

Re: Urgently required Information by School of Life Sciences

Dhwani Jhala <dhvani279@gmail.com>

Wed 5/5/2021 3:52 PM

To: SLS <sls@cug.ac.in>

I, Dr. Dhwani Jhala is working as Scientist B at Gujarat Biotechnology Research Centre, Dept. Of Science and Technology, Govt. Of Gujarat.

My nature of job is permanent.

On Wed 5 May, 2021, 3:35 PM SLS, <[sls@cug.ac.in](mailto:sls@cug.ac.in)> wrote:

Dear all,

You all are requested may send a mail stating that you are working as -----(Name of post)----- in (Name of Organization)----- . My salary is ----- the nature of the job ----- (permanent/Temporary).

Thanking you,

School of Life Sciences,  
Central University of Gujarat.

Re: Urgently required Information by School of Life Sciences

johnna francis Varghese <johnnavf@gmail.com>

Wed 5/23/2021 5:55 PM

To: SLS <sls@cug.ac.in>

Hello,

Details:

Name: Johnna Francis Varghese (Ph.D.)

Position: Postdoctoral Research Fellow

Organization: Harvard medical School (Brigham and Women's Hospital)

Johnna

On Wed, May 5, 2021 at 6:05 AM SLS <[sls@cug.ac.in](mailto:sls@cug.ac.in)> wrote:

Dear all,

You all are requested may send a mail stating that you are working as -----(Name of post)----- in (Name of Organization)----- . My salary is ----- the nature of the job -----  
(permanent/Temporary).

Thanking you,

School of Life Sciences,  
Central University of Gujarat.



Re: Urgently required Information by School of Life Sciences

Rohit Patel <rohitaxn@gmail.com>

Fri 5/14/2021 9:04 AM

To: SLS <sls@cug.ac.in>

Thank you for sending email.

I am Rohit Patel working as a postdoctoral research associate at University of Nebraska Medical Center, Omaha, USA.

Thank you,

Regards,

On Mon, May 10, 2021 at 1:06 AM SLS <sls@cug.ac.in> wrote:

Gentle reminder  
please send the details as soon as possible.

**From:** SLS

**Sent:** Wednesday, May 5, 2021 3:35 PM

**To:** narendra singh <narendra20jan@gmail.com>; vijaymishra2k8@gmail.com <vijaymishra2k8@gmail.com>;  
karthaanitha@gmail.com <karthaanitha@gmail.com>; bhavin18@gmail.com <bhavin18@gmail.com>;  
viral4host@gmail.com <viral4host@gmail.com>; shanthisreevundru@gmail.com <shanthisreevundru@gmail.com>;  
dhanir.tailor@gmail.com <dhanir.tailor@gmail.com>; reenupunia@gmail.com <reenupunia@gmail.com>;  
akashmicrobes09@gmail.com <akashmicrobes09@gmail.com>; takjyoti@gmail.com <takjyoti@gmail.com>;  
rkshyanti@gmail.com <rkshyanti@gmail.com>; ankita.jaiswal87@gmail.com <ankita.jaiswal87@gmail.com>;  
arpana.sharma11@yahoo.com <arpana.sharma11@yahoo.com>; neerajdholia@yahoo.co.in  
<neerajdholia@yahoo.co.in>; nupoor.prasad49@gmail.com <nupoor.prasad49@gmail.com>;  
prerna.ramteke@gmail.com <prerna.ramteke@gmail.com>; sangeeta.microbio14@gmail.com  
<sangeeta.microbio14@gmail.com>; brijeshbhubot15@gmail.com <brijeshbhubot15@gmail.com>;  
dhvani279@gmail.com <dhvani279@gmail.com>; dhavalkedaria@gmail.com <dhavalkedaria@gmail.com>;  
lalitm25@gmail.com <lalitm25@gmail.com>; kushalbt87@gmail.com <kushalbt87@gmail.com>;  
kunaljii06@gmail.com <kunaljii06@gmail.com>; johnavf@gmail.com <johnavf@gmail.com>; rohitaxn@gmail.com  
<rohitaxn@gmail.com>; kshipra.jain9@gmail.com <kshipra.jain9@gmail.com>; chandrakaladharv@gmail.com  
<chandrakaladharv@gmail.com>; rjha.bhu@gmail.com <rjha.bhu@gmail.com>; abhayjshukla@gmail.com  
<abhayjshukla@gmail.com>; hr7399@gmail.com <hr7399@gmail.com>; priyam.11nov@gmail.com  
<priyam.11nov@gmail.com>; jayendrah@gmail.com <jayendrah@gmail.com>; bhawnareef@gmail.com  
<bhawnareef@gmail.com>; hheena3@gmail.com <hheena3@gmail.com>; kushwahamohit89@gmail.com  
<kushwahamohit89@gmail.com>; pkrunal90@gmail.com <pkrunal90@gmail.com>; fenisha\_chahwala@yahoo.com  
<fenisha\_chahwala@yahoo.com>; sandipnathani2000@gmail.com <sandipnathani2000@gmail.com>;  
nishithshrimali@yahoo.com <nishithshrimali@yahoo.com>

**Subject:** Urgently required Information by School of Life Sciences

Dear all,

You all are requested may send a mail stating that you are working as -----(Name of post)----- in (Name of Organization)----- . My salary is ----- the nature of the job -----  
(permanent/Temporary).

Thanking you,

School of Life Sciences,  
Central University of Gujarat.

--  
Rohit Patel (Ph.D.)

**Re: Urgently required Information by School of Life Sciences**

vemula chandra kaladhar <chandrakaladharv@gmail.com>

Wed 5/12/2021 7:40 PM

To: SLS <sls@cug.ac.in>

Dear SIR/ Madam,

Here I am sending you the information details

Name : Chandra Kaladhar V

Name of post : Research Associate III

Name of Organization: National Institute of Plant Genome Research

salary : 54000

The nature of the job : Temporary

On Tue, May 11, 2021 at 10:04 AM vemula chandra kaladhar <[chandrakaladharv@gmail.com](mailto:chandrakaladharv@gmail.com)> wrote:

Dear SIR/ Madam,

Here I am sending you the information details of me

Name : Chabdra Kaladhar V

Name of post : Research Associate III

Name of Organization: National Institute of Plant Genome Research

salary : 54000

The nature of the job : Temporary

On Wed, 5 May 2021, 15:35 SLS, <[sls@cug.ac.in](mailto:sls@cug.ac.in)> wrote:

Dear all,

You all are requested may send a mail stating that you are working as -----(Name of post)----- in  
(Name of Organization)----- My salary is ----- the nature of the job -----  
(permanent/Temporary).

Thanking you,

School of Life Sciences,  
Central University of Gujarat.

--

Regards,

V. Chandra Kaladhar,  
Research Associate-III,

**C/o Dr. Jagadis Gupta Kapuganti**

Nitric Oxide Signaling Laboratory

National Institute of Plant Genome Research (NIPGR)

Aruna Asaf Ali Marg, New Delhi-110067



## Re: Urgently required Information by School of Life Sciences

Rather Hilal <hr7399@gmail.com>

Mon 5/10/2021 7:31 PM

To: SLS <sls@cug.ac.in>

Hilal Ahmad Rather

I work as postdoctoral Research Fellow in school of medicine, Wake Forest Baptist Medical Center, Winston Salem North Carolina, USA

It is temporary job

My monthly salary is 4392 \$

On Mon, May 10, 2021, 2:06 AM SLS <sls@cug.ac.in> wrote:

Gentle reminder

please send the details as soon as possible.

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**From:** SLS

**Sent:** Wednesday, May 5, 2021 3:35 PM

**To:** narendra singh <narendra20jan@gmail.com>; vijaymishra2k8@gmail.com <vijaymishra2k8@gmail.com>;  
karthaanitha@gmail.com <karthaanitha@gmail.com>; bhavin18@gmail.com <bhavin18@gmail.com>;  
viral4host@gmail.com <viral4host@gmail.com>; shanthisreevundru@gmail.com <shanthisreevundru@gmail.com>;  
dhanir.tailor@gmail.com <dhanir.tailor@gmail.com>; reenupunia@gmail.com <reenupunia@gmail.com>;  
akashmicrobes09@gmail.com <akashmicrobes09@gmail.com>; takjyoti@gmail.com <takjyoti@gmail.com>;  
rkshyanti@gmail.com <rkshyanti@gmail.com>; ankita.jaiswal87@gmail.com <ankita.jaiswal87@gmail.com>;  
arpana.sharma11@yahoo.com <arpana.sharma11@yahoo.com>; neerajdholia@yahoo.co.in  
<neerajdholia@yahoo.co.in>; nupoor.prasad49@gmail.com <nupoor.prasad49@gmail.com>;  
prerna.ramteke@gmail.com <prerna.ramteke@gmail.com>; sangeeta.microbio14@gmail.com  
<sangeeta.microbio14@gmail.com>; brijeshbhubot15@gmail.com <brijeshbhubot15@gmail.com>;  
dhvani279@gmail.com <dhvani279@gmail.com>; dhavalkedaria@gmail.com <dhavalkedaria@gmail.com>;  
lalitm25@gmail.com <lalitm25@gmail.com>; kushalbt87@gmail.com <kushalbt87@gmail.com>;  
kunaljii06@gmail.com <kunaljii06@gmail.com>; johnavf@gmail.com <johnavf@gmail.com>; rohitaxn@gmail.com  
<rohitaxn@gmail.com>; kshipra.jain9@gmail.com <kshipra.jain9@gmail.com>; chandrakaladharv@gmail.com  
<chandrakaladharv@gmail.com>; rjha.bhu@gmail.com <rjha.bhu@gmail.com>; abhayjshukla@gmail.com  
<abhayjshukla@gmail.com>; hr7399@gmail.com <hr7399@gmail.com>; priyam.11nov@gmail.com  
<priyam.11nov@gmail.com>; jayendrah@gmail.com <jayendrah@gmail.com>; bhawnareef@gmail.com  
<bhawnareef@gmail.com>; hheena3@gmail.com <hheena3@gmail.com>; kushwahamohit89@gmail.com  
<kushwahamohit89@gmail.com>; pkrunal90@gmail.com <pkrunal90@gmail.com>; fenisha\_chahwala@yahoo.com  
<fenisha\_chahwala@yahoo.com>; sandipnathani2000@gmail.com <sandipnathani2000@gmail.com>;  
nishithshrimali@yahoo.com <nishithshrimali@yahoo.com>

**Subject:** Urgently required Information by School of Life Sciences

Dear all,

You all are requested may send a mail stating that you are working as -----(Name of post)----- in (Name of Organization)----- . My salary is ----- the nature of the job ----- (permanent/Temporary).

Thanking you,

School of Life Sciences,  
Central University of Gujarat.

To,  
Avashthi Gopal Ramji  
School of Chemical Sciences Central University of Gujarat  
Sector - 30, Gandhinagar - 382030  
M. No. 9369737526

**Appointment Letter**

Dear Mr. Avashthi,

With reference to your application and personal interview with the Selection Committee on 6<sup>th</sup> March 2021, I have the pleasure to inform that you have been selected for the post of **Assistant Professor** in **Chemistry Department** at Smt. S. S. Patel Nootan Science & Commerce College, Sankalchand Patel University, Visnagar with a consolidated monthly salary of **Rs. 32,000/-** (Thirty-Two Thousand only) with the following terms and conditions with effect from **1<sup>st</sup> April 2021**:

- (1) You shall produce certified copies of your credentials such as (i) Mark-sheets & Degree Certificates, (ii) Experience Certificate and (iii) Relieving letter from your present employer, as may be applicable, and two recent passport size color photographs at the time of joining. You shall also produce all the original documents for verification.
- (2) You shall join your duties at the earliest but within a month from the date of this Appointment letter, failing which the appointment shall be treated as cancelled. Your joining will be considering only after the filling of joining report to the respective Institute upon your actual joining.
- (3) This shall be a full-time appointment and you shall sincerely devote your time to the services of the Institute and the University.
- (4) You shall be on probation for a period of **Two** years which can be extended if required. Your salary shall remain fixed during the period of probation. Your services are liable to be terminated by giving one-month notice by either side or payment of one-month salary in lieu of the notice period during the probation,
- (5) If you wish to leave the services of the University after confirmation of the appointment, you may do so by giving three months' advance notice or three months' salary in lieu of the notice period. However, you shall not be relieved in the middle of the academic Term. You shall also be required to follow the due process of relieving as well as handing -over of the charge of your position at the time of leaving.
- (6) You shall neither work nor render your services at any other organization. You shall also not engage in any other activity / business / profession / vocation of any kind whatsoever with or without remuneration without prior permission of the University.

- (7) You shall always be punctual to the Office. If you remain absent from the duties without prior permission/proper intimation for a period of continuous 15 days or more, your services shall be liable to be terminated.
- (8) You shall be entitled for Leave as per the norms of the University. However, all types of leave have to be sanctioned in advance.
- (9) In case, you desire to seek employment elsewhere after joining, it shall be mandatory to obtain the permission/NOC from the University for the same. The University shall have the discretion to grant or not to grant the permission.
- (10) Your services may be utilized at any constituent Institute/College of the University without affecting the terms and conditions of your appointment.
- (11) Your appointment to the said post is subject to the survival of the course in terms of students' admissions/strength in the concerned department. Hence, protection of your post and salary shall depend upon the sufficient academic load.
- (12) The service rules embedded by the management of this University from time to time shall be binding upon you.
- (13) You shall be granted annual increment as per the norms of the University based on performance evaluation after completion of the probation.
- (14) You shall be provided accommodation on campus on charges basis as per the norms of the Trust (NSVKM).
- (15) During your tenure at the University, if any of your actions / conduct / behavior affect organization's reputation adversely; your services are liable to be terminated without prior notice.
- (16) A violation of any of the above-mentioned rules and employment conditions, as amended from time to time, will be considered as the breach of discipline and be dealt with as per the norms of the University.

Your acceptance of this offer of employment will automatically constitute a contractually binding agreement to the aforesaid terms and conditions.

  
Registrar (I/c)

I, Gopal Avashthi accept this Appointment Offer and I will join my duties at Sankalchand Patel University by the given date.

Date: 01/04/2021

  
Sign



To,  
Avashthi Gopal Ramji Awasthi  
School of Chemical Sciences,  
Central University of Gujarat,  
Sector - 30, Gandhinagar - 382030  
M. No. 9369737526

**OFFER LETTER**

Dear Mr. Avashthi,

This is with reference to your Application and the personal interview with the Selection Committee on 06<sup>th</sup> March 2021.

We have a pleasure to inform that you have been selected for appointment as an **Assistant Professor** in Chemistry Department at Smt. S. S. Patel Nootan Science & Commerce College, Sankalchand Patel University, Visnagar with the salary and other terms & conditions as discussed and agreed upon during the interview. You shall be issued the detailed Appointment Letter mentioning the salary and other terms & conditions of appointment at the time of your joining the institute. You need to join the institute at the earliest but within a month of this offer letter.

Further, please confirm your acceptance of this offer through email within a week of receipt of this letter.



Registrar (I/C)

## Job details

Dr. Neha Tavker <tavker.gini@gmail.com>

Thu 7/8/2021 11:42 PM

To: cns <cns@cug.ac.in>; Dr. Pallavi Sharma <pallavi.sharma@cug.ac.in>

Hello Ma'am,

As per the verbal communication with Dhyanesh Sir, I am sending my employment details as there is no official letter provided by my institution due to legal matters of the University. A year after my Ph.D. submission, I got this offer. My enrollment number from the Ph.D. course was CUG/2013/0794.

**Month of Joining:** APRIL 2021

**Institute:** SABARMATI UNIVERSITY, Ahmedabad (formerly Calorx Teachers' University)

**Department:** Pure and Applied Sciences

**Designation:** Assistant professor

**Payscale:** 25-30K

Thank you

-----  
**Neha Tavker, Ph.D.**

Assistant Professor,

School of Pure & Applied Sciences,

Sabarmati University (CTU)

Gujarat, Ahmedabad - 382481

<https://linktr.ee/Nehaasm>





ગુજરાત કેન્દ્રીય વિશ્વવિદ્યાલય  
(भारत की संसद के अधिनियम सं. 25, 2009 के तहत स्थापित)  
**CENTRAL UNIVERSITY OF GUJARAT**  
(Established by an Act of Parliament of India, No 25 of 2009)

Ref. ECR-SERB-DST/2019/01

Date: 22/08/2019

To  
Mr. Ashok Kumar Jangid  
School of Nano Sciences,  
Central University of Gujarat, Gandhinagar

**Sub: Offer of appointment to the post of JRF for one year**

Ms. Ashok Kumar Jangid

I have great pleasure in offering you contractual appointment on the Post of JRF in the Research Project titled 'Mucoadhesive dendrimers-based preservative-free ophthalmic nanoformulation of Nepafenac'. This project is funded by SERB, DST, New Delhi and is under the supervision of Project-In-charge (P.I.) Dr. Hitesh Kulhari at the School of Nano Sciences, CUG, Sector 30, Gandhinagar.

Your appointment is on a monthly Fellowship of Rs. (Rs. 31000) and it shall be valid for a period of one year from the date of joining. The appointment may be extended for one more year upon satisfactory performance.

The terms and conditions governing the appointment being offered to you are given on the reverse side of this offer letter. You are requested to carefully read the terms and conditions before accepting the offer.

You are being given the offer letter containing the terms and conditions governing the project post appointment. If the terms and conditions are acceptable to you, please sign the offer letter at the space provided below the terms and conditions on the reverse of this offer and return it to the undersigned as a proof of your acceptance of the offer and its terms and condition.

In case the aforesaid offer of appointment for year, along with its terms and condition is acceptable to you, you may please report for duty by on or before 01-09-2019 to the PI, Dr. Hitesh Kulhari, School of Nano Sciences, CUG, Gandhinagar.

**Copy to:**

1. School Dean/Chairperson
2. Project P.I.
3. A.F.O. (Project cell/ Finance)
4. Office Cop

Sector-30, Gandhinagar-382030

Email: [hitesh.kulhari@cug.ac.in](mailto:hitesh.kulhari@cug.ac.in), website: [www.cug.ac.in](http://www.cug.ac.in)

*Hitesh*  
22/8/19  
Dr. Hitesh Kulhari  
PI of Project  
School of Nano Sciences  
CUG, Sector 30, Gandhinagar  
Dr. Hitesh Kulhari  
सहायक प्राध्यापक/Assistant Professor  
अतिसूक्ष्म विज्ञान संस्थान  
School of Nano Sciences  
गुजरात केन्द्रीय विश्वविद्यालय  
Central University of Gujarat  
गांधीनगर-३८२०३०, Gandhinagar - 38.





# SHREE SWAMINARAYAN B.Sc COLLEGE

(Affiliated to Gujarat University, Ahmedabad)

CONDUCTED BY: SATSANG SHIKSHA PARISHAD, GANDHINAGAR (GUJARAT)

Date - 30/10/2020

To,

Mr. Nitya Chawda

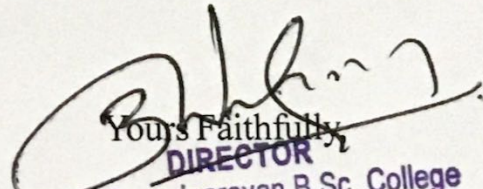
Gandhinagar.

## LETTER OF APPOINTMENT

Dear Sir,

With reference to your application and the subsequent interview with us, we take this opportunity to inform you that the interview committee has selected you to be appointed as **Asst. Professor** in our College from 01/11/2020.

- ⇒ Your appointment is purely temporary.
- ⇒ The condition of service will be according to Institute's Rules.
- ⇒ If a reply accepting the appointment is not received within SEVEN days the place will be filled up otherwise.

  
Yours Faithfully,  
**DIRECTOR**  
Shree Swaminarayan B.Sc. College  
Sector-23, Gandhinagar





नियुक्ति प्रस्ताव / OFFER OF APPOINTMENT

विषय / Sub.: पोस्ट डॉक्टरल फ़ेलोशिप का प्रस्ताव / OFFER OF POST DOCTORAL FELLOWSHIP

प्रिय डॉ. बरखड़े / Dear Dr. Barkhade,

आपके आवेदन तथा शैक्षणिक समिति की सिफारिश के संदर्भ में प्लाज़्मा अनुसंधान संस्थान (आईपीआर), आपको एक वर्ष के लिए एक निश्चित राशि ₹ 47000/- (केवल सैंतालीस हजार रुपये) प्रति माह पर **पोस्ट डॉक्टरल फ़ेलो** के पद का प्रस्ताव प्रस्तुत करता है। आपके लिए पोस्ट डॉक्टरल फ़ेलोशिप का प्रस्ताव निम्नलिखित नियमों और शर्तों के अधीन होगी। / With reference to your application and subsequent recommendation of the Academic Committee, Institute for Plasma Research is pleased to offer you the position of a **Post Doctoral Fellow** on a fixed stipend of ₹ 47000/- (Rupees Forty Seven Thousand only) per month for a period of one year. The offer of Post Doctoral Fellowship to you will be subject to the following terms and conditions.

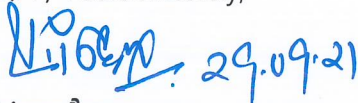
- नियुक्ति की तारीख से एक वर्ष की कुल अवधि पूरी होने पर या किसी भी समय बिना किसी कारण बताए निदेशक के विवेकाधिकार पर आपको प्रस्तावित पोस्ट डॉक्टरल फ़ेलोशिप का कार्यकाल समाप्त हो जाएगा। / The tenure of Post Doctoral Fellowship offered to you will automatically expire on completion of a total period of one year from the date of joining or at any time at the discretion of the Director without assigning any reason thereof.
- आप आईपीआर में फ़ेलोशिप के दौरान निम्नलिखित लाभों के पात्र होंगे / You will be eligible for the following benefits during fellowship at IPR:
  - संस्थान के अं. स्वा. से. योजना के तहत केवल स्वयं के लिए चिकित्सा सुविधा जिसके लिए नियमानुसार आपके छात्रवृत्ति से मासिक आवश्यक कटौती भी की जाएगी। / Medical facilities for self only under Contributory Health Service Scheme (CHSS) of the Institute for which necessary monthly recovery will be effected from your stipend as per rule.
  - संस्थान के नियमानुसार मकान किराया भत्ता (एचआरए) छुट्टी एवं पुस्तकालय सुविधा। / House Rent Allowance (HRA), Leave and Library facility as per IPR rules.
  - कैंटिन एवं मुफ्त परिवहन सुविधा (सीट की उपलब्धता के आधार पर) दी जाएगी। / Canteen and Free Transport facility subject to availability of seats in the vehicles.
  - संस्थान के नियमानुसार कार्यालयीन यात्रा के दौरान यात्रा भत्ता / दैनिक भत्ता। / T.A. / D.A. while on official tour as per IPR Rules.
- इसके अतिरिक्त आपकी फ़ेलोशिप निम्नलिखित के अधीन होगी / The fellowship will be further subject to your :
  - आपकी जन्म तारीख, शैक्षिक योग्यता एवं अनुभव प्रमाणपत्रों आदि के मूल प्रमाणपत्र तथा उनकी एक स्व प्रमाणित प्रति की प्रस्तुति। / Producing documentary evidence in original and one self-attested copy each of your date of birth, educational qualifications and experience certificates etc.

- b) संलग्न प्रोफोर्मा में आपके नज़दीक के सरकारी अस्पताल के सिविल सर्जन से शारीरिक स्वस्थता प्रमाण पत्र की प्रस्तुति । / Producing a certificate of medical fitness from the nearest Civil Surgeon of Govt. Hospital in the enclosed proforma.
- c) समय समय पर संस्थान से निर्गत होने वाले नियमों, उपनियमों एवं आदेशों के प्रति बाध्यता हेतु लिखित घोषणा। / Declaring in writing to abide by all rules, bye-laws and orders of IPR issued from time to time.
- d) आपकी हाल ही की दो रंगीन पासपोर्ट साइज़ फोटो की प्रस्तुति । / Producing two copies of your recent Colour Photographs.
- e) यदि आप किसी नियोक्ता / संस्थान से सम्बन्धित हैं तो उनसे आपके सेवा मुक्ति प्रमाण पत्र की प्रस्तुति । / Producing a certificate regarding release from present employer / Institution with which you are associated in any manner / capacity.
4. पोस्ट डॉक्टरल फ़ेलो, संस्थान का नियमित कर्मचारी नहीं है । / A Post Doctoral Fellow is not a regular employee of the Institute.
5. संस्थान में नियुक्ति के लिए कोई यात्रा भत्ता देय नहीं होगा । No T. A. will be paid for joining the Institute.

यदि यह प्रस्ताव उपर्युक्त निर्धारित नियमों और शर्तों पर आपको स्वीकार्य है, तो आपसे अनुरोध किया जाता है कि आप संलग्न स्वीकृति फ़ॉर्म विधिवत रूप से भरकर रजिस्टर ए. डी. द्वारा अधोहस्ताक्षरी को भेजें तथा **29/10/2021 तक या उससे पहले** किसी भी कार्य-दिवस पर पीडीएफ़ के रूप में शामिल होने की व्यवस्था करें। / If this offer, on the stipulated terms & conditions above is acceptable to you, you are requested to return the enclosed form conveying **Acceptance of Offer of Appointment** duly completed **by Regd. A.D.** in token of your acceptance of the same as early as possible to the undersigned and arrange to join as PDF **on or before 29/10/2021** on any working day. If no reply is received or you fail to join before prescribed date, the offer will be treated as cancelled without further reference to you.

