



JOIN INDIAN NAVY

Directorate of Manpower
Planning & Recruitment
C WING
IHQ-MoD(Navy)
Sena Bhawan,
New Delhi 110011

17 Jan 20

CALL LETTER FOR FINAL MEDICAL EXAMINATION FOR ENROLMENT IN THE INDIAN NAVY

Dear **Jeron j**,

1. This is to inform you that you have been provisionally selected for recruitment in the Indian Navy for **SSR** February, 2020 batch. Your enrolment will be subject to your clearing the final medical examination and various tests (Screening, Entry Behavior test, etc.) being conducted for the particular entry as applicable, on arrival at INS Chilka.
2. You are to report to the Recruiting Office, INS Chilka on **13/02/20 07:00 hrs.**
3. You have been appointed against your registration number **G3200314NF.**
4. Your present selection will stand cancelled and you will have no claim for enrolment in the Indian Navy, on any of the following grounds:
 - (a) If you are found medically unfit.
 - (b) In case you fail to report on the date and time mentioned at Para 2 of this letter.
 - (c) Failure to bring with you the documents/ items mentioned in the joining instructions.
 - (d) Particulars not matching with the information provided in the Original Documents.
5. Please get your Pre-Enrollment police verification certificate completed, duly signed by police authority, and bring the same to INS Chilka.
6. All candidates are to compulsorily to carry COVID-19 negative certificate (issued by State/District Medical Authorities) not more than 96 hours old before reporting at INS Chilka. COVID-19 protocols to be followed by candidates during induction as mentioned in Joining Instructions.
7. Your basic training at INS Chilka will cover the following:
 - (a) Academic and service subjects.
 - (b) Sports Activities.
 - (c) Outdoor training such as Parade Training, Sailing, Boat Pulling, Swimming, CrossCountry, Trekking, Firing etc.
 - (d) Service oriented activities including maintenance of equipment, living spaces, training areas etc.
8. You are liable to be discharged as 'unsuitable' if your progress or conduct is unsatisfactory in any field during probationary / training period, in accordance with Regulation 278 (4) of the Regulations for the Indian Navy Part III (Statutory).
9. Post enrolment during the period of training and thereafter, if certain diseases/ ailments are detected which were not detected during preliminary and final medical, you will be invalidated out from the service through a Medical Board as per current orders.
10. During your training period and thereafter, you will be entitled to full pay and allowances, free uniforms, food and accommodation. On completion of training you will be entitled to the laid down services and benefits as provided for, in the regulations. Your service conditions will be governed by current orders.

Warning against Impersonation

Candidates' identity will be verified using technological means and biometrics. If impersonation is detected, concerned candidates will be disqualified at any stage of selection, training or service and debarred from further selection opportunities. Also, candidates involved will be prosecuted under IPC Sections 420 (Cheating), 467 (Forgery of valuable security), 468 (forgery for cheating) and 471 (using genuine as forged).

NOTE:

1. **This is a computer generated report and does not require signature.**
2. **Please download the joining instructions for further action.**



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23 Dec 20

CALL LETTER FOR FINAL MEDICAL EXAMINATION FOR ENROLMENT IN THE INDIAN NAVY

Dear Anish B ,

1. This is to inform you that you have been provisionally selected for recruitment in the Indian Navy for **SSA August, 2020** batch. Your enrolment will be subject to your clearing the final medical examination and various tests (Screening, Entry Behavior test, etc) being conducted for the particular entry as applicable, on arrival at INS Chika.
2. You are to report to the Recruiting Office, INS Chika on **18/01/21 06:30 hrs.**
3. You have been appointed against your registration number **SKCTN02889.**
4. Your present selection will stand cancelled and you will have no claim for enrolment in the Indian Navy, on any of the following grounds:
 - (a) If you are found medically unfit.
 - (b) In case you fail to report on the date and time mentioned at Para 2 of this letter.
 - (c) Failure to bring with you the documents/ items mentioned in the joining instructions.
 - (d) Particulars not matching with the information provided in the Original Documents.
5. COVID-19 protocols to be followed by candidates during induction as mentioned in joining instructions.
6. Your basic training at INS Chika will cover the following:
 - (a) Academic and service subjects.
 - (b) Sports Activities.
 - (c) Outdoor training such as Parade Training, Sailing, Boat Pulling, Swimming, CrossCountry, Trekking, Firing etc.
 - (d) Service oriented activities including maintenance of equipment, firing spaces, training areas etc.
7. You are liable to be discharged as 'unsuitable' if your progress or conduct is unsatisfactory in any field during probationary / training period, in accordance with Regulation 27B (4) of the Regulations for the Indian Navy Part II (Statutory).
8. Post enrolment during the period of training and thereafter, if certain disease/ ailments are detected which were not detected during preliminary and final medical, you will be invalided from the service through a Medical Board as per current orders.
9. During your training period and thereafter, you will be entitled to full pay and allowances, free uniforms, food and accommodation. On completion of training you will be entitled to the laid down services and benefits as provided for, in the regulations. Your service conditions will be governed by current orders.

Warning against impersonation

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XL&W
BUILDING WITH INTELLIGENCE



Name : ABIN ROY.P.	Subcon : DIRECT WORK
Worker ID : W169423	Trade : SAFETY T.T
Project : RMZ-SPIRE	DOJ : 08/11/2021
Blood Group : B+	Emergency No : 9032627221

AUTHORISED BY WITH SEAL:

XL&W
BUILDING WITH INTEGRITY



Name : ARNOLD PRANIN	Subcon : DIRECT WORK
Worker ID : W169420	Trade : SAFETY - T.T
Project : RM7 - SPIRE	DOI : 08/11/2021
Blood Group : A+	Emergency No : 9032627221

AUTHORISED BY WITH SEAL:



ARUNACHALA ARTS AND SCIENCE (WOMEN) COLLEGE

(Approved by Govt. of TamilNadu vide G.O.No:91, Higher Education(E1) Dept dated 10.8.20 & Affiliated to Manonmaniam Sundaranar University, vide Ir. No:MSU/R/CD/A5/Arunachala/Fresh Affi. dated 16.9.20)

'Kanakammal Gardens', Vellichanthai - 629 203.

Nagercoil, Kanyakumari District, TamilNadu

Phone : 04651-210699, 9489672664, Fax : 04651-200166

Website : www.arunachalaartscollege.com

E.Mail : arunachalaartscollege@gmail.com

Date 20.04.2021

MEMO

Sub: Appointment Order for Assistant Professor Post – English – Reg.

Ref: Your application & Interview Committee Report.

With reference to the above, you are provisionally selected for appointment as an Assistant Professor in the department of English in this college, subject to the approval of your appointment by Manonmaniam Sundaranar University, Thirunelveli.

You will be in probation for one year from the date of joining duty, and your confirmation in the post depends on your satisfactory performance during the probation.

SECRETARY

ARUNACHALA
ARTS & SCIENCE (WOMEN) COLLEGE
VELLICHANTHAI, K. K. DIST.

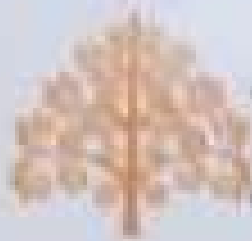
To

Ms Christin K A Shelja

3/85, Thaikolly Vilai,

Killiyoor Post, Kanyakumari District.

