand rupees only) per Month. The Appointment is purely on temporary basis and will be terminated at any time if found unsuitable.

Therefore, Dr. Safareena.C.K is directed to report for duty before the Principal, Govt. Medical College, Manjeri, Malappuram with the documents in original to prove the date of birth, qualifications, within 7 days from the date of receipt of this order, failing which her appointment Order shall stands cancelled.

To,

Dr. Safareena.C.K  
Darul Mazhar,  
Munderimotta Road, Valiyannur,  
P.O Varam, Kannur - 670 594.

  
**PRINCIPAL**

Copy to :-

- 1) CA to Principal
- 2) Stock file/Spare Copy



Appointment Letter

Date: 13<sup>th</sup> February 2020

To,

Mr. JASUDAS NADUPURI

Rompalli, Ramabhadrapuram, vizianagaram,

Andhra Pradesh- 535579

Dear Mr. JASUDAS NADUPURI

With reference to your application and subsequent interview with us, we are pleased to appoint you as a Operations Lead Implemented by TB Alert India (TBAI) w.e.f 13<sup>th</sup> February 2020

Following are terms and conditions governing your employment with TB Alert India (TBAI)

1. Your appointment is subject to the provisions of the TB Alert India HR policy, including the Code of Conduct, conflict of interest, antibribery policy and data privacy policy together with such amendments as may from time to time be made to the respective policies
2. This appointment is offered on the basis, inter alia, of your certification of the accuracy of the information provided by you in your application form at the time of recruitment.
3. Your appointment will be effective from 13<sup>th</sup> February 2020 to 31<sup>st</sup> March 2021. You will be put under probation and observation period for three months from date of your joining to i.e from 13<sup>th</sup> February 2020 to 12<sup>th</sup> May 2020
4. You will be placed at Hyderabad. This arrangement can be dispensed earlier than the stipulated period at any time based on your performance and conduct.
5. Since your appointment is being made for a specific period, you will neither have any right nor lien on the job held by you. You will not claim regular employment even if there is any such vacancy for the post held by you or otherwise.
6. Your designation will be Operations Lead. However, in order to give wider exposure your services can be utilized as per organization requirements for other works as well. Your line supervisor and project team members will be in regular contact with you.
7. Your Monthly Cost to the organization (CTC) would be INR.30000/- (Rupees: Thirty Thousand Only) which includes applicable statutory contribution (Employee & Employer) towards EPF and ESIC. You are placed under Level- 4 salary band as per the organization HR policy. (See annex 1 for detailed Salary calculations).
8. The normal working days are from Monday to Saturday. You have to adhere to punctuality and shall learn the work diligently. Your working timings will be for eight and half hours. The timings can be flexible and extended as per availability of the private provider and need of the project.

Address : Flat No.301, H.No. 10-2-191, Binrajka Residency, West Marredpally, Secunderabad-500026. Telangana, INDIA.

Phone : +91 40 27803499, e-mail : info@tbalertindia.org, URL : www.tbalertindia.org



**CAMPUS :**

# 75, Muthugadahalli, Jala Hobli,  
Bangalore North Taluk, Bangalore Urban District,  
Bangalore - 562157, Karnataka

**TRUST OFFICE :**

# 70, 2nd Main Road, 3rd Cross,  
Kanaka Nagar, R.T. Nagar,  
Bangalore - 560 032, Karnataka

**Date: 10 November, 2021**

**Mr. U Thulasiram**

Dear **Mr. U Thulasiram**

**Re: Your appointment in our institute as an Assistant Professor - UG.**

We have pleasure in offering you in our **International Institute of Business Studies** as an **Assistant Professor**. Please note that the employment terms contained in this letter are subjected to such conditions and service rules etc, as may be determined by the management of the institution from time to time.

**1. Appointment**

- Your date of appointment is with immediate effect from the date of joining not later than **December 12<sup>th</sup> 2021**, or if necessary we may request you join earlier with due consent from your selves.
- You will be on probation for a period of one year from the date of your joining. If in the opinion of the management, you are found suitable; your services may be confirmed earlier.
- You will be governed by the terms and conditions of service applicable as and when changes are made.

**2. Compensation**

- You will be on the institute scale with total emolument of **Rs.23.000/-**. You will be paid Basic salary and other allowances will be suitably fixed as per institute's prevalent policy.
- You will avail the Group Insurance Scheme & other benefits as applicable, as per the policies of the institute.

**3. Retirement**

- The retirement age is 60 years

*Tarun*



**CAMPUS :**

# 75, Muthugadahalli, Jala Hobli,  
Bangalore North Taluk, Bangalore Urban District,  
Bangalore - 562157, Karnataka

**TRUST OFFICE :**

# 70, 2nd Main Road, 3rd Cross,  
Kanaka Nagar, R.T. Nagar,  
Bangalore - 560 032, Karnataka

**4. Responsibilities**

- a. In view of your position and office, you must effectively, diligently and to the best of your ability perform all the tasks assigned to you and ensure results.
- b. You shall ensure that you will comply with all the policies of the organization. Consequently, you are required to understand the scope and the intent of the policies and comply with the same. You shall also ensure to update yourself with the change or update policies, which the organization may effect from time to time and comply with the same.
- c. It also becomes your responsibility to bring the notice of the management, any such violations to the policies, committed by any member in the organization.
- d. You may be required to undertake travel on behalf of the organization for which you will be reimbursed travel expenses.

**5. Leave**

- a. You shall be eligible to such leave as is admissible under the leave policy of the organisation from time to time.

**6. Conflict of interest**

- a. You are required to engage yourself exclusively in the worked assigned by the institute and shall not take up any other part time or full time employment with any other organization
- b. You shall not engage in any activity directly or indirectly that will affect in interests of the organization directly or indirectly.

**7. Confidentiality**

- a. As a member of the organization, you may gain access to such information that may be considered "confidential" by the organization. Therefore, you shall not divulge any confidential information to anyone outside the organization or to anyone inside who is not entitled to such information.

**8. General**

- a. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, you will be liable for removal from service without notice. Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which relate to your commitments under this agreement.

*Inst.*



**CAMPUS :**

# 75, Muthugadahalli, Jala Hobli,  
Bangalore North Taluk, Bangalore Urban District,  
Bangalore - 562157. Karnataka

**TRUST OFFICE :**

# 70, 2nd Main Road, 3rd Cross,  
Kanaka Nagar, R.T. Nagar,  
Bangalore - 560 032. Karnataka

**9. Notice Period**

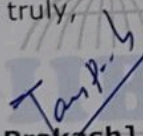
- a. This contract is terminable without reasons, by either party giving three month's notice on confirmation. This organization reserves right to pay or recover the salary in lieu of the notice period
- b. The organization may relieve you at its discretion from such date prior to expiry of the notice period without assigning reasons.

**10. On Separation**

- a. On acceptance of separation notice, you shall ensure to handover all the materials of the organization in your possession that includes library books, presentation materials, data, literature, drawings, and documents belonging to the organization. You shall not make or retain any copies of these items.

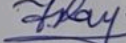
Please confirm that the above terms are acceptable to you and that you accept the appointment by signing a copy of the letter of appointment. We look forward to your contribution to your growth and this organization and a successful career with us.

Yours truly,

  
[Jay Prakash]  
Chairman

I agree to accept employment on the terms and conditions mentioned in the above letter.

Name: **Mr. U Thulasiram**  
Place: Bangalore

Signature:   
Date: 13/12/2021





सीएसआईआर-केंद्रीय विद्युतरसायन अनुसंधान संस्थान

CSIR-Central Electrochemical Research Institute

कारैकुडी / Karaikudi - 630003 क्रमांक / SI.No.

**ID: 82396**

**296**

**परियोजना स्टाफ / PROJECT STAFF**

नाम / Name : P. V. SREYA

पता / Address : NILESWAR (PO)  
KASARGOD (Dist)  
KERALA 671314

**27-03-22**

तक वैध / Valid upto .....

सुरक्षा अधिकारी / S





Name: P Vishal  
Employee Number: 19070  
Location: Bangalore, Karnataka

Date: 15<sup>th</sup> March, 2021

Subject: Re-Designation

Dear P Vishal,

We wish to inform you that we understand the need of our employees to play a larger and effective role in their current assignments and hence we have decided to re-designate you.

With effect from March 15<sup>th</sup>, 2021, you have been re-designated as Senior Content Developer (Maths). Kindly note that your remuneration and all other terms and conditions of employment remains unchanged.

We look forward to your enhanced contribution in your current assignment with Go Sharp Technologies & Consulting Pvt Ltd, and we wish you all the best in your endeavors.

For Go Sharp Technologies & Consulting Pvt Ltd

For Go Sharp Technologies & Consulting Pvt. Ltd.



Risha Kapoor  
Authorised Signatory  
Senior Manager - Finance & HR

EC No: 17/20

## To whom it may concern

This is to certify that **Dr. Deepa. K** [BAMS, PGDY] has worked as a visiting Yoga Trainer from 1<sup>st</sup> July 2019 to 20<sup>th</sup> July 2020. During this period, her service was found to be satisfactory in carrying out the duties; she has conducted classes on Yoga as well as life style modification for the in house patients.

Her in-depth knowledge in Yoga therapy was well appreciated by national and international Guests.

She is intellectual, hardworking, dependable, dedicated and open to challenges with the excellent proficiency bestowing efficacious classes.

We wish her great success in future endeavours

20<sup>th</sup> July 2020



Sincerely



**Dr. C. P Asghar**  
Chief Physician, Greens Ayurveda

**Dr. C.P. ASGHAR**  
Chief Physician  
Greens Ayurveda  
Azhiyur - 673 309, S.India  
[www.greensayurveda.com](http://www.greensayurveda.com)



# SRI AMMAN MATRIC. HR. SEC. SCHOOL

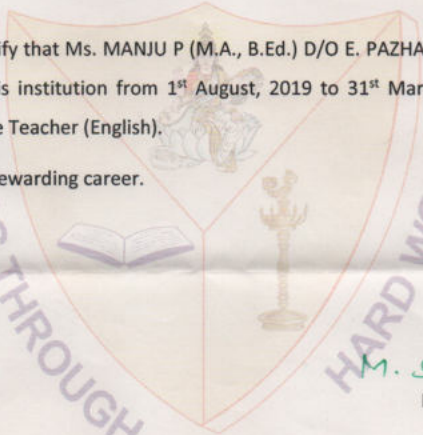
Vaikuntham (P.O), Sankari (T.K), Salem - 637 103, Tamilnadu

Date : 07<sup>th</sup> Sept., 2020

## TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. MANJU P (M.A., B.Ed.) D/O E. PAZHAZIMALA has worked in this institution from 1<sup>st</sup> August, 2019 to 31<sup>st</sup> March, 2020 as Post Graduate Teacher (English).

I Wish her a rewarding career.



M. Shanmugapriya

Principal

Sri Amman Matric. Hr. Sec. School  
Vaikuntham-637 103



THE CORPORATE MANAGEMENT OF SCHOOLS

DIOCESE OF MANATHAVADY

**APPOINTMENT ORDER**

(Form 27 See Rule XIV(A)-7 KFR)

Pastoral Centre Dwaraka  
Nallooradu P.O  
Mananthavady 670645

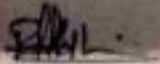
No: 95/AU/2019

Date: 06-06-2019

Smt. Bindumol George, Mundakunnel (H), Mandapam (PO) Kasaragod (Dt) is appointed as a Probationary Teacher under this management on a pay of Rs 25200/- per mensem in the scale of Rs 25200 - 54000 and is posted as UPST in Ambayathode AUPS from 06-06-2019 to onwards in the vacancy of Sri. Joshy Joseph, UPST Ambayathode AUPS who has been promoted as to HST (Malayalam) at Adackathode St. Joseph's HS as per this office Order No. 65/P/2019 dated 06-06-2019.

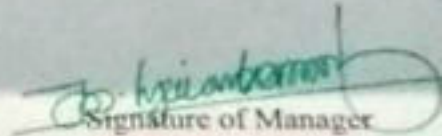
This appointment is subject to the provisions of Kerala Educational Act and the rules there under and such other rules or orders issued from time to time by the government or other competent authority.

Certified that there is no qualified teacher existing in service under this Educational Agency who is eligible for promotion to the vacancy for which the above appointment made.



Signature of Teacher

The appointment is approved.



Signature of Manager  
Fr JOHN P. GEORGE  
CORPORATE MANAGER  
Corporate Educational Agency  
Diocese of Mananthavady



## MAR ATHANASIOUS COLLEGE ASSOCIATION

KOTHAMANGALAM COLLEGE P.O., KEMANA, INDIA - 686 000  
Phone: 0485-2870225, Telefax: 0485-2870217, 0485 2870255 (Res.)  
www.marcollegeassociation.org E-mail: mana0088@gmail.com

MANAGER: Mar Athanasius College (Autonomous), Kothamangalam  
Mar Athanasius College of Engineering, Kothamangalam  
Mar Basilio's College, Adimaly  
Mar Athanasius International School, Kothamangalam

DR. WINNY VARGHESE  
SECRETARY

06-06-2019

**Form - 6**  
**(See statutes 15 & 50 of Chapter 45)**

**APPOINTMENT ORDER**

Dr. Eldhose A.Y., Adakkaravayalil House, Airapuram P.O., Ernakulam - 683541, is appointed as Assistant Professor in English on probation in the retirement vacancy of Dr. Jose George under this Educational Agency on a pay of Rs.15600/- p.m. in the scale of Rs.15600-39100 in Mar Athanasius College, Kothamangalam w.e.f. 06-06-2019 subject to the provisions of the Mahatma Gandhi University Act 1985 and the Statutes, Ordinances and Regulations made there under and such other Rules and Orders issued from time to time by Mahatma Gandhi University or by such other authority who may be competent to issue such rules, orders etc., under the said Statutes.



W. Varghese  
Secretary, Mar Athanasius College  
Association and Manager, Mar Athanasius  
College, Kothamangalam

To  
Dr. Eldhose A.Y.,  
Adakkaravayalil House,  
Airapuram P.O.,  
Ernakulam - 683541

Copy to:  
1) The Registrar, Mahatma Gandhi University (with CI.)  
2) The Dy. Director of Collegiate Education, Ernakulam  
3) The Principal, Mar Athanasius College, Kothamangalam





# UNIVERSITY OF KERALA

(Re-Accredited by NAAC with 'A' Grade)

## UNIVERSITY INSTITUTE OF TECHNOLOGY

PIRAPPANCODE, THIRUVANANTHAPURAM - 695 607

Principal

Dr. SREEDEVI S.

Phone : Off. 0472-2583612

Mob. 9447071271

E-mail : uitppcd@gmail.com

No. UET/PPCD/7000/2021

Date... 19/01/2021

### EXPERIENCE CERTIFICATE

This is to certify that Smt. HARISHMA HARI K., TC 23/1068, Valiyasala, Chalai. P.O., Trivandrum, has worked in the **University Institute of Technology, Pirappancode** as **Guest Lecturer** in English on the basis of hourly remuneration for a period of 2 months from ~~02/08/2019~~ <sup>24/06/2019</sup> to 26/09/2019.

Signature

(Name of the Principal)

(Name of the Institution)

**U.I.T. REGIONAL CENTRE  
PIRAPPANCODE**

Place : Pirappancode

Date : 19/01/2021



Counter signed by :

5/2/2021

**DEPUTY REGISTRAR  
Administration - III**

Place :

Date :

(Office Seal)





**KERALA GOVERNMENT**  
**EDUCATION (HIGHER SECONDARY)**

**PEN: 870266**



**Name : KUSUMA. S**

**Designation : HSST Junior English  
Education**

**Higher Secondary**

**Valid up to : 28/01/2026**

*A. R. S.*  
**Principal-in-charge**

Ref No: JU/APP/KK/005

27/05/2019

Mr. Aby Abraham  
Veerappillil, Pazhakkulam P.O  
Adoor, Pathanamthitta  
Kerala – 691523  
Ph: 9446800483  
E-mail: aby1016@gmail.com

Dear Aby Abraham,

We are pleased to confirm to you the offer of employment for a full-time position with JAIN (Deemed-to-be University) Kochi as Assistant Professor in the department of English.

**Appointment:**

- a. Your date of appointment would be effective from 15<sup>th</sup> of June, 2019.
- a. You will be on probation for a period of **one year** extendable by one more year from the date of your joining. If, in the opinion of the University Appointments Committee, you are found suitable, your services will be confirmed
- b. You will be liable for transfer in such capacity the University Appointments Committee may from time to time determine to any other location, institution of the University. You will be governed by the terms and conditions of service applicable in the new assignment.

**Compensation:**

- a. You will be paid a gross salary of Rs.40,000/- (Rupees Forty Thousand only) per month.
- b. You will be participating in the Provident Fund rules as applicable.

**Notice:**

- a. Your services can be terminated by giving one month's working days' notice or pay salary in lieu of notice period. No notice is required for termination due to misconduct.

As discussed, this offer is conditional upon completion of satisfactory references that could include, but is not necessarily limited to, a review of past employment and education records.

The detailed appointment letter including the terms and conditions of your employment shall be issued to you on the day of joining.

This offer will be valid for one week from the date of this letter. If this offer of employment is acceptable to you, please confirm your acceptance by returning a signed copy of this document by email or post or in person.

We look forward to a mutually rewarding professional association.

For Jain (Deemed-to-be University) Kochi,

**Authorized Signatory**

---

I, Aby Abraham, acknowledge that I have read, understood and accept this offer.

Name: *Aby Abraham*

Place: *Adoor.*

Signature: *Aby Abraham*

Date: *1-6-2019*

**GOVT. ARTS AND SCIENCE COLLEGE UDUMA**

**Pallaram, Panayal P.O Kasaragod 671316**

Ph: 0467 2232975

e-mail – principalgcuduma@gmail.com

No.B1-376/2019

Dated: 23/06/2020

**EXPERIENCE CERTIFICATE**

This is to certify that Kum. Nayana R. has been working as Guest Lecturer in English of this college from 28/06/2019 to 20/03/2020 During this period her work and conduct were **Good**.

Principal

**Approval Valid**

Digitally Approved By

Abhilash S

Date: 23/06/2020

Reason: Approved







# केरल केन्द्रीय विश्वविद्यालय CENTRAL UNIVERSITY OF KERALA

(संसद के अधिनियम, वर्ष 2009 द्वारा स्थापित / Established under the Act of Parliament in 2009)

No. CUK/APT/GF/IR/CC/2015/Vol II

Dated, 25<sup>th</sup> June, 2021

## EXPERIENCE CERTIFICATE

1. This is to certify that Ms Deepthi Krishna D. has been engaged as Guest Faculty in English in the Department of International Relations (UG), Capital Centre since 01.08.2019 to till date as per details mentioned below:

01.08.2019 to 29.11.2019

03.12.2019 to 19.05.2019

21.05.2020 to 31.12.2020

04.01.2021 to 30.04.2021

04.05.2021 to till date

2. During this period she was drawing remuneration of Rs 1000/- per lecture subject to a ceiling of Rs 30,000/- per month.

3. This is issued on her request.



  
कुलसचिव / Registrar (ML)  
केरल केन्द्रीय विश्वविद्यालय  
Central University of Kerala  
कासरगोड / Kasaragod

# കാസറഗോഡ് ജില്ലാ കലക്ടറുടെ നടപടിക്രമം

## (ഹാജർ : ഡി സജിത്ത് ബാബു. ഐ.എ.എസ്)

വിഷയം:-ഗ്രാമവികസന വകുപ്പ് - ജീവനക്കാര്യം ഗ്രാമവികസന വകുപ്പിൽ 19000-43600 രൂപ ശമ്പള സ്കെയിലിൽ ക്ലർക്ക് തസ്തികയിൽ നിയമനം നൽകി ഉത്തരവാകുന്നു.

സൂചന:-1) കേരള പബ്ലിക് സർവ്വീസ് കമ്മീഷൻ കാസറഗോഡ് ജില്ലാ ഓഫീസറുടെ 21/11/2020-ലെ കെ.ജി.ഡി. I(3) 1247/17(21) നമ്പർ നിയമന ശിപാർശ.

2) 07/01/2013-ലെ ജി.ഒ. (പി) 20/2013 നമ്പർ ധന ഉത്തരവ്.

**ഉത്തരവ് നം. ആർ.ഡി5/657/18/എ.ഡിസി(ജന) തീയതി: 28/12/2020**

1958-ലെ കേരള സ്റ്റേറ്റ് സബോർഡിനേറ്റ് സർവ്വീസ് റൂളിലെ ചട്ടം (3) സി യ്ക്ക് വിധേയമായി ഗ്രാമവികസന വകുപ്പിന് കീഴിൽ കാസറഗോഡ് ജില്ലയിലെ നിലവിലുള്ള ക്ലർക്ക് തസ്തികയിലേയ്ക്ക് 19000-43600 രൂപ ശമ്പള സ്കെയിലിൽ നിയമനം നടത്തുന്നതിന് ഉദ്യോഗാർത്ഥിയെ മേൽ സൂചന പ്രകാരം കേരള പബ്ലിക് കമ്മീഷൻ കാസറഗോഡ് ജില്ലാ ഓഫീസർ ശിപാർശ ചെയ്തിട്ടുണ്ട്.