शुभकामनाओं सहित / With best wishes,

भवदीय / Yours sincerely,

 29.09.21

(निरंजन वैष्णव / Niranjana Vaishnav)

मुख्य प्रशासनिक अधिकारी / Chief Administrative Officer

सेवा में / To,

डॉ. तेजल बरखडे / Dr. Tejal Barkhade

ईमेल आईडी/ Email ID : [tejalbarkhade04@gmail.com](mailto:tejalbarkhade04@gmail.com)

संलग्न / Encl.: ऊपर उक्त अनुसार / As above



28/04/2021

Kozhnosys Private Limited  
600, NCL Innovation Park  
Dr. Homi Bhabha Road  
Pune - 411008

Dear **Mr. Bhargav Raval**,

This is an offer of employment as **Research Associate** for Kozhnosys Pvt Ltd. This offer is contingent upon our receipt of self attested photocopies of your Identity card (Aadhar/PAN/Driving License) and college degree certificates.

In the role of **Research Associate**, you will be expected to carry out the duties and responsibilities described in the enclosed job description. You will be under probation for 4 months during which time your salary will be Rs.40,000/- per month (consolidated). After the probation period and based on your performance during that period, you will be offered an extension of employment, for which your salary will be Rs.50,000/- per month (all inclusive). The employment is for 12 months and your job tenure will be extended based on your performance and depending on further funds raised by Kozhnosys.

For employment with Kozhnosys, you are required to sign a standard confidentiality agreement prior to your start date.

Your employment will start after lockdown restrictions are lifted in Pune (Tentatively July 2021). The exact date of joining will be informed later through e-mail. You will have to report to Kozhnosys' office at Venture Center, Pune at 10am on the joining date. Official work timings are 9am-6pm, Monday to Saturday.

On accepting this employment offer, you acknowledge that, this document represents the entire agreement between you and Kozhnosys and that no verbal or written agreements, promises or representations that are not specifically stated in this employment offer letter, are or will be binding upon Kozhnosys.

If you are in agreement with the above employment offer details, please sign below and mail the scanned copy of this employment offer letter to [hr@kozhnosys.com](mailto:hr@kozhnosys.com) within 5 business days( by 03/05/2021). This employment offer is in effect for 15 business days.

**Signatures:**

A handwritten signature in blue ink, appearing to read 'Jilma'.

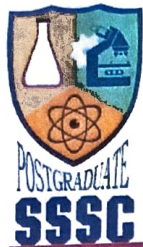
(For Kozhnosys)  
**Jilma Peruvangat**  
(CEO)  
Date: 28/04/2021

(Candidate's Signature)

(Candidate's Name)

Date:





# SHRI SARVAJANIK

(Post Graduate) Science College, Mehsana

// THE LEADER IN THE EDUCATIONAL SERVICE FOR THE SOCIETY //

Managed by- Shri Sarvajani (Kelavani Mandal, Mehsana

HNGU AFFILIATED

College Code-905

Shri Sarvajani Vidyasankul, Near Arvind Baug, Mehsana-384001, Ph: +91 2762 247712, Web: sssc.edu.in, E Mail: principal@sssc.edu.in

REF: MSC027/2020-21

DATE: 8/06/2021

## To whomsoever It may concern

I hereby certify that, Ms. Shreya Mukeshbhai Modi is working as Assistant professor in PG Department of Microbiology in Shri Sarvajani Science College (post Graduate), Mehsana since 03/11/2020. She has got university recognition on 17/12/2020 with letter no. AK/MANYATA/287/4884/2020.

Head

Shri Sarvajani Science College,  
Mehsana (Post Graduate)

**Fwd: SERB-Notification**

Ngangom Bidyarani Devi <bidyamicro@gmail.com>

Fri 3/25/2022 11:04 AM

To: Dr. Pallavi Sharma <pallavi.sharma@cug.ac.in>

Respected maam,

I am forwarding the approval letter from SERB for my SERB-NPDF.

Ngangom Bidyarani Devi, PhD

SERB-NPDF

Google Scholar: <https://scholar.google.com/citations?user=X5PubLIAAAAJ&hl=en>

Orcid ID: <https://orcid.org/0000-0001-6184-9428>

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

From: **Dr. Pramod Kumar Prasad** <[pk.prasad@serbonline.in](mailto:pk.prasad@serbonline.in)>

Date: Thu, 16 Dec 2021 at 15:13

Subject: SERB-Notification

To: <[serbinfo1@gmail.com](mailto:serbinfo1@gmail.com)>



## Science and Engineering Research Board

(Statutory Body Established Through an Act of Parliament : SERB Act 2008)

Department of Science and Technology, Government of India

### SCIENCE & ENGINEERING RESEARCH BOARD (SERB)

(Statutory Body Established Through an Act of Parliament : SERB Act 2008)

Science and Engineering Research Board  
3rd & 4th Floor, Block II  
Technology Bhavan, New Mehrauli Road  
New Delhi - 110016

#### Approval Letter

File Number: PDF/2021/000453

Dated: 16-Dec-2021

Subject: Your application for the award of SERB National Post-Doctoral fellowship

Dear Ms. Ngangom Bidyarani Devi,

We are happy to inform you that your application has been recommended by Science and



Engineering Research Board (SERB) for funding under National Post-Doctoral Fellowship Scheme. The following are the items recommended for a period of two years.

Sl. No.	Budget Head	Amount
1.	Fellowship	Rs. 55,000/- per month (+ HRA, as per norms)
2.	Research Grant	Rs. 2,00,000/- per annum
3.	Overheads	Rs. 1,00,000/- per annum

1. This approval letter is valid subject to the fulfilment of the eligibility criteria and submission of requisite documents.
2. You are requested to inform the tentative date of joining the fellowship in the host institute at the earliest by return email and submit relevant documents such as RTGS details, HRA Certificate and other documents within **10 days** from the date of receipt of this letter. For those projects that involve ethical / biosafety / stem cell / wildlife clearances, the last date for submission of such documents can be extended up to **one month** from the date of receipt of this letter.
3. SERB has adopted Scientific Social Responsibility (SSR) policy which mandates SERB fellows to undertake SSR activities during their fellowship period. You are requested to read the SSR guidelines available under SSR menu in the online portal and choose the activities according to your preference .It is mandatory to submit SSR details along with RTGS and other documents.
4. The fellows shall be allowed to join the host institute only after the issue of "Sanction Order", subject to acceptance of above referred documents by SERB and fund availability.
5. The fellow is required to join within one month of issue of sanction order and submit the joining report, failing which the approval shall stand withdrawn. In exceptional cases, the joining period can be extended by another one-month, subject to the approval of competent authority in SERB.
6. The funds are expected to be released to host institution within three weeks of issue of sanction order. The Fellowship will be effective from the date of joining the host institution.
7. If you have submitted your thesis and awaiting the award of Ph.D. degree, you will receive Rs. 35000 p.m. (+ HRA, as per norms) as fellowship till you qualify for the eligible degree. The fellowship amount will be enhanced to Rs. 55000 p.m. from the eligible date, upon submission of the qualifying degree document. In such a case, you will be required to upload the qualifying degree certificate (even if provisional) through the online portal, with intimation to the undersigned by email.
8. You will be governed by the norms of host institution during the tenure of the fellowship. Please visit our website [www.serbonline.in](http://www.serbonline.in) for the terms & conditions of the grant.

Kindly quote the reference number in all future correspondence. The Fellowship reference no. **PDF/2021/000453** should be mentioned in all research outputs (publications/patents/general articles in print and electronic media etc.) arising from the fellowship.

With kind regards,

(Dr. Pramod Kumar Prasad)

Scientist-D

Email: [pk.prasad@serb.gov.in](mailto:pk.prasad@serb.gov.in)**Ms. Ngangom Bidyarani Devi****Crop Production****ICAR Central Institute For Cotton Research , P.box No.2, Shankar Nagar Post Office, Nagpur,  
Nagpur, Maharashtra-440010**

\*\*\*\*\* LEGAL DISCLAIMER \*\*\*\*\*

**Please do not reply to this mail !!**

[ SERB is now on Social-Media. Kindly follow us on Twitter: @serbonline  
<https://www.twitter.com/serbonline>]

This is a system generated information and does not require any signature. This E-Mail may contain Confidential and/or legally privileged Information and is meant for the intended recipient(s) only. If you have received this e-mail in error and are not the intended recipient/s, kindly notify us at [info@serbonline.in](mailto:info@serbonline.in) and then delete this e-mail immediately from your system. Any unauthorized review, use, disclosure, dissemination, forwarding, printing or copying of this email or any action taken in reliance on this e-mail is strictly prohibited and may be unlawful. Internet communications cannot be guaranteed to be timely, secure, error or virus-free. The sender does not accept any liability for any errors, omissions, viruses or computer problems experienced by any recipient as a result of this e-mail.

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अखिल भारतीय आयुर्विज्ञान संस्थान रायपुर (छत्तीसगढ़)

All India Institute of Medical Sciences Raipur (Chhattisgarh)

G. E. Road, Tatibandh, Raipur - 492099, Chhattisgarh

Website: www.aiimsraipur.edu.in

No. Admin/Covid/2020/AIIMS.RPR/408

Raipur, Date: 26.04.2021

### LETTER OF APPROVAL

This is with reference and compliance to DG, ICMR's letter no. D.O. No. VIR/4/2020/ECD-1 dated-10<sup>th</sup> April, 2020.

AIIMS Raipur was given the responsibility of mentoring medical colleges of Chhattisgarh and Jharkhand. In line with this, **District Virology Laboratory, New Sadar Hospital, Sahebganj**, Jharkhand has been upgraded with a functional RT-PCR laboratory, after handholding them through teleconferencing and emails for designing the floor map of the laboratory.

After reviewing the following-

- Facility proforma
- List of manpower with designations
- List of instruments, equipment and consumables
- Biomedical waste Management agreement
- Pictures of the newly established laboratory
- Satisfactory result of the Proficiency test panel conducted by District Virology Laboratory, New Sadar Hospital Sahebganj, Jharkhand. The PT panel was provided by VRDL, RIMS, Ranchi,

It is decided to approve the RT PCR laboratory at District Virology Laboratory New Sadar Hospital Sahebganj, Jharkhand to start testing for SARS CoV-2 by RT-PCR in patient's samples.

The Nodal Officer nominated by the Hospital and contact details are-

Dr. Yashvant Rao

Ph: +91-9429070687

Email id- raoyash6@hotmail.com

**Prof. (Dr.) Nitin M Nagarkar**

Director and CEO

All India Institute of Medical Sciences

Raipur, Chhattisgarh

### Circulation:

1. Director General, ICMR, Government of India
2. Director, AIIMS, New Delhi
3. Dr. Nivedita Gupta, Scientist F, ICMR, Govt. Of India
4. Secretary, Health, Government of Jharkhand
5. District Collector, Sadar, Sahebganj, Jharkhand
6. Civil Surgeon cum Chief Medical Officer, Sahebganj





SPRERI  
STRIVING FOR EXCELLENCE

Ph. (02692), 235011  
E-mail : info@spreri.org

Fax : (02692) 237982  
Website : www.spreri.org

## SARDAR PATEL RENEWABLE ENERGY RESEARCH INSTITUTE

Post Box No. 2, Near B. V. M. Engineering College,  
VALLABH VIDYANAGAR - 388 120, GUJARAT, INDIA

सरदार पटेल पुनः प्राप्य उर्जा अनुसंधान संस्थान

पो. बा. नं. २, बी.वी.एम. ऐन्जिनियरिंग कोलेज के पास,  
वल्लभ विधानगर - ३८८ १२०, गुजरात, भारत

Ref. No. : SPRERI / DIR/APT/2020/ 397

Date : 7.9.2020

DR. GAURAV MISHRA  
DIRECTOR

Dr. Vaishali Shukla  
821/1, Sector – 4(C)  
GANDHINAGAR 382 006

Dear Dr. Shukla,

With reference to your application and the subsequent interview held on 27<sup>th</sup> August 2020, the Sardar Patel Renewable Research Institute, Vallabh Vidyanagar (SPRERI) is pleased to offer you a contractual appointment as **Research Associate-I** (in the Bio-Conversion Division) on the following terms and conditions :

- 1) Your contractual appointment will be for a period of 11 months from 14.09.2020.
- 2) Your contractual fixed remuneration would be of Rs. 29,000/- p.m.
- 3) During the period of contractual appointment, your services can be terminated on either side by giving 30 days' notice or paying 30 days' salary in lieu of the notice period.
- 4) In case the contractual employment is not renewed for any reason, this appointment will automatically come to an end on the expiry of the specified period and no notice or pay in lieu thereof or any compensation will be payable to you, at the expiry of the aforesaid period.
- 5) During your contractual assignment, if you are found to be lacking in aptitude or negligent in the contractual assignment or your progress report is found not up to the mark, the assignment shall be terminated by the Sardar Patel Renewable Research Institute on recommendation by the Reporting Officer under whom you shall be placed, without any notice.
- 6) Your appointment would stand cancelled if you do not join on or before 14<sup>th</sup> September 2020.

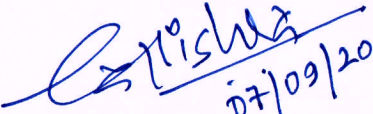
- 7) For completing the joining formality, you would report first to the Administration Department of the SPRERI, before reporting for duty to the Division.
- 8) In case of any dispute, Anand will be considered as the place where the cause of action shall be deemed to have arisen.

Other terms and conditions of your contractual appointment are attached.

The appointment letter is issued in duplicate. Kindly return the duplicate copy duly signed (on every page) as a token of your acceptance of the appointment offered on the terms and conditions stated above.

Thanking you,

Yours sincerely,

  
(Gaurav Mishra) 07/09/20

**Copy to :**

- Personal file of Dr. Vaishali Shukla
- Head, Bio-Conversion Division
- A.A.O. for information and necessary action
- Master file of Officer Order
- Office Master file



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

**Mr.Nitin Gupta**  
Emp.No:116338  
Department: Formulation Research

Dear Mr.Nitin,

**Hearty Congratulation!!!**

Further to our appointment letter and on successful completion of your probation period, we are pleased to confirm your services as **Sr. Research Associate** in the Research and Development Centre of Orbicular Pharmaceutical Technologies Pvt. Ltd, with effect from **01-March-2021**.

Your appointment is now subject to termination by giving three month notice or payment of three month's salary on either side. Other terms and conditions of your service shall remain unchanged.

We look forward to your continued contribution in the organization.

Thanking you for mutually and beneficial association.

Please sign and return a copy of this letter as a token of your acceptance.

With best wishes,

Yours faithfully  
For Orbicular Pharmaceutical Technologies Pvt Ltd.

  
**Dr.Hiren Patel**  
President

**Orbicular Pharmaceutical Technologies Pvt Ltd**

R&D Center: Plot No - 53, ALEAP Industrial Estate, Behind Pragatinagar, Kukatpally, Hyderabad - 500 090, India  
Regd. Off: Aabharana-141, Silpa Brindavan, Usha Mullapudi Road, Shamsiguda, Kukatpally, Hyderabad - 500 072, India  
CIN : U24233TG2008PTC060606 Mobile : +91-9603160201 [www.orbicular.co.in](http://www.orbicular.co.in) Email: [info@orbicular.co.in](mailto:info@orbicular.co.in)

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भारतीय प्रौद्योगिकी संस्थान गांधीनगर

पालज, गांधीनगर, गुजरात - 382 355

INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR

Palaj, Gandhinagar, Gujarat - 382 355

Office : +91 79 2395 2001

+91 79 2395 2002

E-mail : director@iitgn.ac.in

website : http://www.iitgn.ac.in

IITGN

Sudhir K. Jain, Director

सुधीर कु. जैन, निदेशक

No. IITGN/ADMN/LIA/2021/518

17 March 2021

Sub: Recruitment for the Post of **Library Information Assistant**

Ref.: Our Advertisement No.: IITGN/AO/RECT./01/2019-20 and selection process held on 17 February 2021

Dear Ms. Siddiqui,

I am pleased to inform you that the Institute has decided to offer you the post of **Library Information Assistant** at the Indian Institute of Technology Gandhinagar, under the general terms and conditions to be regulated by the Institutes of Technology Act 1961, the Statutes and Rules of the Institute in force from time to time and under the specific terms and conditions stated below:

- (1) **Status of the Post** : The Post is permanent, Category: UR
- (2) **Pay and Pay Level of the Post** : Cell no. 1 under Pay Level 5  
Initial pay Rs. 29,200/- + other allowances as admissible
- (3) **Probation** : The appointment is on probation for a period of two years from the date of joining, but the appointing authority has the power to extend the period of probation without assigning any reason. The appointment may be confirmed on permanent basis after satisfactory completion of the period of probation. Any kind of leave availed during the probation period except (i) Earned Leave, (ii) Casual Leave, and (iii) Special Casual Leave will not be counted towards the probation period.
- (4) **Duration of Appointment** : On confirmation after the period of probation and subject to satisfactory services thereafter, you will be retained in the service of the Institute on a permanent basis till the prescribed age of superannuation/retirement.
- (5) **Leave** : Leave will be governed by the Statutes and Rules in force.
- (6) **Duties** : As prescribed for the post and as may be assigned by the authorities of the Institute from time to time.

84



- (7) **Residential Accommodation** : Residential accommodation may be provided, subject to availability, on payment of license fees and other incidental charges and according to the rules and regulations of the Institute in force from time to time.
- (8) **Verification of Certificates** : You will be required to submit your complete personal data at the time of joining. The appointment is subject to successful verification of all certificates and testimonials attached to your application with the originals. If you are recruited under reserved category, your appointment is subject to verification of category certificate (SC/ST/OBC/EWS/PwD). If the verification reveals in the future that the claim(s) to be false, the services will be terminated forthwith without assigning any further reason.
- (9) **Medical Examination** : The appointment is subject to the certification of physical fitness from the Medical Authority nominated by the Institute. In case of adverse report on physical fitness of the incumbent, the Institute may terminate the appointment without any notice.
- (10) **Relocation Expenses** : The reimbursement of relocation expenses will be applicable only to those who at the time of joining IIT Gandhinagar happen to be working in a regular position in a government organization (Central or State) and its autonomous bodies or public sector enterprises as per the Institute norms.
- (11) **Termination of Service** :  
(a) The offer of appointment is subject to verification of character and antecedents. In case of adverse report on verification, the Institute will terminate the appointment without any notice.  
(b) During the period of probation this appointment may be terminated by the appointing authority without any notice, nor assigning any cause.  
(c) After the period of probation, if an official is not confirmed and his probation is also not formally extended, the official shall be deemed to have continued on a temporary basis and his/ her services may then be terminable on a month's notice or on payment of a month's salary in lieu thereof.  
(d) After confirmation, the appointment may be terminated by the employee by giving three months' notice to the appointing authority.  
(e) The Institute shall have the power to terminate the services by giving three months' notice or on payment of three months' salary in lieu thereof, on medical grounds, as certified by a medical authority nominated by the Institute, if his/ her retention in service is considered undesirable by such appointing authority.

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- (12) **Retirement and Other Benefits** : At present, the following schemes are mandatory:
- (a) National Pension Scheme: This scheme is applicable to all employees in regular positions.
  - (b) Post-Retirement Medical Scheme: All regular employees of the Institute are covered under this scheme, financed by monthly contribution of employees and Institute subsidies.
  - (c) Group Insurance Scheme: All regular employees of IITGN are covered under a group life insurance scheme on contribution of premium by the employees.
- (13) **Other facilities** : Institute employees and their dependents are entitled to medical facilities and reimbursement of medical expenses as per rules.
- (14) **Superannuation/ Retirement** : (a) As per Institute rules. Presently it is 60 years.  
(b) The Institute shall have the power to retire you at the age of 55 years from the services by giving three months' notice or three months' pay and allowances in lieu of such notice, as per Institute rules [following the provision of Fundamental Rule (FR)-56(j)].

You are requested to inform within 15 days whether the offer of appointment as mentioned above is acceptable. If yes, return a signed copy of this letter mentioning the proposed date of joining the post which should not be later than one month of the date of your acceptance. If no reply is received within the specified time, it will be presumed that you are not interested in the offer and it will be treated as withdrawn.

  
**DIRECTOR**

To,  
**Ms. Manatsha Nadeem Siddiqui**  
Indian School of Business  
Knowledge City, Sector 81  
SAS Nagar, Mohali, Punjab- 140306

Copy to:  
1) Personal file  
2) Office file



# BHAKTI MANAGEMENT SERVICES PRIVATE LIMITED

CIN : U74140GJ2014PTC080044

GSTIN : 24AAFCB9729H1ZI

509,5<sup>th</sup> Floor, Megh Malhar, Sector-11, Gandhinagar Tele. Fax : 079 - 232 22636 / 232 49751

INFL/285/BMSPL/2020

Date: 14/09/2020

To,

**Ms. Shivani Thakur**

## APPOINTMENT ORDER

Ms. Shivani Thakur, hereby appointed as **Project Officer (LS)** under NIRF **Project** and deployed at INFLIBNET CENTER, Gandhinagar on contractual appointment basis in a purely temporary capacity for the period of 1 year or till the completion of the Contract/project whichever is earlier, on a consolidated remuneration of Rs. 33000/- per month w.e.f. 18<sup>th</sup> September, 2020.

Her appointment will be regulated as per the terms and conditions of Annexure - A.

Yours sincerely,

For,

Bhakti Management Services Pvt. Ltd

Sign & Stamp







**BHAKTI**

Management Services Private Limited  
STRIVE TO EXCELLENCE

# **BHAKTI MANAGEMENT SERVICES PRIVATE LIMITED**

**CIN : U74140GJ2014PTC080044**

**509,5<sup>th</sup> Floor, Megh Malhar, Sector-11, Gandhinagar Tele. Fax : 079 - 232 22636 / 232 49751**

INFL5288/BMSPL/2021

Date: 23.02.2021

## **Offer Of Appointment**

Dear Mr. Rajan Kumar Pandey.

With reference to your personal interview you had with the Board of Selection, Bhakti Management Services Pvt. Ltd. You are hereby offered purely temporary position of **Project Assistant (LS), SOUL** with consolidated remuneration of Rs. **20000/-** (Twenty Thousand) through our agency, for a period of 1 Year or till the project completion period whichever is earlier, extendable for the further period, depending upon your performance and exigency of work subject to the following terms and conditions:

1. You will be paid a fixed monthly consolidated remuneration of Rs **20000/-** (Twenty Thousand) no other allowances/perks/benefits will be admissible to you.
2. At the end of period of your appointment, you will stand automatically relieved unless the period of appointment is extended and intimation to that effect is given to you in writing.
3. You will be posted at any of the Organization/Company, where your appointment will be temporary which shall neither vest in you any right to claim regular or permanent appointment in that Organization nor it will be obligatory on the part of Organization/Company to absorb you in a permanent position.
4. Your services are liable to be terminated at any time without assigning any reason whatsoever in case your performance is not found to be satisfactory.
5. Similarly, you can also terminate the services by giving one month notice or pay a sum equivalent to one month's remuneration in lieu of notice period.
6. You have to follow the working days/hours which are followed by that Organization/Company where you have been posted. The hours/days of working may, however, vary depending upon the circumstances and exigency of work.
7. At present you will be posted to work at INFLIBNET Centre, Infocity, Gandhinagar, but the appointment carries with it the liability to serve anywhere in Gujarat.
8. You will be granted 01 casual leave per month.

If this offer of appointment is acceptable to you on the aforesaid terms and conditions, you are requested to communicate your acceptance in writing as soon as you receive this offer of appointment.

Thanking you,

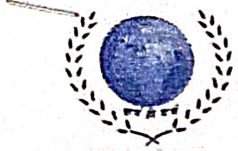
Yours sincerely,

For,  
**Bhakti Management Services Pvt. Ltd.**

Sign and Seal







**BHAKTI**  
Management Services Private Limited  
STRIVE TO EXCELLENCE

# BHAKTI MANAGEMENT SERVICES PRIVATE LIMITED

CIN : U74140GJ2014PTC080044

509, 5<sup>th</sup> Floor, Megh Malhar, Sector-11, Gandhinagar Tele. Fax : 079 - 232 22636 / 232 49751

Date: 02/03/2021

INFL/334/BMSPL/2020-21

To, Poonam Chandel

## APPOINTMENT ORDER

Poonam Chandel, hereby appointed as **Project Assistant (LS)** under **ARIIA Project** and deployed at INFLIBNET CENTER, Gandhinagar on contractual appointment basis in a purely temporary capacity for the period of One Year or till the completion of the Contract/project whichever is earlier, on a consolidated remuneration of Rs. 22,000/- per month w.e.f. 28<sup>th</sup> February, 2021.

Her appointment will be regulated as per the terms and conditions of Annexure - A.

Yours sincerely,

For,  
Bhakti Management Services Pvt. Ltd

Sign & Stamp





**BHAKTI**  
Management Services Private Limited  
STRIVE TO EXCELLENCE

# BHAKTI MANAGEMENT SERVICES PRIVATE LIMITED

CIN : U74140GJ2014PTC080044

509,5<sup>th</sup>Floor, Megh Malhar, Sector-11,Gandhinagar Tele. Fax : 079 - 232 22636 / 232 49751

INFL/318/BMSPL/2020

Date: 22/12/2020

To,

**Mr. Sonu Kumar.**

## APPOINTMENT ORDER

Mr. Sonu Kumar, hereby appointed as **Project Assistant (LS)** under **SOUL Project** and deployed at INFLIBNET CENTER, Gandhinagar on contractual appointment basis in a purely temporary capacity for the period of One year or till the completion of the Contract/project whichever is earlier, on a consolidated remuneration of Rs. 22000/- per month w.e.f. 13<sup>th</sup> December, 2020.

His appointment will be regulated as per the terms and conditions of Annexure - A.