Pin 629187



BODHI INTERNATIONAL
SCHOOL

DEVIAN KOKERIAN PILLAI - 9385300011

(I.C.S.E CURRICULUM)



TEACHER

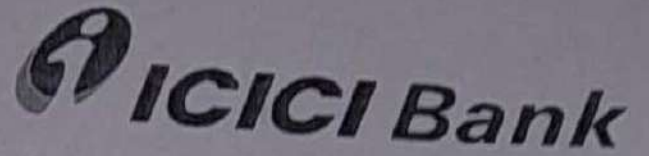
Name : Chandra Kumar

F/Name : Paulraj

D.O.B : 04 - 08 - 1996

Mobile : 9786485475

Principal



R Ephsiba

Employee No. : 498487

Issuing Authority



ICICI Bank Limited

ICICI Bank Towers

Bandra Kurla Complex

Mumbai 400 051 India.

Telephone No. : 022 - 26537532/33

Emergency No's.: 1800 - 102 - 7755

040 - 23128811

Blood Group : O +ve

Allergies : None

R. Ephsiba



BODHI INTERNATIONAL SCHOOL

Peer Khana Road, Longowal, Sangrur Dist.
Phone No: 9517700155

TEACHER



Name : Rishma
F/Name : Mary John
D.O.B : 05.03.1997
Mobile : 6380897449

Kalavathi
Principal



ST ALPHONSA COLLEGE OF ARTS AND SCIENCE

Soosaiapuram, Karinkal P.O. Kanyakumari District - 629157 Tamilnadu
(Affiliated to Manonmaniam Sundaranar University)



Phone: +91- 9488280629,9444968133 | Email: stalphons2014@gmail.com
PROCEEDINGS OF THE SECRETARY / CORRESPONDENT

Proceedings Number 2 (ii) dated October 19, 2021

To

Dr. Doni Pon V.
Panamkoodal Vilai
Keezhkulam P.O.
Kanyakumari District - 629 193

Subject : Appointment of Faculty - regarding

Appointment Order

This has a reference to your application and the selection process you attended for a faculty position in our College. The Governing Body of the College has the pleasure of offering you an appointment as a Faculty in the College, in the **Department of Physics** on the following terms and conditions:

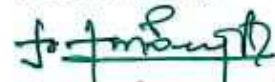
1. You will be attached to the *Department of Physics* and accountable to the Principal of the College; in addition the Head of the Department will assign your duties.
2. You will be paid a monthly salary of Rs. 22,000/-. Any increment or revision of the salary shall be effected as and when the management deems fit.
3. This appointment is on probation for a period of one year with effect from **November 2, 2021**. After successful completion of the probation, your service may be confirmed.
4. This agreement may be terminated on either side with one month's prior notice. The management, however, reserves the right to terminate your service with a month's salary in lieu of prior notice.
5. Habitual negligence or carelessness in duty, defiance, being incapacitated due to poor health, personal behaviour detrimental to good morals and public order are sufficient reasons for immediate termination of your service.
6. You shall abide by the service rules of the Institution and the Government.

We look forward to an effective and beneficial service in the College.


Manager



Yours sincerely,



Secretary and Correspondent
CORRESPONDENT

ST ALPHONSA COLLEGE OF ARTS & SCIENCE
SOOSAIPURAM, KARINKAL - 629157
KANYAKUMARI DIST - TAMILNADU

Copy to:

1. Chairman
2. Superintendent
3. Accountant

July,2021

SAJIN P

Email address:sajinstar2001@gmail.com

Phone number: +91 9677471452

Dear SAJIN P

Sub: Appointment-Letter

A warm welcome to the Betelgeuse family. Betelgeuse Technologies is an organization with Indian roots and a global vision. We are aware of the fact that we have a distinctive culture and would like to invite you to and enhance this culture. We are sure that you will contribute to the task ahead of us, in your special way.

We are very pleased to offer you the position of **JUNIOR UI & UX DEVELOPER July 06, 2021**

Please note that the terms and conditions of your service contract as intimated here after, is to be treated as strictly confidential and you are not to divulge its content to any employee of the company/person connected with the company, who is not authorized by the management. All information regarding your compensation, benefits and performance appraisal are to be treated as strictly confidential. Hence discussions or sharing of information with other employees either in public or private is strictly prohibited. We are congratulating you on this occasion and we hope you will render your good services with commitment and dedication.

This offer is based on your profile, relevant work experience and performance in the selection process. You have been selected for the position of **JUNIOR UI & UX DEVELOPER** at Betelgeuse Technologies. Your gross salary including all benefits will be **Rs 60,000/-** (Sixty Thousand Rupees Only) per annum.

Kindly confirm your acceptance of this offer by replying to the email and proposing your tentative date of joining. If not accepted within 7 days, this offer is liable to lapse at the discretion of Betelgeuse Technologies.



Betelgeuse Technologies
kochar bliss 4th floor, No. A8 and A9,
TVK Industrial estate, Guindy Chennai - 600032

Dr. S. MARY HELEN M.Sc., M.Phil., Ph.D.
Department of Chemistry and Research C
Annai Velankanni College
Tholayavattam - 629 157



PRINCIPAL
ANNAI VELANKANNI COLLEGE
THOLAYAVATTAM - 629 157
KANYAKUMARI DISTRICT

Date: 27-Apr-2021

Ref No: 12977:2021

Name: Mr. Aravind kabarthinath S m

Address: No 7-54 A, Ujiniji , Melavillai, Vilavancode , Kanniyakumari, tamilNadu- 629162

Dear Aravind kabarthinath,

Further to the interview you had with us, we are pleased to inform you that you have been selected as a **Trainee MRA** in our Company at **Karungal**

Our top priority is to work with individuals, who can use their knowledge and expertise to enable socio economic transformation in rural India.

We assure you of our support for your professional development and growth.

Yours sincerely,

Narayanan M

Chief Executive Officer

PS: This offer is subject to successful completion of pre-employment screening process which includes background verification and being found medically fit.

Please refer the annexures for Compensation structure, Roles & Responsibilities.

For further queries / clarifications feel free to contact us.

ANNEXURE

Name : Aravind kabarthinath S m
Position : Trainee MRA - Field
Joining Date : 07-May-2021
Location : Karungal

Terms of Employment

The training will be for a period of 6 months from the date of your joining. On completion of your training period, subject to your performance and availability of a suitable vacancy, the Company may offer you permanent employment.

Roles & Responsibility:

- Conduct village survey and organize village meeting
- Verify and ensure that all documentation during the group formation process is accurate and complete
- Ensure that the groups are formed and maintained as per the norms and guide lines of the company
- Ensure monthly target is achieved
- Ensure on-time recovery
- Any other work that may be assigned from time to time

Compensation:

Your gross monthly salary would be Rs.9,500/- and will be structured as follows (subject to deduction of tax as applicable by law):

Components	INR (Per Month)
Basic	5,500
Dearness Allowance	4,000
Gross Earnings	9,500
Employer Contribution - PF	1,140
Employer Contribution - ESI	309
Statutory Bonus*	792
Cost to Company	11,741
Employee Contribution - PF	1,140
Employee Contribution - ESI	72
Net Take Home	9,080

*The above breakup is subject to change w.r.t to statutory changes and company-wide policy changes.

Kindly bring the following documents at the time of joining:

- Educational documents
- Previous employer's Appointment and Relieving letters
- Recent pay slips / Bank Statements
- 8 passport size photograph
- ID & age proof documents



WP00375674

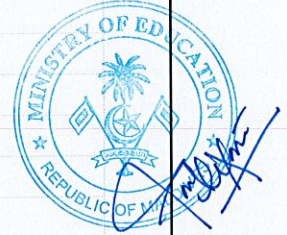
Work Permit Entry Pass

Important: Ensure that this approval has not been cancelled nor expired

Check via xpat@gov.mv (click work permit verification and enter below entry pass number & your name) or email to wp@trade.gov.mv.