സൂചന കത്തിലെ ശിപാർശയുടെ അടിസ്ഥാനത്തിൽ ചുവടെ ചേർത്തിരിക്കുന്ന ഉദ്യോഗാർത്ഥിയെ 1958 -ലെ കേരള സംസ്ഥാന സബോർഡിനേറ്റ് സർവ്വീസ് റൂൾസ് ഭാഗം -2 റൂൾ 10 (ബി) പ്രകാരവും പൊതു നിയമനത്തിലെ 9-ാം റൂളിലെ (എ) ഉപറുളിലെ ക്ലോസ് 1-നും അനുസരണമായി 19000-43600 രൂപ ശമ്പള നിരക്കിൽ ക്ലർക്ക് തസ്തികയിൽ നിയമനം നൽകിക്കൊണ്ട് ഇതിനാൽ ഉത്തരവാകുന്നു.

| ക്ര. നം | ഉദ്യോഗാർത്ഥിയുടെ പേര്                                 | അച്ഛന്റെ / രക്ഷകർത്താവിന്റെ പേര് | ജനന തീയതി  | വിദ്യാഭ്യാസ യോഗ്യത | നിയമന ശിപാർശയുടെ ടേബിൾ |
|---------|---|----------------------------------|------------|--------------------|------------------------|
| 1       | 2   | 3                                | 4          | 5                  | 6                      |
| 1       | SWETHA KRISHNAN P, SARANG, KOTTODY KASARAGOD , 671532 | KRISHNAN K                       | 20/06/1993 | 1. S.S.L.C         | OC Turn                |

നിയമനം നേടിയ ഉദ്യോഗാർത്ഥി, നിയമന ഉത്തരവ് കൈപ്പറ്റി 15 ദിവസത്തിനകം വയസ്സ്, വിദ്യാഭ്യാസ യോഗ്യത, എന്നിവ തെളിയിക്കുന്ന അസ്സൽ രേഖകളും 30/06/2011-ലെ ജി.ഒ. (പി) 20/2011 ഉ.ഭ.പ.വ നമ്പർ സർക്കാർ ഉത്തരവ് പ്രകാരമുള്ള, സർക്കാർ സർവ്വീസിലെ സിവിൽ സർജനിൽ കുറായാത്ത മെഡിക്കൽ ഓഫീസർ സാക്ഷ്യപ്പെടുത്തിയതും ഉദ്യോഗാർത്ഥിയുടെ ഫോട്ടോ പതിച്ചതുമായ മെഡിക്കൽ സർട്ടിഫിക്കറ്റും, ഗസറ്റഡ് ഓഫീസർമാർ സാക്ഷ്യപ്പെടുത്തിയ രണ്ട് സ്വഭാവ സർട്ടിഫിക്കറ്റും, പി.എസ്. സി. ആഫീസിൽ നിന്നും ലഭിച്ച നിയമന ശിപാർശയുടെ ഒറിജിനലും, നോൺക്രീമിലയർ സർട്ടിഫിക്കറ്റിന്റെ ഒറിജിനലും ആറ് മാസ കാലയളവിനുള്ളിൽ എടുത്ത രണ്ട് പാസ്പോർട്ട് സൈസ് ഫോട്ടോ സഹിതം കാസറഗോഡ് അസിസ്റ്റന്റ് ഡവലപ്പ്മെന്റ് കമ്മീഷണർ (ജന) മുമ്പാകെ ജോലിക്ക് ഹാജരാകേണ്ടതാണ്. . നിയമനം നേടി ഉദ്യോഗാർത്ഥി ജോലിയിൽ പ്രവേശിച്ച മുതൽ തുടർച്ചയായ 3 വർഷ കാലയളവിനുള്ളിലെ രണ്ട് വർഷക്കാലം നിരീക്ഷണ കാലത്തിലായിരിക്കും. ഉദ്യോഗാർത്ഥികളുടെ സ്വഭാവം/പെരുമാറ്റം തൃപ്തികരമല്ലെന്ന് ബോധ്യപ്പെട്ടാൽ സർക്കാർ തീരുമാന പ്രകാരം പ്രസ്തുത ഉദ്യോഗാർത്ഥികളെ മറ്റൊരു അറിയിപ്പ് കൂടാതെ ജോലിയിൽ നിന്നും റിട്ടു തൽ നൽകി പിരിച്ചുവിടുന്നതുമായിരിക്കും.



ഉത്തരവ് കൈപ്പറ്റി 15 ദിവസത്തിനകം ജോലിയിൽ പ്രവേശിക്കാത്ത ഉദ്യോഗാർത്ഥികളുടെ വിവരം NJD ഒഴിവാക്കി പി.എസ്.സി.യെ അറിയിക്കുന്നതാണ്.


സൂചന (2)സർക്കാർ ഉത്തരവ് പ്രകാരം 01/04/2013-ന് ശേഷം ജോലിയിൽ പ്രവേശിക്കുന്ന ഉദ്യോഗാർത്ഥികൾ ദേശീയ പെൻഷൻ പദ്ധതിയിൽ ഉൾപ്പെട്ടതിനാൽ ടി ഉദ്യോഗാർത്ഥികൾ ജില്ലാ ട്രഷറി യുമായി ബന്ധപ്പെട്ട് PRAN നമ്പർ കരസ്ഥമാക്കുന്നതിനുള്ള നടപടി സ്വീകരിക്കേണ്ടതാണ്.

(ഒപ്പ്)  
ജില്ലാ കലക്ടർ  
കാസറഗോഡ്.

വ്യക്തികൾക്ക്.

- പകർപ്പ്: 1) ഗ്രാമവികസന കമ്മീഷണർ ( ഉ.പ.സ)  
2) ജില്ലാ പി എസ്.സി. ഓഫീസർ, കാസറഗോഡ്

ഉത്തരവിൻ പ്രകാരം,

  
അസി.ഡവലപ്പ്മെന്റ് കമ്മീഷണർ ജന  
കാസറഗോഡ്.



राजस्थान केन्द्रीय विश्वविद्यालय  
Central University of Rajasthan

Established under the Central Universities Act 2009

<http://www.curaj.ac.in>



Bandarsindri, N.H.-8, Tehsil - Kishangarh  
District Ajmer, Rajasthan, INDIA

Phone (Office): (+91) 01463 238755  
Telefax: (+91) 01463 238755

No. CURAJ/.....

Ref. No. CURAJ/PC/Sr.No.1334/2019

Date: 16.10.2019

**OFFICE ORDER**

This has reference to the Selection Committee meeting and the interview held on 10.10.2019 for appointment of **Project Assistant** in the Department of Chemistry under DST-INSPIRE scheme project entitled "*Development of Mn, Fe, Co and Ni based ordered mesoporous metal phosphate materials and their application as catalysts in electrochemical water oxidation*" (Ref. No. DST/INSPIRE - IFA-17-MS-112) sanctioned to Dr. Jony Saha, (PI) DST-INSPIRE Faculty, Dept. of Chemistry at Central University of Rajasthan. **Ms. Anjana PM** has been appointed as **Project Assistant** against the research project initially for a period of one year from the date of joining.

**TERMS & CONDITIONS:**

1. During the tenure of the project, she will be paid a consolidated salary of **Rs. 14,000/- (Rs. Fourteen Thousand Only)** per month.
2. This appointment is co-terminus with the validity of project or one year from the date of joining or till further orders.
3. The appointment may be extended beyond one year in case of satisfactory performance of the project fellow upon the request and certification by the P.I.
4. The University will not be liable to absorb him after the expiry of the project/duration of the appointment. This appointment will not vest any right to the candidate to claim for regular appointment in the University or for the continuance of this assignment beyond the expiry of term.
5. This appointment will be governed by the provisions of Project Cell Guidelines issued by the University Sanctioning Authority and Central Universities Act-2009, Statutes/ Manuals/ Ordinances/ Rules and Regulations of the University, in force from time to time.
6. If any declaration/information furnished is found false or any material / fact is found suppressed, this appointment will be terminated forthwith.
7. Please note that you are required to communicate your acceptance within 05 days from the issue of this office order and to report to the P.I. for joining the assignment immediately along with all the relevant testimonials in original, failing which this offer of appointment will be withdrawn without any further communication in this regard.
8. **PI will ensure the regular attendance of project staff and will be responsible for furnishing the same to the office of undersigned as and when asked**

22/10/19  
Dean (Research)

Copy to:

1. Office of Hon'ble Vice Chancellor
2. Office of the Registrar
3. Office of the Dean (Research)
4. Office of the Finance Officer
5. P.I.: Dr. Jony Saha, DST-INSPIRE Faculty, Dept. of Chemistry



*Biological E. Limited*

Ref: BE/HR/PHA/2021/JE/GS/MPR 2060

Wednesday, 7<sup>th</sup> Jul 2021

**MR. GANGAVARAPU SREEKANTH REDDY,**  
Guntur.

Sub: Offer of Employment with Biological E. Limited

Dear **Sreekanth Reddy,**

This has reference to discussion you had with us based on your interest in pursuing an opportunity for employment with Biological E. Limited. We are pleased to extend an offer of employment to you for the position of **Junior Executive – Quality Control – Shameerpet – Pharma.**

You will be paid an annual compensation of **Rs.2,10,000** (Rupees Two Lakhs Ten Thousand Only) as detailed in Annexure A.

Biological E. Limited reserves the right to cancel the offer of employment at any time if facts conveyed by you are found to have been either misrepresented or falsified about yourself, your employment history, your past compensation details, your accomplishments, your academic qualifications or any other matters that may have had a significant bearing on the decision of an offer of employment in your favor.

You will be required to respond back with your acceptance of the offer of employment no later than **09-07-2021**, failing which this offer will automatically stand cancelled. None of the contents of this communication will have any bearing thereafter.

This offer of employment is contingent to remain in force after your acceptance of the same so long as you are able to join Biological E. Limited and report to your supervisor on or before **12-07-2021**, failing which, this offer will automatically stand cancelled.

This offer letter is valid subject to you being found medically fit in the pre-employment medical examination.

This offer of employment when sent via e-mail, it will suffice for you to respond back via e-mail confirming your acceptance therein.

A signed hardcopy of the letter of appointment and detailed terms & conditions will be issued to you upon your joining of duties on a designated day that is mutually acceptable. When the hardcopy of the offer of employment is presented to you, you will be required to sign your acceptance on a duplicate copy and return the same to the BE HR representative.

As you would be already aware, communication containing compensation details is considered strictly personal and confidential in nature. You are expected to keep matters concerning compensation strictly confidential in general and discuss the same only with authorized personnel from Biological E. Limited.





***Biological E. Limited***

Please indicate the probable date of joining by **09-07-2021** so that suitable onboarding plans and follow on activities thereupon can be initiated within the organization to facilitate your joining.

We look forward to have you onboard Biological E. Limited and wish you to have a very successful and fulfilling career. We hope you will be able to contribute significantly and positively influence the work culture and the people within for a great future ahead for the organization!

With best Wishes  
For **BIOLOGICAL E. LTD.**

  
  
**Kalyani Prabhala**  
General Manager - HR

**Accepted:**





## Biological E. Limited

### ANNEXURE – A

(Breakup of compensation for the year 2021-2022)

Date of issue: 07-Jul-2021

**Mr. Gangavarapu Sreekanth Reddy**

Hyderabad

Position/Designation: **Junior Executive – Quality Control – Shameerpet – Pharma**

| <b>Compensation Structure &amp; Offer Breakup</b> |                            |                            |
|---|----------------------------|----------------------------|
| <b>Salary Components</b>                          | <b>Per Month in Rupees</b> | <b>Per Annum in Rupees</b> |
| Basic Salary                                      | 7000                       | 84000                      |
| House Rent Allowance                              | 2800                       | 33600                      |
| Conveyance Allowance                              | 800                        | 9600                       |
| Education Allowance                               | 200                        | 2400                       |
| Sodexo / Lunch Allowance                          | 1500                       | 18000                      |
| Special Allowance                                 | 1145                       | 13738                      |
| <b>Gross Salary</b>                               | <b>13445</b>               | <b>161338</b>              |
| <b>Annual Benefits</b>                            |                            |                            |
| LTA   | 583                        | 7000                       |
| ESI   | 437                        | 5243                       |
| Bonus/Exgratia                                    | 1400                       | 16800                      |
| <b>Total</b>                                      | <b>2420</b>                | <b>29043</b>               |
| <b>Retirement Benefits</b>                        |                            |                            |
| Provident Fund                                    | 1277                       | 15329                      |
| Gratuity  | 337                        | 4040                       |
| <b>Fixed CTC</b>                                  | <b>17479</b>               | <b>209750</b>              |
| <b>Insurance Benefits</b>                         |                            |                            |
| GPA   | 21                         | 250                        |
| <b>Total CTC Including Benefits</b>               | <b>17500</b>               | <b>210000</b>              |

\*Gratuity payable as per Gratuity Act

Please bring along with the originals and copy of the following documents on the date of your joining.

1. Educational qualification (Provisional certificates of all qualifications obtained from SSC to date).
2. Salary particulars (last three months) of previous employment (if applicable).
3. PF, EPF and SA account numbers along with company code number.
4. Form 16 (Income Tax Act) or provisions certificate in lieu of the same from previous employer (if applicable).
5. Four recent passport size color photographs of yourself at the time of joining.



**Offer: Computer Consultancy**  
**Ref: TCSSL/DT20184712763/Trivandrum**  
**Date: 22/11/2018**

Ms. Athira T  
Thottathil House Irinave,  
Nr Irinave U.P School,  
Kannur-670301,  
Kerala.  
Tel# -

Dear Athira T,

**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.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,53,569/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.



**Ref: TCSL/DT20184714015/1169807/Trivandrum**

**Date: 04-12-2018**

**MS. ASWATHI PREMAN K**

Kannoth House Menaprom,

Chokli, Kannur,

Kerala-670672.

Tel# 919061258723

**Sub: Joining Letter**

Dear Ms. Aswathi Preman K,

Welcome to TATA Consultancy Services Limited (TCSL). We are glad that you have accepted our offer and look forward to you being a part of our family.

We are pleased to inform you that your Initial Learning Program (ILP) at TCSL will commence on **13th December 2018** at **Chennai**. You are requested to report at the address detailed below on **13th December 2018** at **08:00 AM**.

Tata Consultancy Services Ltd.

MARG SQUARE, No. 16, Rajiv Gandhi Salai (IT Express Way),

Old Mahabalipuram Road, Karapakkam, Chennai,

Chennai, Tamil Nadu-600097.

(Route map of the ILP Centre can be viewed on TCS NextStep>>ILP Corner>>ILP Centres)





**Offer: Computer Consultancy**

**Ref: TCSL/DT20184623394/Bangalore**

**Date: 09/10/2018**

Mr. Midhunraj T  
Bare Thottiyil HouseMylatti,  
Bare Thottiyil,  
Kasaragod-671319,  
Kerala.  
Tel# 91-9656704127

Dear Midhunraj T,

**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.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,53,569/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. 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.

**TCS Confidential**

**TCSL/DT20184623394**

**1**

**TATA CONSULTANCY SERVICES**

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: [www.tcs.com](http://www.tcs.com)

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: [careers@tcs.com](mailto:careers@tcs.com)



## **COMPENSATION AND BENEFITS**

### **BASIC SALARY**

You will be eligible for a basic salary of ₹11,000/- per month.

### **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 ₹4,400/- 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 ₹7,640/- 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 ₹1,700/-. 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.

### **Quarterly Variable Allowance**

Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

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

Performance Pay will be effective upon successful completion of the Initial Learning Programme.

## **CITY ALLOWANCE**

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

## **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.

## **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 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.

## **Loans**

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

## **Professional Memberships**

You will be eligible for reimbursement of expense-s 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 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination 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. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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. Disclaimer**

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

### **3. Training Period**

You will be required to undergo class room and on the job training in the first twelve months (including the Initial Learning Programme 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 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

#### **4. 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.

#### **5. 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.

#### **6. 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.

#### **7. 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.

#### **8. 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.

#### **9. 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.

#### **10. 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.

#### **11. 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 clause 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.

#### **12. Terms and Conditions**

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

#### **13. TATA Code of Conduct**

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

#### **14. Notice Period**

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice. If your services, behavior and/ or



performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above.

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.

### **15. 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.

### **16. 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.

### **17. 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.

### **18. 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.

### **19. Submission of Documents**

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- 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.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters

**TCS Confidential**

**TCSL/DT20184623394**

**8**

**TATA CONSULTANCY SERVICES**

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: [www.tcs.com](http://www.tcs.com)

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: [careers@tcs.com](mailto:careers@tcs.com)



- Postgraduate degree certificate and mark sheets for all semesters (if you are a Postgraduate)
- Birth Certificate / Proof of Age
- Work permit and/or any other documentation as prescribed by Government of India
- Passport
- 6 photographs
- Medical Certificate
- An affidavit/notarised undertaking 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 release letter from your previous employer

The original documents will be returned to you after verification.

## **20. Initial Learning Programme (ILP)**

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) 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.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

## **21. 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.

## **22. 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.

### **23. 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 7 days, 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**



[Click here](#) or use a QR code scanner from your mobile  
to validate the offer letter

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



## GROSS SALARY SHEET

Annexure 1

|                       |  |
|-----------------------|--|
| <b>Name</b>           | <b>Midhunraj T</b>                       |
| <b>Designation</b>    | <b>Assistant System Engineer-Trainee</b> |
| <b>Institute Name</b> | <b>Others</b>                            |

Table 1: Compensation Details (All Components in INR)

| <b>Component Category</b>             | <b>Monthly</b> | <b>Annual</b>   |
|---------------------------------------|----------------|-----------------|
| <b>1) Fixed Compensation</b>          |                |                 |
| Basic Salary                          | 11,000         | 1,32,000        |
| Bouquet Of Benefits #                 | 13,457         | 1,61,480        |
| <b>2) Performance Pay**</b>           |                |                 |
| Monthly Performance Pay               | 1,700          | 20,400          |
| Quarterly Variable Allowance*         | 600            | 7,200           |
| <b>3) City Allowance</b>              | 200            | 2,400           |
| <b>4) Annual Components/Retirals</b>  |                |                 |
| Health Insurance***                   | NA             | 7,900           |
| Provident Fund                        | 1,320          | 15,840          |
| Gratuity                              | 529            | 6,349           |
| Total of Annual Components & Retirals | 1,849          | 30,089          |
| <b>TOTAL GROSS</b>                    | <b>28,806</b>  | <b>3,53,569</b> |

# 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.

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

\*\*The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

\*\*\* 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.

Table 2: TCSL defined structure for BoB (All Components in INR)

| <b>Component Category</b>        | <b>Monthly</b> | <b>Annual</b>   |
|----------------------------------|----------------|-----------------|
| House Rent Allowance             | 4,400          | 52,800          |
| Leave Travel Assistance          | 917            | 11,000          |
| Food Card                        | 500            | 6,000           |
| Personal Allowance               | 7,640          | 91,680          |
| <b>GROSS BOUQUET OF BENEFITS</b> | <b>13,457</b>  | <b>1,61,480</b> |





## Annexure 2

### Regional Offices

|   |  |
|---|--|
| <b>Ahmedabad</b><br><b>Lead -Talent Acquisition</b><br>Tata Consultancy Services<br>Infocity, Info Tower 1, 5 <sup>th</sup> Floor,<br>Airport Road, Gandhinagar - 382 009<br>Tel: 079 - 66712600<br>Fax: 079 - 66712601                             | <b>Bangalore</b><br><b>Lead -Talent Acquisition</b><br>Tata Consultancy Services<br>VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield,<br>Bangalore – 560 066<br>Tel: 080 – 67247000<br>Fax: 080 - 28410114  |
| <b>Chennai</b><br><b>Lead- Talent Acquisition</b><br>Tata Consultancy Services<br>415/21-24, Kumaran Nagar,<br>Sholinganallur, Old Mahabalipuram,<br>Chennai - 600 119, Tamil Nadu, India<br>Tel: 044 - 66162222/62194/62195<br>Fax: 044 - 66162555 | <b>Delhi</b><br><b>Lead-Talent Acquisition</b><br>Tata Consultancy Services<br>5 <sup>th</sup> Floor, PTI Building, 4, Parliament Street,<br>New Delhi - 110 001<br>Tel: 011 - 66506555<br>Fax: 011 - 23311735   |
| <b>Hyderabad</b><br><b>Lead-Talent Acquisition</b><br>Tata Consultancy Services<br>Deccan Park, No. 1 software Units Layout,<br>Madhapur, Hyderabad - 500 081<br>Tel: 040 - 66672000<br>Fax: 040 - 66672222   | <b>Kolkata</b><br><b>Lead-Talent Acquisition</b><br>TATA Consultancy Services<br>ODC 1-K-1, Gitanjali Park,<br>IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town,<br>Kolkata - 700 156, West Bengal.<br>Tel: 033 - 6653 0000<br>Fax : 033 - 6653 0003 |
| <b>Lucknow</b><br><b>Lead -Talent Acquisition</b><br>Tata Consultancy Services<br>1\1, Vibhuti Khand, Gomti Nagar,<br>Lucknow - 226 010<br>Tel: 0522 - 6661001<br>Fax: 0522 - 6661001   | <b>Mumbai</b><br><b>Lead-Talent Acquisition</b><br>Tata Consultancy Services<br>Yantra Park, Opp. Voltas HRD Trg. Center,<br>Subhash Nagar, Pokhran Road No. 2,<br>Thane( West), 400601<br>Tel: 022 - 67782000/2222<br>Fax: 022 - 67782190                 |
| <b>Pune</b><br><b>Lead-Talent Acquisition</b><br>Tata Consultancy Services<br>Niyati Tiara, Ground Floor,<br>S.No 103/A/1/129, CTS 1995, Nagar Road,<br>Yerwada, Pune - 411 006<br>Tel: 020 – 66087777<br>Fax: 020 - 66087107                       | <b>Thiruvananthapuram</b><br><b>Lead - Talent Acquisition</b><br>Tata Consultancy Services<br>Peepul Park, Technopark Campus<br>Karyavattom p.o.<br>Thiruvananthapuram - 695 581.<br>Tel - 0471- 2519400<br>Fax - 0471- 2519499                            |



## Annexure 3

### Confidentiality and IP Terms and Conditions

#### 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 Retainer/Consultant 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 Retainer/Consultant in the course of or in connection with or arising out of the Retainer/Consultant'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 Retainer/Consultant 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 Retainer/Consultant.