Yours sincerely,

For,

**Bhakti Management Services Pvt. Ltd**



Sign & Stamp



### ANNEXURE – A

1. You will be paid a fixed monthly consolidated remuneration of Rs.22000/- per month and no other allowances/perks/benefits will be admissible to you.
2. At the end of period of your appointment, you will stand automatically relieved unless the period of appointment is extended and intimation to that effect is given to you in writing.
3. You will be posted at any of the Organization/Company, where your appointment will be temporary which shall neither vest in you any right to claim regular or permanent appointment in that Organization nor it will be obligatory on the part of Organization/Company to absorb you in a permanent position.
4. Your services are liable to be terminated at any time without assigning any reason whatsoever in case your performance is not found to be satisfactory.
5. Similarly, you can also terminate the services by giving one month notice or pay a sum equivalent to one month's remuneration in lieu of notice period.
6. You have to follow the working days/hours which are followed by that Organization/Company where you have been posted. The hours/days of working may, however, vary depending upon the circumstances and exigency of work.
7. At present you will be posted to work at Inflibnet Center Gandhinagar but the appointment carries with it the liability to serve anywhere in India.
8. You will be granted 01 casual leave per month.

For,  
**Bhakti Management Services Pvt. Ltd**







भारतीय प्रबंध संस्थान अहमदाबाद

INDIAN INSTITUTE OF MANAGEMENT AHMEDABAD

HR/LT-04/2020/94

October 16, 2020

Mr. Vijay A. Minj  
Vill & P.O. – Piriaponch  
Dist- Simdega 835226  
Jharkhand

Dear Mr. Vijay A. Minj,

The Institute is pleased to inform you that your name has been suggested for **Library Trainee** in our Library. IIMA Library is willing to help you in your profession by providing practical training to you so that you can have better employment opportunities elsewhere. The terms and conditions of this training are as follows:

- (1) The appointment is subject to securing 1<sup>st</sup> class in M.Lib.Sc. or equivalent degree.
- (2) Initially the traineeship will be for three months from the date of your joining, depending on your interest in learning, it can be extended for a further period. However, in any case this would not be for more than 12 months in our Library. On completion of the training, you will be issued a certificate by the Incharge Librarian putting together the details of your professional training.
- (3) During the training period, you will be paid a stipend of Rs. 20,000/- (Rupees Twenty Thousand only) per month. You will not be entitled for any other facility of the Institute.
- (4) In case the Incharge Librarian feels that you do not have much interest in the training and also in the profession, the traineeship will be terminated with immediate effect at the sole discretion of the Institute.
- (5) Since the Library works almost 24 hours, your timing etc. will be decided by the Incharge Librarian taking into account your, as well as the Institute's overall interest.
- (6) In case you agree to the above conditions, you report for the training to the Incharge Librarian of the Institute under intimation to the undersigned on November 02, 2020.

Please let us know **immediately** on receipt of this letter whether you accept this offer and if so, please return the duplicate copy of this letter duly signed in token of your acceptance indicating your date of joining as November 02, 2020. Please note that in case you do not join the Institute on November 02, 2020, this letter will stand cancelled without making any further reference to you.

With best wishes,

Yours faithfully,

  
Head - HR

cc: Incharge Librarian



भारतीय प्रबंध संस्थान अहमदाबाद  
INDIAN INSTITUTE OF MANAGEMENT AHMEDABAD

HR/LT-17/2021/133

January 20, 2021

**Mr. Vijay A. Minj**

Library Trainee

IIMA

Dear Mr. Vijay A. Minj,

With reference to our letter No.HR/LT-04/2020/94 dated October 16, 2020 the Institute is pleased to inform you that your training period has been extended for further nine months up to November 01, 2021. However, the Institute reserves the right to terminate your training even earlier if your training is not satisfactory. You will undergo training in various facets of Library administration in our Vikram Sarabhai Library.

Other terms and conditions mentioned in our letter dated October 16, 2020 remain unchanged.

Yours sincerely,

**Associate VP-HR**

cc: Incharge Librarian





# Gujarat National Law University

*Dr. Jagadeesh Chandra T.G.*  
*Registrar (I/c)*

Gandhinagar, Tuesday, 29 December 2020  
Ref: GNLU/HR/RP/168-4/1220

To,  
**Mr. Dumaniya Yogeshkumar Nanjibhai**  
27-1, Junu Gamtal-1  
Fulgram,  
Surendranagar

## OFFER LETTER

Dear **Mr. Dumaniya**,

Pursuant to the interview for the post of **Library Assistant**, the University is pleased to inform you that the Selection Panel has recommended your candidature for the post, Subject to following terms and conditions:-

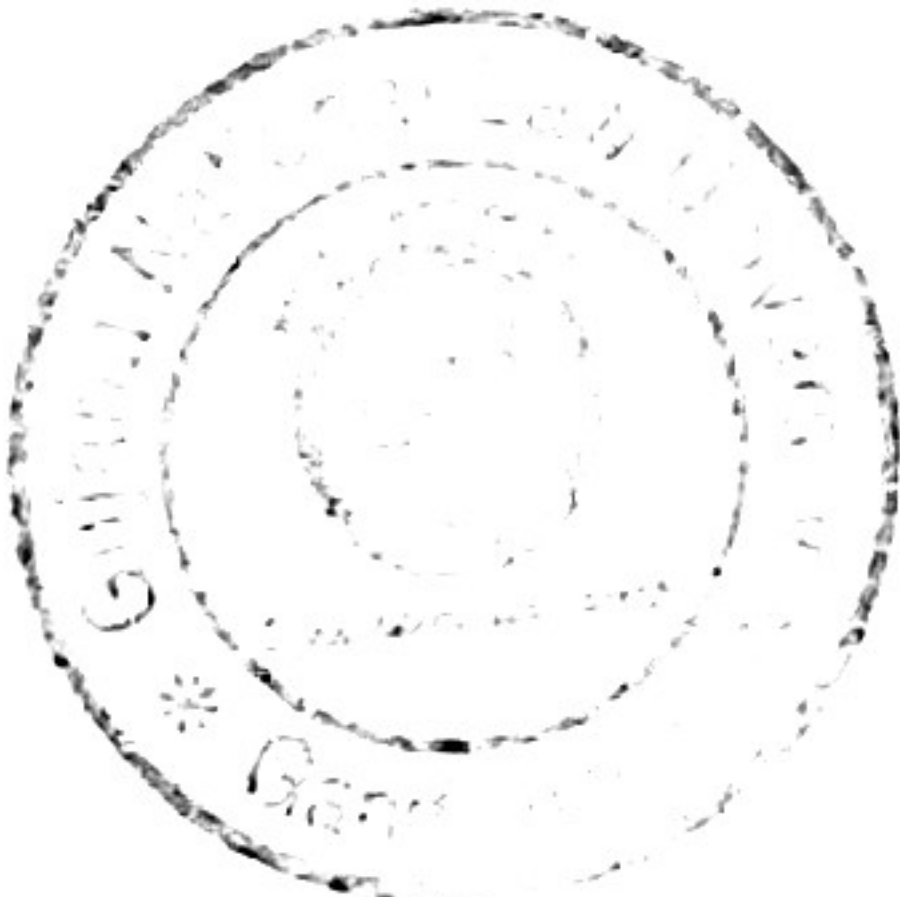
- (1) Salary: Monthly Remuneration of ₹ 25,000 (Fixed)
- (2) Nature of Appointment: Contractual appointment for 364 days
- (3) Leave & other entitlements: Casual leave and Half pay leave as per the GNLU Policy
- (4) Accommodation: Subject to availability in the campus on chargeable basis as per the GNLU Policy
- (5) Effective date of Appointment: 04 January 2021

This is to inform you to give confirmation of acceptance of the offer within seven days and send scanned copy of Marksheet(s), Experience Certificate(s), Identity Proof(s), etc. or visit the University to complete the verification process within the said time period. After completion of the verification process by the University, you are required to join the University within fifteen days.

The date of joining may be 04 January 2021 or the date of joining by the candidate whichever is later shall be considered for all the purposes.

In case of no reply or not appeared for verification of the documents within a stipulated period of time, this offer shall be considered as revoked and University reserves the right to not to appoint that candidature for the specified post. The University further reserves the right to take any appropriate decisions for all the matters connected herewith.

For verification of the documents, please send an email for appointment to [hr@gnlu.ac.in](mailto:hr@gnlu.ac.in) or call 8511188720.



*Jagadeesh Chandra T.G.*  
**Jagadeesh Chandra T.G.**

REGISTRAR (I/C)  
Gujarat National Law University  
Gandhinagar - 382426

Koba, Gandhinagar-382426, Gujarat, India

Phone: +91-79-2327 6611/12 Email: [contact@gnlu.ac.in](mailto:contact@gnlu.ac.in) Website: [www.gnlu.ac.in](http://www.gnlu.ac.in)





Gujarat National Law University

# Gujarat National Law University

*Dr. Jagadeesh Chandra T.G.*  
*Registrar (I/c)*

Gandhinagar, Tuesday, 29 December 2020  
Ref: GNLU/HR/RP/168-4/1220

To,  
**Mr. Dumaniya Yogeshkumar Nanjibhai**  
27-1, Junu Gamtal-1  
Fulgram,  
Surendranagar

## OFFER LETTER

Dear Mr. Dumaniya,

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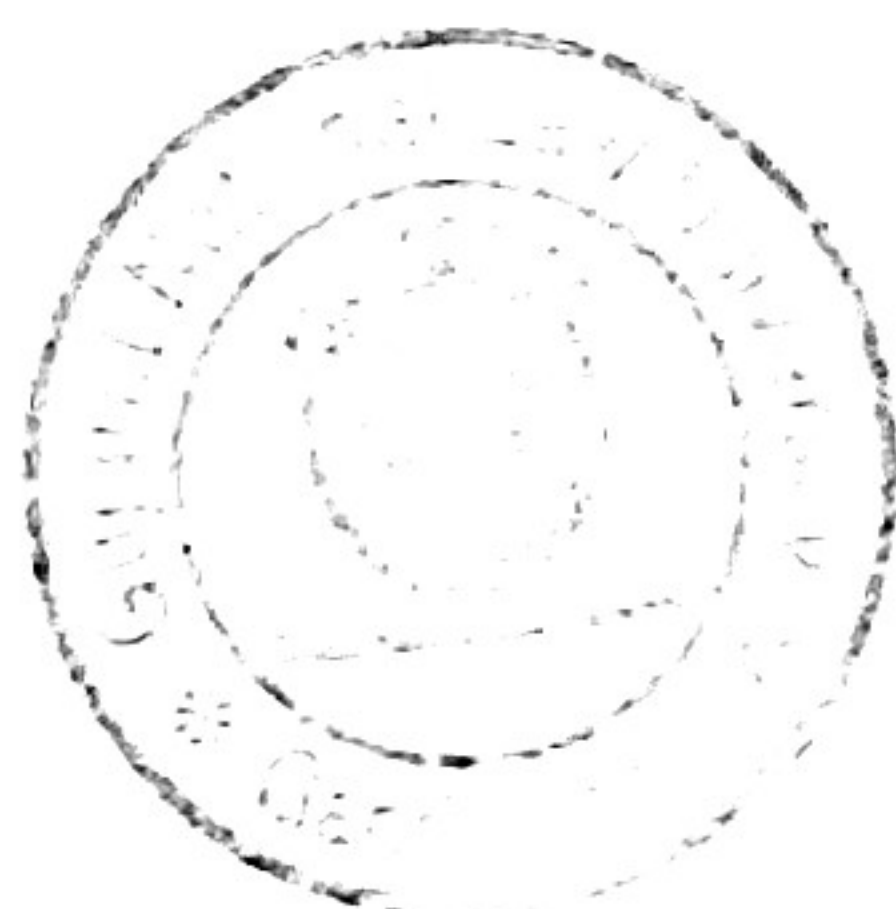
- (1) Salary: Monthly Remuneration of ₹ 25,000 (Fixed)
- (2) Nature of Appointment: Contractual appointment for 364 days
- (3) Leave & other entitlements: Casual leave and Half pay leave as per the GNLU Policy
- (4) Accommodation: Subject to availability in the campus on chargeable basis as per the GNLU Policy
- (5) Effective date of Appointment: 04 January 2021

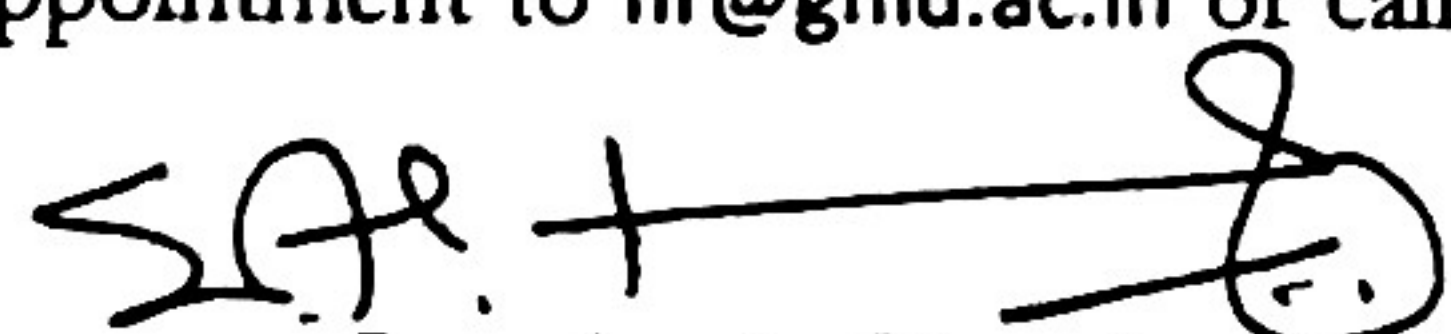
This is to inform you to give confirmation of acceptance of the offer within seven days and send scanned copy of Marksheet(s), Experience Certificate(s), Identity Proof(s), etc. or visit the University to complete the verification process within the said time period. After completion of the verification process by the University, you are required to join the University within fifteen days.

The date of joining may be 04 January 2021 or the date of joining by the candidate whichever is later shall be considered for all the purposes.

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For verification of the documents, please send an email for appointment to [hr@gnlu.ac.in](mailto:hr@gnlu.ac.in) or call 8511188720.



  
Jagadeesh Chandra T.G.

REGISTRAR (I/C)  
Gujarat National Law University  
Gandhinagar : 382426

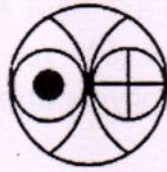
Koba, Gandhinagar-382426, Gujarat, India

Phone: +91-79-2327 6611/12 Email: [contact@gnlu.ac.in](mailto:contact@gnlu.ac.in) Website: [www.gnlu.ac.in](http://www.gnlu.ac.in)



## भौतिक अनुसंधान प्रयोगशाला

(अंतरिक्ष विभाग की यूनिट, भारत सरकार)  
नवरंगपुरा, अहमदाबाद - 380 009, भारत  
तार : "रिसर्च" फेक्स : +91-(0)79-26314900  
दूरभाष : 26314000 ई-मेल : root@prl.res.in



## PHYSICAL RESEARCH LABORATORY

(A UNIT OF DEPT. OF SPACE, GOVT. OF INDIA)  
NAVRANGPURA, AHMEDABAD-380 009, INDIA.  
CABLE : "RESEARCH" FAX : +91-(0)79-26314900  
PHONE : 26314000 E-mail : root@prl.res.in

No.PRL: ADMN: RECT:Lib.Trn: 2021

नवंबर 10, 2021

सुश्री शिल्पी डे

Registration No. 21LT00096

सी/ओ स्वपन कुमार डे

E-mail Id: shilpi.dey187@gmail.com

विलेज और डाकघर दक्षिणखंड

Mobile No. 6297893393

जिला पश्चिम बर्दवान

दुर्गापुर -713321 पश्चिम बंगाल

महोदय/महोदया,

विषय: भौतिक अनुसंधान प्रयोगशाला में पुस्तकालय प्रशिक्षु के रूप में कार्य करने के लिए प्रस्ताव।

Sub: Offer of engagement for Library Trainee at Physical Research Laboratory.

\*\*\*\*\*

27/10/2021 को आयोजित कौशल परीक्षा में आपके प्रदर्शन के आधार पर आपको पी.आर.एल में पुस्तकालय प्रशिक्षु के रूप में रु.20,000 (रुपये बीस हजार मात्र) प्रतिमाह पर एक वर्ष की अवधि के लिए निम्नलिखित शर्तों पर काम करने के लिए सहर्ष रखा जा रहा है। Based on your performance in the Skill test held on 27/10/2021, we are pleased to engage you as Library Trainee at PRL, Ahmedabad, on a consolidated remuneration of Rs.20,000/- (Rupees Twenty Thousand only) per month for one year on the following terms and conditions:-

1. यह प्रशिक्षुता पी.आर.एल में अस्थायी तौर पर या अन्य किसी रूप में नियुक्ति का प्रस्ताव नहीं है। यह पी.आर.एल में सिर्फ एक साल के लिये प्रशिक्षुता व्यवस्था है। इसलिए यह पी.आर.एल में किसी भी पद के लिए नियमितीकरण/समावेशन के लिए आप पर विचार के लिए कोई अव्यक्त या सुव्यक्त अधिकार/दावा प्रदान नहीं करेगा। This traineeship is not an appointment temporarily or in other form in PRL. This is a traineeship engagement for one year in PRL. Thus, will not confirm any right/claim implicit or explicit for your consideration for regularization/absorption against any PRL post.
2. यह प्रशिक्षुता किसी भी पक्ष द्वारा दस दिन का लिखित नोटिस देकर समाप्त किया जा सकता है। The traineeship of engagement is terminable by giving at least Ten days' Notice in writing by either side.
3. माउन्ट आबु/उदयपुर के हमारे कार्यालय में काम करने का लिए, आपके सम्मति के अनुसार आपको भेजा जा सकता है। हालांकि इसके लिए स्टाइपेंड के अलावा कोई अतिरिक्त लाभ नहीं दिया जायेगा। Subject to your willingness, you may be deployed to work at our Offices at Mount Abu/Udaipur. However, no additional benefits towards this will be admissible except the stipend.
4. आपको स्वास्थ्य सेवा योजना के तहत पी.आर.एल के अस्थाई स्टाफ सदस्यों की तरह चिकित्सा लाभ मिलेंगे जिसमें केवल स्टाफ सदस्य चिकित्सकीय देखभाल पी.आर.एल डिस्पेंसरी से प्राप्त कर सकते हैं। You will get the medical benefits under the medical scheme applicable to temporary staff members in which the staff members only can get the medical care from PRL Dispensary.



5. अपने अनुबंध के दौरान आप प्रत्येक कैलेंडर महीने में एक दिन की छुट्टी के हकदार होंगे। आप दूसरी किसी भी प्रकार की छुट्टी के हकदार नहीं होंगे। You will be entitled to avail leave at the rate of one day per calendar month of your engagement. You will not be entitled to any other types of leave.
6. जहां तक अनुशासन का संबंध है, आप समय-समय पर पी.आर.एल के अस्थाई कर्मचारियों पर लागू नियमों से संचालित होंगे। As regards discipline, you will be governed by the rules applicable to PRL temporary staff from time to time.
7. आपको समय समय पर जारी आदेशों के अनुसार सामान्य रूप से पी.आर.एल के अन्य अस्थाई कर्मचारियों के लिए उपलब्ध कैंटीन, पुस्तकालय और पी.आर.एल की अन्य सुविधाओं का लाभ उठाने दिया जाएगा। You will be allowed to avail the Canteen, Library and other facilities of PRL, as available to other temporary staff members of PRL, in accordance with the orders on these from time to time.
8. ऐसी कोई बात जिसका विशेष रूप से यहां उल्लेख नहीं किया गया है उसे निदेशक, भौतिक अनुसंधान प्रयोगशाला, अहमदाबाद द्वारा निर्धारित किया जाएगा और उनका निर्णय अंतिम और बाध्यकारी होगा। Any matter not specifically stated herein shall be determined by the Director, PRL, Ahmedabad, whose decision shall be final and binding.
9. इस ट्रेनीशिप के लिए रिपोर्टिंग के समय, आपको निम्नलिखित दस्तावेज प्रस्तुत करना होगा। At the time of reporting for traineeship, you will have to produce the following documents: - (क) पी.आर.एल. के चिकित्सा अधिकारी से स्वस्थता प्रमाणपत्र; A certificate of fitness from the Medical Officer, PRL; (ख) अपनी जन्म तिथि, शैक्षणिक योग्यता (डिग्री और अंक तालिका) आदि दस्तावेजों की मूल और एक-एक सत्य प्रतिलिपि; Documentary evidence regarding your date of birth, educational (Degree & Mark sheets), etc. in original and a true copy of each; (ग) जहां आप रहते हैं उस अधिकार क्षेत्र के पुलिस चौकी (स्टेशन हाउस ऑफिसर द्वारा हस्ताक्षरित) से चरित्र प्रमाणपत्र Character Certificate (Signed by Station house Officer) from the Police Station having jurisdiction over place where you reside (ड) पासपोर्ट और डाक टिकट आकार का नवीनतम रंगीन फोटो । One recent passport size and one stamp size colour photograph. (इ) केन्द्र सरकार की नौकरियों के लिए निर्धारित प्रारूप में नवीनतम जाति प्रमाणपत्र (यदि लागू हो तो); Latest caste certificate (if applicable) in the format prescribed for Central Government jobs.
10. आपको स्टाइपेंड का भुगतान खाते में देय चैक द्वारा किया जाएगा, जिसके लिए आपको अहमदाबाद में बैंक खाता खोलना होगा। You will be paid stipend by Crossed Account Payee Cheque, for which, you will have to open a bank account at Ahmedabad.

अगर प्रशिक्षुता का यह प्रस्ताव उपरोक्त नियमों और शर्तों पर आपको स्वीकार हो तो आप अपनी स्वीकृति [recruit@prl.res.in](mailto:recruit@prl.res.in) पर तुरंत भिजवा दें और 15/11/2021 को या पहले भौतिक अनुसंधान प्रयोगशाला, अहमदाबाद में ज्वाइन करने हेतु रिपोर्ट करें अन्यथा यह प्रस्ताव स्वतः रद्द हो जाएगा। If this offer of traineeship is acceptable to you on the aforesaid terms and conditions, you are requested to communicate your acceptance to [recruit@prl.res.in](mailto:recruit@prl.res.in) immediately and report for joining at PRL, Ahmedabad on or before 15/11/2021, failing which this offer automatically stands cancelled.

पी.आर.एल में कार्य ग्रहण करने के लिए टीए/डीए देय नहीं है।

No TA/DA is admissible for joining PRL.

भवदीय,  
**दे. प्र. प्रधान**  
 (देबी प्रसाद प्रधान)  
 प्रशासनिक अधिकारी





भारतीय प्रबंध संस्थान अहमदाबाद  
INDIAN INSTITUTE OF MANAGEMENT AHMEDABAD

HR/LT-26/2021/108

October 21, 2021

Ms. Ananya Deka  
At/Po- Nupur Apartment,  
Azad society, Nehrunagar,  
Ahmedabad  
Gujarat

Dear Ms. Ananya Deka,

The Institute is pleased to inform you that your name has been suggested for **Library Trainee** in our Library. IIMA Library is willing to help you in your profession by providing practical training to you so that you can have better employment opportunities elsewhere. The terms and conditions of this training are as follows:

- (1) The appointment is subject to securing 1<sup>st</sup> class in M.Lib.Sc. or equivalent degree.
- (2) Initially the traineeship will be for three months from the date of your joining, depending on your interest in learning, it can be extended for a further period. However, in any case this would not be for more than 12 months in our Library. On completion of the training, you will be issued a certificate by the Incharge Librarian putting together the details of your professional training.
- (3) During the training period, you will be paid a stipend of Rs. 20,000/- (Rupees Twenty Thousand only) per month. You will not be entitled for any other facility of the Institute.
- (4) In case the Incharge Librarian feels that you do not have much interest in the training and also in the profession, the traineeship will be terminated with immediate effect at the sole discretion of the Institute.
- (5) Since the Library works almost 24 hours, your timing etc. will be decided by the Incharge Librarian taking into account your, as well as the Institute's overall interest.
- (6) If the trainee wishes to discontinue the training, 15 days of notice in writing may be given or payment of stipend in lieu of such notice.
- (7) In case you agree to the above conditions, you report for the training to the Incharge Librarian of the Institute under intimation to the undersigned on November 01, 2021.

Please let us know **immediately** (latest by October 22, 2021) on receipt of this letter whether you accept this offer and if so, please return the duplicate copy of this letter duly signed in token of your acceptance indicating your date of joining as November 01, 2021. Please note that in case you do not join the Institute on November 01, 2021, this letter will stand cancelled without making any further reference to you.

With best wishes,

Yours faithfully,

**Associate Vice President - HR**

cc: Incharge Librarian

## Regarding my working status

Chandrakant Mahto <[chandrakantk807@gmail.com](mailto:chandrakantk807@gmail.com)>

Fri 08-Apr-22 10:40 PM

To: Ms. Mayuri Mistry <[mayuri.mistry@cug.ac.in](mailto:mayuri.mistry@cug.ac.in)>

Dear Ma'am

I am Chandrakant Mahto, a student in the master's program at the School of Library and Information Science, CUG session 2019-2021. It's my immense pleasure to inform you that I have started my own cricket academy post-completion of my master's program and currently Coaching more than 30 players. Recently we have started a social enterprise "Salience Foundation" in which I am one of the founder Director. The motive of the organization is to promote sports, art, and craft.