Check your details before you leave your home country!

Employee Name	MURUGAN RAJAMONI
Passport	S9935935
Date of Birth	03-Apr-1994
Gender	M
Nationality	Indian
Entry Pass Number	WP00379674
Employer	MINISTRY OF EDUCATION
Employer Registration Number	22-D
Occupation	Teacher, Secondary (CHEMISTRY, TEACHER)
Basic Salary	USD 547.00
Site ID	ST00011706
Work Site	MINISTRY OF EDUCATION
Entry Pass Issued Date	01-Aug-2021
Last Entry Allowed	30-Oct-2021
Printed On	01-Aug-2021



Note: Permission to enter Maldives is subject to Health Protection Agency's health restrictions.

Important Note:

Before you leave home

Check your details

Check and confirm your work permit entry pass details.

Ensure that this work permit entry pass has not been cancelled nor expired

Protect Yourself

Protect yourself by knowing your right and responsibilities whilst working in the Maldives

After you arrive in Maldives

Collect your card

You and your employer must complete the requirements of work permit within 30 days of your arrival and collect your work permit card. Otherwise this approval will be revoked and you risk being sent home.

Date: 22-Feb-2021

APPOINTMENT LETTER

Date of Joining – 22-Feb-2021

Mr. John Bosco J

Dear John,

Welcome aboard!

With reference to our Interview and discussions, we are pleased to appoint you as **FL IV** in **MFI OFFICER** in our **MICRO LOANS** division of the Company. Your date of joining is **22-Feb-2021**. The following terms and conditions will be applicable to you:

1. PLACE OF POSTING:

Your posting will be presently at **PUDUKADAI**. However, during employment of the Company, you may be posted / transferred to any of the offices / projects / divisions / departments / units / subsidiaries / sister concerns of the Company, existing or to be set up at any other location in India or abroad, without any additional remuneration, in the interest of the Company without assigning any reasons.

2. COMPENSATION & BENEFITS:

Your Cost to Company [CTC] per **Rs. 143,830/- (Rupees One Lac Forty Three Thousand Eight Hundred and Thirtyonly)**, which will be inclusive of Basic Salary, Allowances and such other elements as may be applicable from time to time. Compensation and career progression shall be dependent on performance / conduct and in no case shall be construed to be a matter of right.

You will be governed at all times by the policies, procedures and rules of the Company related to the salary, allowances, benefits and perquisites which are applicable to you. Further, the Company, at its sole discretion, may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.

Your compensation review / increments and future prospects in the Company shall entirely depend on your performance and other relevant factors as Company may deem fit and in no case, they shall be automatic and / or a matter of right.

It is agreed between the Company and you that the incentive, payable if any, based on your performance and/or productivity is in lieu of any other bonus payable, including the bonus based on profits payable under any law. It is also expressly/ mutually agreed between the Company and you that the incentive payable if any, based on your performance and/or productivity shall be set off against the bonus payable based on profits under any law to the extent permissible under any law.

3. PROVIDENT FUND SCHEME :

You shall become a member of the Provident Fund immediately on joining and as per the rules in force from time to time. The Company contribution under this scheme is fixed at 12% of your basic with a matching compulsory contribution from you. You will be required to submit necessary forms to the Human Resources Department upon your joining.

**L&T Finance Limited & L&T FinCorp Limited have been merged into Family Credit Limited. The name of Family Credit Limited is changed to L&T Finance Limited.*

L&T Finance Limited
(erstwhile known as Family Credit Ltd.)
Correspondence Address
Brindavan, CST Road, Kalina
Santacruz (East), Mumbai 400 098

Registered Office
7th Floor, Technopolis, A-Wing
Plot No 4, Block-BP, Sector-V
Salt Lake, Kolkata 700 091
CIN: U65910WB1993FLC060810

T +91 22 6212 5000
E customercare@ltps.com

www.ltps.com

4. LEAVE :

The Privilege Leave entitlement for the 1st year of service would be 20 days. Thereafter it would be as per the prevailing Company's leave policy.

5. MEDICAL FITNESS :

You will be required to undergo the periodical medical checkup / examination by a doctor appointed by the Company. This appointment letter is valid subject to you being physically fit. Your appointment, continuation and permanency in the employment are also subject to you remaining physically fit.

Your appointment is subject to your declaration of medical fitness to perform the job assigned to you by the Company. The Company, as and when necessary, may require you to be medically examined by Company appointed medical practitioner at any time, during the period of your service. The Company reserves the right to initiate necessary actions, including termination of employment, in any of the following situations:

1. A false declaration of medical fitness by you.
2. Being found medically unfit to continue with the job, by the Company appointed medical practitioner. In such an event, you will be given 30 days time to regain your fitness.
3. Infectious diseases – in case you acquire any infectious diseases which are likely to be a risk to other employees.

6. DUTIES AND RESPONSIBILITIES :

- i) Your duties are entirely managerial in nature and the Company will expect you to work with a high standard of initiative, efficiency and economy and encourage and motivate people under you to achieve optimum output. You will perform, observe and confirm to such duties, directions and instructions assigned or communicated to you by the Company and those in authority over you.
- ii) You will devote your entire time to the work of the Company and will not undertake any direct / indirect business or work, honorary or remuneratory except with the written permission of the Company in each case. Contravention of this will lead to the termination of your service without any notice or any compensation in lieu of such notice.
- iii) You shall not seek membership of any local or public bodies without first obtaining written permission from the Company.
- iv) You shall neither divulge nor give out information to any unauthorized person (including media) during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our processes, know-how, security arrangements, administrative and / or organizational matters of a confidential / secret nature, which may be your privilege to know by virtue of your being our employee and which shall bring disrepute to the Company or its group companies.
- v) You shall keep confidential all the information and material provided to you by the Company or by its clients concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.

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- vi) You will not enter into any commitments or dealings on behalf of the Company for which you have no clear authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company or those in authority over you.
- vii) You will be responsible for the safe keeping and return in good condition and order of all the properties of the Company, which may be in your use, custody, care or charge. For the loss of any property of the Company in your possession, the Company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.

7. TERMINATION OF PERMANENT SERVICE :

- i) You will automatically retire from the service of the Company on attaining the superannuation age of 58 years.
- ii) If you absent yourself without intimation / sanctioned leave or remain absent beyond the period originally granted or subsequently extended, you shall be considered as having voluntarily abandoned your employment without giving any notice unless you resume your duties within 8 days from the commencement of such absence and provide explanation to the satisfaction of the Company for such absence.
- iii) Your services are liable to be terminated without any notice or salary in lieu thereof in case of misconduct, including loss of confidence, arising out of misconduct, disloyalty, commission of an act involving moral turpitude and act of indiscipline or inefficiency.
- iv) During the service, either party to this contract shall be at liberty to terminate the same by giving to the other 30 days notice in writing or compensation (on Basic Salary basis) in lieu thereof. It shall not be necessary for either party to assign any reason for termination of the contract. Provided that, such notice or compensation in lieu of shall not be payable by the Company to you in the event of any contravention or violation by you, of any of the provisions set forth in this appointment letter. Final decision on relieving an employee and determining the notice period or compensation in lieu or in relation thereof, or the decision to waive the notice period vests with the Company. Company reserves the right to relieve the employee with immediate effect and without any kind of compensation whatsoever, if it deems fit in the interests of the Company, or if the Company, in its sole discretion, determines that the employee may pose a threat, immediate or foreseeable, for breach of the conditions of the appointment letter, and in particular the conditions relating to the Company's know-how, security arrangements, administrative and/or organizational matters, or it is deemed that continuation in notice period may possibly be disruptive to the operations of the company. Upon dismissal, the employee shall receive payment only till their last date of service, no compensation or remuneration beyond the date of dismissal shall be due from the Company.. Any unutilized leave, as per the Company's leave policy, may be set-off against the notice period of 30 days, at the discretion of the Company.