## **2. Retainer/Consultant's Obligations**

Retainer/Consultant agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. The Retainer/Consultant 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 Retainer/Consultant-ship, the Retainer/Consultant 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**

The Retainer/Consultant 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 Retainer/Consultant shall have no right title or claim of any nature whatsoever in the Confidential Information. The Retainer/Consultant 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 the Retainer/Consultant 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 the Retainer/Consultant 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, the Retainer/Consultant shall execute from time to time, during or after the termination of his or her Retainer/Consultant-ship, 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 the Retainer/Consultant shall co-ordinate in filing and / or prosecuting any such applications. The Retainer/Consultant hereby expressly waives any "artist's rights" or "moral rights", which the Retainer/Consultant might otherwise have in such intellectual property rights.





#### **4. Prior knowledge**

The Retainer/Consultant 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. The Retainer/Consultant 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**

The Retainer/Consultant 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**

The Retainer/Consultant 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 Retainer/Consultant's Rights**

The Retainer/Consultant 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 engagement 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 the Retainer/Consultant 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 Retainer/Consultant of the Confidential Information.



## **9. Equitable Rights**

The Retainer/Consultant acknowledges that any Confidential Information that comes into the possession and / or knowledge of the Retainer/Consultant is of a unique, highly confidential and proprietary nature. It is further acknowledged by the Retainer/Consultant that the disclosure, distribution, dissemination and / or release by the Retainer/Consultant of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by the Retainer/Consultant 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. The Retainer/Consultant 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 the Retainer/Consultant 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 or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

### **11. Non-Compete**

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



HDFC Bank Ltd.

04-Apr-2018

Applicant No.52410023

|                           |                   |                   |
|---------------------------|-------------------|-------------------|
| Name : KRISHNA KASHYAP    |                   |                   |
| Grade : Executive Trainee |                   |                   |
| Vertical : FINANCE        |                   |                   |
| Location : CHENNAI        |                   |                   |
| Contact No : 7259430225   |                   |                   |
|                           | Per Month<br>(Rs) | Per Annum<br>(Rs) |
| Base                      | 11775             | 141300            |
| Other Allowance           | 22305             | 267660            |
| City Allowance *          | 1500              | 18000             |
| Medical                   | 1250              | 15000             |
| Conveyance                | 1600              | 19200             |
| Lunch Allowance           | 910               | 10920             |
| Provident Fund            |                   | 16956             |
| Gross                     | 39340             | 489036            |

Note: City Allowance - Linked to place of posting.

Welcome to the HDFC Bank family.

**Personal & Confidential****04-Apr-2018****52410023****KRISHNA KASHYAP****CHENNAI****Dear KRISHNA,**

Further to the interview and discussion you had with us, we are pleased to offer you the position of TM-CARDS INTELLIGENCE in HDFC Bank subject to the following terms and conditions:

**Compensation:**

Your annual compensation package will be as set out below:

|                 |  |
|-----------------|--|
| Base salary     | : Rs. 141300/- p.a.  |
| Allowance       | : Rs. 267660/- p.a.  |
| Medical         | : Rs. 15000/- p.a.   |
| Conveyance      | : Rs. 19200/- p.a.   |
| Lunch Allowance | : Rs. 10920/- p.a.   |
| Provident Fund  | : You will be covered under the Bank's Provident Fund Trust. The Bank will contribute 12% of your Base salary per month to this trust. |

**Training Period:**

The duration of your training will be for a period of twelve months from the date of joining. It is at the sole discretion of the Management to extend the period of training or modify/alter the terms of this contract on the basis of your performance, suitability and/or for any other reason/s whatsoever, on such terms and conditions as determined by the Bank.

**Location:**

Your initial place of posting will be CHENNAI. Your final place of posting will be intimated to you subsequently. However, the Bank reserves the right to transfer you to any other Office/Branch, Subsidiary or Associate Company of the Bank, in India, that is in existence or may come into existence at a future date.

**Termination of Contract:**

This contract can be terminated by the Bank or by you at the discretion of the management, either by giving one month's notice in writing or one month's emoluments in lieu of notice.

**Secrecy:**

It is a condition of your training that you will not, for whatever reason, divulge without express written authority from the Management, any information relating to the Bank or any of its constituents or employees, as received by you in the course of your employment and after the cessation of your training with the Bank.

**Alternative Employment:**

During the course of your training with the Bank, you will not engage yourself directly or indirectly in any trade, business, occupation, employment, service or calling whether for remuneration or otherwise, without the prior written consent of the Bank.

**Maternity Benefits:**

a) All women employees of the Bank, irrespective of their tenure shall be eligible for Maternity Leave. The Bank shall allow 26 weeks of paid Maternity leave to its women employees, of which, not more than 8 weeks to precede the date of her expected delivery. The maximum period entitled for maternity benefit by a woman having two or more than two surviving children shall be 12 weeks of which not more than 6 weeks shall precede the date of her expected delivery.

b) The employee shall be also eligible for leave with pay for a period of 6 weeks in the event of a miscarriage or medical termination of pregnancy.

c) In case of tubectomy operation, a woman employee is entitled for leave for a period of 2 weeks immediately following the day of her tubectomy operation.

d) The Bank shall additionally provide leave with pay for a maximum period of one month for Illness arising out of Pregnancy, delivery, premature birth of the child, miscarriage, medical termination of pregnancy or tubectomy. This benefit is allowed subject to production of Medical Certificate.



e) A woman employee who legally adopts a child below the age of three months or a commissioning mother, shall be entitled to maternity leave with pay for a period of 12 weeks from the date the child is handed over to the adopting mother or the commissioning mother, as the case may be. The maximum period of maternity leave entitled to a woman employee legally adopting a child of over three months old and below the age of 6 years shall be eight weeks.

f) In cases where a woman employee is not able to resume her duties at the end of Maternity Leave on account of medical / health reasons, she may be allowed to work from home for a period not exceeding 30 days subject to approval of concerned Group Head and CPO provided the nature of work is such that she may work from home.

**Crèche facility:**

a) The Bank will provide crèche facility in line with regulatory guidelines. The offices / locations where such facilities would be made available and the applicable terms and conditions would be notified in the Employee Portal of the Bank.

**Conditions Precedent:**

The offer is made to you subject to the following pre-conditions:

- a) The Bank receiving attested copies of all your degrees, professional qualifications certificates and documents of scholarships/prizes won, if any.
- b) Your successful completion of Graduate/Post Graduate/Professional course which is currently ongoing for which you have been interviewed and offered.
- c) The Self Declaration given by you in respect of your medical fitness is in order.

The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and with regard to any dispute arising thereof, the Mumbai Courts will have exclusive jurisdiction.

Notwithstanding anything contained in the above paragraphs, your services may be terminated by the Bank if you are found to be indulging in acts of Commission/ Omission which may be prejudicial to the interests of the Bank or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.



HDFC Bank Limited  
HDFC Bank House,  
Senapati Bapat Marg,  
Lower Parel (West),  
Mumbai - 400 013.

Kindly note that you are required to join the Bank as per the joining date agreed basis our discussion not exceeding 90 days from the receipt of the letter. You are required to give acceptance of the offer & above terms and conditions of employment immediately on receipt of this offer letter. This offer letter will be valid for a maximum of 90 days from the date of this letter.

We welcome you to HDFC BANK and look forward to having a long and mutually beneficial association with you.

**Yours truly,**

**For HDFC BANK LIMITED,**

( Digitally Signed by R Gandhi.)

**This communication is computer generated and may not contain signature. Where sent by email, this is signed with the digital signature of the HDFC Bank Ltd - which is obtained from a certifying authority under the Information Technology Act, 2000.**

Digitally signed by HDFC BANK LTD -  
HUMAN RESOURCES - R GANDHI  
Date: 2018.04.04 12:13:55 +05:30

**Applicant No. 52410023**

5

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[www.hdfcbank.com](http://www.hdfcbank.com)

Regd. Office: HDFC Bank Ltd., HDFC Bank House, Senapati Bapat Marg, Lower Parel (West), Mumbai - 400 013.

Corporate Identity No.: L65920MH1994PLC080618

Dear Keerthana,

This is in continuation to our meeting, we are delighted to offer you the position of **SOFTWARE DEVELOPER TRAINEE** at *Softius Technologies*.

You will be on training for an initial period of three months (90 working days) and on probation for a period of three months following successful completion of training. Your transition from trainee to probationer will be completely based on your performance during the training period and appraisal at the end of period of training.

**Working Hours: 9.00 am to 5.00 pm** on all days except **Sundays & 2nd Saturdays**.

The terms of employment have been attached with this offer letter. We hope you will enjoy your role and make significant contributions to the success of the business. Your employment will commence on **21/08/2019**. You will be based at **Thalassery** office.

You are requested to submit the following documents to us within 15 working days of your date of joining:

1. Personal Details Form.
2. 2 Passport Size Photos.
3. Identity Proof such as Driving License, Adhaar Card, Passport.
4. Certificates of Educational Qualification and Mark Sheets.
5. Relieving letter from the previous employer.
6. Last drawn salary slip from the previous employer.
7. Previous employment certificate.

You shall also produce original certificates for our verification.

Thanks and regards

--

**Softius Technologies**

Asmas Tower, Venus Corner,  
Thalassery-670105, Kannur, Kerala, India  
Mob: +91 9995 440 048, +91 7591 980 485



**icmr** | **NIE**

INDIAN COUNCIL OF  
MEDICAL RESEARCH

NATIONAL INSTITUTE OF  
EPIDEMIOLOGY

आई सी एम आर - राष्ट्रीय जानपदिक रोग विज्ञान संस्थान  
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य और परिवार कल्याण मंत्रालय, भारत सरकार

**ICMR - National Institute of Epidemiology**

**Department of Health Research, Ministry of Health and Family Welfare  
Government of India**

### परियोजना के कर्मचारी **PROJECT STAFF**



आईडी नं ID No.

: NIEGHSA-40

नाम Name

: K. ARUL


पदनाम Designation

: ASSISTANT (FIELD)

प्रोजेक्ट Project

: GHSA-CDC

कर्मचारी का हस्ताक्षर  
**Signature of Employee**

  
वरिष्ठ प्रशासनिक अधिकारी  
**Senior Administrative Officer**





**GOVT. OF CHHATTISGARH**  
**DEPARTMENT OF HEALTH & FAMILY WELFARE**  
**OFFICE OF THE CHIEF MEDICAL & HEALTH OFFICER**  
**DISTT.-JASHPUR (C.G.) 496331**

**Name : PRIYANKA KERKETTA**

**Designation : Staff Nurse**

**Blood Group : AB+ve**

**Aadhar No. : 293113708768**

**Date of Birth : 09/11/1992**



Chief Medical & Health Officer  
Distt. Jashpur (C.G.)

## ANDHRA MEDICAL COLLEGE, VISAKHAPATNAM

No:Spl/G1/2020

Dated:31/07/2020

To

Y. Raja kumar  
Data Manager

Sub: Offer of engagement of Dr/Shri/Smt/Kum. Y. Raja kumar as Data Manager in the project entitled **"Establishment of DSS/DHS/DDESS for studying the seroprevalence of dengue and chikungunya in Visakhapatnam among the population of field practice area of Andhra Medical College, Visakhapatnam at RHC, Simhachalam"** Visakhapatnam District, A.P.-  
Regarding

Sir/ Madam

Consequent upon your selection as Data Manager in the project entitled **Establishment of DSS/DHS/DDESS for studying the seroprevalence of dengue and chikungunya in Visakhapatnam among the population of field practice area of Andhra Medical College, Visakhapatnam at RHC, Simhachalam** in the Andhra Medical College, Visakhapatnam, I am directed to convey the approval of the Competent Authority for offering you an engagement as Data Manager against lump sum amount of Rs. 40,000/- (Rupees Forty thousand only) per month. The engagement will be on contractual basis for a period of 3 years as the case may be with effect from the date of assumption of duty.

The engagement will be subject to the following terms and conditions.

- 1) You are requested to furnish an undertaking to the effect that no criminal proceedings are either pending or contemplated against you in any court of Law.
- 2) The engagement is purely on contract basis and the Director of the Institute reserves the right to dispense with your services at any time without assigning any reasons.
- 3) The present assignment is for a period of one year from the date of assumption of duty unless subsequently extended on the basis of your performance evaluation.
- 4) The engagement will get automatically cease to be on present / extended assignment or completion of the aforesaid project activities, whichever is earlier.
- 5) The engagement can be terminated at any time by giving one month notice on either side. Your contract can be terminated forthwith or before expiry of the notice period by making payment of a sum equivalent to one month contractual amount. However, you will not be permitted to surrender one month contractual amount in lieu of the period of notice of unexpired portion thereof and you will be required to serve the full period of notice.





**icmr**  
INDIAN COUNCIL OF  
MEDICAL RESEARCH

**NIRT**  
NATIONAL INSTITUTE FOR  
RESEARCH IN TUBERCULOSIS



आई सी एम आर – राष्ट्रीय यक्ष्मा अनुसंधान संस्थान  
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य और परिवार  
कल्याण मंत्रालय, भारत सरकार

ICMR - National Institute for Research in Tuberculosis  
Department of Health Research, Ministry of Health  
and Family Welfare, Government of India

RefNO:NIRT/ESTT-PROJ/ NTBPS/2020-21/AP

Dt: 21.12.2020

To

**Mr. Barigela Ravi**  
**3- 107 SC colony**  
**Appajipeta**  
**Nalgonda -508001**

**Subject:** Offer of engagement to **Mr. Barigela Ravi** as **Project Assistant (Field Investigator)** in project entitled “National Survey for the State Wise Prevalence of Microbiologically Confirmed Pulmonary Tuberculosis in India”.

----

Consequent upon your selection as **Project Assistant (Field Investigator)** in the project entitled “National Survey for the State Wise Prevalence of Microbiologically Confirmed Pulmonary Tuberculosis in India” at NIRT- Chennai – 31, I am directed to convey the approval of the Competent Authority for offering you an engagement as **Project Assistant (Field Investigator)** against a consolidated salary of Rs.31,000/- p.m.(Rupees Thirty One Thousand only) per month. The engagement will be on contractual basis up to **28.02.2021** with effect from the date of assumption of duty.

**The engagement will be subject to the following conditions:**

1. You may have to furnish an Undertaking to the effect that no criminal proceedings are either pending or contemplated against you in any Court of Law. You may also have to submit a medical fitness certificate duly signed by a registered Civil Surgeon/Medical Practitioner and an undertaking in the prescribed formats attached herewith.
2. The engagement is purely on contract basis and the Director of the Institute reserves the right to dispense with your services at any time without assigning any reason.
3. The present assignment is upto **28.02.2021** from the date of assumption of duty unless subsequently extended on the basis of your performance evaluation.
4. The engagement will get automatically cease to be on present/extended assignment or completion of the aforesaid project activities, whichever is earlier.
5. The engagement can be terminated at any time by giving one month notice on either side. Your contract can be terminated forthwith or before expiry of the notice period by making payment of a sum equivalent to one month contractual amount. However, you will not be permitted to surrender one month contractual amount in lieu of the period of notice of unexpired portion thereof and you will be required to serve the full period of notice.
6. You will be normally posted at the study site; however, you may be temporarily posted to other study site in the interest of project work
7. You shall not be entitled to any other allowances such as Dearness Allowance, House Rent Allowance, Transport Allowance, LTC, Bonus, etc. You will also not be provided any CGHS or medical facility under CS (MA) Rules.

8. No travelling and/ or daily allowance will be admissible either for joining the assignment or on expiry of the contract.
9. Leave entitlement will be admissible as per rules, applicable to the employees of projects under ICMR.
10. You will not be entitled for any terminal benefit after completion of contract period or otherwise.
11. You will not divulge any information gathered or outcome of research work during the period of your assignment to anyone who is not authorized to have the same.
12. The contract service will not confer any right for further assignment.
13. You should work under the Site Principal Investigator or any other designated Scientists/Medical Officer as per instruction given by NIRT.  
In case you are willing to accept the aforesaid conditions of offer of engagement, you are directed to:
  - a) Send an email accepting the aforesaid terms and condition of contractual engagement to the email id [apninnatbps@gmail.com](mailto:apninnatbps@gmail.com) immediately, to join this post.
  - b) Bring the hardcopy of this attached offer of engagement duly signed.
  - c) To report for duty to the Director/Nodal Officer **on or before 30.12.2020 at State TB Training and Demonstration Centre (STDC), TB and Chest disease campus, Chinna Waltair, Pedda Waltair, Visakhapatnam-530013.**
  - d) If you fail to send the acceptance /willingness through e-mail to join by the aforesaid date, the offer gets automatically cancelled without further intimation and the next person from the waiting list would be chosen for the particular post.

  
**SENIOR ADMINISTRATIVE OFFICER**

**Copy for information and necessary action to:**

1. The Head, ECD, ICMR, New Delhi,
2. The Director of the respective Institute/STO concerned. STDC,
3. Dr S Sriram, Scientist D & P.I, NIRT, Chennai,
4. Bills
5. A & B Section
6. P.F.



## **PROCEEDINGS OF THE DEPUTY DIRECTOR (EDUCATION) KASARAGOD**

(Present: Dr. Gireesh Cholayil)

Sub: Education - Establishment - Recruitment of HSA - Physical Science (Kannada) in the Scale of Rs. 29200 - 62400 candidates advised by KPSC - Appointment orders issued.

Read: Letter No. KGD I (1)/2432/15 (1) dated 24.03.2018 of the PSC Officer, KPSC Kasaragod.

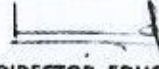
### **ORDER NO. A2/13546/2011 DATED. 29.12.2018**

1. The under mentioned candidate (s) advised by the Kerala Public Service Commission subject to rule 3 of the General Rule of KS & SSR 1958 for recruitment as HSA - Physical Science (Kannada) in the scale of Rs. 29200 - 62400 as per letter read above is posted as such to the school noted against his/her name.
2. He/she is informed that his/her appointment is ordered temporarily under rule 9 (a)(1) of KS & SSR 1958 as provided in rule 10(b) of the said rules subject to the candidates that his/her appointment shall be terminated without notice, if on subsequent verification of his/her character and antecedents are found unsatisfactory.
3. He/ She should join duty on or before 14.01.2019 failing, which his/her appointment will automatically be cancelled and he/she will have no right for future appointment in this department in pursuance of the advice as per the letter read above Extension of time will not be granted in normal course.
4. He/ She should produce the following documents in original at the time of joining duty.
  - A. Certificate to prove the date of birth, qualification, community
  - B. A Medical certificate of health in the form prescribed under rule 13 of part II KSR obtained from a Medical officer not below the rank of Civil surgeon
  - C. Relieving certificate obtained from the employer, if he/she is already employed.
  - D. The Non-Creamy Layer certificate as he/She is advised against reservation turns.
5. The identification certificate containing the passport size photograph of the candidate is forwarded to the Headmaster of the Department High School along with this order. There is signature of the candidate on the passport size photograph affixed on the identification certificate. The Headmaster will verify the photograph and the signature of the candidate and record the result there of on the identification certificate. If the identification certificate is acceptable it may be kept pasted in the Service Book of the incumbent to be opened immediately.
6. The head of the institution should verify the date of birth, qualification etc. of the candidate with reference to the original certificate before the candidate is allowed to join duty. If there any discrepancies identified, the candidate should not be admitted to duty, but should make a report in the matter to this office forthwith.
7. The head of the institution will forward proforma for verification of Character and antecedents along with the report of joining duty of candidate. The serial number (SL.No. shown in the appointment order) should be shown in the joining report. The Head of institution will also submit the attested copies of relevant pages of service book (Name, address, finger impression, signature, personal identification mark and identity certificate page)
8. The candidate is directed to report before the Headmaster/Head of institution on or before the date furnished in Para 3



9. The candidate will be on probation for a period of 2 years within a continuous period of 3 years on duty from the date of joining of the regularization of his/her temporary appointment which is later.
10. The candidate is informed that is he/she desire to make correction in his date of birth, he/she submit application for correction of date of birth within 5 years from the date of joining service (Vide G.O(p) 45/91/P & ARD dated 30.12.1991)
11. The candidate will be on new pension scheme (Vide GO (P) No.209/13/Fin dated 07.05.2013)

| Sl. No | Name & Address of the candidate   | Name of the Guardian | Date of birth | Qualification  | School/Office to which posted |
|--------|---|----------------------|---------------|--|-------------------------------|
| 1      | MANIKANTA.B<br>PANDI BAYAL<br>PANDI<br>PANPOST<br>KASARAGOD<br>(NALKADAYA/SC) | PAKKERAN             | 27.08.1989    | 1.SSLC<br>2. B.Sc (Physics)<br>3. BEd (Physical Science) | GHSS Pandi                    |

  
 DEPUTY DIRECTOR, EDUCATION,  
 KASARAGOD

TO

- 1) The candidate concerned (By Regd Post)
- 2) The Headmaster concerned (By Regd Post)
- 3) Stock file





भारत सरकार / Government of India  
परमाणु ऊर्जा विभाग / Department of Atomic Energy  
परिवर्ती ऊर्जा साइकलोट्रॉन केन्द्र / Variable Energy Cyclotron Centre

1/ए एफ, बिधान नगर, कोलकाता-700 064  
1/AF, Bidhan Nagar, Kolkata - 700 064

सं./Ref:वीईसीसी-VECC/प्रशा/Admn/AKY/801-527/ 1271 अगस्त/August 17, 2020

भाषाके ट्रेनिंग स्कूल, मुम्बई (OCES-2019 एबं बैच सं.63<sup>th</sup>) के श्री अरुण कुमार यादव ने दिनांक 01 अगस्त, 2020 के पूर्वाह्न से वीईसीसी, कोलकाता में वैज्ञानिक अधिकारी/सी का पदभार संभाल लिया है।

Shri Arun Kumar Yadav of BARC Training School, Mumbai (OCES-2019 & Batch No.63<sup>th</sup>) has assumed the charge of the office of Scientific Officer (C) on the forenoon of August 01, 2020, in VECC, Kolkata.