Thanks with regards

Chandrakant Mahto

Email: [chandrakantk807@gmail.com](mailto:chandrakantk807@gmail.com)

Mob No. 7004088043

**Print this only when it is absolutely necessary, help to save the environment.**

केवल अतिआवश्यक होने पर ही इसे प्रिंट करें , कृपया पर्यावरण को बचाने में सहयोग करें।



भारतीय प्रौद्योगिकी संस्थान गांधीनगर

पालज, गांधीनगर, गुजरात - 382 355

INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR

Palaj, Gandhinagar, Gujarat - 382 355

Office : +91 79 2395 2001

+91 79 2395 2002

E-mail : director@iitgn.ac.in

website : <http://www.iitgn.ac.in>

IITGN

**Sudhir K. Jain, Director**

सुधीर कु. जैन, निदेशक

No. IITGN/RECT/2021/743

December 17, 2021

Dear Mr. Satpathy,

This has reference to the online written test and personal interview held on 10<sup>th</sup> & 11<sup>th</sup> December 2021 at IIT Gandhinagar. I am pleased to inform you that, you have been selected to be engaged as 'Library Professional Trainee' in the Library at IIT Gandhinagar on the following terms and conditions.

1. The assignment is on purely temporary and contractual basis initially for a period of six months and extendable upto one year, based on your satisfactory performance, from the date of your joining the Institute.
2. You will be paid a consolidated (all inclusive) stipend of Rs. 22,000.00 (Twenty-Two Thousand Only) per month during the above mentioned period.
3. During the contract period of traineeship, you will be working full time for IIT Gandhinagar and you will be eligible for casual leave of one day per month but not exceeding 08 days in a calendar year.
4. You will be working at the Library and will be assisting the Librarian in all types of jobs relating to library services and any other work assigned by him/her and the Institute authorities from time to time.
5. You will be working for six days a week in regular office hours and in different shifts, including morning, evening and late night shifts and also on weekends/ holidays on rotation basis.
6. You are also entitled to receive nominal OPD medical facilities (without any reimbursement) from the Institute.
7. You will need to sign an agreement on a general stamp paper of Rs. 300/-, for which a draft copy of an agreement is enclosed.
8. This offer is valid, only if you have successfully completed MLISc Degree and obtained first class in the final year, and produce mark sheet & certificates to that effect, at the time of joining.
9. Your overall performance in the Library will be reviewed every three months and continuation of traineeship for the remaining period will be subject to satisfactory performance.

If the offer of traineeship is acceptable to you on the terms and conditions stated above and in the draft of contract, please confirm the acceptance at the earliest and report for duty on or before 27<sup>th</sup> December, 2021, failing which this offer will automatically stand cancelled.

Please note that you will be required to follow the norms of the Institute regarding quarantine and precautionary measures with regard to COVID-19. The norms will be intimated to you separately.

With best wishes,



DIRECTOR

Mr. Manoranjan Satpathy  
C/o- Krushna Chandra Satpathy  
At-Patakula Sahi  
Po-Anandapur, Dist-Keonjhar  
Odisha - Pin- 758021





## Avantika Menon, Research Assistant, VIF

Avantika Menon has completed her M.Phil. in Security Studies at the School of National Security Studies, Central University of Gujarat. Her M.Phil. Dissertation was titled, 'The Indo-Pacific Regional Security Order: India's Perspective'. Her dissertation was an attempt towards understanding the security order in the Indo-Pacific Region (IPR), with a central focus on India's strategic interests and engagement with other major powers in the region. She is passionate about research in the maritime domain and her research interests include- geopolitics, maritime security and the regional security architecture in the IPR, the Quad and China's naval activities in the Indian Ocean Region. She has a graduate degree in Politics and International Relations and an undergraduate degree in Economics (Hons.).

## Contributions



### Report of VIF Strategic Discussions on the Ukraine Conflict

March 10, 2022 [Avantika Menon, Research Assistant, VIF](#)

At the crack of dawn on 24 February 2022, President Putin announced a special 'military operation' in the Donbas region of Ukraine. A large number of tanks and troops rolled into several parts of Ukraine from Russia, Crimea and Belarus while

Tags:

W...

[International Relations and Diplomacy](#), [Russia](#), [Article](#), [India](#), [US](#), [China](#), [Putin](#), [NATO](#), [Ukraine](#), [Information war](#), [Air Power](#), [Biden](#), [Minsk Agreement](#)



### Tackling Vaccine Inequity: Quad's Role in the Global Vaccine Supply Chains

October 12, 2021 [Avantika Menon, Research Assistant, VIF](#)

The Covid-19 pandemic which reared its ugly head in the Wuhan province of China in December 2019 was quick to wreak havoc across the globe in the mere matter of a few months. In the current global realities a newly emergent virus isn't

Tags:

necessarily ...

[International Relations and Diplomacy](#), [Article](#), [QUAD](#), [Vaccine supply chains](#), [Vaccine Inequity](#)

## VIF Briefs

### Space 2.0: Prospects for Quad Collaboration

January 18, 2022 [Avantika Menon, Research Assistant, VIF](#)

It has been 64 years since the launch of the world's first artificial satellite, Sputnik 1 that officially marked the dawn of humanity's ever-growing fascination with exploring the vast reaches of outer space. From launching manned missions,

Tags:

orbi...

[International Relations and Diplomacy](#), [QUAD](#), [Cyber attacks](#), [Quad Collaboration](#), [Space 2.0](#), [Counterspace](#), [Space Solar Power Stations](#), [Norms in Space](#), [Counter-space Weapons](#), [Weaponization in Space](#)



**गुरु घासीदास विश्वविद्यालय, बिलासपुर (छ0ग0)**  
**GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)**  
 (केन्द्रीय विश्वविद्यालय अधिनियम 2009 नं. 25 के अन्तर्गत स्थापित केन्द्रीय विश्वविद्यालय)  
 (A Central University established by the Central Universities Act, 2009 No. 25 of 2009)  
 Phone No. 07752-260017, Fax No. 260154, 260148  
 website-www.ggu.ac.in

Ref. No. 3499 /Rec./Estt./Admn./ 2021

Bilaspur, Date 31-12-21

**ORDER**

On the recommendations of "Local Selection Committee", following candidate(s) (as mentioned in column-2) is/are invited for teaching in the subject(s)/department(s) given below (as mentioned in column-3) on purely temporary basis with a fixed honorarium of Rs. 25000/- per month. The selected candidates will be invited only for remaining period of Academic session 2021-22 initially for six months (which can be extended if required) or till regular appointment, whichever is earlier.

S.No	Name of the Selected Candidates	Subjects/ Departments	Category
1	2	3	4
1.	Mr. Dhanraj Sardar Gusinge	History	UR
2	Mr. Gajendra Kumar	History	OBC
3	Mr. Santosh Kumar Gaund	History	ST
4	Mr. Shashikant Pandey	History	EWS

**Terms & Conditions: -**

1. This purely temporary appointment may be discontinued at any time without assigning any reason. No notice will be required in this respect.
2. The candidate shall be required to join duties on purely temporary basis in the concerned Teaching Department within 07 days from the date of issue of this order.
3. Any absence from duty will amount to proportionate deduction from salary.
4. Invitee shall be entitled for national holidays as well as Sunday and other leave decided by the Executive Council of the University from time to time.
5. In case of any dispute the decision of the Vice-Chancellor will be final and binding.

**Procedure & Mode of Payment :-** The Head of the concerned Departments will send the monthly attendance records and pay-data with certification of teaching work done by the candidates directly to finance section of the University, for monthly payments. On the basis of the attendance record and certification of Head of Department, the Finance Officer will disburse the monthly payments through cheques after due approval of the competent Authority. There will be no need of sending files every month to Administration Section. Such files of temporary offer will be kept under the custody and supervision of concerned Head of Department.

By Order,

Registrar (Acting)

Bilaspur, Date 31-12-21

Endt. No. 3500 /Rec./Estt./Admn/2021

Copy to:-

01. Secretary to Vice-Chancellor for information.
02. The HOD, Department of History for information and necessary action.
03. The Candidate .....for information and necessary action.
04. The Finance Officer/In-charge of Internal Audit section for information and necessary action.
05. HOD, CSIT to upload this order on University web site.
06. Office Copy.

Assistant Registrar (Admn.)



Nitesh Narnolia &lt;narnolianitesh007@gmail.com&gt;

## विद्यासंबल योजना के अन्तर्गत अध्यापन कार्य प्रारम्भ करने हेतु।

Govt. Lohia College, Churu Churu <lohiacollegechuru@gmail.com>  
To: narnolianitesh007@gmail.com

Mon, Dec 6, 2021 at 3:49 PM

आपको सूचित किया जाता है कि आयुक्तालय कॉलेज शिक्षा राजस्थान जयपुर की “विद्या संबल योजना” के अन्तर्गत राजकीय कन्या महाविद्यालय, चूरू में सत्र 2021-21 के लिए “अंग्रेजी” विषय में कालांश के आधार पर अपना अध्यापन कार्य दिनांक 07.12.2021 से महाविद्यालय में प्रारम्भ करें।

आपको अध्यापन हेतु यह आमंत्रण आयुक्तालय कॉलेज शिक्षा, राजस्थान, जयपुर के पत्रांक एफ.1(01)/विद्या सम्बल/गैस्ट फैकल्टी/ HRD /आकाशि/2021/02 दिनांक 17.11.2021 के अन्तर्गत माननीय उच्च न्यायालय के आदेशों SBCWP 10228/2021, SBCWP 10057/2021 and SBCWP 6884/2021 की अनुपालना के अध्याधीन रहेगा।

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\*PRINCIPAL\*

Govt. Lohia College

CHURU-331001 (RAJASTHAN)

Phone &amp; Fax- 01562 250362

Webpage at: [www.hte.rajasthan.gov.in](http://www.hte.rajasthan.gov.in)Website: [lcc.ac.in](http://lcc.ac.in)



Ref. No. S/4 (Prov.)/MU

Dated: 1<sup>st</sup> Nov, 2021

Ms. Kamni Kumari  
Village-Rangpur Maulanian, Tehsil-Suchetgarh,  
R.S. Pura, District-Jammu,  
J&K-181102

**Provisional Appointment Letter**

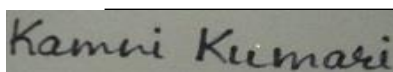
Dear Ms. Kamni Kumari,

1. Please refer to your application and subsequent interview; we are pleased to inform you that you have been selected for the position of **Assistant Professor in School of Liberal Arts & Sciences**, Mody University, Lakshmangarh.
2. You are required to join the University on or before 15<sup>th</sup> November, 2021, when you will be arriving to join at the University Campus, please contact the Assistant Security Officer (Name: Mr. Daya Ram Tomar, Mobile Number: 9116650245) failing which GM-H&S (Name- Mr. Ashok Ranwa, Mobile Number: 9116177975), who will take you to the Registrar Office (Building Name: Pushkar at Eighth Street) where all the formalities will be done.
3. Your regular appointment letter mentioning the salary as discussed in the meeting will be issued at the time of joining. You are requested to bring along with you 2 sets of copies of all certificates (along with the originals for verification) and 4 photographs at the time of joining.
4. Please sign and return the duplicate copy of this letter as a token of your acceptance of the same.

Thanking you,

Cc: GM-H&S, Mr. Ashok  
Ranwa

I accept the offer as above



Signature

Cc: ASO, Mr. Daya Ram Tomar

Yours sincerely,

Sd/-

(Dr. Vinod Purohit)  
Registrar

**Fwd: Offer Letter for Assistant Professor-Research - Contractual - 05/2020**

Akhilesh Upadhyay <akhileshcug@gmail.com>

Wed 23/06/2021 16:12

To: Naresh Kumar <nareshcug@gmail.com>

Cc: Dr.Naresh Kumar <naresh.kumar@cug.ac.in>

Dear Sir,

I am forwarding you my appointment letter in Rashtriya Raksha University. Please look it into your reference.

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

From: **Akhilesh Kumar Upadhyay** <[akhileshcug@gmail.com](mailto:akhileshcug@gmail.com)>

Date: Tue, Oct 27, 2020 at 5:53 PM

Subject: Re: Offer Letter for Assistant Professor-Research - Contractual - 05/2020

To: Office Superintendent <[os@rsu.ac.in](mailto:os@rsu.ac.in)>

Cc: AR (Admin) <[ar.admin@rsu.ac.in](mailto:ar.admin@rsu.ac.in)>, Registrar RSU <[registrar@rsu.ac.in](mailto:registrar@rsu.ac.in)>, Sushil Goswami <[sushil.goswami@rsu.ac.in](mailto:sushil.goswami@rsu.ac.in)>, K .V. Ravi Kumar <[dean-faa@rsu.ac.in](mailto:dean-faa@rsu.ac.in)>

I accept the offer. And I will join this designation of 2/11/ 2020.

Thanking you...

On Tue, 27 Oct, 2020, 15:39 Office Superintendent, <[os@rsu.ac.in](mailto:os@rsu.ac.in)> wrote:

Dear Akhilesh Kumar Upadhyay,

In separation of previous email sent , Kindly consider these E-mail, your candidature has been selected for the Position of Research Associate.

Pursuant to the personal interview dated 25/08/2020, University is pleased to offer you the position as per the following terms and conditions: -

1. **Contract Period:** 364 days with three (3) months' probation period;
2. **Monthly Remuneration:** Rs. 25,000/- (Fixed)
3. **Date of Joining:** 02/11/2020

This offer of appointment carries no right to appointment, renewal, or conversion into a permanent appointment.

4. This offer is subject to the provisions of the Raksha Shakti University Teaching Staff Regulations 2012, and to the changes that may be duly made in such Regulations from time to time, and any other decision(s) the University may deem fit in its interest.

You are requested to confirm the acceptance of the offer by taking the print of this email and return the signed copy by email.

To,

**The Registrar (I/c),  
Rashtriya Raksha University**



I hereby accept the offer as described in this letter, subject to the conditions specified therein and to those laid down in the Raksha Shakti Regulations.

Accepted:

---

Thanks & Regards,

**Kunal Goswami**

**OS (Human Resources)**

**Rashtriya Raksha University**

(An Institution of National Importance)

At Lavad-Dehgam 382 305, Gandhinagar-Gujarat, India

Website: [www.rru.ac.in](http://www.rru.ac.in) FaceBook/Twitter : @RakshaUni

**Tel: +(91) -79-6812 6810**

On Tue, Oct 27, 2020 at 2:38 PM Office Superintendent <[os@rsu.ac.in](mailto:os@rsu.ac.in)> wrote:

Dear Akhilesh Kumar Upadhyay,

Greetings of the day!

Pursuant to the personal interview dated 25/08/2020 and your candidature for the position of Assistant Professor-Research, University is pleased to offer you the position as per the following terms and conditions:-

1. **Contract Period:** 364 days with three (3) months' probation period;
2. **Monthly Remuneration:** Rs. 40,000/- (Fixed)
3. **Date of Joining:** 02/11/2020

This offer of appointment carries no right to appointment, renewal, or conversion into a permanent appointment.

4. This offer is subject to the provisions of the Raksha Shakti University Teaching Staff Regulations 2012, and to the changes that may be duly made in such Regulations from time to time, and any other decision(s) the University may deem fit in its interest.

You are requested to confirm the acceptance of the offer by taking the print of this email and return the signed copy by email.

To,

The Registrar (I/c),

**Rashtriya Raksha University**

I hereby accept the offer as described in this letter, subject to the conditions specified therein and to those laid down in the Raksha Shakti Regulations.

Accepted:

---

Signature

---

Date

Thanks & Regards,

**Kunal Goswami**

**OS (Human Resources)**

**Rashtriya Raksha University**

(An Institution of National Importance)

At Lavad-Dehgam 382 305, Gandhinagar-Gujarat, India

Website: [www.rru.ac.in](http://www.rru.ac.in) FaceBook/Twitter : @RakshaUni

**Tel: +(91) -79-6812 6810**

--

**Thanks & Regards,**

**Dr. Akhilesh Kumar Upadhyay**

**Assistant Professor**

**Journalism and Mass Communication**

**Dr Babasaheb Ambedkar Open University**

**'Jyotirmay' Parisar,  
Sarkhej-Gandhinagar Highway,  
Chharodi, Ahmedabad - 382 481**

**Contact: +919415100578**

**Contact: +917048393446**

**Email- [akhilesh.upadhyay@baou.edu.in](mailto:akhilesh.upadhyay@baou.edu.in)**

**Website- <https://baou.edu.in/>**



## ડૉ. બાબાસાહેબ આંબેડકર ઓપન યુનિવર્સિટી

(ગુજરાત સરકાર દ્વારા સ્થાપિત)

“જ્યોતિર્મય” પરિસર, સરખેજ-ગાંધીનગર હાઈવે, છારોડી, અમદાવાદ - 382 481.

E-mail : [info@baou.edu.in](mailto:info@baou.edu.in), Website : [www.baou.edu.in](http://www.baou.edu.in)

નં. બાઆઓયુ/રજી/વહી/ 16 /2021

તા. 20/ ૫ /2021

વંચાણે લીધા:

1. યુનિવર્સિટીની બોર્ડ ઓફ મેનેજમેન્ટની તા.10-03-2021ની 89મી બેઠક, બાબત નં.89.13
2. યુનિવર્સિટીના સ્ટેચ્યુટ 25.8
3. યુનિવર્સિટીનો ઓફર લેટર નં.બાઆઓયુ/રજી/વહી/7947/2021, તા.05-03-2021
4. ડૉ.અખિલેશકુમાર ઉપાધ્યાયનો તા.07/04/2021 નો હાજર રીપોર્ટ.


### કાર્યાલય આદેશ

યુનિવર્સિટીની તદ્દન હંગામી ધોરણે કરાર આધારિત ભરતીની વંચાણે લીધા ક્રમાંક-(2) મુજબ યુનિવર્સિટીની જરૂરિયાતને ધ્યાને લઈ આસિસ્ટન્ટ પ્રોફેસર-જર્નાલીઝમ એન્ડ માસ કમ્યુનિકેશન ની જગા પર વંચાણે લીધા ક્રમાંક-(1) ની બોર્ડ ઓફ મેનેજમેન્ટની 89મી બેઠકની બાબત નં.89.13 અનુસાર ડૉ.અખિલેશકુમાર ઉપાધ્યાયને આસિસ્ટન્ટ પ્રોફેસર-જર્નાલીઝમ એન્ડ માસ કમ્યુનિકેશન તરીકેની કામગીરી માટે રૂ.30,000/- (અંકે રૂપિયા ત્રીસ હજાર પુરા) ના માસિક ફિક્સ પગારથી તા.07-04-2021 થી તા.06-03-2022 સુધી અગિયાર માસ માટે યુનિવર્સિટીની બોલીઓ અને શરતોને આધીન તદ્દન હંગામી ધોરણે કરાર આધારિત નિમણૂક આપવામાં આવે છે. તેમની કરારની મુદત પૂરી થયે તેઓ આપો આપ તેમની નિમણૂકની જગાએથી છુટા થયેલા ગણાશે.

1. ડૉ.અખિલેશકુમાર ઉપાધ્યાયએ યુનિવર્સિટીનું નિયત બાહેધરી પત્રક રૂપિયા 300/-ના સ્ટેમ્પ પેપર ઉપર ભરીને આપવાનું રહેશે.
2. ડૉ.અખિલેશકુમાર ઉપાધ્યાયએ કામગીરીનો અહેવાલ દર ત્રણ માસે કાર્યકારી નિયામકશ્રી, સ્કુલ ઓફ હ્યુમનીટીઝ એન્ડ સોશિયલ સાયન્સીસ મારફતે રજુ કરવાનો રહેશે તથા રીપોર્ટીંગ કરવાનું રહેશે.
3. ઉપર દર્શાવ્યા મુજબના નિમણૂકના સમયગાળા દરમિયાન ફિક્સ પગાર ઉપરાંત અન્ય કોઈપણ પ્રકારના પગાર ભથ્થા ચુકવવામાં આવશે નહિ.
4. આ કાર્યાલય આદેશની બીજી નકલ આપની સંમતિ સાથે સહી કરી વહીવટ વિભાગને દિન-2 માં પરત કરવાની રહેશે.
5. આપના દ્વારા અન્ય કોઈ જગ્યાએ અરજી કરતી વખતે યુનિવર્સિટીને આગોતરી જાણ કરવાની રહેશે.
6. ઉપર દર્શાવેલ શરતોનો ભંગ કરવામાં આવશે તો તાત્કાલિક અસરથી આપની નિમણૂક રદ કરવામાં આવશે.
7. યુનિવર્સિટીના અધિકારીશ્રીઓની સુચના અનુસાર કાર્ય કરવાનું રહેશે.

8. આપશ્રીને આદેશ થાય ત્યારે યુનિવર્સિટીના કોઈ પણ પ્રાદેશિક કેન્દ્ર પર ફરજ નિભાવવાની રહેશે.

સદર કાર્યાલય આદેશ સંબંધિત ફાઈલ પરની માનનીય કુલપતિશ્રીની અનુમતિ અનુસાર બહાર પાડવામાં આવે છે.

  
(ડૉ.ભાવિન ત્રિવેદી)  
કા. કુલસચિવ

પ્રતિ,

ડૉ.અભિલેશકુમાર ઉપાધ્યાય

15-6 ,CUG , સેક્ટર 24

ગાંધીનગર

નકલ રવાના:-

1. નાણાં અધિકારીશ્રી તરફ જાણ સારું.
2. પી.એ. ટુ. વી.સી.
3. પી.એ ટુ રજીસ્ટ્રાર
4. સિલેક્ટ ફાઈલ.
5. સંબંધિત ફાઈલ.

Confidential

July 10, 2020

**Ms. Neha Singh**  
**Noida**

Dear Neha,

We take pleasure in recognizing your contribution over the last six months and I would like to take this opportunity, to write to you, to confirm your services with effect from July 10, 2020.

The other terms and conditions of your appointment letter however, remain unaltered.

We look forward to your continued support for our mandates and to a rewarding career with our Institution.

Sincerely,

**For Schoolnet India Limited**



**Aman Sharma**  
**Manager - HRD**





## TEACHER APPOINTMENT LETTER

Date: 08/03/2021

Dear Miss Deeya Mukherjee,

We are pleased to inform you about your selection and Teaching job confirmation for the post of English PRT for our school with the effect from 10<sup>th</sup> March 2021.

I welcome you on behalf of Kameshwar International School. Now you are the family member of K.I.S teaching staff.

This appointment is for one academic year that is from 10/03/2021 to 31/03/2022. Before ending the session you need to complete all your responsibilities.

Your probation will start immediately and will take 3 months. During the probation period your conduct will be observed. In case of any indecent behavior management can take the decision on the spot.

You need to serve 3 months notice period and need to complete proper handover.

I hope that we together will work hard to achieve the goals of our school.

Welcome to Kameshwar International School.  
Congratulations on your appointment!

Thanks

Mrs. Shayanee Banerjee

(PRINCIPAL)

Principal

Kameshwar International S  
Opp. Ashoka Hospital, Sargasan

## **JOB OFFER**

Date 28<sup>th</sup> June'21

Dear Sweta,

- Ved Integrated Campus, AVV English medium school is happy to extend to you the job as an Assistant teacher for the academic session 2021-22.
- This job is for duration of 9 months. Commencing from July'21

By accepting this job offer you are eligible to receive the following remuneration beginning on your first day of work:

- Salary: 12,000/- monthly.( for regular school)
- 6,000/- monthly for online classes.

Please send in an acceptance or rejection letter no later than 1 day after the date printed at the top.

If you choose to accept this offer your first day of work will be 1<sup>st</sup> July'21.

Please read all of the documents available at school front desk and have everything signed and ready to go on before your first day of work.

Your immediate supervisor will be Ms. Sarangi . Feel free to call our main office number and ask for Ms. Sarangi or myself if you have questions.

We hope that you will accept our job offer and that you will feel welcomed at our school.

Sincerely,

Ved Integrated Campus.

AVV English medium school

Admission Slip

Note: Please retain the print of the acknowledgement slip for further reference.



Acknowledgement Slip

Form Number	CUH0008948
Programme	Master of Science(Yoga)
Order Number	24676
Transaction Number	110346139788
Fee Structure	A: SECURITY DEPOSIT (REFUNDABLE) (1000) B: ADMISSION FEE (750) C: ENROLMENT FEE (300) E: IDENTITY CARD (50) F: RED CROSS FUND (40) G: NSS FEE (10) H: INSURANCE FEE (100) I: STUDENT WELFARE FUND (200) J: ANNUAL DAY (50) K: UNIVERSITY MAGAZINE (100) L: LIBRARY FEE (500) M: TUITION FEE (500) N: ELECTRICITY/WATER CHARGES (150) O: CULTURAL ACTIVITIES FEE (75) P: COMPUTER LAB FEE/ INTERNET FEE/ICT (200) Q: EXAMINATION FEE (1500) R: UNIVERSITY DEVELOPMENT FUND (150) S: MEDICAL CHARGES (125) T: SPORTS FEE (125) U: LAB FEE/INDUSTRIAL VISIT/FIELD WORK/INTERNSHIP (1500) V: STUDENT ACADEMIC ACTIVITIES (50)
Amount Paid	₹ 7475.00
Transaction Date	Mon Nov 29 20:33:01 IST 2021

I RAKHI KUMARI son/daughter/ward of SUSHIL KUMAR KHAN having been provisionally admitted to the above mentioned programme and department hereby undertake to produce the migration certificate in original and other relevant certificates as and when I am directed to submit. In case of failure to produce the same, I shall forthwith vacate the seat and shall have no claim for refund of fees etc, paid for the semester. The amount of freeship / scholarship / fellowship drawn, if any, shall also be refunded forthwith.