8. GENERAL CONDITIONS :

- i) You may be selected and sponsored by the Company for familiarization / training assignments or any other institutions / organizations in India and / or abroad. You will diligently and beneficially take part in the training and such assignments. The cost of such training including the travel fare and related expenses will be borne by the Company subject to agreements to be drawn up and signed by the Company and you specifying minimum

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number of years you will serve the Company after such training and providing for payment of liquidated damages by you to the Company proportionate to the years of service remaining to be rendered, in the event you voluntarily terminate the contract of service or this appointment, as the case may be, prior to the expiry of the agreed period of service referred to herein above.

- ii) You will be required to comply with BYOD Policy (Bring Your Own Device Policy) of the Company and consequently, you will be allowed to bring personally owned devices (adhering to the Company's acceptable use policy) to the workplace and use the said devices to gain access to the application, network & IT resources of the Company. A onetime only advance shall be extended by the Company to you pursuant to the said policy, the amount of which shall be recovered from you prorated basis if your employment is terminated for any reason whatsoever within 364 days of your date of joining.
- iii) You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the Company that may come in force from time to time.
- iv) Your age mentioned in the Matriculation / Higher Secondary Certificate will be deemed to be the conclusive proof of your date of birth.
- v) You will intimate in writing to the Company any change of address within a week from change of the same, failing which, any communication sent on your last recorded address shall be deemed to have been served on you.
- vi) You will hand over the charge of Letter of Authority or Power of Attorney issued to you or any property / material of the Company in your possession at the time of cessation of your employment with the Company.
- vii) The present designation is subject to change depending upon work assignment from time to time.
- viii) You shall abide by the rules and regulations which the Company has at this level and shall undertake to sign such declarations that the Policy may demand from time to time.
- ix) Unless otherwise specified, any reimbursements, in the form of relocation expenses, will be fully recovered if your employment with the Company ceases within two years of joining. Any payment made, in the form of relocation expenses / notice pay or payment of sign-on bonus will be taxed as per income tax rules.
- x) The information and documents provided by you are subject to verification, and upon your acceptance of this appointment grant the Company the right to conduct such verification, including through external agencies. This would include but not be limited to, your employment history, educational / professional credentials, CIBIL & other background checks. You hereby agree, consent and authorize the Company to access, use and share such information provided by you, with internal and external agencies, for the purpose of carrying out verification at any and all points of time, whether during or after your employment with the Company. The Company has the policy of sharing all relevant employee employment information with applicable external agencies
- xi) Your appointment is also liable to termination in the event of the verification of your character, antecedents and testimonials are not found satisfactory. In case particulars

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7th Floor, Technopolis, A-Wing
Plot No 4, Block-BP, Sector-V
Salt Lake, Kolkata 700 091
CIN: U65910WB1993FLC060810

T +91 22 6212 5000
E customercare@ltps.com

www.ltps.com

mentioned in your application are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

- xii) In case you join the Company in the absence of the relieving order from your previous employer, you shall do so at your own risk and undertake to keep the Company indemnified for all loss / damage by your such act.
- xiii) Any dispute or difference or claims arising out of or in connection with this contract shall be resolved by reference to arbitration by a sole arbitrator appointed by L&T Finance Limited, at its sole discretion. The arbitration proceedings shall be governed by the provisions of the Arbitration & Conciliation Act, 1996 and the Rules framed there under and any amendments thereto. The language of arbitration shall be English. The venue of arbitration shall be at Mumbai and courts at Mumbai shall have exclusive jurisdiction. The award of the arbitrator shall be final and binding on the parties. The governing law shall be the laws of India
- xiv) Any Dispute between yourself and the Company concerning with or relating to or arising out of this employment shall be subject to the jurisdiction in Greater Mumbai only.
- xv) Please note that you are required to keep the salary & other perquisites / benefits offered to you strictly confidential and not to share information regarding the same with any one.
- xvi) You shall not be entitled to any salary in the event you leave the Company within 20 working days of your joining.
- xvii) This appointment is subject to the rules, regulations and policies made by the Company and detailed in the HR manual or any other circular/intimation issued by the HR team as in force at present or as may be amended, altered, modified or extended from time to time and shall be binding upon you whether or not you have signed off on such amendment or modification .If acceptable to you, please carry a duplicate copy of this letter duly signed by you in token of your acceptance of offer on your date of joining.
- xviii) The risk management practices and/or policies applicable upon the Company could require the disclosure of information regarding bank account of employees working at employee grades FL I to FL IV in the Micro Loans business of the Company, and consequently you may be required to provide such information and/or declarations regarding the same. Failure or inability to disclose the above information and/or furnishing any incorrect or incomplete declaration shall be a violation of the Company's Code of Conduct. Such information may include information regarding financial transactions, if sought.

You are requested to initial (on all pages) and sign (in the space herein below) and return the enclosed copy in acceptance of the terms and conditions incorporated herein above

**L&T Finance Limited & L&T FinCorp Limited have been merged into Family Credit Limited. The name of Family Credit Limited is changed to L&T Finance Limited.*

L&T Finance Limited
(erstwhile known as Family Credit Ltd.)
Correspondence Address
Brindavan, CST Road, Kalina
Santacruz (East), Mumbai 400 098

Registered Office
7th Floor, Technopolis, A-Wing
Plot No 4, Block-BP, Sector-V
Salt Lake, Kolkata 700 091
CIN: U65910WB1993FLC060810

T +91 22 6212 5000
E customercare@lts.com

www.lts.com

With best wishes for your assignment,

Yours sincerely,

For L&T FINANCE LIMITED.



Nilesh Dange

Chief Human Resources Officer

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood the above terms and conditions and hereby sign in acceptance of the same.

NAME: _____

SIGNATURE: _____

DATE: _____

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Annexure I			
Name	Mr. John Bosco J		
Grade	FL IV	Designation	MFI OFFICER

Sr. No.	Heads	Per Month (Rs.)	Per Annum (Rs.)
Monthly Components			
A.	Basic	4,794	57,532
	House Rent Allowance	2,877	34,519
	Leave Travel Allowance	3,157	37,885
	Sub-Total (A)	10,828	129,936
Statutory Benefits & Retirals			
B.	Provident Fund (Employer Contribution 12% of Basic)	575	6,904
	ESI (Employer Contribution of 3.25% of monthly gross)	352	4,223
	Gratuity (4.81% of Basic)	231	2,767
	Sub Total (B)	1,158	13,894
Total Fixed Pay (A + B)		11,986	143,830

Rs. One Lac Forty Three Thousand Eight Hundred and Thirty Only

You are also eligible to participate in the company's incentive schemes, through which you may earn incentive based on your performance. Please note the incentive payable in any accounting year under the scheme, will be inclusive of amount to be paid in lieu of any other bonus payable, including the bonus based on profits payable under any statutory law. Thus, you will be eligible for a minimum amount of 0per month and your maximum potential to earn incentive would be 5,270 per month. The Company reserves its rights to amend the incentive schemes from time to time.