श्री यादव को आगे के कार्य हेतु प्रायोगिक उच्च ऊर्जा भौतिकी एवं अनुप्रयोग वर्ग, वीईसीसी, कोलकाता में तैनात किया जाता है तथा प्रमुख, प्रायोगिक उच्च ऊर्जा भौतिकी एवं अनुप्रयोग वर्ग, वीईसीसी को आगे के कार्य हेतु तुरंत रिपोर्ट करने का निर्देश दिया जाता है।

Shri Yadav is hereby posted to Experimental High Energy Physics and Applications Group, VECC, Kolkata and directed to report to Head, Experimental High Energy Physics and Applications Group, VECC, for further assignments.

इसे निदेशक, वीईसीसी के अनुमोदन से जारी किया जाता है।

This is issued with the approval of Director, VECC.

*Raj S. Nair*  
17/8/2020  
(राजी एस नायर / Raji S. Nair)

सहायक कार्मिक अधिकारी/Assistant Personnel Officer

✓ श्री अरुण कुमार यादव / Shri Arun Kumar Yadav,  
वैज्ञानिक अधिकारी/सी /Scientific Officer (C),  
सीसी सं./CC No.801/527, Employee No.2023,  
प्रायोगिक उच्च ऊर्जा भौतिकी एवं अनुप्रयोग वर्ग /  
Experimental High Energy Physics and Applications Group,  
वीईसीसी, कोलकाता /VECC, Kolkata

प्रतिलिपि /Copy to:

1. निदेशक का कार्यालय, वीईसीसी, कोलकाता / Director's Office, VECC, Kolkata.
2. प्रमुख, प्रायोगिक उच्च ऊर्जा भौतिकी एवं अनुप्रयोग वर्ग, वीईसीसी, कोलकाता /Head, Experimental High Energy Physics and Applications Group, VECC, Kolkata.

Contd. P/2





# **TALIPARAMBA ARTS AND SCIENCE COLLEGE**

( Affiliated to Kannur University)

P.O.KANHIRANGAD, TALIPARAMBA, KANNUR Dt., KERALA-670 142

Ph: 0460 2226400, 2226500, 2203265 (H.O.)

E-mail:tascollege@gmail.com, Website: www.tasceducation.com

Ref:

Date:.....

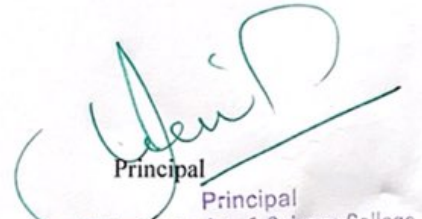
## **TO WHOMSOEVER IT MAY CONCERN**

I certify that Dr. SREEJITH K.P. had been working here as HoD, P G Department of Physics, from 03/11/2013 to 30/11/2014 and as Assistant Professor from 04/11/2019 till date. He is sincere and committed to his profession and his character and conduct is really commendable.

Kanhirangad

19/01/2021



  
Principal  
Principal  
Taliparamba Arts & Science College  
Kanhirangad - 670 142





**Ms. Maya Mathew**  
*Assistant Professor*  
*Department of Physics*



**CARMEL COLLEGE MALA**  
(AFFILIATED TO UNIVERSITY OF CALICUT)  
RE-ACCREDITED BY NAAC WITH A GRADE 'B' CYCLE



0690

# triz

## MENTOR



### SABEEL PK

CSIR NET HOLDER  
(Central University of Kerala)

**ID NO : T0669**

**Email : sabeel.triz@gmail.com**

**Contact : 9539801638**

🌐 [www.trizlearning.com](http://www.trizlearning.com)





#### 4. Emoluments:

a) Your emoluments, benefits and allowances will be as follows: You are placed in grade 'E' in the pay scale of :

5460-273-6825-341-8531-427-10664-533-13330-667-16663-833-20828-1041-26035-1302-32544-1627-40680-2034-50850

Your Pay has been fixed at Rs. 12,263/- per month. In addition to your Pay you will also be paid Hardship Allowance of Rs.5,685/- per month, House Rent Allowance of Rs.6,540/- per month. You would also be given special allowance of Rs. 7,600/- per month.

b) You will be eligible for membership of Provident Fund scheme as per rules. You will have to contribute 12% of your monthly salary which will be matched by an equal contribution from the Organization.

c) You shall be provided Group Mediclaim coverage as per Category II of the schedule issued by the Insurance Company in this regard.

#### 5. Secrecy:

During the course of rendering service you will not utilize or divulge to any person or persons, any of the Organizations' affairs, without proper authorization in writing.

#### 6. Termination & Renewal:

On expiry of the tenure of your Contract your services will stand terminated. No separate notice for termination of the contract will be issued. The Contract may however be terminated, without assigning any reason, at any time, by either party giving one month's notice or one month's salary in lieu of notice. In case of loss of confidence your services shall be liable to termination by the Management without notice.

While leaving the organization, you will hand over complete charge of all files, registers, properties of the organization and money, if any, in your custody or control to the person nominated by the Director for the purpose.

#### 7. Fitness:

The continuation of the employment is subject to you being sound and remaining medically fit.

#### 8. Leave:

Leave and holidays shall be as per prescribed rules.

## 9. Organization Rules and Regulations:

You will be bound by the Rules and Regulations now in force or as are introduced by the Management from time to time in relation to conduct, discipline and any other matter relating to service conditions. These are deemed to be part of the terms of the Contract.

## 10. Disputes:

All disputes, if any, arising out of this Contract will be decided through arbitration by the Director in Delhi, or by the person nominated by him. The decision of the Director or his nominee will be final and binding.

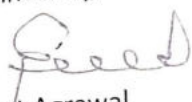
## 11. Verification

This appointment is based on information provided by you in your application and resume. CASA reserves the right to verify all your claims anytime. If any discrepancy is found, CASA could terminate your services and or initiate legal proceedings as required.

Please sign and return the duplicate copy of this appointment letter in token of your having accepted the appointment on the above terms and conditions within 15 days from the date of its issue.

With best wishes,

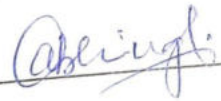
Yours sincerely,

  
Sushant Agrawal  
Director

I have read and understood the above terms and conditions of employment (including Annexure I) and hereby signify my acceptance of the same.

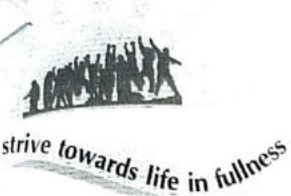
Name Abhikash Ingle

Date 07/08/2020

SIGNATURE 

cc: Head of Programme  
cc : Finance Officer  
cc : Co-ordinator – Administration  
cc : Manager – Programmes





# CASA church's auxiliary for social action

Registered under the Societies Act XXI of 1860

RACHNA BUILDING, 2 RAJENDRA PLACE, PUSA ROAD, NEW DELHI - 110008

Ph: +91-11-25730611, 25730612, 25731218, 25731219, 25761579, 25767231

Fax: +91-11-25752502 E-mail: casa@del6.vsnl.net.in Website: www.casa-india.org

of the Director

SUSHANT AGRAWAL, Director

Ref.DIR/ 489

30 July, 2020

Mr. Abhilash Bhagwat Ingle  
CASA  
Bhopal

## SUBJECT: RENEWAL OF CONTRACT FOR FIXED TERM APPOINTMENT

Dear Abhilash,

This is with reference to your Contractual Appointment with Church's Auxiliary for Social Action (CASA), as Program Associate. Based on your performance and organization requirements, we have the pleasure in renewing your contractual appointment on the following terms and conditions:

### 1. Appointment:

This appointment is renewed for a fixed period, of one year with effect from 1 July 2020 to 30 June 2021. On the fixed period being over you shall automatically stand relieved of this employment.

### 2. Designation:

You will continue to be designated as Program Associate. During the course of your contract your designation may however be changed by the Management in consonance with any change in your work assignment.

### 3. Duties and Responsibilities:

a) You will be responsible for the efficient and satisfactory discharge of duties as may be assigned to you from time to time.

b) Your appointment is presently at CASA Office, Bhopal and you would continue to report to the Manager-Programmes. The Management may transfer you for work to any Section, Department, Office, Project/Field Office or Unit of CASA, anywhere in the country, as it might consider at its discretion, from time to time.

c) You will devote your entire time to the work of the Management and will not undertake any other direct/indirect business or work, honorary or remunerative, except with written permission of the Management in each case.

Dt. May -10<sup>th</sup>- 2020

Dear Anoop,

Good to have you in Team GOONJ..

The journey has certainly been good, interesting and full of learning. Starting from a small room, with the hard work of hundreds of volunteers, team members and well wishers it's good to see how the idea is growing and we are able to make a small dent in the lives of some people in need.


I often say to the new comers - 'If you see a beautiful garden, you must remember that it is because of the gardeners who work day and night, with love and passion in dirt and mud'. All of us at Goonj are like those gardeners only. Welcome to the fauj of malis☺

A 4-page manual on our personnel policies detailing aspects on joining, leave, gratuity, loans, maternity leaves, anti sexual harassment policy, separation from Goonj..etc.is enclosed. Do read it carefully.A larger 12 page manual detailing the policies further is available in office with HR team. You can get a copy of the same anytime you need it.

As discussed your monthly remuneration will be INR 28,200/- + PF + other benefits as per organization policies.

Do sign a copy of this offer letter as an acknowledgement and send to [hr@goonj.org](mailto:hr@goonj.org)

Lagey Raho !!

  
Anshu Gupta  
Founder Director  
Goonj..

For,  
Mr. Anoop T K  
Goonj, Kerala  
Date of joining Goonj...: May -1<sup>st</sup>- 2020



20512

**DEPARTMENT OF WOMEN & CHILD DEVELOPMENT**  
**GOVT. OF N.C.T. OF DELHI**  
**1<sup>ST</sup> FLOOR, ISBT, KASHMERE GATE BUILDING, DELHI-110006**  
**(Women Empowerment Cell)**

F.No 60 (755) /DWCD/WEC/MSK/2018-19/11457

Dated

04 NOV 2020

To,

Sh. Anvar Sadath K

Address:- KottaramkunnelVelanilam

PO- Koottickal, Kottayam, Kerla- 686514

**Subject : Contract engagement as Training and Research Officer under Mahila Shakti Kendra Scheme (MSK) on contract basis for the period to (or earlier if the scheme is discontinued)**

Sir/Madam,

1. In response to your application, you have been selected by the Department of Women & Child Development for engagement on contractual basis to the position of **Training and Research Officer** under **Mahila Shakti Kendra Scheme (MSK)** on contract basis for a period of One Year (or earlier if the scheme is discontinued). However, this department/Competent Authority also reserves the rights to cancel the contractual engagement at any time during the period of your contractual engagement with any notice.
2. The nature of duties assigned to your will be as per the duties prescribed under MSK Scheme and broadly as per the terms of reference quoted for the **Training and Research Officer** on our website <http://www/wcddel.in> during issuance of this recruitment notice.
3. Please note that you shall be paid a consolidated remuneration of Rs. 26,250/-(Twenty Six Thousand Two Hundred Fifty Only) per month.
4. This contract shall automatically terminate on completion of One Year or earlier as per requirement of the position.
5. You will have to give on month notice or deposit an amount equal to one month remuneration if you wish to terminate the contract.
6. Any unauthorised absence from duty for more than five days will lead to termination of the contract.
7. You will not be entitled to any other financial benefits viz allowance, perks, bonus, medical reimbursement etc. other than the monthly remuneration (tax will be deducted on source, if necessary) as mentioned above. You will not be entitled to any other facilities as provided to the employees appointed on regular to basis or otherwise.
8. It will not be the responsibility of the DWCD to provide accommodation to you. You will not be entitled for any government accommodation
9. You will be entitled to earned leave, CL and HPL /Commuted Leave as admissible for contract appointment as per CCS (Leave) Rules, 1972.

12

The Department has already received your willingness and Terms & conditions is also detailed herewith .You are requested to join the duties on or before the stipulated time mentioned in your willingness in the office of Deputy Director (WEC),Deptt. Of WCD GNCTD, 2<sup>nd</sup> Floor, ISBT, Kashmere Gate Building, Delhi-110006 alongwith original documents, Viz. Residence Proof, medical Certificate issued by MBBS Doctor, Character Certificate issued by Gazetted officer.



(Lata Negi)

Deputy Director (WEC)



## കാസർഗോഡ് ജില്ലാ കളക്ടറുടെ നടപടിക്രമങ്ങൾ (സാന്നിദ്ധ്യം : ഡോ. ഡി സജിത്ത് ബാബു IAS)


**വിഷയം:** വനിതാ ശിശു വികസന വകുപ്പ് - ഐ.സി.പി.എസ് - കാസർഗോഡ് ജില്ലാ ശിശു സംരക്ഷണ യൂണിറ്റ് - ജീവനക്കാര്യം - സോഷ്യൽ വർക്കർ, ഔട്ട് റീച്ച് വർക്കർ തസ്തികയിൽ ഒരു വർഷത്തേക്ക് കരാർ അടിസ്ഥാനത്തിൽ നിയമിച്ച് ഉത്തരവ് പുറപ്പെടുവിക്കുന്നു

**സൂചന:1).** വനിതാ ശിശു വികസന വകുപ്പ് ഡയറക്ടറുടെ 5/4863/2019 നമ്പർ പ്രകാരമുള്ള 11.10.2019 ലെ വിജ്ഞാപനം..

**ഉത്തരവ് നമ്പർ : DCPU/KSD/530/2020 തീയതി: 06.01.2020**

സംയോജിത ശിശുസംരക്ഷണ പദ്ധതിയുടെ ഭാഗമായി കാസർഗോഡ് ജില്ലാ ശിശുസംരക്ഷണ യൂണിറ്റിലേക്ക് സോഷ്യൽ വർക്കർ, ഔട്ട് റീച്ച് വർക്കർമാരെ ഒരു വർഷത്തേക്ക് കരാർ അടിസ്ഥാനത്തിൽ നിയമനം നടത്തുവാൻ സൂചന (1) വനിതാ ശിശു വികസന വകുപ്പ് ഡയറക്ടറുടെ വിജ്ഞാപനം പ്രകാരം 09.02.2020(സോഷ്യൽ വർക്കർ)നും 08.02.2020 (ഔട്ട് റീച്ച് വർക്കർ) നും CMD നടത്തിയ എഴുത്തു പരീക്ഷയുടെയും 23.07.2020 ന് നടത്തിയ അഭിമുഖത്തിന്റെയും അടിസ്ഥാനത്തിൽ തയ്യാറാക്കിയ റാങ്ക് ലിസ്റ്റ് സൂചന (3) പ്രകാരം വനിതാ ശിശു വികസന വകുപ്പ് ഡയറക്ടർ അംഗീകാരം നൽകിയിട്ടുണ്ട്.

കാസർഗോഡ് ജില്ലാ ശിശുസംരക്ഷണ യൂണിറ്റിലെ സോഷ്യൽ വർക്കർ, ഔട്ട് റീച്ച് വർക്കർ തസ്തികയിൽ നിലവിലുള്ള ഒഴിവുകളിലേക്ക് വനിതാ ശിശു വികസന വകുപ്പ് ഡയറക്ടർ അംഗീകരിച്ച റാങ്ക് ലിസ്റ്റിൽ നിന്നും താഴെ പറയുന്ന ഉദ്യോഗാർത്ഥികളെ ഒരു വർഷത്തേക്ക് കരാർ അടിസ്ഥാനത്തിൽ നിയമിച്ച് ഉത്തരവ് പുറപ്പെടുവിക്കുന്നു. ഉദ്യോഗാർത്ഥികൾ നിയമന ഉത്തരവ് കൈപ്പറ്റി 15 ദിവസത്തിനകം കാസർഗോഡ് സിവിൽസ്റ്റേഷൻ ഡി.ബ്ലോക്കിലെ രണ്ടാം നിലയിൽ പ്രവർത്തിക്കുന്ന ജില്ലാ ശിശുസംരക്ഷണ യൂണിറ്റിൽ ജില്ലാ ശിശു സംരക്ഷണ ഓഫീസർ മുമ്പാകെ ഹാജരായി ജോലിയിൽ പ്രവേശിക്കേണ്ടതാണ് അല്ലാത്തപക്ഷം ഈ നിയമനം റദ്ദ് ചെയ്യുന്നതാണ്.

| ക്രമ നമ്പർ | പേരും മേൽവിലാസവും   | തസ്തിക        | പ്രതിമാസ ഹോണററിയം | നിയമന കാലയളവ്                             |
|------------|---|---------------|-------------------|---|
| 1          |  | സോഷ്യൽ വർക്കർ | 20,760/-          | ജോലിയിൽ പ്രവേശിക്കുന്ന തീയതിമുതൽ ഒരു വർഷം |
| 2          | അശ്വിൻ ബി<br>അശ്വിൻ നിവാസ്<br>വെളുത്തോളി<br>പാക്കം പി ഒ<br>ബേക്കൽ ഫോർട്ട് (വഴി)     | സോഷ്യൽ വർക്കർ | 20,760/-          | ജോലിയിൽ പ്രവേശിക്കുന്ന തീയതിമുതൽ ഒരു വർഷം |



**KERALA PUBLIC SERVICE COMMISSION**

No. R1C(1)2380/2021/GW

Thiruvananthapuram  
Date: 07.04.2021

From

The Secretary,  
Kerala Public Service Commission,  
Thiruvananthapuram - 695 004.

To

117.GOWRISREE K V

Sir/Madam,

Sub: - Advice for appointment as ICDS Supervisor (General category) on  
Rs.25,600 – 56,700/- in Woman and Child Development Department.

\* \* \*

You are informed that you have been advised for recruitment as ICDS Supervisor (from General category) on Rs.25,600 – 56,700/- in the above Department against OC Turn. The selection is subject to Rule 3(c) and 10 (b) of the Kerala State and Subordinate Service Rules, 1958.

Further instructions will be issued to you in due course by the above Department.

Yours faithfully,

For Secretary,  
Kerala Public Service Commission.

- N.B. :- 1. If posting orders are not received from the above department within a period of 3 months from the date of this letter, the fact may be intimated to this office.
- 2 “ You are directed to produce original advice memo before the appointing authority at the time of Joining Duty ”



No. WCD/NNMI-9989/18.

Directorate of Women and Child Development  
Poojappura. Thiruvananthapuram.  
Kerala: 695012.  
Phone: 0471 -2346531  
E-mail : swdicds@gmail.com  
Dated: 03.09.2019

From

State Project Director  
Kerala State Nutrition Mission,  
Dept of Women & Child Development,  
Poojappura.  
Thiruvananthapuram.

To

Smt.Sneha Sukumaran.P  
Cherukunnam,  
PO Trikaripur,  
Kasargod-671310.

Sub: Appointment to the post of **Block Project Assistant** On contract - posting orders issued.

Ref: Selection process conducted by the Centre for Management Development,Kerala

It is informed that you have been selected for the post of **Block Project Assistant** in the **Block Project Management Unit, Kanhangad Block,Kasargod District** of the Kerala State Nutrition Mission (Sampushta Keralam)- the State level project of National Nutrition Mission (Poshan Abhiyaan) introduced by the Government of India. It may be please noted that appointment is on contract basis under this Directorate, with an initial consolidated pay of Rs.18,000/- (Rupees Eighteen thousand only - all inclusive). The pay will be enhanced by 3% on the existing pay or at a rate decided by the Government of India for HR in the Mission from time to time, after one year, if your service is found to be satisfactory and Mission decides to extend the service. The period of contract will be for one year from the date of joining.