Dear Sir/Madam,

**Category** : Human Resources - HR  
**Item** : Visiting Faculty payments  
**Amount** : 108000  
**Title** : Visiting Faculty- Dr. Akash Kumar Rawat for the students of B.A. (H) History,  
Semester – III & V – A....  
**Request Date** : Jul 23 2021 10:49AM  
**Priority** : Normal  
**Description** : 1) Period:- July'2021 to Dec'2021 2) Rs. 1,08,000/- 3) Total 120 Periods  
recommended to cover all the following topic of B.A. (H) History. 1.  
HIST224|HIST231 2. HIST345|HIST347  
**Expense Interval** : Occasionally  
**Requested by** : Lt Col Arun Sharma(Lucknow)  
**Ref. Number** : 14057  
**Date of approval** : Aug 30 2021 2:28PM  
**Approval No.** : 371514057

Thanks and Regards

Amity University



B.S. Abdur Rahman

# Crescent

Institute of Science & Technology

Deemed to be University u/s 3 of the UGC Act, 1956

ACCREDITED WITH "A+" GRADE BY NAAC

**PROCEEDINGS NO: 1056 :B1:2021 DATED 01-12-2021**

**Sub: Estt. - Appointment of Asst. Professor/CSL - orders  
Issued - Reg.**

**Ref: 1. His bio data dated 11-11-2021  
2. Vice Chancellor's approval dated 16-11-2021**

\*\*\*\*\*

**Mr. PAWAN KUMAR** is appointed as **Assistant Professor** in the **Crescent School of Law** of this Institution on probation for a period of **One Year** under the following terms and conditions in the Pay band Plus Academic Grade Pay of Rs. 15600-39100+6000/-.

1 His salary is fixed as given below:

Basic Pay	Rs. 21,600/- (Pay Band Rs. 15,600/- +Rs. 6, 000)
DA @ 73%	Rs. 15,768/-
HRA	Rs. 2, 900/-
Special Allowances	Rs. 9, 732/-

Rs. 50,000/-

- 2 He is requested to bring all his original certificates with regards to his qualifications and experiences together with a Photo copy for record.
- 3 He will be governed by the service rules, leave rules and all other rules and regulations of the Institution.
- 4 After assessing his performance during the period his continuance shall be considered.
- 5 The notice period is one month on either side
- 6 You are instructed to join duty immediately

**REGISTRAR**

To  
Mr. Pawan Kumar,  
Bhagat Singh Bhavan, Bholeswar,  
Himmatnagar Sabarkantha,  
Gujarat - 383 001.

<p>जवाहर नवोदय विद्यालय मानव संसाधन विकास मंत्रालय (भारत सरकार) ग्राम चारुवा, तह. खिरकिया जिला हरदा (म.प्र.)</p>		<p><b>JAWAHAR NAVODAYA VIDYALAYA</b> Ministry of Human Resource Development Department of Education (Govt. of India) Vill. CHARUWA, Teh. KHIRKIYA Distt. HARDA (M.P.) 461444</p>
<p>CBSE AFF. NO. - 1040040, SCHOOL CODE - 54056 Office &amp; Fax:- 07571-255133, (R) 255248, Email:- jnv_charuwa@rediffmail.com, jnvhardamp@gmail.com</p>		

F.No. JNV/Harda/C.A./2021-22/1134

Date: 05-11-2021

To,

Sh. Ram Chet Yadav  
Vill.+Post, Teekapur, Tah. Nizamabad  
Distt. Azamgarh (U.P.) Pin - 276208  
Mob. 7383517156

**Sub: - Offer of engagement against the post of PGT History on contractual basis reg.**

Sir/Madam,

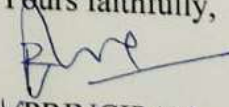
You are hereby offered the engagement order purely on contractual basis as PGT (History) on the following terms and conditions :

- Execution of contract agreement
- Total emoluments on contractual basis: Consolidated amount of **Rs. 35750=00 per month** during the currency of contract shall be paid.
- Your place of posting is **Jawahar Navodaya Vidyalaya, GHATIYA, District UJJAIN, (M.P.)**. However, you are liable to be posted in any JNV under this Region.
- You will not be entitled for any traveling allowances for joining the engagement on the contract basis.
- You shall produce the following certificates in original alongwith photocopy duly attested to the Principal concerned for verification.
  - High Sec./Sr. Sec./BA/B.Sc/BCA/MA/M.Sc./B.Ed marksheet and certificate issued by the Board/University.
  - Date of Birth Certificate.
  - Experience Certificate, if any.
  - Other testimonials. If any.

If the offer of engagement for the above said post is acceptable to you as per terms and conditions referred above, you are requested to report to Principal, **Jawahar Navodaya Vidyalaya, GHATIYA, District UJJAIN, (M.P.)** latest by **08.11.2021** failing which the said offer of appointment will stand cancelled/withdrawn and no further correspondence will be entertained in this regard.

Please note that the engagement on contract basis does not bestow any right for regular post as this is purely temporary/stopgap arrangement and you will have no claim for any regular post in the Samiti.

Yours faithfully,

  
**PRINCIPAL**  
Jawahar Navodaya Vidyalaya  
Charuwa Distt. Harda (M.P.)

Copy to:-

- The Deputy Commissioner, NVS RO Bhopal – for information.
- Principal, Jawahar Navodaya Vidyalaya, GHATIYA, District UJJAIN, (M.P.) for information.

PRINCIPAL



Ref. No.: MIT-WPU/ Est. /Offer/ 75(C)/2021

Date: 29<sup>th</sup> Jan, 2021

Dr. Vikas Pathe  
A/P- Turkikhapa  
Dist- Chhindwara,  
Madhya Pradesh-480107

**Subject: Offer for the position of "Assistant Professor in School of Media & Journalism" – Faculty of Fine Arts, Media & Journalism, at Dr.Vishwanath Karad MIT World Peace University, Pune.**

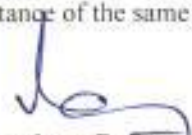
Dear Dr. Vikas Pathe,

With reference to your application and the subsequent interviews in the above context, we have pleasure in offering you the position of "Assistant Professor in School of Media & Journalism" – Faculty of Fine Arts, Media & Journalism at MIT World Peace University (MIT WPU), Pune.

**Offer Terms:-**

1. Your appointment will be on probation basis for two academic years. Renewal of the same for next academic year will be subject to your performance and continuation of the University.
2. You will be paid monthly salary as per Sixth Pay in the pay band **15600-39100, Basic Rs.21,600/- (Rs.15,600/- + AGP Rs. 6000/-)** and DA and TA are as per MITWPU norms with Salary of **Rs.63,984 /-** (Rupees Sixty Three Thousand Nine Hundred and Eighty Four only) per month.
3. You will be reporting to the Head- School of Media & Journalism.
4. You will be entitled to leave, other compensation and benefits in accordance with the MIT-WPU's policy as modified and declared from time to time.
5. If the Offer is acceptable, you shall require to join the duty as early as possible.
6. You are required to submit the acceptance of the offer within 7 days from the receipt of the offer letter.
7. This offer is valid only for your signing within 45 days from the date of issue of the offer as per Terms & Conditions mentioned above.

Appointment letter mentioning other clauses shall be issued on your joining. In case you require any clarification, you may kindly get in touch with the Deputy/ Assistant Registrar, Department of Human Resources. Please return the duplicate copy of this offer letter duly signed by you as a token of your acceptance of the same within a 7 days' period, else this offer shall be treated as cancelled.

  
Dr. Prashant Dave - 29/1/2021  
Registrar, MIT-WPU

The above offer is acceptable to me and I shall join the duty on \_\_\_\_\_. I hereby assure that I will render my best and uninterrupted service as per the rules and regulations of MIT-WPU.

Signature:-  
Name: -

Date:

No. NU/EST/IM/APP/AP/21/4477  
Date: 05/03/2021



To,  
**DR. PRATHAM PAREKH**  
B-401, SHREENATH PLAZA,  
BH. PRIYA TALKIES,  
GOTRI,  
VADODARA - 391101  
(M): 9662736979  
Email: pratham.parekh@gmail.com

Sub: Appointment as **Assistant Professor in Sociology** in the **Institute of Management**, Nirma University.  
Ref.: Report of Selection Committee dt. 18.02.2020 and office note dated 20.02.2020 & 19.11.2020 & 02/03/2021 as approved by the Competent Authority.

With reference to your application and subsequent interview and having considered the documents referred to above, we are pleased to inform you that it has been decided to appoint you as **Assistant Professor in Sociology** in the **Institute of Management** with a starting basic pay of **Rs. 57,700/- per month, in the Academic Level-10 as per 7<sup>th</sup> Pay** on probation for a period of two years of actual service from the date of joining which may be extended further for one more year. You will be entitled for Dearness allowance and other allowances at the rates as prescribed by the University from time to time and contributory Provident Fund @ 12% of ceiling prescribed by EPFO i.e. Rs. 1800/- (12 % of Rs. 15000/- p.m.). You will have to report on duty immediately but within one month, failing which the appointment shall liable to be cancelled.

The above appointment is subject to the following.

You shall produce the following original documents for verification and records at the time of joining.

- Marksheet and certificates of Degree / PG Degree / Ph.D., proof of date of birth and experience certificate etc. with attested copies thereof.
- Relieving order from the present employer if working elsewhere.
- Pan Card, Aadhaar Card and one recent residential address proof required for opening salary account.

You shall devote your whole time to the services of the university and shall not, without having first obtained permission of the competent authority to apply for or to accept any assignment/post or service carrying with / without remuneration or also to apply for and proceed for higher studies.

You shall not remain absent from your duty without prior sanction of the competent authority.

In case you desire to leave the services of the university, you shall give three months notice if you are confirmed in service or one month's notice if you are on probation vice-versa the University may also be able to do so, Provided however, it will be mandatory for you to complete the teaching assignment in respective term or semester, and in that case you will be relieved only after the assignment is over. In the case of non completion of teaching assignment, the remaining period will be treated as a shortfall in notice period.

You will be governed by the regulation for employee's condition of service and conduct and regulation for the discipline & appeal rules published by the University under Notification No. NU/AC/Service-condi/05/795 dated 25-11-05 and No. NU/AC/Disci-Appeal/05-NU-759 dated 19-11-05 respectively and as amended from time to time.

The university reserves the right to amend, modify, alter or vary the terms and conditions of service.

The continuation of 7<sup>th</sup> Pay is subject to certain conditions circulated vide Circular No. NU/EST/7<sup>th</sup> Pay/2019/7784 Dated: 23<sup>rd</sup> March, 2019.

The appointment order is served to you in duplicate, one copy of which may be signed as a token of your acceptance and returned to us immediately. However a copy of this appointment letter is also sent on your email id. You may also confirm your date of joining by reply to email: [asst\\_registrar.estnu@nirmauni.ac.in](mailto:asst_registrar.estnu@nirmauni.ac.in) or [hrru@nirmauni.ac.in](mailto:hrru@nirmauni.ac.in) within five days.

  
Executive Registrar

I, **DR. PRATHAM PAREKH**, accept the terms and conditions of this appointment order and will join duties on \_\_\_\_\_.

Copy to: 1. Director / Add. Director / Dean 2. HoD / Area Head 3. Dy. Director – CQAAD  
4. Chief Account Officer / Internal Auditor 5. Dy. Registrar / AR / OS 6. EST for Personal File / Salary Bill

**Nirma University**

Sarkhej-Gandhinagar Highway, Ahmedabad 382 481, INDIA, Ph.: +91-02717-241911/12/13/14/15, 079-30642000 Fax: +91-02717-241916 Website: [www.nirmauni.ac.in](http://www.nirmauni.ac.in)



## THE MAHARAJA SAYAJIRAO UNIVERSITY OF BARODA

Fatehgunj, Vadodara – 390 002, Gujarat, India  
Telephone : [+91-0265] • (Registrar) : 2795521  
• (Dy.R./AR ADE) : 2792032/2795514

### OFFICE ORDER

Date : 09/10/2020

ADE9/2020-21/( 300001865 )

### Subject: Appointment of Temporary Assistant Professor at the Faculty of Arts

In pursuance to your application, the Hon'ble Vice Chancellor is pleased to pass the order of your appointment as mentioned below on NET Pay of Rs. 25,000/- per month from the date you join or from the date of commencement of teaching whichever is later till the end of academic year 2020-21 or till further orders or till the permanent selectee(s) is available whichever is earlier.

Application No.	Name	Designation	Department / Programme	Expenditure to be charged against the vacant post of / Budget Head
300001865	SAPANA DEVI KARAM	Temporary Assistant Professor	Sociology	Associate Professor

**It may be noted that your appointment and the pay per month is subject to the approval of the Government of Gujarat.**

You are requested to send your joining report to ADE Section, University Head Office through the Head of the Department and the Dean/Principal/Head of the Institution.

All concerned are requested to take necessary action in the matter

**Deputy Registrar (ADE)  
For Registrar**

Copy To:

1. The Dean/Principal/Director
2. The Head of the Department
3. Section Accounts/Audit



**Appointment Letter**

**NU/HR/20-21/1163**

To,  
Urja Desai  
Designation: Ad Intel, Data Indexing Associate 2  
Employee Code: [REDACTED]  
Joining Date: 18-Jan-2021

Dear Urja,

Numerator, formerly known as APIMA Consulting Pvt Ltd. ("Numerator", together with its affiliates and related companies, hereafter referenced as the "Company") is pleased to appoint you in our organization. You will be based at our Vadodara office.

You will be paid gross emoluments as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – A/1.

Your appointment has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above, we retain the right to review our offer of employment.

Employment as per this offer is subject to your current association with the organization.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

7:04 PM

VoLTE 4G 88



From: **SU sectionofficer.hr** <[sectionofficer.hr@sabarmatiuniversity.edu.in](mailto:sectionofficer.hr@sabarmatiuniversity.edu.in)>  
Date: Wed, 2 Jun, 2021, 2:11 pm  
Subject: Appointment as Assistant Professor  
To: [meghdey89@gmail.com](mailto:meghdey89@gmail.com) <[meghdey89@gmail.com](mailto:meghdey89@gmail.com)>  
Cc: SU registrar <[registrar@sabarmatiuniversity.edu.in](mailto:registrar@sabarmatiuniversity.edu.in)>, SU asst.registrar.admin <[asst.registrar.admin@sabarmatiuniversity.edu.in](mailto:asst.registrar.admin@sabarmatiuniversity.edu.in)>

Madam,

Greetings!

In exercise of recommendation of the selection committee, the University is pleased to appoint you as Assistant Professor in Sociology at Department of Social Sciences under School of Distance Learning, Sabarmati University (Formerly, Calorx Teachers' University) on a consolidated Salary of Rs. 33,000/- per month with effect from 7th April 2021.

The appointment will be on probation for one year during which the services can be terminated upon one month notice either side.

Thanking You.

Regards,

Section Officer (HR)  
Sabarmati University



Ref.: CURAJ/R/F.122/2020/1408

Date: 04.09.2020

**APPOINTMENT ORDER**

With reference to the Selection Committee recommendation and approval accorded by the Executive Council in its 38<sup>th</sup> meeting held on 03.08.2020, the University is pleased to extend the offer of appointment to you for the post of **Assistant Professor (OBC)** in the Department of **Society-Technology Interface** under the **School of Social Sciences** in the Academic Pay Level-10 [57700-182400] plus usual allowances as per University rules with effect from the day, you join your duties in pursuance of this order, on the following terms and conditions:


**Terms and Conditions:**

1. The appointment is on probation for a period of one year in the first instance from the date of joining which may further be extended for another period of one year. The appointment may be terminated during the period of probation by giving one month notice without assigning any reason. The University, however, reserves the right of terminating your services forthwith or before the expiration of the stipulated period of notice by making payment of a sum equivalent to the pay and allowances for the period of notice or the unexpired portion thereof.
2. The pay fixation will be made as per GoI / UGC Rules and based on the recommendation/s of the Selection Committee (wherever applicable).
3. The candidate already in employment will be allowed to join on production of relieving order from his present employer.
4. The services will be governed by Act, Statutes, Ordinances, Rules and Regulations, administrative decisions and orders of the University which are in force at present and as may be amended/ modified from time to time.
5. The following certificates/ documents in original and also one set of attested copies thereof shall have to be produced at the time of joining, for verification:
  - a. Degrees/ Diplomas/ Certificates of educational and other technical qualifications, if any.
  - b. Documents in support of the publications, teaching/ research experience and other academic activities listed in the application.
  - c. Certificate of Age.
  - d. Medical fitness certificate from a Government Hospital in the prescribed Proforma as attached.
  - e. Caste Certificate (if applicable) (OBC certificate issued within Last six months).
  - f. Discharge/ relieving certificate from the present employer.
  - g. Last Pay Certificate (if applicable- clearly indicating Designation, Basic Pay, Grade Pay and DNI).
  - h. Clearance Certificate issued by the present employer stating that no vigilance/ disciplinary proceedings are contemplated or pending against him/ her.
  - i. Two passport size photographs.
6. A Service Contract shall have to be executed on a non-judicial stamp paper worth of Rs. 100/- in the prescribed format, attached herewith.



7. The National Pension System (NPS) to the new entrants to the Central Government Service as notified by the GoI, Ministry of Finance vide Notification No. 5/7/2003-ECB&PR dated December 22, 2003 and as adopted by the University, is applicable.
8. No traveling or any other allowance will be paid for joining the post.
9. The seniority will be fixed by the University, as per the University rules.
10. You are entitled for Leave Travel Concession (LTC) as per University/ Govt. of India Rules.
11. You are entitled for Medical facilities as per University Medical Rules, as amended time to time.
12. You will not be allowed without prior permission of the Vice-Chancellor:
  - (i) to appear at any public examination;
  - (ii) to apply for employment elsewhere;
  - (iii) to accept any remunerative or non-remunerative job anywhere; and
  - (iv) to make any statement to press, regarding the University.
13. The appointment is subject to verification of SC, ST & OBC (not belongs to creamy layer) certificate and if the verification reveals that the claim is false, the services will terminate forthwith without assigning any further reasons and without prejudice to such further actions as may be taken under the provisions of Indian Panel Code for production of false certificate (wherever applicable).
14. If any declaration given or information furnished by the appointee is proved to be false or found to have willfully suppressed any material information, he will be liable to be removed from service and also subject to such other action as the University may deem necessary.

If the offer is acceptable on the above terms and conditions, you are required to convey the acceptance of the appointment and the date of joining within two weeks of this order to the undersigned. The date of joining will not be later than six weeks from the date of issue of this order. If the acceptance is not received within two weeks by the undersigned, this appointment order will stand withdrawn, which may please be noted.

  
(K.V.S. Kameswara Rao)  
Registrar

To,

Dr. Wairokpam Premi Devi  
RZ-34/1, Street No. 8, Dada Chatriwala  
Marg, Raj Nagar-I, Palam Colony, Delhi-  
110077  
Mob.: 9971103343  
E-mail: [premi\\_hi@yahoo.com](mailto:premi_hi@yahoo.com)



## DST-Centre for Policy Research

Indian Institute of Science, Bengaluru 560 012

☎ 2293 3415 | ✉ [coordinator.cpr@iisc.ac.in](mailto:coordinator.cpr@iisc.ac.in)

**Prof. T.A. Abinandanan**

Coordinator, DST-CPR, IISc.

Ref. No. DST-CPR/TAA/2021-22 – 110

08.10.2021

### TO WHOM IT MAY CONCERN

**Dr. Gautam Sharma** joined on 13<sup>th</sup> September 2021 as a DST STI Postdoctoral Policy Fellow at the DST Centre for Policy Research, Indian Institute of Science, Bangalore, (Employee ID is 80007065). He is placed at the Department of Science and Technology, New Delhi, under the mentorship of Dr. Akhilesh Gupta. His initial appointment is for one year with the possibility of renewal for another two years.

(T. A. Abinandanan)

**Co-ordinator**

**DST - Centre for Policy Research**

**Indian Institute of Science**

**Bangalore - 560 012**



Re-Accredited by NAAC with 'A' Grade

**VEER NARMAD SOUTH GUJARAT UNIVERSITY**

University Campus, Udhna-Magdalla Road, SURAT - 395 007, Gujarat, India.

**વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી**

યુનિવર્સિટી કેમ્પસ, ઉધના-મગદલા રોડ, સુરત - ૩૯૫ ૦૦૭, ગુજરાત, ભારત.

Tel : +91 - 261 - 2227141 to 2227146, Toll Free : 1800 2333 011, Fax : +91 - 261 - 2227312

E-mail : info@vnsgu.ac.in, Website : www.vnsgu.ac.in

ક્રમાંક: એસ(૧)/(માન્યતા-૨૮૫)/૧૩૮૩૫/૨૦૨૧

તા. ૧૩-૦૮-૨૦૨૧

પ્રતિ,

મંત્રીશ્રી,

શ્રી ભરૂચ જિલ્લા આદર્શ સામાજ સેવા મંડળ,

મુ. પો. માંગરોલ, તા. નાંદોદ(રાજપીપળા),

જિ. નર્મદા-૩૯૩ ૧૫૦.

**વિષય: આસીસ્ટન્ટ પ્રોફેસર તરીકેની પસંદગીને બહાલી આપવા બાબત.**

**સંદર્ભ: આપશ્રીનો તા.૦૪-૦૮-૨૦૨૧નો જા. નં. ૧૩૭/૨૦૨૧-૨૨.**

મહાશય,

ઉપરોક્ત વિષય અને સંદર્ભ પરત્વે આદેશાનુસાર જણાવવાનું કે, આપના મંડળ સંચાલિત શ્રી નર્મદા એમ.એસ.ડબલ્યુ. કોલેજ, માંગરોલમાં તા.૨૫-૦૮-૨૦૨૧નાં રોજ એમ.એસ.ડબલ્યુ. અભ્યાસક્રમમાં સોશયલ વર્ક વિષયનાં આસીસ્ટન્ટ પ્રોફેસરની પસંદગી માટે થયેલ ઈન્ટરવ્યુમાં પસંદગી સમિતિ દ્વારા સર્વાનુમતે કરેલ ભલામણાનુસાર પસંદગી પામેલ ઉમેદવાર ક્રમાંક: (૧) ડૉ. અંજલી ચંદુલાલ લકુમ અને ક્રમાંક: (૨) નિતુબેન કનુસિંગભાઈ ચૌધરીને સોશયલ વર્ક વિષયનાં આસીસ્ટન્ટ પ્રોફેસર તરીકે યુ.જી.સી. ધારાધોરણો મુજબ તેમની થયેલ પસંદગીને બહાલી આપવામાં આવે છે.

યુનિવર્સિટી સંલગ્ન કોલેજોમાં/ સંસ્થાઓમાં શિક્ષકોની પસંદગી બાબતે યુનિવર્સિટી દ્વારા નિયમોનુસાર તેમની માન્યતાનો પત્ર સંસ્થાને મળ્યા બાદ સંસ્થાએ તાત્કાલિક તે શિક્ષકોને નિમણૂક આપવાની રહેશે ત્યારબાદ આપેલ નિમણૂક પત્ર, હાજર રિપોર્ટ તથા ઓર્ડિનન્સ-૮૮ અન્વયે કોલેજ અધ્યાપક વર્ગમાં થતા ફેરફાર અંગેનું ભરેલું પત્રક અને સદર નિમણૂક આપેલ શિક્ષકની જરૂરી માહિતી vnsgu.net પર HRMS માં ભરી તેની પ્રિન્ટઆઉટ સાથેની માહિતી યુનિવર્સિટી કાર્યાલયને દિન-૭માં મોકલી આપવાની રહેશે અન્યથા સદર નિમણૂક માન્ય ગણાશે નહીં. જેની નોંધ લેશે.

**બિડાણ: ઓર્ડિનન્સ- ૮૮ હેઠળનું ફોર્મ.**

*(Signature)*  
ઈ.ચા.કુલસચિવ

**નકલ રવાના :**

પ્રતિ,

(૧) પરીક્ષા નિયામકશ્રી,

પરીક્ષા વિભાગ,

વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી, સુરત....તરફ... ... જાણ સારું....

(૨) કાર્યાલય અધિક્ષક,

પી.જી. સેક્શન,

વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી, સુરત....તરફ... ... જાણ તથા આગળની કાર્યવાહી સારું....

(૩) ડૉ. અંજલી ચંદુલાલ લકુમ

૨૬-૨૭, કનકધામ રો હાઉસ,

મકરબા રોડ, વેજલપુર,

અમદાવાદ-૩૮૦ ૦૫૧.....તરફ... ... જાણ સારું....

(૪) નિતુબેન કનુસિંગભાઈ ચૌધરી

મુ. પો. કસવાવ,

તા. વ્યારા,

જિ. તાપી-૩૯૪ ૬૩૩.....તરફ... ... જાણ સારું....



**CENTRE FOR TRANSPARENCY AND ACCOUNTABILITY IN  
GOVERNANCE**


**EXPERIENCE CERTIFICATE**

This is to certify that **Dr. Kanika Sharma** was employed as a **Research Associate** at the Centre for Transparency and Accountability in Governance (CTAG), National Law University Delhi, from **17<sup>th</sup> September 2019** to **31<sup>st</sup> March 2021**. During her tenure, she carried out empirical research for the project titled *A Field Study to Evaluate the Efficacy of Access to Justice for Under Trials in Selective Prisons in the Specific States* under the scheme for *Action Research and Studies on Judicial Reforms* of the Department of Justice, Ministry of Law and Justice, Government of India.

Under this project, she conducted extensive research that included field work in five states (two districts in each state) and recorded data by employing SPSS. In addition, she has provided editorial support for the edited volume on *Legal Education and Reforms* published by Mohan Law Publications, New Delhi and *International Journal of Transparency and Accountability in Governance, 2018*. She assisted in organisation of the *National Webinar* titled *Access to Legal Aid Services for Undertrials* on 28<sup>th</sup> November 2020.

During her association with the CTAG, NLU Delhi, she adopted a professional approach and showed commitment towards all the assigned tasks. I wish her all the best for her future endeavours and hope that she succeeds in all her ventures.