In addition to the above, you will be covered under the following Group benefits:

1. Group Life Insurance Cover
2. Family Mediclaim Cover
3. Group Personal Accident Cover

For L&T FINANCE LIMITED.



Nilesh Dange
Chief Human Resources Officer

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CIN: U65910WB1993FLC060810

T +91 22 6212 5000
E customercare@ltfs.com

www.ltfs.com

01-Sep-21

To

Ms. Doniya Premini D

No.134 A, Puthu Kaadu ,Vettyvillai, Midalakadu,,
Palapalam Post, Kanyakumari District -629159,

Dear Ms. Doniya Premini D,

Sub: Letter of Appointment

We are pleased to offer you an appointment in our organization on the following terms and conditions:

- 1 Your date of commencement of service is: **01-Sep-21**. Employee ID, Designation: **VRCM7545** , **Jr Executive - Coding Services**. File No, Place of posting: # **7131, Chennai - DLF**
- 2 You will be entitled to a **CTC of Rs. 18000 (Rupees Eighteen Thousand Only)** per month till the confirmation, which would be subject to revision periodically on the basis of your performance. **Ref – Annexure A**
- 3 You will be eligible to other benefits in accordance with the company's rules and statutory benefits, if any, applicable to you from time to time. You will also be entitled to leave, ESIC, PF and Gratuity and as per Act. Your Performance Review will be done on yearly basis. Remuneration paid to you shall be subject to Tax Deduction at Source as per the rules applicable at the time of disbursement.
- 4 If you want to exit the organization for any cause, you need to formally resign, serve notice period, and complete exit formalities as per the HR policy and as per the employment documents that you sign while joining us. We waive off notice period only on serious medical conditions, which are substantiated with medical documents such as hospitalization records, discharge summary, scan report, blood test reports. We will send them to our medical panel and once they validate and approve the documents, immediate relieving will be initiated.
- 5 Otherwise, associates below AVP level have to serve Two months' notice while resigning from services. All the confirmed associates have to serve notice period according to their designation or they need to pay three/two (based on their designation) month's gross salary in lieu of notice while resigning from services. However the decision to accept gross salary in lieu of their notice period solely lies with your functional head based on the responsibilities they were handling and the availability of replacement for the position.

J. K. K. K.

Accepted By - Ms. Doniya Premini D

- 6 Employee's unauthorized absence:** Employee's unauthorized absence for a period of three consecutive days will make the employee loose his / her lien and his services with the company. The company will send a formal letter to the employee asking for explanation on the unauthorized absence and will request the employee to come back to work within 2 working days from the receipt of the letter. Not responding for the formal HR letter will attract a legal letter from the company asking for explanation and compensation for absconding from work and the employee's service with the company will automatically come to end without company's notice or intimation.
- 7** At all times, you will abide and / or governed by the rules and regulations of the Company as amended or framed from time to time. Your hours of attendance will be regularized to suit the duties entrusted to you. Your whole time and attention shall be devoted to the interest of the Company and you shall not engage yourself in any capacity at any other enterprise or business part time or full time. You shall not engage in any studies or professional course without notifying the company.
- 8** You shall conduct yourself in such a manner, as to justify the trust and confidence reposed in you and act at all times in consistence with the position of responsibility you occupy. You may be required to work for any associate or subsidiary Company on transfer, either full time or part time, and to work for the Company or any associate or subsidiary Company in any part of India or abroad as directed by the management. Upon all such transfers the rules and regulations and also the terms and conditions of service applicable at such place of transfer shall automatically become applicable to you.
- 9** You will not disclose to any person, firm or corporate body, without approval from appropriate authority of the Company, such technical or managerial information and knowledge about its business, trade secrets, manufacturing process etc. as you may acquire in the course of this appointment. You will retire from the services of the Company at the end of the month in which you attain the age of 58 years or have completed 35 years of full time service in the company whichever is earlier .
- 10** Any communication sent by prepaid registered post at your address as intimated by you in writing to the Company from time to time shall be deemed under all circumstances to have been received by you within three days of the dispatch irrespective of whether the communication is received or not. Your address for the purpose of this clause has been noted in the records of the Company as per this letter. You must furnish any change in the said address in writing. In case any declaration or information furnished by you in your application for employment or otherwise, is found to be wrong or incorrect or it is found that you have willfully suppressed any material information, your services will be liable for termination without any notice.
- 11** Upon your ceasing to be employed by the Company, you shall forthwith return to the Company all the property belonging to the Company or any subsidiary or associate Company of the Company including all documents and memoranda (including records in hard and in soft copy thereof and extracts there from) compiled from the records of the Company or any of its subsidiary or associate Companies or prepared or taken in the course of employment.

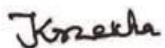
J. K. S. S.

Accepted By - Ms. Doniya Premini D

- 12** You shall comply with the provisions of the Company's Industrial Relation Procedures. Any involvement in any illegal industrial action, acts of intimidation or incitement or acts, which may lead to disharmony of labour relations, will be considered as breach of this Employment Agreement and may lead to the Employee's dismissal. All disputes will be under the jurisdiction of Madras High Court at Chennai and for other matters at all other Courts and Authorities in other than writ jurisdiction.
- 13** Variable Compensation: If there is a variable component mentioned in your pay structure in the annexure-A, it will be contingent on the Company's overall performance and your personal goals being met. Specific individual goals shall be developed by your functional head. The company reserves the right to amend or withdraw the variable pay, at its absolute discretion.
- 14** Background verification: As per your assigned client's requirement, the Company might verify your background on previous employment history, education, residing address, police records, etc. to check on the authenticity of your provided information. Failure on any parameter here might lead to termination of your service or rejection of your appointment either at the initial stage or at any point of your service with the Company.
- 15 Work from Home:** Due to the pandemic situation you may be given an opportunity to work from home for few months. Please understand that this option is a temporary and interim solution. This temporary solution will be terminated by VRCM once the pandemic threat is mitigated or it is determined that business needs are not being met. In case of not meeting business goals team member will be asked to report back to office in 5 business days. The respective manager will notify the team members and team members need to report back to office within 5 days from the date of notification. Failing to return to office in such a circumstance without any valid reason, will attract severe disciplinary action which includes separation of services without any further notice.

Please sign and return the duplicate copy of this letter as confirmation of your having accepted the terms and conditions for our records.

**Yours faithfully,
For Visionary RCM Infotech (India) Private Limited**



**Sasi Rekha K
AVP - HR**

Accepted By - Ms. Doniya Premini D

Annexure –A

Pay & Allowances Structure Summary

#	Pay & Allowance	Monthly CTC	Annual CTC
1	Basic Pay	9000	108000
2	House Rent Allowance	4500	54000
3	Special Allowance	1842	22104
4	Gross Pay (1+2+3)	15342	184104
5	Company's Contribution to PF	1409	16908
6	Company Contribution to ESIC @ 3.25%	499	5988
7	Annual Bonus @ one month's basic pay- Paid annually	750	9000
8	Insurance	0	0
9	Total Cost to Company (4+5+6+7+8)	18000	216000
Approximate Statutory Deductions			
10	Employee's Contribution to PF **	1301	15612
11	Employee's Contribution to ESIC @ 0.75% **	115	1380
12	Professional Tax	209	2508
13	Income tax **		0
14	Approximate Take Home***	13717	164604

Note:

** Subject to vary based on earned pay

*** Approximate Take home value is subject to vary based on actual earnings of the month

With best wishes,

For Visionary RCM Infotech (India) Private Limited

Sasi Rekha

Sasi Rekha K

AVP - HR

Accepted By - Ms. Doniya Premini D



MARY NISHANTHI STEPHEN

Pharmacist

Issuing Authority



Apollo Pharmacy

(Unit of Apollo Hospitals Enterprise Ltd)