The format of contract to be entered into with Mission is enclosed as Annexure-1. You are requested to report before the Officer in the address mentioned below on 16<sup>th</sup> September 2019 after taking printout of this appointment order along with the following documents.

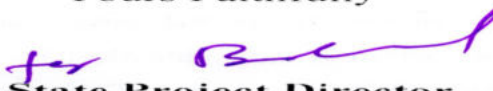
1. Original Certificates to prove age, educational qualifications and experience.
2. An agreement printed on Stamp paper worth Rs 200/- with effect from the date of joining in the Mission as prescribed in the Annexure-1.
3. Report of the executive medical check-up showing that your health is satisfactory to undertake the tasks assigned by the Mission from time to time.
4. Certificate of Character from a Gazetted Officer or Head of Present organization or Institution last attended by the candidate.
5. Declaration in Form No III (Attached herewith).
6. Aadhar card and other documents to prove identity and residence of the candidate.

Other condition of your service in the Mission will be governed by the Rules of the Government of Kerala issued for the contract staff from time to time. You may intimate your willing to join the Mission immediately on receipt of this appointment order through email, with the signed copy of the order scanned and sent to this office by email.

Address of the reporting Officer,  
Block Coordinator,  
BPMU, Sampustha Keralam  
O/o Kanhangad ICDS Project Office  
Near Block Panchayath,  
Kanhangad Pin-671315  
Ph: 0467-2217437



Yours Faithfully

  
**State Project Director**  
Sampushta Keralam  
Poshan Abhiyaan (NNM)

**BINDU GOPINATH**  
Assistant Director  
Women and Child Development  
Department  
Thiruvananthapuram-695 012



# കാസറഗോഡ് ജില്ലാ വനിത ശിശു വികസന ആഷിസറുടെ നടപടിക്രമങ്ങൾ

(സാന്നിധ്യം: കവിതറാണി രഞ്ജിത്ത്)

വിഷയം:- വനിത ശിശു വികസന വകുപ്പ് - ജില്ലാ വനിത ശിശു വികസന ആഷിസ്, കാസറഗോഡ് മഹിളാ ശക്തി കേന്ദ്ര പദ്ധതി(MSK-DLCW) - ജില്ലാ കോർഡിനേറ്റർ തസ്തികയിലേക്കുള്ള നിയമനം - സംബന്ധിച്ച്

- സൂചന:-
1. സ.ഉ. (സാധാ) നം. 548/2019/സാ.നീ.വ. തീയതി 31/08/2019
  2. വനിത ശിശു വികസന ഡയറക്ടറുടെ 01.01.2020 ലെ നം. WEC-4/8180/19നമ്പർ അർദ്ധ ഔദ്യോഗിക കത്ത്
  3. ജില്ലാ കളക്ടറുടെ അഭ്യക്ഷതയിൽ 15.02.2020 തീയതിയിലെ ജില്ലാതല കർമ്മസേന മീറ്റിംഗ് തീരുമാനം
  4. 03.11.2020 തീയതിയിൽ നടന്ന അഭിമുഖം

ഉത്തരവ് നമ്പർ DWCD/KSD/ 67/2020 തീയതി 03.11.2020

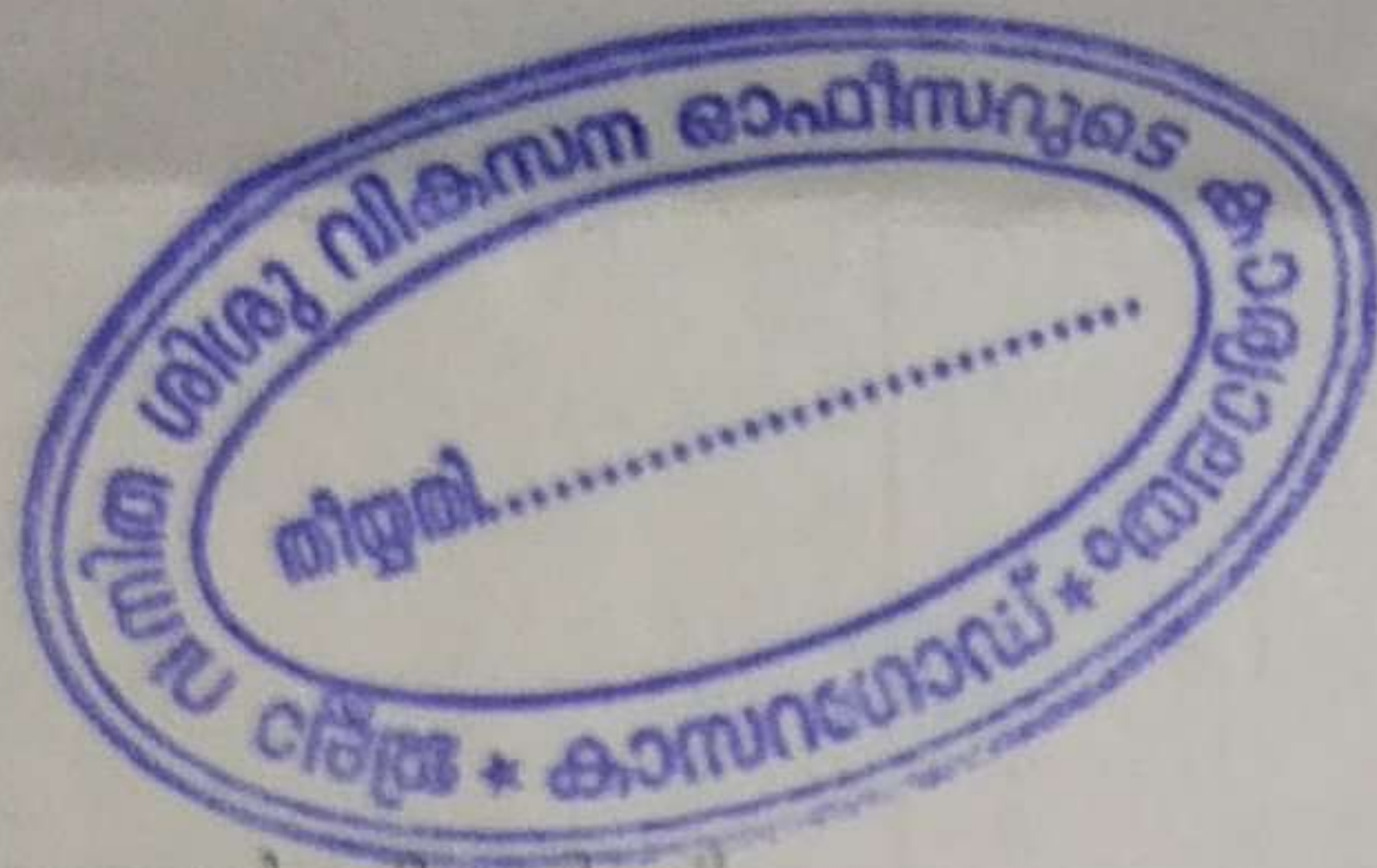
വനിത ശിശു വികസന വകുപ്പിനു കീഴിൽ കാസറഗോഡ് ജില്ലയിൽ മഹിളാ ശക്തി കേന്ദ്ര പദ്ധതി നടപ്പിലാക്കുന്നതിനായി District Level Centre for Women (DLCW) ആരംഭിക്കുന്നതിന് പരാമർശം (2) പ്രകാരം നിർദ്ദേശിച്ചിരുന്നു. പരാമർശം (2) ലെ മാർഗ്ഗ നിർദ്ദേശങ്ങളുടെ അടിസ്ഥാനത്തിൽ ജില്ലാകോർഡിനേറ്റർ തസ്തികയിലേക്ക് നിയമനം നടത്തുന്നതിനായി അപേക്ഷ ക്ഷണിക്കുകയും പരാമർശം (4) പ്രകാരം നടത്തിയ അഭിമുഖം, കമ്പ്യൂട്ടർ പരിജ്ഞാനം എന്നിവയുടെ അടിസ്ഥാനത്തിൽ കാസറഗോഡ് ജില്ലയിലെ മഹിളാ ശക്തികേന്ദ്ര MSK-District Level Centre for Women (DLCW) ലെ ജില്ലാ കോർഡിനേറ്റർ തസ്തികയിലേക്ക് ടി റാക് ലിസ്റ്റിലെ ഒന്നാം റാങ്കു കാരി ശ്രീമതി.കെ. ശില്പയും രണ്ടാം റാങ്കുകാരി ശ്രീമതി. എം. പ്രസീത എന്നവർക്ക് കരാർ അടിസ്ഥാനത്തിൽ നിയമനം നൽകി ഇതിനാൽ ഉത്തരവാകുന്നു. കരാർ നിയമനം 31.03.2021 വരെയായിരിക്കും. തുടർന്നുള്ള നിയമനം MSK പദ്ധതിയുടെ തുടർ പ്രവർത്തനം സംബന്ധിച്ചുള്ള സർക്കാർ ഉത്തരവിന് വിധേയമായി മാത്രമായിരിക്കും.

| ക്രമനം | റാങ്ക് നം | ഉദ്യോഗാർത്ഥിയുടെ പേരും അഡ്രസ്സും                       | ഉദ്യോഗാർത്ഥി ഹാജരാക്കേണ്ട കാര്യവയം      |
|--------|-----------|--|---|
| 1      | 1         | ശില്പ.കെ അനന്തപള്ള ഹൗസ്, ഒഴിഞ്ഞ വളപ്പ്, കാസർഗോഡ്       | ജില്ലാ വനിതാ ശിശു വികസന ആഷിസ് കാസറഗോഡ്  |
| 2      | 2         | പ്രസീത.എം, കോലം ഹൗസ്, കരിവേഡകം (പിഒ), ചെങ്കള, കാസർഗോഡ് | ജില്ലാ വനിതാ ശിശു വികസന ആഷിസ്, കാസറഗോഡ് |

മഹിളാ ശക്തി കേന്ദ്ര (MSK) പദ്ധതി പ്രകാരമുള്ള ജില്ലാ കോർഡിനേറ്റർ തസ്തികയിലേക്ക് നിയമനം ലഭിച്ച ഉദ്യോഗാർത്ഥികൾ കാസറഗോഡ് ജില്ലാ വനിത ശിശു വികസന ആഷിസറുമായി 200/- രൂപയുടെ മുദ്രപത്രത്തിൽ കരാർ വയ്ക്കേണ്ടതാണ്.



നിയമനം ലഭിച്ച ഉദ്യോഗാർത്ഥി ഉത്തരവു കൈപ്പറ്റി 15 ദിവസത്തിനുള്ള ജില്ലാ വനിതാ ശിശു വികസന ആഫീസർ മുന്പാകെ അസ്സൽ സർട്ടിഫിക്കറ്റുകൾ, ആധാർ കാർഡ്, ഷോട്ടോ (2 എണ്ണം), മുദ്രചിത്രം എന്നിവ സഹിതം നേരിട്ട് റിപ്പോർട്ട് ചെയ്യേണ്ടതാണ്. നിശ്ചിത സമയത്തിനകം റിപ്പോർട്ട് ചെയ്യാത്ത ഉദ്യോഗാർത്ഥികൾക്ക് നിയമനത്തിന് താൽപ്പര്യമില്ല എന്ന നിഗമനത്തിൽ റാങ്ക് ലിസ്റ്റിലെ അടുത്തയാൾക്ക് നിയമനം നൽകുന്നതാണ്.



*[Handwritten Signature]*  
 3/11/2020  
 ജില്ലാ വനിതാ ശിശു വികസന ആഫീസർ  
 കാസർഗോഡ്

ബന്ധപ്പെട്ട ഉദ്യോഗാർത്ഥികൾക്ക്

പകർപ്പ്

- 1) വനിതാശിശുവികസന ഡയറക്ടർ, തിരുവനന്തപുരം (ആമുഖ കത്ത് സഹിതം)
- 2) ജില്ലാ കളക്ടർ, കാസർഗോഡ് (ആമുഖ കത്ത് സഹിതം)
- 3) ഫയൽ





# KUDUMBASHREE

State Poverty Eradication Mission  
LSG Dept. Govt of Kerala

## KASARAGOD DISTRICT

ID No:



**AKHILRAJ. P.P**

Block Co-ordinator I  
DDUGKY

MOB: 9846858704

**KUDUMBASREE**

DISTRICT MISSION OFFICE  
CIVIL STATION, VIDYANAGAR, KASARAGOD- 671123

[www.kudumbashree.org](http://www.kudumbashree.org)

### PERSONAL DETAILS

NAME : AKHIRAJ. P.P  
ADDRESS : MUNGATH (H)  
BENGALAM P.O  
NILESHWAR  
SEX : MALE  
MOBILE NO : 9846858704  
ADHAR NO : 849370163221  
BLOOD Grp. :

### OFFICIAL ADDRESS

Designation: Block Co-ordinator I  
Office DDUGKY  
Address Kudumbashree  
District mission Office  
Civil Station  
Vidhya Nagar - 671123  
Phone No : 04994 256111



  
District Mission Co-ordinator  
Kudumbasree, Kasaragod

**KUDUMBASHREE**

TRIDA Rehabilitation Building  
Chalakkuzhy Road, Medical College Post  
Thiruvananthapuram  
Ph: 0471 2564715, 16, 17

സൊസൈറ്റി ഫോർ അസിസ്റ്റൻസ് ടു ഫിഷർ വിമൺ (സാഫ്) കാസൽനോഡ്  
നോഡൽ ഓഫീസറുടെ നടപടിക്രമം

(ഫോമ്: ശ്രീ. സുരേന്ദ്രൻ.കെ.വി നോഡൽ ഓഫീസർ സാഫ്)

വിഷയം :- ഫിഷറീസ് - സാഫ് - തീരമെന്ത്രി പദ്ധതി - ജില്ല മിഷൻ കോ-ഓർഡിനേറ്റർ-  
 കുമാരി, തിന് നാരായണൻ കെ, -കരാർ അടിസ്ഥാനത്തിൽ നിയമിച്ച  
 ഉത്തരവാകുന്നു.

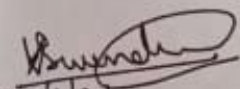
- പരാമർശം: 1) സാഫ് എക്സിക്യൂട്ടീവ് ഡയറക്ടറുടെ 24.09.18-ലെ ഉത്തരവ് നമ്പർ  
 സാഫ്/ടി.എം.പി/646/2018  
 2) സാഫ് എക്സിക്യൂട്ടീവ് ഡയറക്ടറുടെ 23.10.19-ലെ കത്ത് നമ്പർ  
 സാഫ്/ടി.എം.പി/646/2018.  
 3) 23/12/2020-ലെ സാഫ് റിന്യൂ മീറ്റിംഗ് തീരുമാനം.  
 4) കുമാരി, തിന് നാരായണൻ കെ -യുടെ 01.01.21 ലെ ജോയിന്റിംഗ്  
 റിപ്പോർട്ട്.

ഉത്തരവ് നമ്പർ SAF/TMP/KSD/19 തീയതി 01.01.2021

ഫിഷറീസ്- സാഫ് - തീരമെന്ത്രി പദ്ധതി മിഷൻ കോ-ഓർഡിനേറ്റർ തസ്തികയിലേക്ക്  
 നിയമിക്കുന്നതിന് ശ്രീ കിരൺ.വി വേലായുധൻ.പി (ബേറ്റ്); പൂണ്ടുകുളം പാറ, വൊര  
 (പി.ഒ) ഉദ്യമ എന്നിവരെ പരാമർശം (1) പ്രകാരം തെരഞ്ഞെടുക്കുകയുണ്ടായിട്ടുണ്ട്  
 09/11/2020 തീയതി രാജിവച്ച ഒഴിവിലേക്ക് സൂചന ( 2 ) പ്രകാരം ഈ ഓഫീസിൽ വച്ച്  
 31/10/2019 -ന് തുടർച്ചയായ സാഫ് മിഷൻ കോ-ഓർഡിനേറ്ററുടെ ഇന്റർവ്യൂ ലിസ്റ്റിൽ എടുക്കു  
 ന്നതിന് അനുമതി നൽകിയിട്ടുണ്ട്.

പരാമർശം (3) പ്രകാരം കുമാരി, തിന് നാരായണൻ കെ, നയനം (ഹൗസ് )  
 കൊക്കൽ, ഉദ്യമ (പി.ഒ) -671319 കാസൽനോഡ് 01.01.2021-ന് രാവിലെ ജോലിയിൽ  
 പ്രവേശിക്കുന്നതിനായി ഓഫീസിൽ ഹാജരായിട്ടുണ്ട്.

മേൽ സാഹചര്യത്തിൽ കുമാരി, തിന് നാരായണൻ കെ, നയനം (ഹൗസ്)  
 കൊക്കൽ, ഉദ്യമ (പി.ഒ) -671319 കാസൽനോഡ്, -നെ കരാർ അടിസ്ഥാനത്തിൽ  
 01.01.2021- ന് രാവിലെ ജില്ല മിഷൻ കോ-ഓർഡിനേറ്റർ തസ്തികയിൽ ജോലിയിൽ  
 പ്രവേശിപ്പിക്കുകയാണ് ഇതിനാൽ ഉത്തരവാകുന്നു.

  
 നോഡൽ ഓഫീസർ സാഫ്  
 കാസൽനോഡ്

To  
 കുമാരി, തിന് നാരായണൻ കെ  
 നയനം (ഹൗസ്) കൊക്കൽ, ഉദ്യമ (പി.ഒ)  
 671319 കാസൽനോഡ്.  
 ഫോൺ : 9645259674.

കുറിപ്പ്: 1) എക്സിക്യൂട്ടീവ് ഡയറക്ടർ  
 സാഫ്, ആലുവ.

Nodal Officer  
 Social Welfare  
 Fisheries(SAF)  
 Kasargod





# **KERALA MAHILA SAMAKHYA SOCIETY**

**Department of General Education  
Government of Kerala**



**SREENA K.**

**Social Worker**

**W & C Home, Kasaragode**

**Department of Women & Child Development**

**Emp Id: NR/26/20**



**Jeevan Bahu K. IAS**  
**State Project Director**



**GLOBAL ENVIRONMENT & MINING SERVICES**

(Consulting Engineers Mine designers Waste Management & Surveyors)

**RAKESH .K**

Designation : Geologist

DOB : 23/08/1996

Blood Group : O+ve

Address : Sree Devi Nilayam Madhur Road  
Battampara, Kasaragod - 671121

Ph : +91-6282035665







## **GLOBAL ENVIRONMENT & MINING SERVICES**

(Consulting Engineers, Mine designers, Waste Management & Surveyors)

**Branch Office : #212, Celestic Towers, Palm Avenue,  
Green Glen Layout, Bellandur, Bangalore - 560103**

**Ph : 080-2574 6999/ +91-63615 50211**

**Website : [www.globalmining.in](http://www.globalmining.in)**

  
**Cyriac Joseph**



Swathi Vijayan K  
DT-571



**DEDUCE**  
**Technologies**





Siyana Thaznim  
DT-585



**DEDUCE**  
**Technologies**



# DHORAJIA

Mr. PrasanthT,  
Thottathil House,  
Amayur PO Palakkad  
Kerala  
PIN:- 679303.

June 11,2021

Letter Of Intent

**Dear Mr.Prasanth,**

With reference to your application and subsequent discussions with us, we are pleased to offer you the position of Geologist. You will be based at Arunachal Pradesh. We request you to join us by July 11, 2021.

1. This is only Letter of Intent, If you accept this offer and join our services, you will be issued Appointment Letter.
2. Your CTC will be Rs.30000/-Per month,which included basic salary,all kind of allowance, PF and other allowance.
3. On joining, you will be required to submit the self—attested copies of following documents for our records
  1. Educational & Experience Certificates.
  2. Relieving letter from your last employer.
  3. 1 recent passport size colour photographs.
  4. Address and Identity proof-PANCard, Aadhar(Mandatory) & BankDetail

Kindly sign a duplicate copy of this letter as an acknowledgement of your acceptance and revert at the earliest.

We welcome you and look forward to along fruitful association with you.

Thanking you,

Yoursfaithfully,

For Dhorojia Projects LLP

Shailesh M Dhorojia

I accept the appointment on the above terms and conditions. I solemnly affirm to render my service to this organization with utmost devotion, loyalty, and faithfulness and to the best of my abilities.

Name of Employee: **Mr.PrasanthT,**

Signature of Employee.







**FUGRO SURVEY (INDIA) PVT. LTD.**

Fugro House, D-222/30  
TTC Industrial Area, MIDC, Nerul  
Navi Mumbai 400 706  
Maharashtra, India

To,  
**Mr. Arshak Ahamed**  
THAIKKADAN HOUSE  
KOTTAKKAL PO, MALAPPURAM (DIST)  
PIN: 676503, KERALA, INDIA.