**Date:** 31<sup>st</sup> March 2021

  
Dr. Jeet Singh Mann  
Director,

Centre for Transparency and Accountability in Governance (CTAG),  
National Law University Delhi

No: NFSU/ADM/SFP/Contractual / 45 /2021

Date: 29/12/2021


**Joining Letter:**

The following individual has been appointed as Assistant Professor under School of Forensic Psychology, on contractual basis for the period of 11 Months at NFSU, Gandhinagar Campus.

The details of joining is as under:

Sr. No	Name	Designation & School	D.O.J	Office Order No.
1	Dr. Kanika Sharma	Assistant Professor, School of Forensic Psychology	10/12/2021	NFSU/ContraAppo/AP/SFP/2021/GNR/ 36

The above individual will draw her salary from the date of their joining to above mentioned posts.

  
Campus Director  
NFSU, Gandhinagar

To,  
Dr. Kanika Sharma, Assistant Professor, SFP

**Copy to:**

1. Executive Registrar, NFSU, Gandhinagar
2. Dean/ Associate Dean for all Schools of Gandhinagar Campus.
3. Dy. Registrar – Exam/Store-Purchase/Co-ordination, NFSU, Gandhinagar
4. Accounts Officer, NFSU, Gandhinagar
5. Assistant Registrar – Academics & Legal, NFSU, Gandhinagar
6. Security Officer, NFSU, Gandhinagar
7. Assistant Librarian , NFSU, Gandhinagar
8. PA/PS to Hon'ble Vice Chancellor, NFSU, Gandhinagar
9. Personal File
10. Select File



**UNIVERSITY OF DELHI**  
**DEPARTMENT OF SOCIOLOGY**

Delhi School of Economics, Delhi -110007  
Telephone: 27667858, 27667725 Extn. 1557 & 1558, Fax. 91-11-276678


Ref. No. SOC/2021/

Dated: 8<sup>th</sup> November, 2021

**TO WHOM IT MAY CONCERN**

This is to certify that Mr. Thounaojam Somokanta has worked as Guest Faculty in the Department of Sociology, University of Delhi from 1<sup>st</sup> December, 2021 to 18<sup>th</sup> February, 2022.

I wish success in his life.

  
(Prof. Sudha Vasan)  
Head of the Department  
Head Department of Sociology  
Delhi School of Economics  
University of Delhi  
Delhi-110007





Dr S.M. Verma  
Deputy Director (RFS)  
Tel: 09717900697  
Email: [rfsdivisionicssr@gmail.com](mailto:rfsdivisionicssr@gmail.com)

Indian Council of Social Science Research  
(Ministry of Education)  
JNU Institutional Area, Aruna Asaf Ali Marg  
New Delhi- 110067, [www.icssr.org.in](http://www.icssr.org.in)

F. No. 3-207/2021-22/PDF/SC

Dated: 14.01.2022

Dr Manoj  
24 (Old House no 7/5)  
Near Tripathi Petrol Pump, Krishna Nagar Unnao,  
Uttar Pradesh  
Pin Code: -209801

Subject: ICSSR Post-Doctoral Fellowship for the Year 2021-2022.

Dear Dr Manoj,

On behalf of the ICSSR, I am pleased to inform you that you have been provisionally recommended for award of ICSSR Post-Doctoral Fellowship for the year 2021-22. The recommendation has been made in accordance with the procedure laid down in the ICSSR Guidelines for Post-Doctoral Fellowship Scheme in the year 2021-2022. Fellowship will be governed and monitored by the terms and conditions mentioned therein. The Guidelines can be seen on [www.icssr.org](http://www.icssr.org). To join the ICSSR Fellowship, you need to agree with the Terms and Conditions/Guidelines and submit the following documents, duly forwarded through the competent authority of the University/Institute/College of affiliation within two weeks from the receipt of this letter:

1. The duly forwarded hard copy of Application along with prescribed documents.
2. Forwarding Letter in the enclosed format (*duly signed and stamped by the competent authority of the affiliating institution*). If affiliating institution is a College, then a certificate of its having registered Ph D programme should also be sent (format enclosed).
3. Joining Report in format enclosed duly forwarded by the affiliating institution.
4. CV and consent letter of Supervisor (the Supervisor should be Associate Professor or above)
5. Declaration and Undertaking in the enclosed format (each on non-judicial stamp paper of Rs.100/-)
6. Self-attested copy of Ph.D. Degree and Certificate of Matriculation for DoB.
7. Self-attested copy of SC/ST/PwD Certificate (*if applicable*).
8. Grant-in-aid bill of Rs.1,98,500/- for releasing the first instalment of fellowship.
9. Details of the bank account of the affiliating Institution duly PFMS linked to ICSSR 0877 to receive fellowship amount from ICSSR. (*The affiliating institution must ensure that their bank account for receipt of the ICSSR Grant (Scheme Code 0877) is already linked to PFMS portal to enable release of grant otherwise it shall not be possible to release the fellowship grant as per the GOI notification.*)
10. Confirmation for incorporating the suggestions of the Experts, if any, being communicated to you through email.

After scrutiny and acceptance of the documents by the ICSSR, a formal Sanction Order for the award of the Post-Doctoral Fellowship will be issued and subsequently the Fellowship amount shall be transferred to the affiliating Institution in their PFMS linked account. In case, the awardee does not join within two weeks from the receipt of this Award Letter, his/her Application shall be treated as withdrawn. In case of any difficulty in joining, the awardee is required to inform the ICSSR and take its permission for any delay.

With best Wishes,

Yours sincerely,

  
(S.M. Verma)

Copy to:

1. The Director  
Giri Institute of Development Studies,  
Near C.M.S, Sector O, Aliganj,  
Lucknow, Uttar Pradesh  
Pin Code:- 226024

2. Prof. Chittaranjan Senapati, Supervisor– Letter being sent by email only



EO.32952  
File No: 17020/23/2018/SCD-VI/DAIC  
Dr. Ambedkar International Centre  
Department of Social Justice & Empowerment  
Government of India

15, Janpath, New Delhi  
Dated the, 12<sup>th</sup> April, 2021

To

The Registrar

Subject: Award of Post Doctoral Fellowship by Dr. Ambedkar International Centre (DAIC).

Sir,

I am pleased to inform you that the Dr. Ambedkar International Centre (DAIC), Ministry of Social Justice & Empowerment, Government of India, has awarded the Post Doctoral Fellowship to the Scholars from various Universities/Institutions (List of selected Scholars attached).

2. The total duration for the said Fellowship will be for Two Years starting from 22.02.2021 and up to 21.02.2023. The PDF Scholars will be governed by the guidelines of the Dr. Ambedkar International Centre's Post Doctoral Fellowship Scheme. The Fellowship covers the following:-

- |  |   |   |
|--|---|---|
| i) Monthly Fellowship  | - | Rs. 50,000/- (with annual increase of Rs. 3000/-) |
| ii) HRA [P.M.]   | - | Rs. 6,500/-                                       |
| iii) Contingency fund [P.A.]                                 | - | Rs. 30,000/-                                      |
| iv) Escorts for physically disabled & blind candidates[P.M.] | - | Rs. 3,000/-                                       |
| v) National Travel [P.M.]                                    | - | Rs. 5,000/-                                       |

3. The Fellowship will be released in four instalments after a gap of every six months. First instalment of Fellowship will be released soon and the next and subsequent instalments will only be released on receipt of Utilisation Certificate from your institution.

4. This is for your kind information and further necessary action at your end.



Copy to:-

All concerned PDFs – February-2021 Batch- are requested to coordinate with your respective Institutions/Universities for release of Fellowship as per policy on the subject.

  
विकास प्रिवेदी (Vikas Privedi)  
निदेशक, Director  
डॉ. अम्बेडकर अंतर्राष्ट्रीय केन्द्र  
Dr. Ambedkar International Centre  
सामाजिक न्याय और अधिकारिता मंत्रालय  
Ministry of Social Justice & Empowerment  
भारत सरकार, नई दिल्ली  
Govt. of India, New Delhi



**LIST OF SELECTED CANDIDATES OF FEBRUARY-2021 BATCH FOR POST DOCTORAL  
FELLOWSHIP IN DR. AMBEDKAR INTERNATIONAL CENTRE (DAIC), MINISTRY OF SOCIAL  
JUSTICE & EMPOWERMENT, GOVT. OF INDIA**

S.No.	Name	University to which attached/application forwarded
1.	Dr.Prashant Kumar Dubey	Banaras Hindu University
2.	Dr.Gaurav Mishra	University of Lucknow
3.	Dr.Deepti	Punjab University, Chandigarh
4.	Dr.Arati Kumari	Babasaheb Bhimrao Ambedkar Universtiy, Lucknow (BBAU)
5.	Dr.Rajiv Kumar	Central University of Gujarat
6.	Dr.Neha Rajput	Dr. Hari singh Gour Vishwavidyalaya, Sagar, M.P.
7.	Dr.Fahad P.	Pondicherry University
8.	Dr.Vandana Goswami	Deen Dayal Upadhyay Gorakhpur University, Gorakhpur
9.	Dr.Anita Lochib	J.N.U., New Delhi
10.	Dr.Md. Safikul Islam	Jamia Millia Islamia Univ., Delhi
11.	Dr.Rameshwar Shinde	Mata Jijabai Govt. Girls College, Indore
12.	Dr.Vikas Kumar Kantibhai Rohit	Sardar Patel University, Gujarat
13.	Dr.Chendappa Rajappa	Kannada University, Hampi
14.	Dr.Lal Krishna Mishra	Banaras Hindu University
15.	Dr.Anil Kumar Meena	H.N.B.Garhwal University, Srinagar, Garhwal
16.	Dr.Dinesh Kumar Yadav	Banaras Hindu University
17.	Dr. Dara Ashok Kumar	University of Hyderabad
18.	Dr.Devaki Nandan Bhat	Banaras Hindu University
19.	Dr. Vijay Kumar Gupta	Banaras Hindu University
20.	Dr.Priyanka Kumari Mishra	Banaras Hindu University
21.	Dr.Sarojini Ekka	J.N.U., New Delhi
22.	Dr.Brijesh Kumar	Central University of Himachal Pradesh, Dharamshala





job020921.pdf



190	P20/133203	PAGUTLA VENKATESWARA RAO	SC
191	P20/109768	WAGHMARE LAXMI MAHENDRA	SC
192	P20/172325	VRINDA VIJAYAN	SC
193	P20/121231	PUJA PARMESHWAR DEDE	SC
194	P20/144617	AKASH DAS	SC
195	P20/158877	P HYMAVATHI	SC
196	P20/166422	LOHAKARE MUKESH MAHADEV	SC
197	P20/140683	MOREY SIDDHANT PANJABRAO	SC
198	P20/101152	PRAVEEN KUMAR CHADAR	SC
199	P20/137961	PATHRI ARUN	SC
200	P20/129112	TALLURI SAADHU	SC
201	P20/165844	NEENA KRISHNAN B R	SC
202	P20/120687	SHUBHAM RAJKUMAR GAJBHIYE	SC
203	P20/124822	SONALI KUMARI	SC
204	P20/131374	GRET GULSHAN	SC
205	P20/115614	ARUN P	SC
206	P20/173512	MEKALA UMESH	SC-Pwd
207	P20/137652	REBECCA ANNS	ST
208	P20/150974	SYED JAASIRAH SYEDAIN	ST
209	P20/179366	R SUPONGTULA	ST
210	P20/142003	EUNICE OREYA	ST
211	P20/120123	BIKASH KULI	ST
212	P20/101502	SWABNOM DEKA	ST
213	P20/149830	VINOD KUMAR JATOTHU	ST
214	P20/122126	GUGULOTHU SAIKUMAR	ST
215	P20/144038	GANGADHARA G	ST
216	P20/154649	IBANKYNTIEWLIN RYNJAH	ST
217	P20/149049	ARREM RAJU	ST
218	P20/165812	SAPNA	ST
219	P20/137444	MANISHA DIGGI	ST
220	P20/174082	SHELLEY BASUMATARY	ST
221	P20/123085	SANJANA MEENA	ST
222	P20/172656	MENGUSANUO HEDWIG SEKHOSSE	ST
223	P20/124744	NABAM JUMI	ST
224	P20/138677	MALOTH MOHANLAL	ST
225	P20/115315	RAHUL SHAH	ST
226	P20/175687	BEDRE VISHAL RUSTUMRAO	EWS



227	P20/103307	SWAPNIL VEER	EWS
228	P20/106733	KUMATKAR PRITAM RAMDAS	EWS
229	P20/117774	SUPRIYO MONDAL	EWS
230	P20/105454	BHRIGU KALITA	EWS
231	P20/123780	NEHA DEVI	EWS

Ref. No: IIHMRD/HR/DIR/2021/  
Date: December 27, 2021

## INTERNATIONAL INSTITUTE OF HEALTH MANAGEMENT RESEARCH

Plot No.-3, Sector-18A,  
Dwarka, New Delhi - 110075, India  
Phone : +91-11-30418900, +91-11-45795308  
Fax : +91-11-30418909  
E-mail : info.delhi@iihmrdelhi.edu.in  
Website : www.iihmrdelhi.edu.in

Ms. Alka Dadheech  
B-102, Elite Harmony,  
Geri Compound Road, Behind Bansal Mall,  
Gotri, Vadodara, Gujarat - 390021

**Sub.: Appointment letter for the position of 'Research Assistant' under Nutritional International Project at IIHMR Delhi.**

Dear Dr. Sharma,

With reference to your application and subsequent discussions, we are pleased to offer you the position of **Research Assistant at International Institute of Health Management Research, New Delhi** on contract of one year or completion of project whichever is earlier with a consolidated salary of Rs.30,000/- (Rupees Thirty Thousand only) per month w.e.f. your date of joining which shall be January 01, 2022.

1. You will be on contract for one year or completion of project whichever is earlier with effect from your date of joining.
2. You will be posted at Vadodara Location.
3. While on official tour, you will be paid T.A./D.A. as admissible to your grade A-6 as per the personnel policy of IIHMR.
4. You may be required to undertake extensive field visits including visits to rural areas, where you shall be required to arrange your own accommodation etc.
5. You will be eligible for reimbursement of running expenses involved in use of your vehicle for official work of the Institute as per policy.
6. While being in the service of the IIHMR, you will not be allowed to join any academic course, pursue other study engaging in any employment or assignment even on part time or casual basis of whatever nature anywhere else, without written permission.
7. Your services are transferable at the sole discretion of the management to any of the sister/associate organization on their terms and conditions, while protecting your emoluments; you are drawing at IIHMR at the time of your transfer.
8. You will not divulge any information or knowledge gained by you in the services of our Institute which may prove detrimental to the interest of our Institute.





**INTERNATIONAL INSTITUTE OF  
HEALTH MANAGEMENT RESEARCH**

Plot No.-3, Sector-18A,  
Dwarka, New Delhi - 110075, India  
Phone : +91-11-30418900, +91-11-45795308  
Fax : +91-11-30418909  
E-mail : info.delhi@iihmrdelhi.edu.in  
Website : www.iihmrdelhi.edu.in

9. You will be allotted contingency leave as per the policy of IIHMR.
10. In the event of your leaving the services of the Institute on the Institute intending to dispense with your services, it will be required to serve one-month notice to each other or pay in lieu thereof.
11. Your services shall automatically stand terminated at the end of your contract or project ended whichever is earlier unless extended by competent authority.
12. The Institute may terminate your services at any time by giving you one month notice or by paying you one month salary in lieu of the notice.

In all other matters not mentioned in this appointment letter, you will be governed by the rules and regulations of the Institute from time to time in force. You are requested to report for duty as soon as possible, but not later than **January 01, 2022**.

Please return the enclosed duplicate of this appointment letter duly signed by you as token of acceptance of the appointment letter.

We welcome you to the IIHMR Delhi and look forward to your contribution in building an environment of professional excellence at IIHMR Delhi.

At the time of joining, you will be required to produce:

- a. A relieving order from your present employers in case you are employed.
- b. Attested copies of certificates as proof of date of birth, qualifications & experience.
- c. Six recent passport size photographs.
- d. Two reference letters from reputed persons.
- e. Copy of your PAN card, Aadhar Card & Identity Proof.

Thanking you.

With Best Wishes,

**For INTERNATIONAL INSTITUTE OF HEALTH MANAGEMENT RESEARCH**

  
**DR. SUTAPA B. NEOGI**  
**DIRECTOR**

1. NAME : \_\_\_\_\_  
(Please write your name)
2. I accept this appointment letter with the terms and conditions mentioned therein.  
DATE: ..... SIGNATURE: .....



**Rajib Ghosh**  
**Chief People Officer**

**October 25, 2021**

**Miss. Krishna Shaw**  
**Vill: Birpara, Subhashpally,**  
**3 no Road, Alipurdaur,**  
**West Bengal-735204**

**Dear Krishna,**

Welcome to Azim Premji Foundation !

We thank you for your decision to join Azim Premji Foundation (hereinafter referred to as the "Foundation").

Your terms of appointment will be as under;

## **1. APPOINTMENT**

- a. We are pleased to make you an offer of appointment as **"Associate – Field Institute"** based in **Dhamtari – Chhattisgarh** as a part of Azim Premji Foundation for Development. Your appointment is effective from **November 15, 2021**.
- b. You will be on probation for a period of one year from the date of appointment and will be confirmed upon satisfactory performance during the period of probation.

## **2. Salary**

- i. **Basic salary of Rs. 9,600** per month
- ii. **House Rent Allowance of Rs. 3,840** per month
- iii. **Conveyance Allowance of Rs. 2,000** per month
- iv. **Leave Travel Allowance of Rs. 5,000** per month
- v. **Other Allowance of Rs. 7,729** per month

Details of your salary are given in **Annexure 1**. Your compensation will be subject to tax deduction as per applicable rules.

Changes in your salary & benefits are discretionary and will be on the basis of relevant criteria that include the performance and results you demonstrate.

### **3. OTHER TERMS**

- a.** You will be eligible for the following benefits:
  - i.** Leave and holidays
  - ii.** Participation in Provident Fund Scheme
  - iii.** Participation in the Foundation Medical Assistance Program
  - iv.** Gratuity
  - v.** Insurance – Medical, Term Life & Personal Accident
- b.** You will be re-assigned in such capacity as the Foundation may from time to time determine. If such re-assignment results in transfer to another function, program or location, you will be governed by the terms and conditions of service applicable to the new assignment.
- c.** In your role in the Foundation, you will be required to:
  - i.** Effectively, diligently and to the best of your ability perform all responsibilities to achieve the assigned results. This may require working extra hours from time to time.
  - ii.** Undertake travel on Foundation work for which you will be reimbursed travel expenses as per the Travel policy of the Foundation.
  - iii.** Understand the scope and intent of all our policies and comply with them, as they form an integral part of the terms of your employment with the Foundation.
  - iv.** Disclose and assign to Azim Premji Foundation as its exclusive property, all developments, developed or conceived by you solely or jointly with others during the course of your employment
  - v.** Not engage in activities that have or will have an adverse impact on the reputation, image or working of Azim Premji Foundation, whether directly or indirectly.
- d.** Your retirement age is 60 years.
- e.** This contract of employment is terminable, without giving reasons, by either party by giving one month notice. Azim Premji Foundation reserves the right to pay or recover salary in lieu of notice period. Further, the Foundation may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. In case of breach of integrity or unacceptable performance or misconduct, the Foundation reserves the right to terminate this agreement without any notice and without notice pay in lieu.
- f.** Your employment terms may be specifically enforced legally, if required. If any of the provisions of this Agreement are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this Agreement shall continue to be in full force and effect.
- g.** Please note that you are required to inform us if there are any other agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this Agreement.

**h. Conflicts of Interest:**

- i. You are required to engage yourself exclusively in the work assigned by the Foundation and shall not take up any independent or individual assignments (whether the same is part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of the Head of your Function and the Chief People Officer.
- ii. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of the Foundation.
- i. We at Azim Premji Foundation are committed to 'Integrity' in all aspects of our functioning. We trust that you have not provided us with any false declaration or willfully suppressed any material information.
- j. You shall immediately bring to the notice, in writing, of your immediate supervisor or of the Chief People Officer, any matter or situation or incident that may arise that could potentially result, or has resulted, in violation of the Policies of the Foundation or of this letter.
- k. Upon separation you will immediately give up to the Foundation all correspondence, specifications, books, documents, literature, drawings, effects, records etc. belonging to the Foundation or relating to its functioning and shall not make or retain any copies of these items. Your full and final settlement will be subject to compliance with the content of this clause.
- l. Your offer of appointment is subject to successful completion of your current Post Graduation/Masters and Self-declaration of medical fitness. Please provide your certificates within 3 months of your joining.

Please confirm that the above terms are acceptable to you by signing a copy of this letter of appointment.

**Yours sincerely,**

**Rajib Ghosh**

Encl: Annexure 1: Salary Structure  
Annexure 2: Background Verification Authorization Form

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

**Name:**

**Signature:**

**Place:**

**Date:**



**Annexure 1**

**Salary Structure**  
**Miss. Krishna Shaw**  
**Associate – Dhamtari**

<b>Salary Components</b>	<b>Amount (Rs.)</b>
Basic	9,600
House Rent Allowance	3,840
Conveyance Allowance	2,000
Leave Travel Allowance	5,000
Other Allowance	7,729
<b>Monthly Gross Salary</b>	<b>28,169</b>
Provident Fund Contributed by the Foundation	1,800
Medical Assistance (Notional Value)	1,000
Gratuity	461
Mediclaim Insurance	570
<b>Monthly Cost to Company (CTC)</b>	<b>32,000</b>
<b>Annual CTC</b>	<b>3,84,000</b>

**Provident Fund:** As per Act. Amount indicated above are as per current applicability.

**Gratuity:** As per Act. Amount indicated above are as per current applicability.

**Medical:** Eligibility of reimbursement of actual medical (domiciliary) expenses for a year for self, spouse and dependent children up to one month's basic salary or **Rs. 15000/-** (whichever is high).

**Mediclaim Insurance:** Hospitalization expenses of **Rs. 2 Lacs** per annum as per the rules of the insurance provider.

In addition, you are currently eligible for Coverage under Personal Accident Insurance and Group Term Life Insurance for **Rs. 15 Lacs** and **Rs. 14 Lacs** respectively, as modified from time to time. The terms of both the policies would be shared with you upon joining.

**Relocation Expenses**

You will be eligible for one time relocation expense of **Rs. 10000/-** on joining and this amount will be credited to you along with the second month's salary.

**Housing Deposit Assistance**

You will also be eligible to avail an interest free loan towards your actual housing deposit amount upto a maximum of **Rs. 30,000/-**. This amount will be recovered in 10 equal monthly installments, beginning from the subsequent month of availing the loan.

In case you resign from the Foundation before completing 1 year for any reason, you will be required to repay the Foundation the amount claimed towards 'Travel Expenses & Relocation Expenses' and 'Housing Deposit'.

**Background Verification Authorization Form**

I certify that the information provided in the Application form is true and correct to the best of my knowledge.

I authorize 'Azim Premji Foundation' or its authorized agency to conduct my background verification.

I understand that if any information furnished by me is found to be false, I could be denied employment / be terminated.

I will cooperate and facilitate the process of my background verification.

Signature of the Candidate/Employee

Place:

Date:

June 12, 2021

**Subject: Fellowship Letter- Batch 2021-2023**

Dear Sampat Meghwal,

Congratulations and welcome to the Gandhi Fellowship Program, Batch of 2021-23!

I trust you are in good health and following all COVID-19 safety protocols.

The Gandhi Fellowship is the flagship program of Piramal Foundation (hereinafter referred to as the "Foundation"). This program is amongst the most aspirational Fellowship programs in the country, owing to our dynamic educational curriculum. Young people like you, from across the country embark on lifelong journeys of personal transformation as they lead our interventions in the communities we serve. These experiences lead to deeper self-awareness, discovery of personal values and stronger leadership skills and life-skills.

The Foundation is focused on universal primary education, reducing child mortality rates, improving maternal and tribal health and improving access to safe drinking water in the Aspirational Districts identified by the Niti Aayog. We currently work across 24 states, a lot of which is in partnership with the Central and State Governments. Over the years, we have developed innovative solutions and a deep understanding of our communities, along with strong technical partnerships. These are pivotal in helping us continue to serve our communities in partnership with government institutions across India.

The country is deeply impacted by the global Covid-19 pandemic. While we continue to be committed to the well-being of the communities we serve, it is equally important for us to ensure the safety and well-being of our team members.

Usually, the entire duration of the fellowship is designed to be spent in the location where you are placed. Given the current exigent circumstances, your fellowship journey may be a combination of working from home and working from our program locations. This is a critical choice we make to ensure your safety and wellbeing over the course of this journey with minimal impact on your transformational journey. These decisions will be shared with you periodically by our leaders and will be made considering the multiple factors that impact your safety, well-being and learning journeys.

Other nuances of the duration of this fellowship are detailed in the attached Annexures for your reference. We urge you to please read through them and write to us on [offer.acceptance@gandhifellowship.org](mailto:offer.acceptance@gandhifellowship.org) for any clarifications we could assist you with.

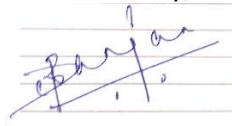


To confirm your participation as a Gandhi Fellow in the Gandhi Fellowship Program, Batch of 2021-23, please sign a copy of this letter along with each page of the Annexures and share it with us **on or before June 14, 2021**. After this date, our offer for you to join the fellowship will stand withdrawn.

I extend our warm welcome to you and wish you great success as you embark on this journey of self-discovery and self-development as you transform the nation's Education system and continue further on your journey as a Nation Builder.

I look forward to seeing you at the Orientation!