Human Resource Department,
Apollo Hospitals Enterprise Limited
Unit : Apollo Pharmacy

No.65/68, Murugan Nayakar Complex 3rd floor,
Loyal Towers Greams Road, Thousand Lights, Chennai - 600 006.
Ph. No. : 044 - 28245800 website : www.apollopharmacy.in

Emp. Code : AP78179

Blood Group : O+ve

Date of Appointment : 02-01-2019

Contact No : 94860 27483

INSTRUCTIONS

1. To be Carried in person while on duty and produce as and when required.
2. Report immediately to Issuing Authority in case of loss and damage for issue of duplicate card on payment
3. If found please drop in any Post Box



DR. JACOB'S HEART SPECIALITY HOSPITAL

A Speciality centre for Heart, Diabetes and Hypertension

KUZHITHURAI



R. SANTHIYA LUXMI

RECEPTIONIST

ID No : 01

Jacob
Managing Director



NR SPECIALITY CLINIC

Main Road, Thiruthuvapuram, Kanyakumari District
Tamil Nadu-629163, Ph: 7305297894



ASWINI V.

Staff Nurse



14.11.1997



14-75A, Pulinidra Vilai,
Kollanvilagam, Mangarai (P.O)
Kanniyakumari, Tamil Nadu
Pin: 629157



B+



9150352422

Dr. BIDHARTH RAVEENDRAN
MBBS MS (ORTHO)
REGN. NO. 91489
ASSISTANT SURGEON -
TAMILNADU HEALTH SERVICES
CONSULTANT ORTHOPEDIC SURGEON

Managing Director



Meddryte

Healthcare Solutions Pvt, Ltd.

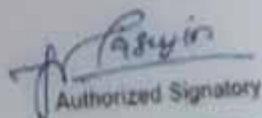


Chinju.P.S

Medical coder

Emp. Code : 71702

Blood group : O+^{ve}


Authorized Signatory

7/2, 1st floor SIEFL Building, Sargunaveethi, Nagercoil-01.
Ph:04652 232122, www.meddryte.com

dimension
is a differen
ation of the
neurons

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S/NO	ARMY NO	RANK	NAME	UNIT	NRS	POSTING AUTH	MOB /S/MIADJT PARENT UNIT	MOB NO OF INDL	VF/ NVF	REMA
1	21022856W	GNR(TA)	GAURAV PAWAN RUPAK	1811 LT REGT	SEALDAH	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	6239989532	7841058591	VF	
2	21022720M	GNR(TA)	SANTOSH KUMAR	18811 LT REGT	SEALDAH	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	6239989532	7352485680	VF	
3	21022749P	GNR(TA)	RAVI KUMAR	322 FD REGT	GUWAHATI	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	9997441049	9470855405	VF	
4	21022927M	GNR(OPR)	VIKAS KUMAR	302 LT REGT	DIBRUGARDH	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	8319602040	7091789869	VF	
5	21022732F	GNR(OPR)	GUTAM KUMAR	244 FD REGT	MARIANI	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	9409660685	7050881402	VF	
6	21022744W	GNR(OPR)	BICKY KUMAR SINGH	51 MED REGT	MATHURA	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	8707316348	6209744581	VF	
7	21022754K	GNR(OPR)	RANJEET KUMAR	1821 LT REGT	NJP	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	8352062042	9693967750	VF	
8	21022818A	GNR(OPR)	RAHUK KUMAR	54 FD REGT	NJP	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	8288914391	705002800	VF	
9	21022831K	GNR(OPR)	VIKKI KUMAR	1821 LT REGT	NJP	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	8352062042	7983912613	VF	
10	21022860Y	GNR(OPR)	MUTKULE KIPAN	1821 LT REGT	NJP	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	8352062042	9284272881	VF	
11	21022983L	GNR(TA)	KANNAN V	1811 LT REGT	KANCHRAAPAARI	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	6239989532	9524698159	VF	
12	21023060M	GNR(TA)	THAVASI K	153 MED REGT	DAHUNG	1357/HYD/AFP/06/RA-5 DT 02 FEB 22		9555824564	VF	
13	210223742L	GNR(GNR)	RAHUL KUMAR	1861 LT REGT	NEW TINSUKIYA	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	9997441049	725608088	VF	
14	21022895P	GNR(OPR)	PRADEEP KUMAR	222 FD REGT	NEW TINSUKIYA	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	8085567323	8294357073	VF	
15	21022693N	GNR(OPR)	SHUBHAM KUMAR	323 FD REGT	GUHAWATI	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	7975744272	6203682436	VF	
16	21022940W	GNR(OPR)	DAJEL MIJI	244 FD REGT	MARIANI	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	9409660685	8009654990	VF	
17	21023016H	GNR(OPR)	SELVAKANNAN A	1881 LT REGT	NEW TINSUKIYA	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	7002857225	9487375875	VF	
18	21023038F	GNR(OPR)	ABHISHEK A	244 FD REGT	MARIANI	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	9409660685	7639625496	VF	
19	21023048A	GNR(OPR)	ARJUN S	4 FD REGT	NJP	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	8552062042	9524756577	VF	
20	21023091P	GNR(OPR)	MAHARAJA S	4 FD REGT	NJP	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	8206872323	9384368516	VF	
21	21023062X	GNR(OPR)	TAMILSELVANT	224 FD REGT	JHANSI	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	947667729	7839588506	VF	
22	21023088M	GNR(OPR)	RAJKUMAR S	12 FD REGT	GWALIOR	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	9328754790	9150190023	VF	
23	21023093X	GNR(OPR)	NAYAN PAYENG	302 MED REGT	JONAI	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	8368509049	7644050118	VF	
24	21022740A	GNR(OPR)	JAYRAM KUMAR	12 FD REGT	GWALIOR	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	9328754790	7644050118	VF	
25	21022795K	GNR(OPR)	VISHAL KUMAR	22 FD REGT	SECUNDERABAD	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	8816003634	7654502026	VF	
26	21022774N	GNR(OPR)	SANDEEP KUMAR RAJ	244 FD REGT	MARIANI	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	9409660685	9676875168	VF	
27	21023070W	GNR(OPR)	AJITH KUMAR S	1811 LT REGT	KANCHRAAPAARI	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	9997441049	7256080884	VF	
28	21022786H	GNR(OPR)	SUMIT KUMAR	222 FD REGT	NEW TINSUKIYA	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	8085567323	8709064784	VF	
29	21022978P	GNR(TA)	BATHISH KUMAR N	1881 LT REGT	TINSUKIYA	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	7002857225	6381212752	VF	
30	21022965A	GNR(OPR)	LAKSHAMANAN	269 MED REGT	JHANSI	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	7018209016	9159543837	VF	
31	21022860W	GNR(OPR)	LANDE AKASH MOHAN	1881 LT REGT	TINSUKIYA	1357/HYD/AFP/06/RA-5 DT 02 FEB 22	7002857225	8421233806	VF	

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In lieu of IAFI-1759

MOVEMENT ORDER

WARNING: DO NOT TAKE ANY DRINKS/EATABLES ITEMS FROM UNKNOWN PERS/UNAUTHORISED SOURCES, IT MAY BE POISON AND CAUSE OF YOUR DEATH

1. The following Young Soldiers of RHQ/2 Trg Regt, Arty Centre, Hyderabad are proceeding on permanent posting to their respective units after completion of their Advance Military training.
2. Departure date and time: 01 Apr 2022 (FN)
3. Route: M/R Destination: Known to the indl.
4. Authority for move: As mentioned against each in Appendix.
5. Remarks: The individuals are proceeding on permanent posting to their respective unit after completion of Advance Military training.
6. On arrival at: Destination they will report to Adjutant/SM to their respective Unit.
7. SOS 01 Apr 2022 SORS wef 01 Apr 2022 rationed upto and for 31 Mar 2022.
8. The provision of this movement order has been explained to him.
9. If any difficulty he will report to RTO or MP or if neither is available to the station master for assistance producing this movement order.
10. Provision of AOs 283/84 and 504/67 has been explained. Anti malaria precaution will be strictly observed.
11. Military matters will not be discussed with unauthorized persons.
12. The provision of this movement order has been explained to him.
13. Regt cutting paid upto Mar 2022.
14. They are in possession of his Identity Card, Mov Order & Original Clo card.
15. They have been gtd 30 days PAL wef date of SOS.