**20th September 2021**

Ref: FSINPVT-L-106/HRD/2021

Dear **Mr. Arshak Ahamed**,

**Sub: Appointment as Assistant Data Processor**

1. We refer to your application for employment and the subsequent interview we had with you. We are pleased to appoint you as **Assistant Data Processor** Your effective date of employment will be from **20 September, 2021** on the following terms and conditions:-
  - a. Your appointment is on probation basis for a minimum period of **6 months**. You will be considered for confirmation, subject to your achieving Competency Standards for **Assistant Data Processor** and satisfactory evaluation by Party Chief and Project Manager on your ability to undertake the job independently. In case you are found unsuitable to be confirmed after **6 months**, your probation period may be extended at Company's Discretion.
  - b. You will receive remuneration as per "**Appendix A & B**" to this letter.
  - c. Further, a Field Allowance will be paid to you as mentioned in **Appendix A**. The allowance will be applicable after completion of minimum 30 days of ON JOB training / deployment and satisfactory evaluation by Party Chief & PM on your ability to undertake job independently
  - d. Whilst on field jobs, meal, accommodation and conveyance will be provided by the Company depending upon site and as per company policy. Whilst in office, subsidized lunch will be served on all full working days as per company policy. No cash payment will be made.
  - e. All statutory deductions at source from your pay and allowances will be made by the Company, as per the prevailing laws.



...2...

- f. Your employment will be governed by the "Employment Agreement", which you will be required to enter with the Company, on your date of joining and you shall abide by all the terms and conditions mentioned therein and as modified from time to time.
  - g. Your initial and continued employment in the Company is subject to your being found medically fit, by the medical officer/institution appointed by the Company for the position held by you from time to time.
- 2. You are requested to keep us informed of any changes in your residential address, contact numbers and civil status.
  - 3. We welcome you to FUGRO INDIA MARINE and wish you a fruitful association with the world's largest group of Survey Companies.

For **FUGRO SURVEY (INDIA) PVT. LTD.**



**BIBHU NAYAK**  
**MANAGING DIRECTOR**

Accepted

**MR. ARSHAK AHAMED**



## Sub: SIGNING OF TERMS AND CONDITIONS OF EMPLOYMENT

Dear Mr. Arshak,

With reference to your Appointment letter no. **FSINPVT-L-106/HRD/2021** dated **20 September 2021**; you are required to sign the following terms and conditions.

### ANNEXURE I TERMS AND CONDITIONS OF EMPLOYMENT

1. The terms and conditions of employment in your appointment letter are governed by the "Fugro India Service Condition Manual". Please refer to the Company Policy for complete details.
2. This offer of Employment/Training is made based on the information you have furnished to the company in your application. If anything given in it is found/revealed untrue at any time, the company shall terminate your employment at its discretion with immediate effect.
3. Your Employment/Training is on an all India basis. The company reserves the right to transfer you to any of its establishment / subsidiaries/ groups/ associated companies in India or abroad.
4. The Management may require every applicant for appointment, confirmation, promotion or reclassification to undergo a medical test by a doctor of the Company's choice wherever necessary.
5. You shall keep all the information about the working of the company confidential and shall not divulge the same to any person to the detriment of the Company under any circumstances.
6. You will be on probation / training for a period of 6 months from the date of joining. If you are found fit to occupy the position offered, a suitable decision will be taken after completion of the probation/training period. During the **period of probation / training 15 days' notice of termination from either side will be applicable.**
7. **After your successful confirmation in the post, 30 days of notice period will be applicable** in case of termination / resignation or salary in lieu thereof by either party. This will not be applicable, however, to any termination on account of any proven misconduct.
8. During the course of your employment/training any loss or damage caused to the company due to negligence/carelessness/willful act on your part, shall be recovered from you by appropriate means and disciplinary action as deemed fit will be taken.
9. You will keep us informed of any changes in your residential address and civil status.



10. During the course of your employment, you are requested to disclose any involvement or participation in any club / social groups / ethnic groups / religious groups / political parties, other than with the intention or for the purpose of entertainment. If the Company discovers from any source, such association without the intention of entertainment and if it's in conflict with company's interests then the Company reserves the right to withhold permission for any such involvement or take appropriate action.
11. You shall devote your entire working time exclusively to the business and affairs of the company and shall not take up any other profitable or charitable work during the time. The company can assign any duties/jobs to you depending upon the circumstances other than what is obvious from the position offered now.
12. In the context of your employment it is necessary for Fugro to collect, use, share and store certain personal and sensitive personal information about you for administrative, management, compliance and other purposes. By signing this letter, you consent to the Company collecting, processing, transferring and handling such data, including without limitation, any personal and sensitive personal data, relating to you for legal, personnel, administrative and management purposes. Such personal data may also be transferred to others in Fugro, or any subsidiary or affiliate (together "**Group Company**") and/or third parties located within or outside of your country.
13. To the extent that you may have access to personal data of others (within or outside the Group Company) in the course of your employment with Fugro, you agree that you will comply to all applicable data protection laws, regulations and guidelines and any policies issued by Fugro or the Group Company from time to time relating to data protection and privacy, and you acknowledge that the breach of any such rules is likely to be regarded as willful misconduct.
14. You shall not at any time during your employment or thereafter disclose to any person whatsoever or otherwise make use or through any failure to exercise due care and diligence, cause unauthorized use of any private, confidential or secret information belonging to the Company (including without prejudice to the generality of the foregoing lists and details of customers or prices, technical processes, procedures or designs, know-how, software, inventions or improvements or other matters connected with the business of the company or in respect of which company is bound by an obligation of confidence to any third party).



15. These terms and conditions of employment may be amended by the company from time to time as per the governing laws of India and as per the suitability of the Company. These changes will be duly intimated to you.
16. The above Terms & Conditions are specific to your employment and will supersede any other clauses from the Service Condition Manual.

**The Employee:**

**MR. ARSHAK AHAMED**

**The Company:**

**FUGRO SURVEY (INDIA) PVT. LTD.**

A handwritten signature in blue ink, appearing to read 'Bibhu Nayak', written over a faint circular stamp.

**BIBHU NAYAK  
MANAGING DIRECTOR**



8th April 2021

Anu Priya Babu  
Kannur

Dear Ms. Anu Priya Babu,

We would like to offer you the position of **Community and Project Implementation Associate** with **Shreni Samudaya**. Your offer will be effective from **1st August 2021**. You will be reporting to Mr. Sudhir Kamath.

Contract Period: 1 year

Probation Period: 3 months

Notice Period: 2 months

You will start with a monthly salary of **Rs. 20,000/-** for the 3 month probation period. Depending on your performance, if you are confirmed, your monthly salary will increase to **Rs. 25,000/-**, with further scope for growth based on performance.

Working days are Monday to Saturday. Work timings are 9:30 am to 6:30 pm.

Your roles and responsibilities will include:

- Enabling community building activities and engaging with beneficiary communities
- Project implementation and coordinating with external organisations for Trust related activities
- Updating and maintaining all online databases on LLP and Trust side
- Conducting surveys and primary research to expand organisational knowledge about artisanal communities

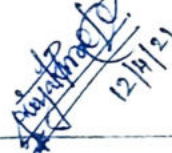
We look forward to having you on our team.

Best regards,



Sudhir Kamath  
Partner  
Shreni Samudaya LLP

Thank You So Much,  
Anu Priya Babu

  
12/14/21

# AADI

Attappady Adivasi Development Initiatives  
(PKD/CA/154/2015)  
Mattathukad P.O, Attappady- 678 581  
Palakkad, Kerala, India.  
Ph: 8078563186, 8547793186



E-MAIL : aadiagali@gmail.com, psantonysj@gmail.com, www.aadiattapadi.com

To

Ms. RIA SUSAN SABU

Subject: Appointment letter

Dear Ms.Ria Susan Sabu,

In response to your application, and after the interviews conducted, I am happy to appoint you as the Counselor of AADI student and family counseling centre from 17-8-2021 on a contract basis for a period of three months which can be extended to one year based on your performance in the first three months.

I am attaching a detailed job description. Kindly study them and clarify any doubts you have. While you collaborate with us, please be reminded that this is an NGO committed to tribals, the most marginalized group in India, and that being sensitive to the cultural uniqueness of the group is very important. During the work and even after your work, you please see that confidential matters in AADI are not disclosed to outsiders. We expect from you utmost professional and ethical behavior.

You will be paid [REDACTED] per month as honorarium and that includes food and simple accommodation for the period of your service in this organization. You will not be entitled for any other benefits other than mentioned above.

If you are leaving the job before the contract period, you have to give prior notice of one month or you will lose salary of one month.

Yours truly,

Fr. P.S.Lenin Antony SJ

Director.

17-8-2021

I accept the appointment with the conditions of the organization. Ria Susan Sabu



No. AS/Aspire/Joining/2021-1

MAHARAJA'S COLLEGE  
(GOVT. AUTONOMOUS)  
ERNAKULAM, KERALA 682011  
(Affiliated to Mahatma Gandhi University, Kottayam)

**Joining Report**

Ref: S1/6348/20-21/Coll.Edn Dated: 16-02-2021  
DS/HINDI/ASPIRE-RELIEVE/SSUS/2021 Hd:- 02-08-2021

As per the reference cited above PRIYANKA A (PREETHI HOUSE, OLAVARA, UDUMBUNTHALA P.O, 671311, KASARAGOD, KERALA) has joined in the Maharaja's College with effect from 02.08.2021 for doing Internship of Aspire Scholarship.

Principal/HOD/Address of the Institution

SPECIAL GRADE PRINCIPAL  
MAHARAJA'S COLLEGE  
ERNAKULAM

(Office seal)

Date: 2/8/2021






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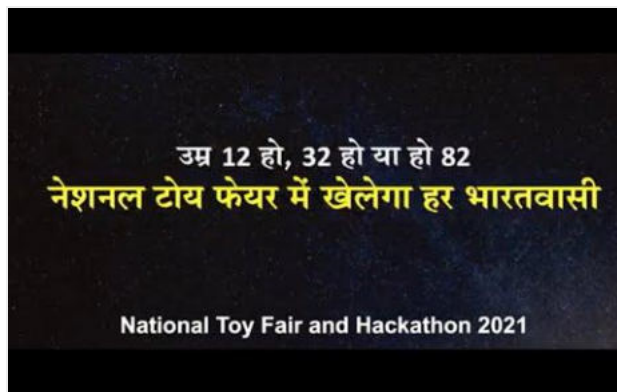
**THE MOST TRUSTED  
PLATFORM FOR  
FREELANCE RECRUITERS**  
sign up! [www.hiringantz.com](http://www.hiringantz.com)



**Adarsh P.** · 2nd  
Data Analyst at Hiring Antz Program Manager at Durga Foundation  
Talks about #startup, #automation, #dataanalysts, and #salesandmarketing  
Uttar Pradesh, India · [Contact info](#)  
747 followers · 500+ connections  
5 mutual connections: Dr. Dahy Sulaiman, Thiyagu Suriya, and 3 others

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## Featured



: Toy/Games concepts based on Indian civilization, heritage, culture,...  
[toycathon.mic.gov.in](http://toycathon.mic.gov.in)

Junior Level Participants that involves problem statements & innovation process i...

IISF Virtual 2020

[iisfvirtual.in](http://iisfvirtual.in)

IISF Virtual Event



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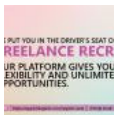
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Adarsh shared this



There's always a reason we are given different or difficult tasks, let's stick to work on them. That's how we become...

Adarsh shared this

2 Reactions



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Adarsh shared this

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## About

- Data Analyst & Strategic Preparation
- Area Expert in Asia Pacific Region
- Good in Public Administration

[... see more](#)

## Experience



Data Analyst

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## Durga Foundation - Education for All

7 yrs 7 mos

### Program Manager

Full-time

Feb 2020 – Present · 1 yr 10 mos

Mission Butterfly is an initiative by Durga Foundation to provide a better platform for youth development, especially in rural and remote areas.

### Senior Project Coordinator

Full-time

Apr 2019 – Jan 2020 · 10 mos

Show 2 more roles ▼

## Assistant Professor

Udit Narayan Post Graduate College, Padrauna Kushinagar · Part-time

Sep 2019 – Feb 2020 · 6 mos



## Intren

National Human Rights Commission of India · Internship

Dec 2018 – Jan 2019 · 2 mos

New Delhi, Delhi, India

I am glad to be part of Winter Internship with the National Human Rights Commission and got 2nd position in a group project.



## Intern

Ministry of drinking water & sanitation · Internship

May 2018 – Jun 2018 · 2 mos

Proud to be part of Swachh Bharat Mission and Got 1st prize at University level

Show 1 more experience ▼



[Home](#)[My Network](#)[Jobs](#)**School of Global Studies**

Master of Art, International Relations &amp; Political Science

2017 – 2019

**University of Allahabad**

Graduate , Political Science and Government, Education

2014 – 2017

Activities and Societies: NSS, leading cadre in Kumbh Mela  
Allahabad**Hanuman Intermediate College Padrauna Kushinagar**

Intermediate , Non-medical

2012 – 2014

Activities and Societies: NSS, Science Exhibition, Participated in  
Activities organised by National Science Academy, Allahabad  
and got 2nd prize at the state level[Show 1 more education](#) ▼**Licenses & certifications****Life Skills Training**

central university of kerala

Issued Aug 2020 · No Expiration Date

**Life Skill**

World Health Organization

Issued Aug 2020 · No Expiration Date

**Research Methodology Workshop**

Indian Council of Social Sciences Research (ICSSR)

Issued Sep 2018 · No Expiration Date

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## Mohammed Wasil K A · 3rd

Business Development Manager at Razwa Trading Company

- Razwa Trading Company  
Bengaluru, Karnataka, India · [Contact info](#)

15 connections

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### Open to work

Secretarial Assistant, Policy Analyst, Political Assistant, Political Analyst and Politi...

[See all details](#)

## About

An enthusiastic with highly motivated and leadership skills having post-graduation in International Relations and Politics. A creative and strategic thinker motivated to build a career in Public Relations. Capability to communicate and generat ... see more

## Activity

15 followers

Posts Mohammed created, shared, or commented on in the last 90 days are displayed here.





Experience

Business Development Manager

Razwa Trading Company · Full-time  
Sep 2021 – Present · 3 mos  
Bangalore Urban, Karnataka, India

Secretarial Assistant

INDIAN PARLIAMENT · Full-time  
Nov 2019 – Feb 2020 · 4 mos  
Delhi, India  
  
Secretarial Assistant to member of parliament Shri. Rajmohan Unnithan. Kasaragod Constituency

Education



central university of kerala  
Master of Arts - MA, International Relations, 61.7  
2017 – 2019



central university of kerala  
Bachelor of Arts - BA, International Relations , 65.7  
2014 – 2017

Skills & endorsements

Teamwork

Microsoft Office

Editing

Show more

Inspire by virtues...



# TWAIBA SCHOOL OF SKILLS AND VALUES

MIC CAMPUS CHATTANCHAL

## TEACHER APPOINTMENT LETTER

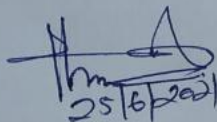
Dear .....RANJINI . P.....

I am pleased to inform you about your selection and teaching job confirmation for the post of .....TEACHER.....  
for a level at TWAIBA School with the effect from .....JUNE 1<sup>st</sup>.....

All the terms and condition with other benefits are mentioned on the attached employment agreement form.

I congrats you and welcome you on behalf of all the teaching and administration staff of TWAIBA School. Now you are the family member of TWAIBA teaching staff and I hope that we together will work very hard to achieve the goal of our school.

Sincerely yours,

  
25/6/2021





# CeLK

UGC- Centre for Endangered Languages of Kerala

University of Kerala

www.celk.in

Dr. S. Prema, Coordinator




Date 12-2019

Dear Bashid Shamnaj.A ,

We wish you a happy 2020. Welcome to CeLK team. We are happy to inform you that the expert committee of CeLK recommended you to be appointed as a Junior Research Assistant in CeLK. Please join on 01.01.2020. The appointment is for three months. You will be paid the fellowship of ₹18,000, per month. You are responsible to form the Team Seed with all other members joining with you and to complete the documentation of Malapulaya languages in the internationally accepted standard format before 20<sup>th</sup> March 2020. In addition to the documentation of these languages, you are responsible and encouraged to contribute your ideas, expertise and service for the development of CeLK.

Sincerely

  
Dr.S. Prema



Dr. S. PREMA M.A,M.Phil,Ph.D.  
Co-ordinator, CeLK  
UGC- Centre for Endangered Languages of Kerala  
Dept. of Linguistics, University of Kerala  
Kariavattom, Thiruvananthapuram, Kerala 695 581



ഭരണഭാഷ - മാതൃഭാഷ

റിസർവേഷൻ ക്വാട്ടയിൽ നിയമനം ലഭിച്ച ഉദ്യോഗാർത്ഥികളിൽ നിന്നും നോൺ ക്രിമിയെയർ സർട്ടിഫിക്കറ്റ് വാങ്ങി ഓഫീസ് മേധാവി പരിശോധിക്കേണ്ടതും പകർപ്പ് ഫയലിൽ സൂക്ഷിക്കേണ്ടതുമാണ്.

ഇപ്പോഴുള്ള ജനനതീയതി തിരുത്തി ലഭിക്കേണ്ട ഉദ്യോഗാർത്ഥികൾ ജോലിയിൽ പ്രവേശിച്ച് അഞ്ച് വർഷത്തിനകം 30/12/1991 ലെ ഉത്തരവ് (പി) 45/91 പി.ആർ.ഡി അനുസരിച്ച് അപേക്ഷ സമർപ്പിക്കേണ്ടതാണ്. പിന്നീട് ഈ കാര്യത്തിൽ സമർപ്പിക്കുന്ന അപേക്ഷകൾ പരിഗണിക്കുന്നതല്ല.

സർക്കാർ ഉത്തരവ് (പി) നമ്പർ 149/2013/ഫിൻ തീയതി 3/4/2013 പ്രകാരം 01/04/2013 നോ അതിന് ശേഷമോ ജോലിയിൽ പ്രവേശിക്കുന്ന സമയത്ത് പെർമനന്റ് റിട്ടയർമെന്റ് അക്കൗണ്ട് നമ്പർ (പ്രാൺ) ലഭിക്കുന്നതിനുള്ള അപേക്ഷ നിശ്ചിത ഫോറത്തിൽ രണ്ട് കോപ്പി വീതം സമർപ്പിക്കേണ്ടതാണ്.

01/04/2013 ന് മുമ്പ് സ്ഥിരം സർവ്വീസിൽ ജോലിയിൽ തുടർന്നുകൊണ്ടിരിക്കെ 01/04/2013 നോ അതിന് ശേഷമോ പുതിയ നിയമനം ലഭിച്ച ഉദ്യോഗാർത്ഥികൾക്ക് കേരള സർവ്വീസ് റൂൾ പാർട്ട്-III പെൻഷൻ സ്കീമിൽ തുടരുന്നതിന് സർക്കാർ ഉത്തരവ് (പി) നമ്പർ 250/2013 ഫിൻ തീയതി 7/5/2013 ന്റെ കൂടെ കൊടുത്തിരിക്കുന്ന ഓപ്ഷൻ ജോലിയിൽ പ്രവേശിച്ച് മൂന്ന് മാസത്തിനുള്ളിൽ നൽകേണ്ടതാണ്.

| Sl No | Name and address of candidates  | Name of father / Guardian | Date of Birth | Qualification                       | Whether advised in OC /BC | Name of school posted |
|-------|---|---------------------------|---------------|-------------------------------------|---------------------------|-----------------------|
| 250   | VINOD KUMAR C H<br>CHENNAGOD HOUSE<br>KARADKA PO<br>KASARAGOD -671542<br>HOCAR/SC | KRISHNAN                  | 06.03.1989    | 1.SSLC<br>2.PLUS 2<br>3.TTC GENERAL | RESERVATION TURN          | GHSS BELLUR           |

സീകർത്താവ്

1. ഉദ്യോഗാർത്ഥി (രജി. തപാൽ)
2. ബന്ധപ്പെട്ട പ്രധാനധ്യാപകർ (ഒ.ടി.ആർ സഹിതം)
3. കരുതൽഫയൽ

വിദ്യാഭ്യാസ ഡെപ്യൂട്ടി ഡയറക്ടർ  
കാസറഗോഡ്



**കാസറഗോഡ് വിദ്യാഭ്യാസ ഡെപ്യൂട്ടിഡയറക്ടറുടെ നടപടി ഉത്തരവ്**  
(സാന്നിധ്യം: രാധാകൃഷ്ണൻ കെ)

വിഷയം - പൊതുവിദ്യാഭ്യാസം-ജീവനക്കാര്യം-കേരള പി.എസ്.സി മുഖേന എൽ.പി.എസ്.ടി (മലയാളം) തസ്തികയിൽ നിയമനം നൽകി -ഉത്തരവാകുന്നു.

സൂചന - കാസറഗോഡ് ജില്ലാ പി.എസ്.സി ഓഫീസറുടെ 29/03/2019 ലെ കെ.ജി.ഡി ഐ (2)/ 5324 /2014 നമ്പർ നിയമന ശുപാർശ.