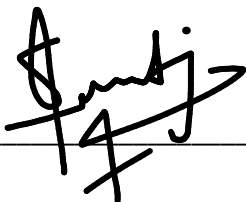
Yours sincerely,



Debanjan Roy  
Director - Gandhi Fellowship Program

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I have carefully read and understood the terms and conditions of the Gandhi Fellowship Program as has been detailed hereinabove and the Annexures hereto. I agree to all the terms and conditions and undertake to abide by the same during the course of the Fellowship Program. I also declare that all the documents, data and information provided by me is correct and I understand that any false declaration or information provided by me could lead to termination of the Offer Letter and the opportunity to pursue the Fellowship.

NAME Sampat meghwal SIGNATURE  DATE 13/06/2021

## Annexure A

### Gandhi Fellowship Program: Terms & conditions

1. The Fellowship Program 2021-23 is for a period of 23 months, commencing from 1-Jul-2021 to 31-May-2023 ("Term").
2. Owing to the current Covid situation in the country, you are expected to start the Fellowship Program through the Work From Home mode, the duration of which may vary based on exigencies of the covid situation. However, all communications in this regard shall be issued to you well in advance. Thus, during the Fellowship Program you may be required to Work either from Home or from a Location assigned to you, in furtherance of your work on Projects/ Programs for live action experience.
3. The Foundation is an empathetic Organisation and very mindful of the safety and health of all the people. Fellows are no exception.

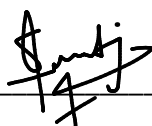
We would always encourage and urge you to continue being mindful of preventing exposure for yourselves and others – whether you are working from home or have moved to a location. Following COVID protocols and mindful behaviour will continue to be critical for everyone's safety and wellbeing.

- Each of us will ensure we wear a mask, maintain social distance, and ensure hand-hygiene (washing hands, using sanitiser, sneezing into tissue/elbow, not shaking-hands etc.) at all times
  - Maintain social distancing and not be part of a crowd etc.
  - Exercise due caution when travelling to reduce the chances of getting infected by the COVID19 Virus.
- **The Foundation continues to encourage:**
    - Work From Home till the situation becomes safe to go to any location
    - Large gatherings over virtual platforms (Teams/Zoom). This includes Bootcamps, stakeholder workshops, trainings, and meetings as well as internal workshops, trainings, and meetings.
    - Undertake only essential travel and by taking all safety precautions
    - Follow all relevant government, railways, airline, and any other applicable guidelines when travel is absolutely necessary
  - **The Foundation encourages all eligible people to get vaccinated at the earliest convenience following government guidelines:**

The vaccination expenses, if any, incurred after joining the Fellowship will be reimbursed by the organization
4. You may be placed at any location in India and assigned to any project to gain the live action experience for learning. Such Projects and Programs could be undertaken by Piramal Foundation and any of the entities under the aegis of the Piramal Foundation viz. Piramal Foundation for Education Leadership / Kaivalya Education Foundation / Piramal Swasthya / Piramal Sarvajal / Jal Jeevan Mission / Enable Health Society / Tribal Health Collaborative etc.

NAME Sampat meghwal

SIGNATURE



DATE 13/06/2021

5. You can be re-assigned to another location and/ or to another project under any of the above entities, in order to meet the objectives of the Fellowship Program to enhance the richness of the experiential learning process cutting across initiatives.
6. You are not entitled to choose any location as per your preference or choose to Work from Home. Hence, you will have to strictly abide by the instructions of the Fellowship Program with regard to the location/ activity assigned to you.
7. You shall be eligible to a **Fellowship Honorarium** during the course of the Program from the date of your joining the Fellowship, irrespective of whether you are Working from home or at any location gaining live action experience on any of the projects / programs which is as follows:

**(A) All Inclusive Consolidated Fellowship Honorarium amount of Rs. 14,500 per month**

(i) An amount of ₹ 7500 (Rupees Seven Thousand Five Hundred Only) will be paid to you on a monthly basis. This covers amount that you may have to spend on personal needs like food, personal medicines, personal clothing etc.

(ii) The balance monthly Fellowship honorarium amounting to ₹ 7000/-(Rupees Seven Thousand Only) will be retained as deferred Fellowship honorarium amount.

(iii) The total deferred Fellowship honorarium accrued and due amount as per the Fellowship Rules (provided in clause 8 below) will be paid to you in lump-sum at the end of the Term of your Fellowship Program i.e. 23 (twenty three) months ending on 31<sup>st</sup> May, 2023 after recovery of or adjustment of any advances given to you and confirmation that all dues have been settled by you.

8. **If you are guided to move to a location, the Foundation will take care of living requirements as per the Fellowship Design principles either in rented accommodation or in the Foundation's own facility (Piramal School of Leadership)**

**OR**

**provide you additional amount for living expenses over and above the Fellowship Honorarium mentioned in (A) to help you take care of your living requirements on your own as per the Fellowship Design principles**

9. The additional amount for living requirements will address basic sustenance needs like rent for accommodation, buying items for the living quarters for the Fellowship period, payment of utility bills ( gas / electricity / mobile phone / water etc.), cook and cleaner, cleaning materials, local conveyance / fuel for 2 wheeler that may be provided for use during the Fellowship; repairs and maintenance at the living quarters and including assets (such as a tablet) which may be provided to you for use during your Fellowship period; and/or any other such or similar expenses.

NAME Sampat meghwal SIGNATURE  DATE 13/06/2021



Irrespective of the type of living arrangement, you are expected to manage your living expenses within the said Total Fellowship Honorarium by prudently managing the same and following the Design tenets of the Fellowship.

*Note: The monthly Fellowship Honorarium amount of Rs.7500 that will be paid monthly covers buying food provisions and managing any other personal needs, personal medicines, personal clothing, personal communication expenses and the like; and that is not a part of the additional amount to be provided for living requirements as explained.*

**Therefore, the total Fellowship Honorarium amount will vary depending on the location, the project / program, and the kind of living arrangement that you are made part of.**

**The details about the various options of living arrangements shall be communicated to you closer to the time of moving to the locations which will be guided by us.**

10. You are expected to complete the Fellowship by being part of it for the full tenure of 23 months.
11. In case the Fellowship is terminated by the Foundation or you, for any reason whatsoever prior to the completion of the Term of the Fellowship, the cumulative deferred Fellowship honorarium shall be payable subject to the following conditions:
  - a) If you complete less than 12 months from the start of the program, you will not be eligible or entitled to be paid any deferred Fellowship honorarium amount. The said amount shall stand forfeited.
  - b) If you complete more than 12 months but less than 23 months, you will be eligible and entitled to be paid the cumulative deferred Fellowship honorarium amount for 12 months only i.e. Rs. 7000 x 12 only. However, the said deferred Fellowship honorarium amount will be paid only at the end of the term of the Fellowship Program i.e. 23 months after recovery of any advances given to you and confirmation that all dues have been settled by you at the location.
  - c) If you choose to leave the Fellowship for good reasons which is accepted by the Fellowship Management, then a minimum of 15 days' notice is expected to be served.
  - d) If you complete 23 months of Fellowship then you will be paid the entire cumulative deferred Fellowship honorarium amount for 23 months i.e. Rs. 7000 x 23 months in the month of June 2023 after your graduation ceremony, after recovery of any advances given to you and confirmation that all dues have been settled by you at the location.

NAME Sampat meghwal

SIGNATURE



DATE 13/06/2021

The above conditions for deferred Fellowship are illustrated in below table for your reference:

Scenario #	Program start date	Date of leaving the program	Association for # months	Payable deferred Fellowship Honorarium amount	Deferred fellowship Honorarium payment month
# 1 (Left within 12 months)	1-Jul-2021	31-May-2022	11 months	₹ 0	NA
# 2 (left after 12 months but before 23 months)	1-Jul-2021	31-Dec-2022	18 months	₹ 7,000*12 = ₹ 84,000	Jun-2023
# 3 (completed the Program)	1-Jul-2021	31-May-2023	23 months	₹ 7,000*23 = ₹ 161,000	Jun-2023

**Note:** The amount of deferred Fellowship honorarium will be prorated as set out above on the basis of your actual date of leaving after confirmation that all dues have been settled by you at the location and recovery of or adjustment of any advances given to you.

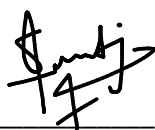
12. You will be covered under the following as per terms applicable as on date from your date of joining the Fellowship:
- Group Medical Insurance Policy for Rs.2 lacs
  - Group Term Life Insurance Policy for Rs.4 lacs
  - Group Personal Accident Policy for Rs.5 lacs

The terms and conditions of the above shall be explained separately.

13. As the Fellowship Program is a full time learning/educational program, you are not permitted to engage yourself in any other activity including but not limited to pursuing any other educational course during the period of the Fellowship.
14. You undertake to follow the Fellowship Design principles that would be explained to you, the Code of Conduct of the Fellowship and you commit to respect the community that you get to live in as part of the Fellowship. This is integral to the Fellowship.
15. You undertake to ensure that the "Use and Return" assets given to you during the Fellowship are used for the Fellowship purposes only and are managed and maintained in a good state.
16. The Fellowship will be awarded on an objective and non-discriminatory basis.
17. The Foundation does not act as an employer with respect to you i.e., the Fellows under this Fellowship. The terms and conditions of this Fellowship shall in no manner be construed as an employer-employee relationship between the parties.
18. The Foundation does not guarantee any future employment with it or any of its affiliates.
19. The Foundation does not take any liability, financial or otherwise of the Fellow, except to pay the Fellowship honorarium as set out hereinabove.
20. You will be awarded with the Fellowship Certificate on your successful completion of the Program.
21. The Foundation reserves its right to terminate this Fellowship arrangement with you, at any time during the Term of this Fellowship program for cause. To illustrate, if you commit an act of misconduct deemed by the Foundation to be in breach of the values and ethos of the Fellowship or are found to be medically unfit or remain willfully absent or are otherwise unable to perform the assignment entrusted to you, in such a scenario, the Foundation reserves the right to terminate this Fellowship arrangement with you forthwith, and your deferred Fellowship honorarium amount will stand forfeited.

NAME Sampat meghwal

SIGNATURE



DATE 13/06/2021

22. You will be governed by all the rules and regulations as enforced by the Foundation from time to time. The current applicable rules & regulations are available on our intranet \_\_\_\_\_. The decision of the Foundation on all such matters shall be final and binding.
23. All documents, declarations and undertakings signed by you separately shall be construed as part and parcel of this Offer Letter.
24. The Terms and Conditions of the Fellowship shall be governed by and construed in accordance with Indian laws. The Foundation and the Fellows irrevocably submit to the jurisdiction of the courts at Mumbai to settle any disputes in connection with these terms and conditions
25. You will be eligible to apply for the Social incubation and Enterprise Program after successfully graduating from this Fellowship Program.

I have carefully read and understood the terms and conditions of the Gandhi Fellowship Program as has been detailed hereinabove.

NAME Sampat meghwal SIGNATURE  DATE 13/06/2021

#### ANNEXURE – B

Name: **Sampat Meghwal**

Location assigned to: **Ahmedabad, Gujarat**

Project / Program: **School Leadership Development Program**

Entity Assigned to: **Kaivalya Education Foundation**

I accept.

NAME Sampat meghwal SIGNATURE  DATE 13/06/2021





## MOVEMENT TV NEWS

**B – 33, NICIT, SEC-25, GIDC, GHANDHINAGR-382025**

Mobile number:- 7575823777. E-mail address :-Movementtv1@gmail.com

WEBSITE :- WWW.movement-tv.in

### **OFFER LETTER**

DATE:- 16/07/2021.

Dear ,  
**Mr. Anfas Khan**

We are pleased to make provisional offer of appointment as " **PROJECT HEAD**". Your Annual Earning including Salary, allowances , benifits and statutory payments as applicable Rs 17000/-. You will receive Salary between 10 to 15 date every month. And Your job timing is 10.30 to 6.30.

As discussed you shall join duty on or before **18 june 2021** failing which this letter will be treated as cancelled. Reporting: You will be reporting to **Mr. Anil modi**. You are requested to bring offer letter at the time of your joining.

As per discuses with you Company not provided Accommodation and fooding.

We look forward to a mutually rewarding relationship.

**Your faith fully**

**Jennifar Madera Moon**

**16/07/2021**

**Approved By**

**Date**





Dr. Sony Kunjappan <officecssm2020@gmail.com>

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## Fwd: Regarding placement opportunities

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gunatit 111 <gunatit111@gmail.com>

6 December 2021 at 20:19

To: "Dr. Sony Kunjappan" <officecssm2020@gmail.com>

Hello sir,

I was Joined in Tourism Gujarat Corporation Limited (**TCGL**), Gandhinagar in the Department of Skill Development as a Back office Work.

Thanks,

Yours sincerely,  
Hardik Mochi

[Quoted text hidden]

# WORKSPEND INDIA PRIVATE LIMITED

CIN: U74999TG2021PTC154537

## Appointment Letter

**Dated: 22-December-2021**

To,

**Varoon Akolkar  
16, Gaurang Flat, Daxini Society  
Maninagar  
Ahmedabad - 380008**

**Dear Varoon,**

Further to our letter of intent, we are pleased to inform you that you are hereby appointed as a **Manager – Pre-Sales** in our Organization and would be permanently working from home and the payroll would be from Hyderabad Office as per the below terms and conditions:

1. This appointment is effective from **22-December-2021**, i.e. the date of joining our Organization.
2. Your **Compensation details** would be as per **Annexure 1**
3. You will serve a probationary period of 6 months from the date of joining which may be extendable based on your performance.
4. During the period of probation, this appointment is terminable by giving a notice of **2 Weeks** by either side. After the completion of Probation, the notice period is **1 Month**. You shall not be allowed to adjust the leave credit balances during the notice period once you have tendered your resignation. After successful completion of your probation, based on your performance, you will be confirmed in writing as a permanent employee of the Company.
5. You will be entitled to statutory and service benefits (like maternity, gratuity etc.) and be governed by discipline and other rules existing or may come into existence from time to time as and when applicable as per rules of the Company and such other benefits as applicable to employees in force from time to time to the location / place wherever you are working.
6. The company depending upon need shall take suitable cover of GPA to take care of liability under Employees Compensation Act provided you are not covered under ESI Scheme. ***“If you are not covered under the provisions of the Employees State Insurance, you are entitled for the compensation as per the provisions of the Employees Compensation Act in case of any personal injury is caused to you by accident arising out of and in the course of your employment”.***
7. Notwithstanding clause number 4, the Organization has the right to terminate the employment on At-will basis at any time when following circumstances occur and the employee would not be eligible for any additional notice pay:



# WORKSPEND INDIA PRIVATE LIMITED

CIN: U74999TG2021PTC154537

- (1) Employee not coming on time
  - (2) Disciplinary issues
  - (3) Misbehavior with management, supervisors or peers.
  - (4) Non performance
  - (5) Absenteeism etc.
8. Your future increments or promotion or any other salary increase shall be based on merit considering your periodic and consistent overall performance, business conditions and other parameters fixed from time to time at the discretion of the management and shall not be considered merely as a matter of right.
  9. During the period of service with the company, you shall not indulge and/ or take part in any activity of formation of council and / or association or become a member being part of management staff which is found to be detrimental in the interest of the company in any way. Such an action shall be deemed as infringement to service conditions of the company and amount to causing damage to its interest and shall call for disciplinary action being taken against you, as it may deem fit and appropriate.
  10. During the tenure of your services, you will wholly devote yourself to the work assigned to you and will not undertake any other employment either on full or part time basis without prior permission of the Company in writing. Any contravention of this condition will entail termination of your services from the Company.
  11.
    - (i) Your services are liable to be transferred or loaned or assigned with / without transfer, wholly or partially, from one department to another or to office/ branch and vice-versa or office/ branch to another office/ branch of an associate company, existing or to come into existence in future or any of the Company's branch office or locations anywhere in India or abroad or any other concern where this Company has any interest. In such case, you will abide by responsibilities expressly vested or implied or communicated and shall follow rules and regulations of the department / office, establishment, jointly or separately, without any compensation or extra remuneration or provision of accommodation. You, thereupon, may be governed by service conditions and other terms of the said concern as may be applicable.
    - (ii) The aforesaid Clause (i) will not give you any right to claim employment in any associate or / sister concern or ask for a common seniority with the employee of sister / associate concern.
  12. In the event you are absent from duty without information or permission of leave or you overstay your sanctioned leave, the Management will treat you as having voluntarily abandoned the services of the Company.

# WORKSPEND INDIA PRIVATE LIMITED

CIN: U74999TG2021PTC154537

13. Notwithstanding Clause Number 4 your services are liable to be terminated at any time
- i) During probation or after confirmation, in case you are found to be medically unfit by the Company's Authorized Medical practitioner, on examination;
  - ii) as and when the Company comes to know of any conviction by the Court of Law during the tenure of your service with us or conviction and / or any bad record in the past under the previous employer, or because of your giving false information at the time of your appointment or concealed any material information or given any false details in the application form or otherwise as regard age, education qualification, experience, salary etc.
  - iii) If you are found to be not possessing desired qualification which do not conform to custom authority and / govt. regulation as may be required from time to time and necessary for continuation of business or its exigencies or on account of role redundancy.
14. You will keep the Company informed of any change in your residential address that may happen during the course of employment of your service with the company.
15. All documents, plans, drawings, prints, trade secrets, technical information, reports, statements, correspondence etc., written or unwritten and also information and instructions that pass through you or come to your knowledge shall be treated as confidential. You shall not utilize them for your own use or disclose to other persons during or after your employment.
- During the course of employment with the Company, you will acquire, gain, generate, gather and develop knowledge of and be given access to business information about products activities, know – how, methods or refinements and business plans and business secrets and other information concerning the products/ business of the Company, hereinafter called the "SECRETS". You will be liable for prosecution for damages for divulgence, sharing or parting any of such information during course of employment and on cessation for at least 2 years period.
16. You shall carry out the job of Technical Recruiter and such other jobs connected with or incidental to which is necessary for business of the Company. You shall do any other work assigned to you, which you are capable of doing or work at any other post which has been temporarily assigned to you.
17. You shall faithfully and to the best of your ability perform your duties that may be entrusted to you from time to time by the management. You will be bound by rules, regulations and orders promulgated by the management in relation to conduct, discipline and policy matters.

You will not seek membership of any local or public bodies without first obtaining specific permission of the management. In the event of your becoming member without following

# WORKSPEND INDIA PRIVATE LIMITED

CIN: U74999TG2021PTC154537

due process as mentioned, it shall amount to contravention of provision of employment condition and the management reserves the right to take appropriate action including dispensing with your services, as it may deem fit.

You will not give out to any one, by word of mouth or otherwise, particulars of our business or administrative or organizational matters of a confidential nature which may be your privilege to know by virtue of your being our employee.

18. While you are in employment of the company, you may be given or handed over company's property and / or equipment for official use and you shall take care of them including their upkeep. On cessation of employment with the Company, you shall return all documents, books, papers relating to the affairs of the Company, purchased with the Company's money, which may have come to you, and also any property of the Company in your possession.
19. **Non-Disclosure** - You agree that during your employment with the Company and for a period of 2 years following the termination of such employment for any reason, you shall not directly or indirectly divulge or make use of any Confidential Information outside of your employment with the Company (so long as the information remains Confidential) without the prior written consent of the Company. You shall not directly or indirectly misappropriate, divulge, or make use of Trade Secrets for an indefinite period of time, so long as the information remains a Trade Secret as defined by any other applicable law. You further agree that if you are questioned about information subject to this agreement by anyone not authorized to receive such information, you will notify the Company within 24 hours. You acknowledge that applicable law may impose longer duties of non-disclosure, especially for Trade Secrets, and that such longer periods are not shortened by this Agreement.  
"Confidential Information" means information about the Company and its Customers, Customer Prospects, and/or Vendors that is not generally known outside of the Company, which you will learn of in connection with your employment with the Company. Confidential Information may include, without limitation:
  - 1) the terms of this Agreement, except as necessary to inform a subsequent employer of the restrictive covenants contained herein and/or your attorney, spouse, or professional tax advisor only on the condition that any subsequent disclosure by any such person shall be considered a disclosure by you and a violation of this Agreement
  - 2) the Company's business policies, finances, and business plans;
  - 3) the Company's financial projections, including but not limited to, annual sales forecasts and targets and any computation(s) of the market share of Customers and/or Customer Prospects;
  - 4) sales information relating to the Company's product roll-outs;
  - 5) customized software, marketing tools, and/or supplies that you will be provided access to by the Company and/or will create;



# WORKSPEND INDIA PRIVATE LIMITED

CIN: U74999TG2021PTC154537

- 6) the identity of the Company's Customers, Customer Prospects, and/ or Vendors (including names, addresses, and telephone numbers of Customers, Customer Prospects, and/or Vendors);
  - 7) any list(s) of the Company's Customers, Customer Prospects, and/or Vendors;
  - 8) the account terms and pricing upon which the Company obtains products and services from its Vendors;
  - 9) the account terms and pricing of sales contracts between the Company and its Customers;
  - 10) the proposed account terms and pricing of sales contracts between the Company and its Customer Prospects;
  - 11) the names and addresses of the Company's employees and other business contacts of the Company; and
  - 12) the techniques, methods, and strategies by which the Company develops, manufactures, markets, distributes, and/or sells any of the products.
20. **Non-Competition** - You covenant and agree that, during the term of your employment with the Company and for twelve (12) months after the termination thereof, regardless of the reason for the employment termination, you will not, directly or indirectly, anywhere in the Territory, on behalf of any Competitive Business perform the same or substantially the same Job Duties.
21. **Non-Solicitation of Customers, Customer Prospects, and Vendors** - You also covenant and agree that during the term of your employment with the Company and for twelve (12) months after the termination thereof, regardless of the reason for the employment termination, you will not, directly or indirectly, solicit or attempt to solicit any business from any of the Company's Customers, Customer Prospects, or Vendors with whom you had Material Contact during the last two (2) years of your employment with the Company.
22. **Non-Solicitation of Employees** - You also covenant and agree that during the term of your employment with the Company and for twelve (12) months after the termination thereof, regardless of the reason for the employment termination, you will not, directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, solicit, or induce, or attempt to recruit, solicit, or induce, any non-clerical employee of the Company with whom you had personal contact or supervised while performing your Job Duties, to terminate their employment relationship with the Company.
23. Any balance of advance or loan taken by you from the Company, shall be fully recovered from your salary and any other legal dues including Gratuity, at the time of you leaving the services of the Company.

# WORKSPEND INDIA PRIVATE LIMITED

CIN: U74999TG2021PTC154537

24. While working as an employee if you enter into any business transaction with any party on behalf of the company within your permissible limits, it shall be your responsibility to ensure recovery of outstanding. If any outstanding remains at the time of leaving the services of the company, it shall be your responsibility to recover for remittance to the company before you proceed to settle your legal dues in full and final settlement of your account.
25. The company is obliged to deduct Income Tax at source as per provision of Income Tax Act / Rules. Accordingly, you are required to submit all required proof of permitted savings/ investments and other details from time to time to enable the company to comply with the provisions of law. In the event of noncompliance by you as aforesaid if the company is required to pay any interest or payment under Income Tax Act, it shall deduct the amount as may be paid or payable from your salary or other payments and you shall allow the company to comply with these requirements without objection.
26. All disputes arising out of this letter will be subject to the jurisdiction of the Delhi Court. And that the courts, tribunals and/or authorities at Delhi only shall have jurisdiction to entertain, try and decide such disputes or differences arising out of or pertaining to this contract of employment, irrespective of your working HQ being elsewhere at that times.

You are requested to return the enclosed copy duly signed as a token of your acceptance of the terms and conditions of your employment.

Hope that this will be the beginning of a long and successful career with us.

Yours Faithfully

**For Workspend India Pvt. Ltd**

**(Accepted)**



**Salma Kauser**  
**Executive – Human Resources**



# WORKSPEND INDIA PRIVATE LIMITED

CIN: U74999TG2021PTC154537

## Annexure 1

### Compensation Details

**Annual Compensation: Gross CTC Rs. 17,00,000 per Annum**

S. No	Particulars	Amount (INR)
<b>Name – Varoon Akolkar</b>		
<b>DOJ – 22-December-2021</b>		
1	Basic	70834
2	HRA	35417
3	Books, Periodic & Telephone Allowance	3500
4	Driver Salary Allowance	7000
5	Special Allowance	23116
6	PF Contribution by Employer	1800
	<b>Monthly CTC</b>	<b>141667</b>
	<b>Annual CTC</b>	<b>1700000</b>

Payment of perquisites, allowances and reimbursements shall be subject to provisions of Income Tax, as applicable.

**For Workspend India Pvt. Ltd**

**(Accepted)**



**Salma Kauser**  
**Executive – Human Resources**







11/06/2021

Dushyant Kumar

Dear Dushyant,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks (which may include criminal checks, verification of previous employment, education verification, credit check and appropriate identification verification) being conducted either by DXC or an appropriate third party, and the results of such background checks being favorable in DXC's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by DXC. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E-sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,  
Yours Sincerely,

**{{Sig1\_es\_:signer1:signature}}**

Lokendra Sethi  
Vice President - Human Resources



11/06/2021

Dushyant Kumar

MUBARIKPUR BADRAKHA URF KANDAULA KANDAULI , Pilkhuwa ( Ghaziabad)

Ghaziabad, 245304  
India

Dear Dushyant,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Assistant Business Process Services at XCH Tech Svcs India Pvt Ltd of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 11/11/2021. Your job level at DXC is 1.

Your appointment with XCH Tech Svcs India Pvt Ltd is on the following terms and conditions.

You are expected to report at 271, Udyog Vihar, Phase-2, Gurgaon, Haryana, 122016, at 9:00 AM to complete your joining formalities.