SQD CDR MOB NO : 9568846506 TRG JCO : 9421881190

320102/RHQ/AFP/IS/IA

RHQ/2 Trg Regt
Arty Centre
Pin-90C398
C/O 56 APO

Mar 2022



ने. कर्नल/मजरल्ट COL/MAJOR
एडजुटान्ट
रिजिमेंट/रिजिमेंट/2 TRAINING REGIMENT
आर्टिलरी केंद्र/ARTILLERY CENTRE
HYDRABAD/DISTRICT: D 31

Copy to:-

1. Indl Concerned
2. Arty Records RA-1
3. Unit Concerned
4. HQ Arty Centre (G)
5. 2 Trg Regt (Trg Cell)
6. BQMH.
7. Office Copy
8. 2 Trg Regt (G)
9. 6 Bty office

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Muthoottu
mini financiers ltd.

24 Dec 2021

CO/HR/OL:2021/FN5398

Ms. ABISHA PAULDHAS
7-62D, THAVITTAVILAI, VILAVANCODE
PUDUKADAI
TAMIL NADU 629171

OFFER OF EMPLOYMENT

With reference to your application and the subsequent interview, we are pleased to offer you employment in the position of "**RELATIONSHIP EXECUTIVE (SCALE I)**" in **Muthoottu Mini Financiers Ltd** at our **TML-PUTHUKADAI branch** subject to the following terms and conditions.

The compensation package for this position as per the enclosure.

If you accept this offer, you will be on **Probation** for **one year** from the date of your joining in our service.

A detailed Appointment Order will be given to you at the time of joining.

This offer letter is valid for one month from the date of issuing.

You are directed to report to the, **Branch Head, TML-PUTHUKADAI Branch.**

We hope you will join soon for a long and mutually beneficial relationship.

Yours truly,

Head HR

Copy to: 1. Personal file

E-Copy: 1. TML-PUTHUKADAI Branch
2. Regional Manager: KANYAKUMARI

Corporate Office:
Muthoottu Royal Towers
Kaloor, Ernakulam
Kerala - 682 017, India
Tel: +91 484 2912100
E-mail:
info@muthoottumini.com

Registered Office:
Muthoottu Buildings, Market
Road
Kozhencherry, Pathanamthitta
Kerala - 689 641, India
Tel: +91 468 2314391, 2214946
E-mail:
mail@muthoottumini.com



Name of the Company : Muthoottu Mini Financiers Ltd		
Compensation Package : Cost to the Company		W.E.F:DOJ
Name : Ms. ABISHA PAULDHAS		
Designation : RELATIONSHIP EXECUTIVE (SCALE I)		Branch/Office: TML-PUTHUKADAI
Fixed Pay	Rupees/Month	Rupees/Annum
i. Basic	7500	90000
ii. HRA	1500	18000
iii Others	2500	30000
Total Fixed Pay	11500	138000
II. Statutory Benefits		
Employer		
i. Provident Fund	900	10800
ii. ESI	374	4488
Total	1274	15288
Total Cost to the Company	12774	153288

Head HR

www.muthoottumini.com

Abisha



Mr. Anish Kumar. O
No: 6, Kanthaswamy Nagar,
6th Street, Palavakkam,
Chennai- 600041

APPOINTMENT LETTER

Dear Mr. Anish Kumar. O

We congratulate you on your appointment as "Executive - Accounts". Your remuneration will be Rs. 15000/-(Rupees Fifteen Thousand only) per month.

Your salary will be reviewed periodically as per the policy of the management. Your increment and other allowances will be subject to your effective performance and the result during your tenure. You are eligible for leave, PF and other benefits as per the policies of the management on your confirmation. You will be on probation for a period of three months from the date of appointment. After completion of 3 months, confirmation as a permanent employee will be given after assessing your performance.

You should not undertake any part time work or any other work for consideration or involve in any trade or business directly or indirectly during the employment with hospital without prior permission of the management.

You should discharge your duties to the satisfaction of the management and you should not disclose or divulge or make public any information regarding the hospital activities or administration unless authorized by the management.

You have to serve Two months of notice period after producing your resignation letter. Refusing to serve two months of notice will lead to repay two months of your salary and the hospital will not provide the experience and relieving certificates.

The above terms and conditions are subject to the policies of the management. You should abide by the rules and regulations of the hospital.

Best regards,
For Prashanth Hospitals,

Human Resources



A Unit of PRASHANTH FERTILITY RESEARCH CENTRE PVT. LTD.

No. 76 & 77, Harrington Road, Chetpet, Chennai - 600 031. ☎ +91 44-4227 7777 / 2836 6666
✉ hr.pfrc@gmail.com / hr@pfrcivf.com / hr. prashanthhospital2005@gmail.com 🌐 www.pfrcivf.com

No.36 & 36 A, Velachery Main Road, Velachery, Chennai - 600 042. ☎ +91 93 8099 8099
☎ +91 44 4680 5544 / 2243 9494 ✉ hr@prashanthhospitals.org 🌐 www.prashanthhospitals.org

HUMAN RESOURCES

ना.वि.सु.ब्यूरो



B.C.A.S

AEP NO. MAA037051

Valid From : **12.05.2021** To: **31.12.2021**

Airport / s : **CHENNAI**

Terminal /s: **ALL TERMINALS**

Name : **RAJESH R**

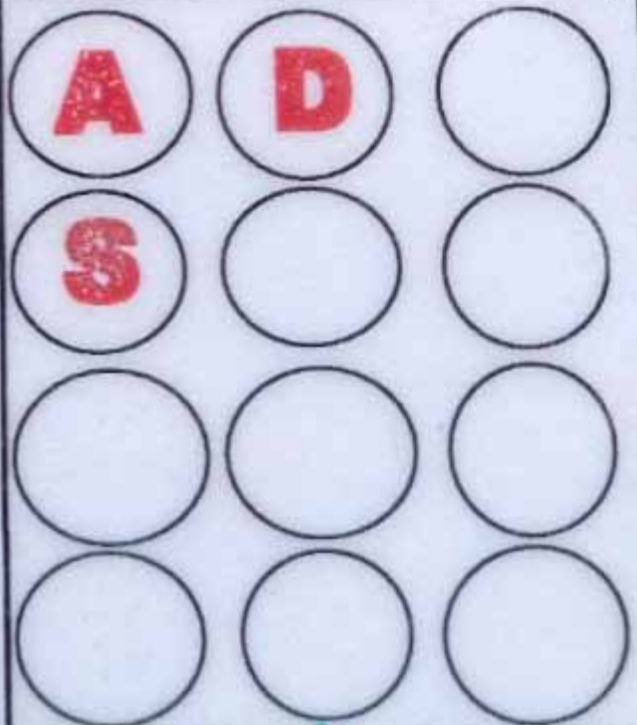
Desgn : **TRAINEE - OPS**

Org : **TFS CHENNAI, MAA**



R. Rajesh

Holder's Signature



Vinu Dev Sankar

Vinu Dev Sankar, DD, BCAS, Chennai

Signature of Issuing Authority



Travel Food Services



Rajesh R

Emp. Code : 1007482

Designation : Trainee - Ops

Department : Operations

D.O.J : 15-02-21

Emer.Tel. No. : 9894641484

Blood Group : B+ve

A handwritten signature in black ink, appearing to be 'Rajesh R', written over a horizontal line.