**ഉത്തരവ് നമ്പർ എ 4 / 5434 / 2019**

**തീയതി 25-05-2019**

മേൽ സൂചന പ്രകാരം കാസറഗോഡ് ജില്ലാ പി.എസ്.സി ഓഫീസർ, എൽ.പി.എസ്.ടി (മലയാളം) തസ്തികയിൽ നിയമനം നൽകാനായി ശുപാർശ ചെയ്ത താഴെ പേര് കൊടുത്ത ഉദ്യോഗാർത്ഥികളെ 25200-54000/- രൂപ ശമ്പള നിരക്കിൽ അവരുടെ പേരിന് നേരെ കാണിച്ച സ്കൂളുകളിലേക്ക് നിയമനം നൽകി ഉത്തരവാകുന്നു. കെ.എസ്.എസ് എസ് റൂളിലെ 10(5) വകുപ്പിലെ എ(1) പ്രകാരം ഈ നിയമനം തികച്ചും താൽക്കാലികവും ഉദ്യോഗാർത്ഥിയുടെ സ്വഭാവവും പൂർവ്വ കാല ചരിത്രവും പരിശോധിച്ച് തൃപ്തികരമല്ലെങ്കിൽ മുൻകൂട്ടി അറിയിക്കാതെ പിരിച്ച് വിടാവുന്നതാണ്.

ഉദ്യോഗാർത്ഥി മധ്യവേനലവധിക്ക് ശേഷം, 10-06-2019 നോ അതിന് മുൻപോ ജോലിയിൽ പ്രവേശിക്കേണ്ടതാണ്. വീഴ്ച വരുത്തുന്ന ആളുടെ നിയമനം സ്വമേധയാ റദ്ദായിപ്പോകുന്നതും പുനർനിയമനത്തിന് അർഹതയില്ലാത്തതുമാണ്. ജോലിയിൽ ചേർന്ന തീയതി മുതൽ തുടർച്ചയായി മൂന്ന് വർഷത്തിനുള്ളിൽ രണ്ട് വർഷക്കാലം പ്രൊബേഷൻ കാലമായിരിക്കും. ജോലിക്ക് ഹാജരാകുമ്പോൾ വിദ്യാഭ്യാസ യോഗ്യത, ജാതി മുതലായവ തെളിയിക്കുന്നതിനാവശ്യമായ അസ്സൽ സർട്ടിഫിക്കറ്റുകൾ ഒരു സിവിൽ സർജനിൽ താഴെയല്ലാത്ത മെഡിക്കൽ ഓഫീസർ സാക്ഷ്യപ്പെടുത്തിയ നിർദ്ദിഷ്ട മാതൃകയിലുള്ള ഒരു മെഡിക്കൽ സർട്ടിഫിക്കറ്റ് എന്നിവ പ്രധാനധ്യാപകന് മുമ്പിൽ ഹാജരാക്കേണ്ടതാണ്.

05-06-2009 ലെ ജി.ഒ(പി) നമ്പർ 79/09 ഹോം സർക്കാർ ഉത്തരവ് പ്രകാരമുള്ള ഒരു മാതൃകാ ഫോറം ഇതോടൊപ്പം ഉള്ളടക്കം ചെയ്തിരിക്കുന്നു. ജോലിക്ക് ഹാജരാകുമ്പോൾ മേൽ ഫോറം പൂരിപ്പിച്ച് പ്രധാനധ്യാപകനെ ഏൽപ്പിക്കേണ്ടതാണ്. ഉദ്യോഗാർത്ഥി ജോലിയിൽ ചേർന്ന വിവരം അറിയിക്കുമ്പോൾ ഫോറവും ഈ ഓഫീസിലേക്ക് സമർപ്പിക്കേണ്ടതാണ്. ഉദ്യോഗാർത്ഥി ജോലിയിൽ പ്രവേശിച്ചുകഴിഞ്ഞാൽ പി.എസ്.സി യുടെ അംഗീകാരം ലഭിക്കുന്നതിലേക്കായി സേവന പുസ്തകത്തിന്റെ 1,2,3,4 എന്നീ പേജുകളുടെയും, നിയമന ഉത്തരവ് , പി.എസ്.സി നിയമന ശുപാർശ, പി.എസ്.സി തിരിച്ചറിയൽ കാർഡ് എന്നിവയുടെ സാക്ഷ്യപ്പെടുത്തിയ പകർപ്പുകളും പി.എസ്.സി ഒറ്റതവണ രജിസ്ട്രേഷൻ സർട്ടിഫിക്കറ്റിന്റെ അസ്സൽ രേഖപ്പെടുത്തലുകൾ വരുത്തി പ്രധാനധ്യാപകൻ സാക്ഷ്യപ്പെടുത്തി ഈ ഓഫീസിലേക്ക് അയച്ചുതരേണ്ടതാണ്. ഉദ്യോഗാർത്ഥിയെ ജോലിയിൽ പ്രവേശിപ്പിക്കുന്നതിന് മുമ്പായി അവരുടെ വിദ്യാഭ്യാസ യോഗ്യത, ജനന തീയതി മുതലായവ പരിശോധിച്ച് ഉറപ്പ് വരുത്തേണ്ടതാണ്. പി.എസ്.സി ഇന്റർവ്യൂ സമയത്ത് ഹാജരാക്കിയ ഉദ്യോഗാർത്ഥിയുടെ തിരിച്ചറിയൽ കാർഡിലെ ഫോട്ടോയും ഒപ്പും പരിശോധിച്ച് ഉറപ്പ് വരുത്തിയതിന് ശേഷം അക്കാര്യം പി.എസ്.സി തിരിച്ചറിയൽ കാർഡിൽ രേഖപ്പെടുത്തി ഓഫീസ് മേധാവി ഒപ്പ് വെക്കേണ്ടതാണ്. എന്തെങ്കിലും അപാകതകൾ ശ്രദ്ധയിൽപെട്ടാൽ ഉദ്യോഗാർത്ഥിയെ ജോലിയിൽ പ്രവേശിപ്പിക്കാൻ പാടില്ലാത്തതും ആ വിവരം ഈ ഓഫീസിലേക്ക് അറിയിക്കേണ്ടതുമാണ്. ജോലിയിൽ പ്രവേശിച്ച് കഴിഞ്ഞാൽ പി.എസ്.സി തിരിച്ചറിയൽ കാർഡ് അവരുടെ സേവന പുസ്തകത്തിൽ പതിക്കേണ്ടതാണ്. ജോലിയിൽ ചേർന്ന വിവരം ഉടൻ ഈ ഓഫീസിൽ അറിയിക്കേണ്ടതുമാണ്.



KERALA PUBLIC SERVICE COMMISSION  
DISTRICT OFFICE KASARAGOD

No. KGD IV(2) 3108/15

District Office: Kasaragod  
Dated: 13.06.2018

From

The District Officer,  
Kerala Public Service Commission,  
District Office, Kasaragod.

To

Sri. NASARUDDIN A K

Sir/Madam,

Sub:- Advice for appointment as **Civil Excise Officer** on ₹ 10480 - 18300/- (PR)  
in the **Excise** Department.

\*\*\*\*\*

You are informed that you have been advised for recruitment as **Civil Excise Officer** on ₹ 10480 - 18300/- (PR) in the **Excise** Department in **Reservation** turn. The selection is subject to Rules 3 (c) and 10 (b) of the Kerala State and Subordinate Service Rules, 1958.

Further instructions will be issued to you in due course by the above Department/Institution.

Yours faithfully,

For DISTRICT OFFICER,  
KPSC DISTRICT OFFICE, KASARAGOD.

N.B.:-1.If posting orders are not received from the above Department/Institution within a period of three months from the date of this letter, the fact may be intimated to this office.

2. If and when thrown out of appointment on the termination of the vacancy you should apply to this office immediately for re-registration, with the original relieving certificate in the proper form obtained from the Department, subject to the provisions contained in Rule 7 (b) of the General Rules.





## U.S. Department of State

## CERTIFICATE OF ELIGIBILITY FOR EXCHANGE VISITOR STATUS (J-NONIMMIGRANT)

OMB APPROVAL NO.1405-0119  
EXPIRES: 10/31/2020  
ESTIMATED BURDEN TIME: 45 min  
\*See Page 2

|  |  |  |  |   |  |   |  |   |  |
|--|--|--|--|---|--|---|--|---|--|
| 1. Surname/Primary Name:<br><b>Misri</b>   |  | Given Name:<br><b>Swati</b>                        |  | Gender:<br><b>FEMALE</b>  |  | N0028501704   |  |   |  |
| Date of Birth (mm-dd-yyyy):<br><b>08-24-1994</b>   |  | City of Birth:<br><b>Jammu</b>                     |  | Country of Birth:<br><b>INDIA</b>   |  | Citizenship Country Code:<br><b>IN</b>  |  | Citizenship Country:<br><b>INDIA</b>  |  |
| Legal Permanent Residence Country Code:<br><b>IN</b>   |  | Legal Permanent Residence Country:<br><b>INDIA</b> |  | Position Code:<br><b>213</b>  |  | Position:<br><b>UNIVERSITY TEACHING STAFF INCLUDING R</b>   |  | <b>J-1</b>  |  |
| Primary Site of Activity:<br><b>The Ohio State University</b><br><b>460 W 12TH AVE</b><br><b>COLUMBUS, OH 43210-2210</b>   |  |  |  |   |  |   |  |   |  |
| 2. Program Sponsor: <b>The Ohio State University</b>   |  | Program Number: <b>P-1-00577</b>                   |  |   |  |   |  |   |  |
| Participating Program Official Description:<br><b>PROFESSOR; RESEARCH SCHOLAR; SHORT-TERM SCHOLAR; SPECIALIST; STUDENT ASSOCIATE; STUDENT BACHELORS; STUDENT DOCTORATE; STUDENT INTERN; STUDENT MASTERS; STUDENT NON-DEGREE</b>  |  |  |  |   |  |   |  |   |  |
| Purpose of this form: <b>Amend previous form: Update financial information</b>   |  |  |  |   |  |   |  |   |  |
| 3. Form Covers Period:<br>From (mm-dd-yyyy): <b>04-01-2018</b><br>To (mm-dd-yyyy): <b>03-31-2022</b>   |  |  |  | 4. Exchange Visitor Category:<br><b>RESEARCH SCHOLAR</b><br>Subject/Field Code: <b>26.0911</b> Subject/Field Code Remarks: <b>Research in cancer</b>  |  |   |  |   |  |
| 5. During the period covered by this form, the total estimated financial support (in U.S. \$) is to be provided to the exchange visitor by:<br>Current Program Sponsor funds : <b>\$106,000.00</b><br>Total : <b>\$106,000.00</b>  |  |  |  |   |  |   |  |   |  |
| 6. RESPONSIBLE OFFICER OR ALTERNATE RESPONSIBLE OFFICER<br>ATTESTATION: I attest that prior to issuing this Form DS-2019, the Program Sponsor organization identified above, for which I serve as the Responsible Officer or Alternate Responsible Officer, has verified, in accordance with the requirements of 22 CFR 62.12(b), that each prospective exchange visitor: (i) is eligible and qualified for, and accepted into, the program in which he or she will participate; (ii) possesses adequate financial resources to participate in and complete his or her exchange visitor program, and (iii) possesses adequate financial resources to support an accompanying spouse and dependents, if any. I also attest that upon printing and signing this form, I am physically present in the United States or in a U.S. territory. A notification copy of this form has been provided to the U.S. Department of State. |  |  |  | 7. <b>Robert Baumhure</b><br>Name of Official Preparing Form<br><b>2009 Millikin Road</b><br><b>140 Enarson Classroom Building</b><br><b>Columbus, OH 43210</b><br>Address of Responsible Officer or Alternate Responsible Officer<br><br>Signature of Responsible Officer or Alternate Responsible Officer |  |   |  | Alternate Responsible Officer<br>Title<br><b>614-292-6101</b><br>Telephone Number<br><b>03-19-2020</b><br>Date (mm-dd-yyyy) |  |
| 8. Statement of Responsible Officer for Releasing Sponsor (FOR TRANSFER OF PROGRAM)<br>Effective date (mm-dd-yyyy): _____ Transfer of this exchange visitor from program number _____ sponsored by _____ to the program specified in item 2 is necessary or highly desirable and is in conformity with the objectives of the Mutual Educational and Cultural Exchange Act of 1961, as amended.<br>Signature of Responsible Officer or Alternate Responsible Officer _____ Date (mm-dd-yyyy) of Signature _____   |  |  |  |   |  |   |  |   |  |
| PRELIMINARY ENDORSEMENT OF CONSULAR OR IMMIGRATION OFFICER REGARDING SECTION 212(e) OF THE IMMIGRATION AND NATIONALITY ACT AND PL 94-484, AS AMENDED (see item 1(a) of page 2).<br>The Exchange Visitor in the above program.<br>1 <input type="checkbox"/> Not subject to the two-year residence requirement.<br>2 <input type="checkbox"/> Subject to two-year residence requirement based on:<br>A. <input type="checkbox"/> Government financing and/or<br>B. <input type="checkbox"/> The Exchange Visitor Skills List and/or<br>C. <input type="checkbox"/> PL 94-484 as amended<br>Name _____ Title _____<br>Signature of Consular or Immigration Officer _____ Date (mm-dd-yyyy) _____<br>THE U.S. DEPARTMENT OF STATE RESERVES THE RIGHT TO MAKE FINAL DETERMINATION REGARDING 212(e).  |  |  |  |   |  | TRAVEL VALIDATION BY RESPONSIBLE OFFICER<br>(Maximum validation period is 1 year*)<br>*EXCEPT: Maximum validation period is up to 6 months for Short-term Scholars and 4 months for Camp Counselors and Summer Work/Travel.<br>(1) Exchange Visitor is in good standing at the present time<br>Date (mm-dd-yyyy) _____<br>Signature of Responsible Officer or Alternate Responsible Officer _____<br>(2) Exchange Visitor is in good standing at the present time<br>Date (mm-dd-yyyy) _____<br>Signature of Responsible Officer or Alternate Responsible Officer _____ |  |   |  |
| EXCHANGE VISITOR CERTIFICATION: I have read and agree with the statement in item 2 on page 2 of this document.<br>Signature of Applicant _____ Place _____ Date (mm-dd-yyyy) _____   |  |  |  |   |  |   |  |   |  |

**PROCEEDINGS OF THE PRINCIPAL GOVT. MEDICAL COLLEGE, KOZHIKODE**

Sub:-G. M.C.KKD – Estt – Contract staff posted in VRDL Lab reappointment- Orders issued.

Read: 1. This Office Order of even no, Dated. 21.10.2019.

2. Letter dated 06.10.2020 from Dr. Beena Philomina J, Professor & HOD,  
Microbiology.

**Order No.GMCKKD /16248/2018-E9****Dated: 21/11/2020**

As per the reference cited <sup>2nd</sup>, Principal Investigator, Dr. Beena Philomina J, Professor & HOD, Microbiology, has suggested to renew the contract of following staffs working in Viral Research and Diagnostic Lab under the department of Microbiology of this Institution.

In these circumstances the contract of the following staff working in VRDL project is renewed and the term of service extended for a further period of one year as detailed below under the condition that this extension will not be a claim for future employment. They are also directed to execute a Bond in Kerala Stamp paper worth Rs. 200/- before rejoining duty.

| Sl. No. | Name                    | Designation                  | Date of Reappointment | Period till |
|---------|-------------------------|------------------------------|-----------------------|-------------|
| 1       | Dr.Prasanth Viswanathan | Research Scientist-II        | 02-11-2020            | 01-11-2021  |
| 2       | Dr.Priyanka R Nair      | Research Scientist-Medical-I | 02-11-2020            | 01-11-2021  |
| 3       | Saritha Sivasdas        | Research Scientist -I        | 03-11-2020            | 02-11-2021  |
| 4       | Akash NP                | Research Assistant           | 01-11-2020            | 31-10-2021  |
| 5       | Vinisha T V             | Research Assistant           | 02-11-2020            | 01-11-2021  |
| 6       | Keerthi K V             | Lab Technician               | 05-11-2020            | 04-11-2021  |

**RAJENDRAN V.R**  
**PRINCIPAL**

To  
The Incumbent

Copy to:

1. AI Section
2. Dr. Beena Philomina J, Principal Investigator, VRDL, GMC, Kozhikode
3. AI section
4. Accountant General, Trivandrum

**Signature valid**

Digitally signed by Dr.  
RAJENDRAN V R  
Date: 2020.11.27 11:15:59 IST  
Reason: Approved

**DESPATCHED**

27/11/2020





## GOVT. MEDICAL COLLEGE, KOZHIKODE

Medical College (PO), Kozhikode, Kerala, India, PIN – 673008

Ph: 0495 2350205, 2350209 email. [principalmcc@gmail.com](mailto:principalmcc@gmail.com), [gmcceestablishment@gmail.com](mailto:gmcceestablishment@gmail.com)

No. GMCKKD/2859/2020-E9 (I)

Dated : 01/10/2020

### EXPERIENCE CERTIFICATE

This is to certify that **Mr. Akash NP**, Son of Mr. Suresh Kumar NP, who joined as Research Assistant (as per ICMR guideline) in the Virus Research & Diagnostic Laboratory, Govt. Medical College, Kozhikode on 29/10/2018 on contract basis is working as such during the following periods.

| Sl. No. | Period from | Period to  |
|---------|-------------|------------|
| 1       | 29/10/2018  | 28/10/2019 |
| 2       | 31/10/2019  | till date  |

During the above said period his character and conduct are good.

(Issued on request to apply for the post of scientist B in ICMR)



  
PRINCIPAL  
01/10/20

Self attested

Truecopy   
02/10/2020

# **MALABAR**

## **B Ed TRAINING COLLEGE**

Peravoor, Kannur 670673

Ph : 0490 2447170, 8281474421

**ATHIRA PRABHAKARAN**



|               |              |
|---------------|--------------|
| Course        | B Ed         |
| Option        | ENGLISH      |
| Adm No        | 1413         |
| Date of Birth | 13-11-1994   |
| Place         | PERALASSERY  |
| Valid Upto    | 31. 03. 2021 |



23<sup>rd</sup> March 2021

To,  
Mr. Jesil M.  
Mancheri (H),  
Marutha (P.O),  
Marutha, Malappuram,  
Vazhikkadav, Kerala  
Pincode-679333

No. 16, VOC, Main Road,  
Kodambakkam,  
Chennai - 600 024.

Tel.: (91-44) 2480 7000  
(91-44) 4228 7000  
E-mail : india@wvi.org

[www.worldvision.in](http://www.worldvision.in)

## CONSULTANCY AGREEMENT

BETWEEN: **World Vision India**, 16 V.O.C. Main Road, Kodambakkam, Chennai – 600 024

AND

**Mr. Jesil M**, hereinafter referred to as **Independent Consultant** residing at **Mancheri (H), Marutha (P.O), Marutha, Malappuram, Vazhikkadav, Kerala, Pincode-679333**

### 1. Services

WV India has engaged the Independent Consultant as **Program Coordinator** to assist the Officer Program – Malapuram ADP, South Zone, World Vision India.

### 2. Period

Independent Consultant will provide his services from **29<sup>th</sup> March 2021 to 28<sup>th</sup> March 2022**.

### 3. Payment for Services and Expenses

The consultant will raise a fixed monthly invoice of **Rs.25000/-**(inclusive of taxes) for the services rendered.

- i. World Vision India shall provide required equipment, materials and/or supplies necessary to the Independent Consultant to perform the services under this Agreement.
- ii. World Vision India shall reimburse expenses incurred towards travel and other reasonable expenses during the performance of services, provided that such expenses have been approved by World Vision India and are supported by receipts or other appropriate documentation.

### 4. Taxes & Insurances

- i. The consultant shall be solely responsible for the payment of all taxes, duties, fees and charges as may be levied under the applicable laws for payments made by World Vision India to the consultant under this agreement. By signing this agreement, the consultant agrees to comply with all provisions relating to Goods and Service Tax. The payment made to the consultant under this agreement shall be subject to the prevailing Income Tax laws and as amended from time to time.
- ii. Any loss incurred by World Vision India on account of non-compliance of applicable tax laws, including but not limited to Goods and Service Tax, by the consultant shall be duly indemnified by the consultant to World Vision India.
- iii. It is agreed by the parties hereby that the Independent Consultant shall be solely responsible for his required insurance coverage (medical, accident, travel, life, etc.) during the tenure of providing his services to World Vision India. World Vision India shall not be responsible nor liable for any loss or damage direct or indirect caused to the Independent consultant during the performance of services.



Together for children. For change. For life.

- iv. Independent status clause purposes whatsoever nor shall Independent Consultant represent himself to be our agent, employee or partner of World Vision India. Independent Consultant shall be solely responsible for fulfilling his legal requirements arising out of the performance of services and shall not make any claim for payment from World Vision India for fulfillment of the same.
- v. The Independent Consultant will raise an invoice every month for his payment and the payment shall be made within 10 days of receipt of the invoice.

## **5. Reporting**

The Independent consultant shall report to the Officer Program – Malapuram ADP, South Zone, World Vision India, during the period of consultancy.

## **6. Confidentiality and access to information**

- i. Independent Consultant agrees not to discuss the performance of services under this Agreement with any third party without World Vision India's written consent. Independent Consultant agrees to hold in confidence for the benefit of World Vision India any confidential information which may be disclosed to the Independent Consultant or to which Independent Consultant may have access, as a result of this Agreement, including the results of Independent Consultant's services hereunder.
- ii. Independent Consultant agrees that all materials, reports, information, documentation, or other work-related documents generated by Independent Consultant in the performance of services under this Agreement are the property of World Vision India and hereby assigns all rights, title and interest in and to such items to WV India.

## **7. Adherence to World Vision Child and Adult Safeguarding Policy, Code of Conduct and all other relevant WV India Policies.**

- i. Independent Consultant agrees to adhere to the World Vision Child and Adult Safeguarding Policy, Code of Conduct and all other relevant WV India Policies in respect to any interaction with children and others while representing as Consultant of WV India that consultant encounters during the course and scope of services under this Agreement.
- iii. Independent Consultant agrees and accepts that failure to adhere to these Child and Adult Safeguarding measures as a lifestyle behavior during the consultancy will be regarded as a breach of this Agreement and WV India shall have the right to terminate this Agreement forthwith without any further liability resulting from such termination. The Consultant shall be paid for all services satisfactorily performed and accomplished up to the date of termination as determined by World Vision India, in such an event.

## **8. Conflict of Interest**

Independent Consultant shall not solicit any favour, financial or otherwise from an employee or partner of World Vision either directly or indirectly through some persons nor shall the Independent Consultant favour his close relative or family member for performing any task that requires outsourcing during the period of Consultancy.

Independent Consultant shall not publish any document or any communication in writing to the press or public that has the effect of adverse criticism of any policy or action of World Vision India or that may be capable of embarrassing the relation between World Vision India and Persons, Institutions, Government with whom World Vision has official dealings.





9. **Scope of work:**

The Independent Consultant shall observe such hours of work and holidays, as may be prescribed by the project at which the consultant is placed.

10. **Leave:**

The consultancy services be provided on all working days during this consultancy period (excluding Saturdays, Sundays, national holidays, WV holidays and 3 days All Purpose Earned Leave per month).

11. **Contract for service**

It is understood by the Consultant that this a "Contract for service" and not an Appointment. The Consultant being a self-employed professional and is purely hired for his scope of work and there is no employer - employee relationship between the Parties.

12. **Termination/ Closure**

In the event of the failure in fulfilling any of the obligations under this agreement which may lead to non-performance, negligence, omission, disregard, unprofessionalism, misconduct on the part of independent consultant will lead to termination by giving one-month notice or one-month consultancy fee in lieu thereof, without assigning any reasons. Breach of any of the terms and conditions of this agreement shall result in termination of this agreement.

The Independent Consultant may terminate this agreement at any time upon ten (10) days written notice. In the event of such termination, the consultant shall be paid for any portion of the services that have been performed prior to the termination.

13. **Jurisdiction**

In the event of any disputes, the courts at Chennai shall have the exclusive jurisdiction.

IN AGREEMENT WHEREOF, the parties hereto have duly executed this Agreement on the date mentioned hereunder:

**WORLD VISION INDIA**

  
Signature

Director – People and Culture

Date : 25/03/21

**CONSULTANT**

\_\_\_\_\_  
Signature

Independent Consultant

Date: \_\_\_\_\_



# DHARMAGIRI JEEVAS SOCIAL CENTRE



**SREERAJ K**  
**FIELD RESEARCHER**

*S. Arunpala*  
DIRECTOR  
JEEVAS SOCIAL CENTRE  
KARRENCHAL, CHERUPUZHA  
KANNUR

Director-Research

Cherupuzha P.O., Kannur Dt., Kerala - 670 511  
Telephone: 04985241316  
Email: dharmagirisocialcenter@gmail.com





കേരള മഹിള സമഖ്യ സൊസൈറ്റി, രജി. ന. റി. 666/98

(കേരള സർക്കാർ പൊതുവിദ്യാഭ്യാസവകുപ്പ്)

റ്റി. സി. 20/1652, കല്പന, കുഞ്ചാലുംമുട്, കരമന.പി.ഒ, തിരുവനന്തപുരം- 695 002

ഫോൺ : 0471 - 2348666

E - mail: keralasamakhy@gmail.com

Web: www.keralasamakhy.org

'ഭരണഭാഷ - മാതൃഭാഷ'

KMSS/AO.42/2020

05.11.2020

നിയമന ഉത്തരവ്

വനിത ശിശുവികസന വകുപ്പിന്റെ നിയന്ത്രണത്തിൽ, കേരള മഹിള സമഖ്യ സൊസൈറ്റി മുഖേന കാസർഗോഡ് ജില്ലയിൽ പ്രവർത്തിക്കുന്ന വിമൻ ആന്റ് ചിൽഡ്രൻസ് ഹോമിലേയ്ക്ക് കാസർഗോഡ് കളക്ട്രേറ്റിൽ വച്ച് നടന്ന ഇന്റർവ്യൂവിന്റെ അടിസ്ഥാനത്തിൽ താങ്കളെ ഹോം മാനേജർ ആയി തിരഞ്ഞെടുക്കപ്പെട്ടിട്ടുണ്ട്. ഈ കത്ത് കിട്ടിയാലുടൻ താങ്കൾ ജോലിയിൽ പ്രവേശിക്കേണ്ടതാണ്.

വിശ്വസ്തതയോടെ,

ജീവൻ ബാബു.കെ. ഐ.എ.എസ്

സ്റ്റേറ്റ് പ്രോജക്ട് ഡയറക്ടർ

To

സ്നേഹ.ആർ.കെ

ശ്രീദീപം, വരഞ്ഞൂർ

കാട്ടിപൊയിൽ.പി.ഒ, നീലേശ്വരം വഴി

കാസർഗോഡ്



GOVERNMENT OF KERALA  
DEPARTMENT OF WOMEN &  
CHILD DEVELOPMENT  
**KAVAL PROGRAMME**



**SHARLIN MARIA GEORGE**  
CASE WORKER

TOTAL RESPONSE TO ALCOHOL AND DRUG ABUSE (TRADA)  
MANGANAM PO. KOTTAYAM. KERALA- 686018  
PH. 0481-2573845, 7306694068



*District Child Protection Officer  
Kottayam*

*Issuing Authority*





കുടുംബശ്രീ

ജില്ലാമിഷൻ കോ-ഓർഡിനേറ്ററുടെ കാര്യാലയം

സിവിൽ സ്റ്റേഷൻ (പി.ഒ), കോഴിക്കോട് 673 020

ഫോൺ : 0495-2373678

1448/എ2/2018/കെ.എസ്.കെ.കെ.ഡി

തീയതി : 10/02/2021

ഗ്രാഹക/കൻ

...മുൻസി...പി.ജി.എ...P.N...

...മുൻസി...നി.വാ.സ്...

...അരിങ്കുളം (P.O.) കൊച്ചിപാലം

സർ,

വിഷയം: കുടുംബശ്രീ കോഴിക്കോട്- ജീവനകാര്യം - ബ്ലോക്ക് കോ-ഓർഡിനേറ്റർ-  
കരാർ അടിസ്ഥാനത്തിൽ നിയമനം നടത്തുന്നത് -സംബന്ധിച്ച്.

സൂചന: കുടുംബശ്രീ എക്സിക്യൂട്ടീവ് ഡയറക്ടറുടെ 18/12/2020 തീയതിയിലെ  
740/ഇ2/2019/കെ.എസ്.എച്ച്.ഒ നമ്പർ സർക്കുലർ.

ജില്ലയിലെ വിവിധ പ്രവർത്തനങ്ങൾ ഏകോപിപ്പിക്കുന്നതിനുവേണ്ടി നിലവിലുള്ള ഒഴി  
വുകളിലേക്ക് ബ്ലോക്ക് കോ ഓർഡിനേറ്റർമാരുടെ നിയമനം നടപ്പിലാക്കുന്നതിന് സൂചന  
പ്രകാരം നിർദ്ദേശിച്ചിരുന്നു. ഇതിന്റെ അടിസ്ഥാനത്തിൽ 16/01/2021 ന് സംഘടിപ്പിച്ച എഴു  
ത്തുപരീക്ഷയിലും 05/02/2021 ന് നടന്ന അഭിമുഖത്തിന്റെ അടിസ്ഥാനത്തിലും ജില്ലയിൽ  
തയ്യാറാക്കിയ റാങ്ക് ലിസ്റ്റിൽ താങ്കൾ ഉൾപ്പെട്ടിരുന്നുവല്ലോ. നിലവിലുള്ള ബ്ലോക്ക് കോ  
ഓർഡിനേറ്ററുടെ ഒഴിവിലേക്ക് കരാർ അടിസ്ഥാനത്തിൽ താങ്കളെ തെരഞ്ഞെടുത്ത വിവരം  
സന്തോഷപൂർവ്വം അറിയിക്കുന്നു. താങ്കൾ 15/02/2021 തീയതി ഈ ഓഫീസിൽ ഹാജരായി  
ജോലിയിൽ പ്രവേശിക്കേണ്ടതാണ്.

വിശ്വസ്തതയോടെ,

ജില്ലാമിഷൻ കോ-ഓർഡിനേറ്റർ



District Mission Coordinator  
Kudumbashree  
Civil Station P.O., Kozhikode - 673 020





# केरल केन्द्रीय विश्वविद्यालय

Central University of Kerala

(संसद के अधिनियम, वर्ष 2009 द्वारा स्थापित/ (Established under the Act of Parliament in 2009)

Department of Public Administration and Policy Studies, Kasaragod

सार्वजनिक प्रशासन एवं नीति अध्ययन, कासरगोड

**Dr. M.R. Biju**

**Dean, School of Social Sciences &**

**School of Legal Studies**

**Date: 11.07.2019**

Ms. Rifa

Perumbalath house

Kuniyil, Kizhuparamba Post

Malappuram, Kerala

Pin Code: 673 639

**Sub: Appointment Order, for the post of Project Assistant on Tenure basis for the ICSSR Major Research Project: -reg.**

Ms. Rifa has been appointed as Project Assistant on Tenure basis for the ICSSR Major Research project entitled "Development and Assessment of an Intervention Programme for Training of Counsellor Volunteers from Tribal Community for Handling the Psychosocial Problems among Tribals in Kerala" under Principal Investigation of Dr. Jilly John, Assistant Professor, Dept. of Social Work, Central University of Kerala on a monthly emolument of Rs. 13,000/-p.m. (Rupees Thirteen Thousand only). The appointment is purely on temporary in nature and it is for a period i.e. up to the completion of the project. The appointment will be initially for a period of six months, further extendable depending upon satisfactory performance of the incumbent and is co-terminus with the project.

**Dr. M.R. Biju**

**Dean, School of Social Sciences &**

**School of Legal Studies**

डॉ. एम.आर. बिजु / Dr. M.R. BIJU

अधिष्ठाता / DEAN

सामाजिकशास्त्र स्कूल

SCHOOL OF SOCIAL SCIENCES

केरल केन्द्रीय विश्वविद्यालय, पेरिया

CENTRAL UNIVERSITY OF KERALA, PERIYA



25-Jan-2021

To,  
Vishnuraj N K  
Nellikurussi Kalarikkal  
Edathanattukara Alanallur  
Edathanattukara Palakkad Kerala  
678601  
Emp Id: 8148

**SUBJECT: APPOINTMENT LETTER**

Dear Vishnuraj,

With reference to your application and the subsequent interview with **Svatantra Microfin Pvt. Ltd.**, we are pleased to make an offer of employment on the following terms & conditions:

**1. Appointment:**

- 1.1. You shall be appointed to the position of **Regional Mediclaim Coordinator** in our organization.
- 1.2. Your date of appointment will be effective from **25-Jan-2021**.

**2. Compensation & Benefits:**

- 2.1. Your Cost to Company per annum would be **INR 350004/- PA** (Rupees Three Lakh Fifty Thousand Four Only) subject to deduction of income tax in accordance with the provisions of the Income Tax Act, 1961 and Rules made there under as, also other applicable laws, if any, as may be in force from time to time (Annexure attached herewith).
- 2.2. Any other reimbursement, if applicable, will be paid to you as per the Company Policy.

**3. Work Location**

- 3.1. Your initial employment location shall be based at **Irinjalakuda branch**.
- 3.2. However your Services are liable to be transferred from one job to another, from one section or department to another, from one location to another location, from one unit to another or to any of our establishments or to any of our Associates' establishments either in existence or that may come into existence at a later date anywhere in the Country at the sole discretion of the management.
- 3.3. On your transfer to any other station, you shall be eligible to the transfer benefits as per Company rule.

*Acknowledged*  
*Vishnuraj N K*  
*[Signature]*  
*19/02/2021*



#### 4. Working Days and Hours

- 4.1. The Company will work for 6 (Six) days a week
- 4.2. You will be required to work 48 hours a week and such other hours as may be reasonably required to complete your business duties.
- 4.3. Your Weekly Off will be 2nd and 3rd Saturdays and all Sundays of every month

#### 5. Leaves

- 5.1. You shall be entitled for Leave Benefits as per Company Policy.

#### 6. Probation, Confirmation, Resignation & Termination

- 6.1. You will be on Probation for a period of **6 (Six) months** from your date of joining. Based on your satisfactory performance, your services will be confirmed by means of a written intimation. The employee will be deemed to be on probation till confirmation order is issued. The company may extend, reduce or withhold the probation period at its absolute discretion.
- 6.2. During the probation period, an Employee will be liable to be discharged from the company's services at any time with 30 days prior notice in writing with / without assigning any reason or salary in lieu thereof. The management reserves the right to waive off the notice period.
- 6.3. Upon Confirmation, your services are liable to be terminated by the Company after providing you 30 days' notice in writing or payment of gross salary, in lieu thereof. In case of termination due to gross misconduct or any fraudulent practice, notice pay by the company will not be applicable.
- 6.4. You will have to serve 30 days' notice to the company; in the event of your resignation for which you may have to actually work and which shall not be adjustable against leave. The organization does not encourage early relieving keeping in mind the requirements of the position and availability of resources to take over the charge of the position.
- 6.5. In the event an employee resigns and leaves the company without giving the stipulated notice as agreed in writing by the immediate supervisor, he / she will be treated as absconding.
- 6.6. In case the employee wants to be relieved earlier without serving the full notice. The same can be approved only as an exception approved by the Head of the Department in concurrence with the Core Management Committee. However even in case of exceptions, he/ she is relieved before the notice period, he/ she shall surrender in lieu thereof a full gross salary equivalent to the days for which the notice falls short of the period, along with applicable taxes, if any.
- 6.7. The company will have the right to terminate your employment without notice or payment of salary in lieu thereof if:
  - a. You commit any breach of any of the terms of this letter and rules and regulations of the Company's Manual.
  - b. If you are found to be guilty of fraud, insubordination or misconduct whether in course of performance of duties entrusted to you or otherwise which contravenes the expressed or implied conditions of your Employment.
  - c. For any breach of Confidentiality pertaining to the Company or its businesses.
  - d. You are absent for a continuous period of **Three (3) days** without prior approval (including overstay of Leave).



- e. If you commit any act prejudicial to the continuing good relationship between you and the company.
  - f. If you are found unfit for being entrusted with the responsible work commensurate with your position in consequences of any misconduct, moral turpitude.
- 6.8. Upon termination of employment, you will immediately hand over to the Company all correspondence, specifications, formulae, books, documents, market data affects or records belonging to the Company or relating to its business and shall not retain or make copies of these items.

## 7. Employment Regulations

- 7.1. While in the employment of the Company, you will not engage in any trade or profession or undertake any employment, temporary, full or part- time basis or offer your services with or without pay to any person, without the prior written consent of the Company.
- 7.2. During the course of your employment, you may acquire or have access to confidential information, documents, company related data, or any other internal business processes, and it will be a condition of your employment that you treat this as the property of the company, and refrain from disclosing it under any circumstances to any third party and /or any unauthorized person.
- 7.3. You will devote your full time & attention to the work of the Company and shall not engage/undertake any direct or indirect business or assignment within same or similar industry or work honorary or remunerative except with the written permission of the employer.
- 7.4. You will not divulge to any entity, by word of mouth or otherwise, any particulars or details of our company information or data including process, security arrangements, administrative or organizational matters whether confidential, secret or otherwise either during employment with us or afterwards, which you may acquire during the course of your employment.
- 7.5. If at any time during your employment, you (whether alone or with any other person or persons) make any improvement in design/invention, which relates either directly or indirectly to the business of the Company or any Group Company, you shall promptly disclose all full details to the Company. Decisions as to patenting and exploration of any inventions of the Company shall be at the sole discretion of the Company.
- 7.6. You will carry out your duties with diligence and loyalty at all times, keeping the Company's interest paramount.
- 7.7. During your employment, you will be bound by the Company's Rules and Regulations framed and enforced from time to time. The Company reserves the right to amend or alter the said Rules and Regulations at its discretion, without any notice thereof, and these will be deemed as Rules and Regulations in terms of your employment.
- 7.8. The terms and conditions of service are strictly confidential and it should be treated as such.
- 7.9. In the event of your employment, in case you voluntary resign within one (1) year from your date of joining the company, you will be required to pay the recruitment expenses, over and above any other expenses which has been incurred during your tenure.



#### 8. Retirement

You shall retire from the services of the Company on attaining the Superannuation age as per Company Rules, which is presently 58 years, subject to change at the sole discretion of the Management.

#### 9. Acceptance

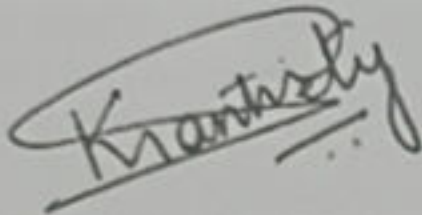
By accepting this Appointment Letter you provide Svatantra your consent to share/ verify your KYC details from Regulatory Authorities/ Organizations

Please sign and return the duplicate copy of this letter and annexure duly countersigned by you on each page as a token of your acceptance of the terms and conditions mentioned herein.

*We Welcome you and Wish you for a long, successful and mutually beneficial association with Svatantra Microfin Pvt. Ltd.*

Yours faithfully,

**SVATANTRA MICROFIN PRIVATE LIMITED**



**AUTHORISED SIGNATORY  
KRANTI SETY  
SENIOR VICE PRESIDENT - HUMAN RESOURCES**

I hereby accept the above mentioned terms & conditions of employment.

Name: VISHNURAJ N K

Signature: 

Date: 19/02/2021

Place: Therissur





**ANNEXURE**

**ANNUAL COMPENSATION BREAKUP**

| Name of the Employee   | Vishnuraj N K                  |                    |
|--|--------------------------------|--------------------|
| Designation  | Regional Mediclaim Coordinator |                    |
| Department   | Corporate Strategy             |                    |
| Date of Joining  | 25-Jan-2021                    |                    |
| Branch   | Irinjalakuda                   |                    |
| Level & Grade  | Level 4 - 0 & EL - 3           |                    |
| SALARY COMPONENTS  | MONTHLY CTC (INR)              | ANNUAL CTC (INR)   |
| Basic Salary   | 10000                          | 120000             |
| House Rent Allowance   | 500                            | 6000               |
| Statutory Bonus  | 0                              | 0                  |
| Special Allowance  | 0                              | 0                  |
| Transport Allowance  | 2568                           | 30816              |
| Food Allowance   | 2568                           | 30816              |
| Vehicle Maintenance Allowance  | 3425                           | 41100              |
| Accommodation Allowance  | 0                              | 0                  |
| Cash Handling Allowance  | 0                              | 0                  |
| Supervisory Allowance  | 5000                           | 60000              |
| Customer Handling Allowance  | 3425                           | 41100              |
| <b>Gross Salary (A)</b>  | <b>27486</b>                   | <b>329832</b>      |
| <b>Deductions</b>  |                                |                    |
| Employee Contribution to PF  | 1200                           | 14400              |
| Employee Contribution to ESIC  | 0                              | 0                  |
| <b>Total Deductions (B)</b>  | <b>1200</b>                    | <b>14400</b>       |
| <b>Net Take Home Pay</b>   | <b>26286</b>                   | <b>315432</b>      |
| <b>Retirals</b>  |                                |                    |
| Employer's Contribution to PF  | 1200                           | 14400              |
| Employer's Contribution to ESIC  | 0                              | 0                  |
| Gratuity   | 481                            | 5772               |
| <b>Total Retirals Benefits (C)</b>   | <b>1681</b>                    | <b>20172</b>       |
| <b>TOTAL COST TO COMPANY (CTC) (A+C)</b>   | <b>29167</b>                   | <b>350004</b>      |
| <b>Insurance Benefits - Premium Contributed by employer &amp; employee</b>   | <b>Sum Insured</b>             |                    |
|  | <b>Level - 1,2,3</b>           | <b>Level - 4,5</b> |
|  | 4,00,000                       | 2,00,000           |
|  | As per Company Policy          |                    |
| Group Mediclaim Coverage (GMC)   |                                |                    |
| Group Personal Accident (GPA)  |                                |                    |
| Group Term Life (GTL)  |                                |                    |
| <b>Note:</b>   |                                |                    |
| 1. The above break up is annual. There may be a slight change in distribution in monthly figures mid-year, without impacting the monthly salary. |                                |                    |
| 2. Payouts will be based on number of days worked in a year.   |                                |                    |
| 3. Professional Tax, LWF and other applicable taxes will be deducted as per statutory regulations from time to time.                             |                                |                    |
| 4. The Gratuity is paid at the end of the employment period, subject to completion of 5 years of satisfactory services.                          |                                |                    |
| 5. Mobile and Fuel expenses shall be reimbursed as per Company Policy.   |                                |                    |