Authorised Signatory



6701



Travel Food Services Chennai Pvt Ltd.,

Chennai International Airport

Link Building, Old Departure Terminal

Chennai - 600 027

Phone : +91 44 2256 0446 / +91 89398 17407

22-Oct-2021

Vineesh W [ID: 127520]

3-341, THUVARACHAN VILAI, VANNIYOOR POST
PARAKUNNU, MALAYADI KANYAKUMARI Tamil
Nadu -629163
vineeshw1994@gmail.com

Dear Mr. Vineesh W,

We are pleased to extend this letter of appointment ("Letter") to you at IDFC FIRST Bharat Limited (the "company") and your role is **Individual Relationship Officer** and grade is **Senior Assistant** respectively. You are expected to join on or before **25-Oct-2021** ("Date of Joining"). Your monthly Total Fixed Pay (TFP) will be INR **14760.00**. The position is currently based at **Thakkalai Branch, Madurai Region**. Please refer the Annexure-1 for break-up of Gross and Total fixed salary. Please note that your appointment is subject to your adherence on the following, in letter and spirit

- Terms & Conditions [Annexure-2]
- Code of Conduct [Annexure-3]

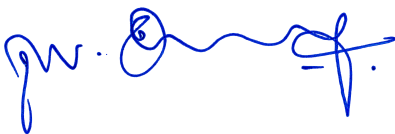
This appointment is subject to you being medically fit to perform your role effectively. It is also based on the verification of information and documents submitted (electronically or hardcopy), including but not limited to Authorization / Undertaking / Declaration Form.

Please note that you are required to keep the salary & other perquisites / benefits offered to you strictly confidential and not share information regarding the same with anyone.

Congratulations on your appointment. We wish you a successful association with IDFC FIRST Bharat Limited.

Thank You,

For **IDFC FIRST Bharat Limited**



Subramanian M V

Head - Support Functions (HR, L&D, Facilities & Assets, CSR)

I, **Vineesh W**, Son/Daughter of **A WILSON**, do hereby accept the above and confirm / certify the following:

1. Date of Joining the Company: **25-Oct-2021**
2. PAN number: **AXCPV0224A**

Signature

Authenticated by:

Signature:

Date:

Name:

Employee ID:

Annexure:1

COMPENSATION DETAILS

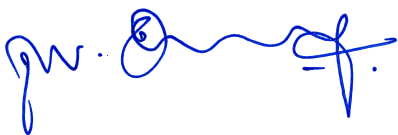
Employee Name	Vineesh W
Grade	Senior Assistant
Department Name	BUSINESS
Location	Thakkalai Branch

Components	Per Month (in Rs.)	Per Annum (in Rs.)
Basic	2952.00	35424.00
House Rent Allowance	1476.00	17712.00
Special Allowance	6888.00	82656.00
Guaranteed cash	11316.00	135792.00
Statutory Bonus	2263.00	27156.00
Employer's PF	1181.00	14172.00
Total Fixed Pay	14760.00	177120.00

Monthly net take home (in Rs.)	
Guaranteed Cash	11316.00
Statutory Bonus	2263.00
Employee's contribution to Provident Fund	1181.00
Net take home before tax (in Rs.)	12398.00

Note:

- In addition to TFP, Insurance premium is paid by the company towards employee's life, accident & medical insurance. This is a notional premium amount & is not paid in cash to the employee.
- Provident Fund contributions shall be made by the Company to the fund.
- ESI contributions shall be made by the Company to ESIC for applicable employees.
- Gratuity will be applicable as per the Payment of Gratuity Act.
- The notice-pay reimbursed, joining bonus, relocation expenses and any other amounts, if any, paid, at the time of joining would be recovered in full, in case of your resignation/separation (whichever is earlier) within twelve months from the date of joining.



Subramanian M V

Head - Support Functions (HR, L&D, Facilities & Assets, CSR)



Muthoottu

mini financiers Ltd.



JENILA J

EMP ID : 18149

MANAGING DIRECTOR



LABRY'S
BIOTECH

An ISO 9001:2015
Certified Company

Unique Products &
Unique Solutions for Aquaculture

Atharshan S
Executive Admin
8754707614

No. 3 and 4, Kanniamman koil Street, Anakaputhur, Chennai-600070
info@labrysbitech.com | labrysbitech.com



Registration
No.:UIDN0681361

Certificate

This is to certify that

ASHA R

has successfully passed the

EA Supervisor

Exam held on 29-Dec-2021



Praveen
29/12/2021

Certificate No.	NS612180
Educational Qualification	PostGraduate
Second Language Proficiency	ENGLISH

Date of Issue :29-Dec-2021

Place of Issue :NSEIT Limited - Tirunelveli

NSEIT Limited is the authorized Testing and Certification agency on behalf of UIDAI

September 17, 2021

Mr. Thirunavukkarasu.S
Assistant General Manager
Accounts
Head Office,
Erode.

.Sub: ON JOB TRAINING

Dear Sir,

The bearer of this letter **Mr.Jaffarin Rinna.J, 4/20, Kannyampazchi, Kappukadu Post, Kanyakumar District** has been selected as Post Junior Executive Trainee in Accounts Department. He will be paid a consolidated pay of Rs.11,000/- (Rupees Eleven Thousand only) per month with effect from 5th August 2021. Kindly observe his performance and conduct. His remuneration will be released based on your recommendation. Also the review report will have impact on deciding about his further absorption with URC.

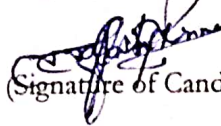
Thanking you,

Yours truly,

For URC Construction (P) Ltd.,



Sureshkannan.G
Deputy General Manager - HR



(Signature of Candidate)

Mr. Jaffarin Rinna. J
4/20, Kannyampazchi
Kappukadu Post
Kanyakumari – 629 162.

ORIGINAL CERTIFICATE

According to the terms and conditions of your employment with our company we are holding your original testimonials as described below.

SSLC Certificate No.10762529

We hereby under take that we are ready to return back the original certificate to you on your request in the following cases:

1. For the purpose of any further studies the original certificate are given for verification
2. Any employment opportunity with government or quasi government organizations
3. Any employment opportunity with other private organizations
4. Any arrangement overseas employment / higher study opportunity
5. For any other reasons that are acceptable by HR Department.
6. We further assure that we keep your certificates safely in case you require the original certificate you have to submit your requisition letter in writing addressed to the HR Department with an advance period of 7 days.

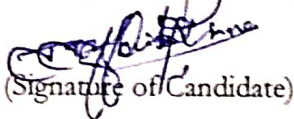
Please return back to us the duplicate copy of this letter in token of your acceptance.

Yours truly,

For URC Construction (P) Ltd.,



G.Sureshkannan
Deputy General Manager - HR



(Signature of Candidate)