### **Compensation and Benefits**

#### **1.0 Salary**

Your Fixed Gross Salary will be INR 271,235.00 per annum and Total Gross Salary will be INR 271,235.

#### **1.1 Basic Pay**

You will be eligible for a Basic Pay which will be INR ₹152,208.00.

#### **1.2 Provident Fund**

You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your Basic Salary to the fund. This is inclusive of statutory remittance by the company towards employee pension scheme maintained with the Regional Provident Commission, wherever applicable.

#### **1.3 Gratuity**

You will be eligible for payment of Gratuity as per the provisions of the Payment of Gratuity Act, 1972.

#### **1.4 Insurance**

Medical Insurance coverage is extended to employee, spouse and up to two children on a family floater basis for INR 500,000. You have an option to top it up by INR 200,000 or INR 400,000 or INR 600,000 or INR 800,000 by paying an additional premium. You can also cover parents/in laws by paying premium in the same floater. Group personal accident insurance (GPAP) coverage is 3 times of Fixed Gross Salary or INR 1,000,000 whichever is higher. Group term life insurance coverage is 2.5 times the Fixed gross



salary. The premium payable for these insurance benefits forms a part of your compensation. ESIC coverage is as per the provisions of the Employee State Insurance Act, 1948

#### **1.5 Flexible Benefits**

You will be eligible to receive benefits under the Flexible Benefit Plan of the company and the maximum cost to company in providing such benefits shall not exceed the amount as mentioned in Fixed Gross Salary after allocation to (1) Basic Salary, (2) PF, (3) Bonus Advance, if applicable. A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

#### **Working Hours**

The work timings are at the sole discretion of the Management and would normally consist of a 45 hours work week. These are subject to change as per business requirements. Same numbers of work hours are expected even when you are on an assignment abroad unless communicated otherwise by an entity of the company. The general working hours will be 9:00 am to 6:30 pm., Monday through Friday, with half hour break for lunch. Employees may also be expected to work in shifts based on business requirements.

#### **Annual Earned Leave:**

You are entitled to 15 days leave of absence on full pay per year and un-availed leaves are accumulative as per current Company policy. Other terms and conditions will be applicable to you as per the prevailing Leave Policy.

#### **Paid Casual Leave:**

The entitlement is for 12 days in a year. Other terms and conditions will be applicable to you as per the prevailing Leave Policy.

#### **Holidays:**

The Company observes 12 holidays in a year which may consist of fixed days of holidays and flexible ones and may be availed as per policy in force.

#### **Transferability:**

During your employment with the Company, your services can be transferred to any of the locations in India or abroad or any function or department or platform or technology within company offices or client locations or any associate or subsidiary company of the Company whether existing or to be set up in future on the same terms and conditions at the sole discretion of the Management. The benefits linked to such transfers will be governed by the respective Company policy in force from time to time.

#### **Non-Disclosure:**

Due to the proprietary nature of our products and services, all employees are expected to maintain the highest level of confidentiality and will be required to sign an agreement not to disclose any information with respect to the Company. Your salary details are confidential; failure to maintain confidentiality will invite disciplinary action and may even result in termination of your services as per the policy of the Company.

#### **Business Code of Conduct and Ethics:**

All employees are expected to maintain the highest level of ethical conduct and are required to sign our Code of Ethical Business Conduct / Conflict of Interest certificate. Any instance of improper conduct including but not limited to misconduct, gross negligence or abandonment of the position to which you have been appointed shall constitute sufficient grounds for immediate termination of your services without any notice or payment in lieu of.



**Information Security:**

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

**Notice for Termination:**

The written notice required for termination of employment by either party will be 3 months. You would be required to serve the stipulated notice period and early release would be at the sole discretion of the Management. In case you leave your employment without giving requisite notice, no relieving letter will be issued and settlement of dues will be at the sole discretion of the Management. However, under the Company's disciplinary procedure your services can be terminated without any notice period.

**Service Agreement:**

Post your joining, should you accept any specialized training whether in India or abroad, you will be required to commit to serve the Company for a minimum period of 12 months as per the Company policy. You will be required to enter into a Service Agreement, as per the Company's policy on Training, supported with a Guarantee in the form and manner decided by the Company. You are under no obligation to accept any training requiring a commitment to serve the Company on your part. However, once accepted by you, it will be a binding contract.

**Retirement Age:**

All employees on rolls of the Company will retire from the services of the company on reaching the age of 60.

**Non-Smoking Policy:**

Smoking is prohibited in the office premises other than the specifically assigned zones, if any.

**Joining Requirements:**

You are required to contact the HR department on the date you report for work and submit to them a copy of the following documents for joining:

- Relieving letter(s) / Acceptance of resignation from all your previous organizations
- Experience letter(s) from all your previous organizations
- Photocopies of all educational certificates (Class X onwards)
- Mark sheets / Consolidated mark sheets of all educational qualifications (Class X onwards)
- Three recent passport size photographs
- All relevant pages of your Aadhaar card, Passport, Driving License and PAN card
- Last month Pay-slip of your last organization / Form 16 of the last financial year / Last month bank statement depicting salary credit from your last organization

Please bring originals of all documents which will be returned to you after verification except service agreement which will be retained by the Company (if applicable).

This offer/appointment is subject to the condition that you indemnify and also certify that all the information (like educational qualifications, work experience, past salary drawn and all other information) supplied by you to the Company to get an employment with the Company, is accurate and nothing has been given untrue. If it is later found that you had supplied inaccurate/untrue/false information, then the Company reserves the right to terminate your services without any notice and seek appropriate damages or reimbursement of financial expenses incurred towards your training, relocation, any other allowances, etc. This is without prejudice to any other rights which the Company may have against you.

The Company reserves the right to change the terms and conditions of your employment and its policies and procedures at any time.



Please sign a duplicate copy of this letter confirming your acceptance of the above terms and conditions of appointment and return it to us for office records.

We are excited about your decision to join the company and wish you a long successful career with the Company.

## **Annexure II**

### **Flexible Benefits Plan Guidelines**

Upon joining, subject to total salary entitlement, employee has the option to re-structure the flexi salary by selecting from a pool of allowances given below.

#### **House Rent Allowance**

0 - 50% of annual basic salary. To be supported by at least one receipt per quarter (as proof of rent paid) from the landlord.

#### **LTA**

Can be claimed for Income Tax benefit twice in a block of 4 yrs as declared by IT Ministry. Maximum amount of Rs 2,00,000 per annum can be allocated.

#### **Meal Coupon**

Maximum of Rs 26,400 per annum. The entire amount becomes tax free.

#### **Transport Allowance**

Maybe used to opt for Company Car Lease if in levels Professional 1 and above. If car not availed, tax exemption as per conveyance allowance limits in tax rules are provided.

Fuel, Maintenance & Chauffeur Allowance may be claimed from Transport Allowance for both company car and self-owned car subjects to limits defined in the policy.

#### **Telephone / Broadband Reimbursement**

Telephone and broadband expenses reimbursement can be opted from within kitty from flexible benefits as per policy.

Thanking You,

Yours Sincerely,

**{{Sig1\_es\_:signer1:signature}}**

**Lokendra Sethi**

Vice President - Human Resources



I accept the above referred Pay and Benefits and the general terms and conditions of employment

**{{Sig1\_es\_:signer2:signature}}**

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Dushyant Kumar

**{{Dte\_es\_:signer2:date}}**

**Candidate Physical Signature (to be completed first day of work):**

I accept the above referred Pay and Benefits and the general terms and conditions of employment

---

First Name Middle Name Last Name

---

Date

---

Place

**Annexure III**

Dear Dushyant Kumar,

Please note that you must submit a copy of your Permanent Account Number (PAN) card on your date of joining at company. By acknowledging this document, you undertake that you shall be solely responsible for any consequences arising due to non submission of your PAN copy and company shall not be responsible for the same, in any manner whatsoever.

**Date: {{Dte\_es\_:signer2:date}}**

**{{Sig1\_es\_:signer2:signature}}**

Dushyant Kumar



**FOR Company**

**{{Sig1 es :signer1:signature}}**

**Lokendra Sethi**

Vice President - Human Resources

**FOR Employee**

**Name : Dushyant Kumar**

**{{Sig1 es :signer2:signature}}**

**Date : {{Dte es :signer2:date}}**





**Ref No: 47878BR**

**23 July 2021**

**Rishav Kumar  
Chameli Niwas Shastri Nagar Road,  
No:10 Near Chandauti Block, Gaya - 823001,  
Bihar.**

**Dear Rishav,**

Congratulations!

We take immense pleasure on your appointment as **Wholesale Administrator – German Language Specialist** and welcoming you as a member in our ONE FORD family.

We are sure that you will find your career with Ford to be exciting. At Ford, we offer tremendous opportunities for you to make the best use and Go Further in the journey. Ford has always been a fun, safe and rewarding place to work. We encourage you to embrace yourself in our workplace initiatives to ensure we continue to be one of the great places to work in the country.

Wishing you all the best!

**Authorized Signatory  
For Ford Motor Private Limited**





**PRIVATE AND CONFIDENTIAL**

**LETTER OF APPOINTMENT**

**Rishav Kumar**  
**Chameli Niwas Shastri Nagar Road,**  
**No:10 Near Chandauti Block, Gaya - 823001,**  
**Bihar.**

It gives us great pleasure to confirm to you our offer of employment and set out its terms and conditions with **Ford Motor Private Limited** (the company). We extend this offer, along with the opportunities it represents, with full confidence in your capabilities.

We would like to welcome you aboard as a **Wholesale Administrator – German Language Specialist** in **SG02** and you will report to **Manager – Credit Services** or to such other person nominated by him / her in the Company. Your Manager will communicate details of your role and work responsibilities in the initial weeks of you joining the Company.

Your initial place of work will be at **Coimbatore**. However, it is expressly agreed that your services are transferable, and you can be seconded or deputed based on business contingencies by the company to any operations in India or abroad; whether existing as on date of your appointment or to be established under the management and/ or ownership of Ford Motor Company.

#### **COMPENSATION AND BENEFITS:**

- Your remuneration will be as elaborated in Annexure A, which forms an integral part of this offer of employment. Your remuneration has been arrived at, based on your background and merit. You are expected to keep this information and any changes made therein from time to time as personal and strictly confidential. In case you have any queries, you may discuss the matter with your human resource representative. The company in accordance with its prevailing policy and practices will review your compensation periodically.
- Your remuneration will be subject to statutory and other deductions as per company policies and practices. You will be responsible for your tax liabilities and compliance under applicable tax laws and regulations.
- The company reserves the right to discontinue or modify any compensation, incentive, benefit, perquisite plan, program or practice. Moreover, the very brief summaries contained herein are subject to the actual terms and conditions of such plans, programs and practices.
- In addition, you will be reimbursed all official expenses incurred during the course of employment as per company policy, as laid down from time to time.

#### **WORKING HOURS:**

- The normal working hours will be for a duration of not exceeding 48 hours a week. Subject to the prevailing statutory provisions, the company may require you to work on any shift or public / weekly holidays based on business requirements.

#### **PROBATION:**

- You will be on probation for a period of six (6) months from the date of your commencing work. Unless notified to the contrary, you will be deemed to have been confirmed as a regular employee of the company on completion of the period of probation. This period may be extended at the absolute discretion of the company. During probation or at any time before confirmation, your services shall be liable to be terminated by either side giving one month's notice in writing or payment of salary in lieu thereof.

**TERMINATION:**

- Either party may terminate your employment at any time by giving to the other party One (1) month written notice or payment of salary in lieu thereof. The decision on waiver of notice period or accepting notice pay in lieu of notice period will be at the management's discretion.
- Notwithstanding the above, the company reserves the right at all times to terminate your employment forthwith, without notice or payment in lieu of notice, if you are involved in gross negligence, misrepresentation, misconduct or any criminal offense or any other moral breach of your responsibilities.

**RETIREMENT:**

- Upon attaining the retirement age, your employment with the company will terminate. The present retirement age for this position is 60 (SIXTY) years. However, the employment can be extended for maximum period of two years with a consent from the employer / employee.

**OTHER TERMS AND CONDITIONS:**

- You will be governed by the rules and regulations of the company as applicable, enforced, amended or altered from time to time during the course of your employment. You are expected to comply with all directions given to you by the company and faithfully observe all the rules, regulations and arrangements applicable to you.
- While in the employment of the company, you are in no way allowed to be employed by any other company on a permanent, temporary, full time or part-time basis or offer your services, with or without pay, to any physical person, legal entity or public authority or to be occupied in your own business without the prior knowledge and consent of the company.
- You are required to disclose fully to the company all your business interests whether or not they are similar to or in conflict with the business(es) or activities of the company, and all circumstances in respect of which there is, or there might be, a conflict of interest between the company and you or any immediate relatives.



**CONFIDENTIALITY:**

- The terms of this offer is strictly confidential in nature and you shall not disclose to any unauthorized person, either during or after your employment with the company, for any reason, any information about the interest or business of the company or any affiliated Companies.
- You are not expected to disclose any information or documents, official or otherwise relating to the company without prior approval from the management in public papers, journals, pamphlets, leaflets and in virtual media.
- Any invention, development, discovery, formulae, plan, specification, program, design, process, adaptation or improvement in procedure or other matters or work including any artistic, literary or other work which can be subject matter of copyright whatsoever, made, developed or discovered by you either alone or jointly with any other person or persons while in employment of the company, in connection with or in any way affecting or relating to the business of the company or capable of being used or adapted for use therein or in connection therewith shall be disclosed to the company and shall belong to and be the absolute property of the company.
- Upon termination of your employment with the company, you will be required to return to the company, all the assets and property of the company (including any leased properties), documents, files, books, papers, memos or any other property of the company in your possession or under your control.

**GENERAL:**

- Your employment is contingent on the results of a background check, which may include a personal history check and reference checks, and can include verification of education and work history. If the results of these investigations reveal information that is inconsistent with our standards, this offer may be cancelled or your employment with the company may be subject to immediate termination.
- This appointment will be contingent on you declaring your medical condition, which is deemed fit. Please submit your medical declaration to the company prior to you actually joining the services of the company.
- This offer letter, together with the annexures, constitutes the offer of employment, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the company or its affiliates.

- You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter at the earliest. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. In the event of us not hearing from you within a reasonable time period, it will be assumed that you have declined our offer of employment and the offer will automatically stand withdrawn.

We would like you to join the Company on **26 July 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned in your welcome email.

We welcome you to our company and wish you a long-lasting and rewarding association with us.

**For Ford Motor Private Limited**

---

**Authorized Signatory**

**Acceptance**

I have read the terms and conditions set out in this offer of employment and its annexures. I, **Rishav Kumar**, hereby accept this employment and will adhere to the company policies, procedures, instructions, etc. as may be communicated to me from time to time by the management.

**Name: Rishav Kumar**

**Signature:**

**Date:**

## ANNEXURE – A

**Name** : Rishav Kumar

**Grade** : SG02

**Designation:** Wholesale Administrator – German Language  
Specialist

	Rs (Per Month)	Rs (Per Annum)
<b>Salary Break up</b>		
Base Salary	8528	102340
Flexible benefit allowance	12793	153510
<b>Total Cash (A)</b>	<b>21321</b>	<b>255850</b>
<b>Retirals (Employer Contribution)</b>		
Provident Fund @ 12% on the base salary (B)	1023	12281
Gratuity @ 4.81% on the base salary (C)	~410	~4923
<b>Total Pay (A+B+C)</b>	<b>22755</b>	<b>273054</b>
<b>Linguistic Allowance</b>	~6000	~72000
<b>Performance based Variable Pay</b>		~41892
@ 15% of average total cash of your grade and is linked with Individual and Company performance.		

**Authorized Signatory**  
**For Ford Motor Private Limited**

**Employee**

## ANNEXURE – B

### Additional Benefit Information – GSR

#### A. Reimbursements and Allowances in the Flexible Benefits Plan:

1. **Telephone Reimbursement:** You can claim reimbursement of telephone expenses, at actuals, and subject to a maximum of INR 24,000/- per annum for SG01 to SG04, FCG; and INR 36,000/- per annum for SG05 to SG08.
2. **National Pension Scheme (NPS):** NPS is a voluntary scheme introduced by the Government of India to enable individuals to save for their retirement. Employees can contribute towards NPS corporate Model through FBA module in ADP with a minimum contribution of INR.500 per month and without any upper limit. Only up to maximum of 10% basic salary is tax exempted out of the amount contributed towards NPS Corporate Model. This tax exemption is over and above 80C limit of INR 150,000/-.
3. **Leave Travel Allowance:** You can claim reimbursement of your holiday travel expenses incurred for self, spouse, dependent children, siblings and parents up to a maximum of INR 50,000 per annum for SG01 to SG04, FCG; and INR 100,000/- per annum for other grades. As per the prevailing tax rules, leave travel allowance can be claimed twice in a block of four calendar years.
4. **Meal Allowance:** This is a voluntary program and is applicable to employees based in non-plant locations only. You can choose to allocate up to INR 26,400 per annum from your FBA to meal allowance, which will be subject to tax exemptions as per prevailing income tax rules. All claims for reimbursement of expenses should be supported by appropriate bills/ receipts. Please note that these reimbursements/ allowances will be considered for tax calculations based on prevailing tax rules that may change from time to time. Retirement Benefits:

#### B. Incentive or Performance Incentive:

You will be eligible for Performance Incentive and / or bonus only if you are an employee on the rolls of the company as on 31st December of the performance year for which the annual Performance Incentive and / or bonus is declared or as per the applicable statute. Further you will be eligible to receive this payment only if you are on the rolls of the Company on the date on which the annual performance incentive and / or bonus is notified. At target performance level, your bonus payout will be equivalent to 15% of the average total cash for your grade. Bonus payments are based on company and individual performance and will vary based on these parameters. In case of a grade change during the year, the target bonus will be pro-rated for the number of months worked in the prior salary grade. Any employee drawing monthly basic salary less than or up to INR 21,000 will be eligible for INR 16,800 Bonus per year as per Bonus legislation. Bonus will be paid to eligible employees on monthly basis and this will be prorated based on working months/days. This will be part of FBA.

#### C. Retirement Benefits:

- 1) **Provident Fund** : The Company will contribute 12% of your base salary towards PF. The company contribution to PF will be in line with and compliant with the prevailing statutory provisions.
- 2) **Gratuity** : The Company will make provision for payment of gratuity in accordance with the Payment of Gratuity Act. You will be eligible for gratuity on leaving the services of the company at the rate of 15 days of Base salary for every year of service. This will be capped to a maximum of INR 2,000,000 in case of employees joining on or after 1st October 2018.

#### D. Life & Medical Insurance Benefits:

- 1) **Life Insurance:** You will be provided a life insurance cover based on your grade. The coverage available by grade is as below

Grade	Insurance coverage (Rs.)
GSR 1, 2 & 3	6,00,000
GSR 4, 5 & 6	7,50,000
GSR 7 & 8	10,00,000

- 2) **Hospitalization Insurance:** You, your spouse and two dependent children; or You and your LGBTQ partner will be covered under the company's hospitalization insurance policy. The annual medical insurance cover is INR 350,000/- per family insured. You can opt to cover your parents and a third child under our hospitalization insurance policy by paying the stipulated premium.
- 3) **Personal Accident Insurance:** You will be provided a personal accident insurance cover for a sum equivalent to sixty times of your monthly basic salary.
- 4) **Employee Deposit Linked Insurance:** Sum insured INR 602,000.



- 5) **Dependent Benefit Scheme:** This is paid in the event of death of the employee enrolled in this scheme, due to any reason including accident. The amount paid to the beneficiary(ies) depends on the contribution from all employees who have enrolled in this scheme, which is further matched by Ford to a max of INR 500,000.
- 6) **Gratuity Risk Cover:** Varies by Age and Tenure.

#### E. Vehicle Benefits:

- 1) **Employee Car A plan:** As a Ford employee, you and your eligible relatives receive special discounts on selected Ford vehicles. For more details on the plan, please access Employee Car A Plan.
- 2) **Smilestone:** As a Ford employee, you and your eligible relatives receive additional discount above the existing Employee 'A' Car Plan upon completing long-term milestones with Ford. For more details on the plan, please access Smilestone – Plan under My Vehicle Programs.

#### F. Other Benefits:

- 1) **Long Service Awards** : You are eligible to receive service awards on completion of five, ten and fifteen and twenty years of service.
- 2) **AP Recognition Program** : You are eligible to receive awards under this program. This program aims to recognize employees who have exhibited an enterprise view, displayed an innovation mindset, behaviours in line with our Truths and a Go Further attitude. You could refer to the AP recognition Policy in Life@Ford for more details.
- 3) **Transport** : Depending on the location of work, you may have access to subsidized transportation facilities.
- 4) **Crèche** : Depending on the location of work, you may have access to the Crèche facility. The Crèche is provided for children in the age group, of 4 months to 4 years.
- 5) **Non-Standard Shift Allowance:** Depending on your work timings, you may be eligible for non-standard shift allowance of Rs.350/- per day.
- 6) **Variable Location allowance** : Depending on the location of work and grade, you may be provided with Variable Location Allowance.

- Please refer to the policy documents or reach out to your HR representative for more details on the above allowances, reimbursements and benefits.

- The above-mentioned benefits are provided at this point of time and will be subject to revision from time to time based on Company's discretion.

From: **Pradhan, Pallavi** <[pallavp@amazon.com](mailto:pallavp@amazon.com)>  
Date: Wed, 28 Apr 2021, 7:32 pm  
Subject: FW: Offer Break up  
To: [singhking16grd@gmail.com](mailto:singhking16grd@gmail.com) <[singhking16grd@gmail.com](mailto:singhking16grd@gmail.com)>

Hi Rajnish

PFB your offer break up

The deductions would be PF (Both employer and employee's contribution); professional tax deduction of Rs 200 and income tax

Name	Rajnish Kumar	
Date of Joining (Amazon)	17-May-21	
Designation on Joining	SPS Associate - DE	
Citizenship	INDIA	
Current Compensation & Benefit Summary		
		Annual (in INR)
Gross Salary	584,300	

Please make changes in the cells highlighted as yellow only. Other cells (greyed out) will auto populate the values.

Gross Salary Break-Up			
Pay Component	Select	Annual (INR)	Monthly (INR)
Basic	50%	292,150	24,346
House Rent Allowance	50%	146,075	12,173
Employer contribution to PF	12%	35,058	2,922

2: Flexible Components - can be allocated as per your individual tax planning needs			
Self-education		-	-
Children education allowance	N	-	-
Children hostel allowance	N	-	-
National Pension System (NPS) Contribution	0%	-	-
Self-Owned Vehicle Expenses	N	-	-

3: Residual post selection of flexi components:			
Leave Travel Assistance		60,865	5,072
Medical Allowance		15,000	1,250
Conveyance Allowance	Self-owned Vehicle Expenses option should be set to N	19,200	1,600
Meal Allowance		15,952	1,329
Flexi Allowance		-	-
<b>Gross Salary</b>		<b>584,300</b>	<b>48,692</b>

Thanks & Regards

**PALLAVI PRADHAN**

Recruiter| Talent Acquisition| Bangalore

[PALLAVP@AMAZON.COM](mailto:PALLAVP@AMAZON.COM) P (80) 6055106





**OFFER CUM APPOINTMENT LETTER**

Divyarth Tiwari  
House no.44 south panchshil nagar ,takiyapar, Danapur  
Patna  
800012  
IN

Dear Divyarth,

On behalf of **Amazon Development Centre (India) Private Limited**, a company incorporated under the laws of India, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka India (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Offer cum Appointment Letter for the position of **Catalog Associate DE** at **Bangalore**, India.

Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before **10 business days**.

Upon your acceptance of the offer herein, this Offer cum Appointment Letter shall form the employment contract that is a valid and binding agreement of employment between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

**1. Date of Commencement**

Your employment with Amazon India will commence on **05-Jul-2021**.

**2. Probation**

You shall be on probation for a period of 3 months ("Probation Period") from the date of joining. Your performance will be reviewed and evaluated at regular intervals during the Probation Period. Depending on the outcome of such evaluation/s, the Company may, at its sole discretion, either (a) if your performance is found satisfactory, confirm your appointment; or (b) if your performance is found to be unsatisfactory, extend, in writing, the Probation Period by a further period of 3 more months or terminate your employment with Amazon India with



immediate effect and without any advance or prior notice, and with no further liabilities to Amazon India, except for payment of remuneration up to the date of termination of employment.

### 3. Duties

- 3.1 You will be employed in the position of **Catalog Associate DE**. Your manager will advise you about your job responsibilities after your joining with us. You will be expected to do your job to the best of your ability at all times as per the job responsibilities advised by your manager at the time of joining or as amended from time to time, as well as such other tasks as may be required by Amazon India.
- 3.2 You will be required to comply with Amazon India's rules, regulations and policies from time to time in force, including, without limitation, those policies set out in Amazon India's Policies and Procedures, as communicated to you. Amazon India reserves the right to change Amazon India's Policies and Procedures from time to time at its sole discretion and you shall be bound by the same.
- 3.3 You acknowledge that during the course of your employment, as the business of Amazon India changes, it may be necessary to rotate you in other departments / units. Amazon India therefore reserves the right to change your role and responsibilities from time to time at its sole discretion and without assigning any reason, it being understood that you will not be assigned responsibilities which you cannot reasonably perform.
- 3.4 Unless specified in writing, you shall not be authorised to enter into any contractual obligations on behalf of Amazon India or its affiliates including creating a lien (statutory or other), security interest, mortgage, pledge, assignment, encumbrance, chattel or conditional sale or other title retention agreement or any other financial obligations or otherwise on behalf of Amazon India or its affiliates.

### 4. Hours of Work

The normal business hours of the office, at which you work, will apply to you and these will be advised on commencement of employment and when there is a change. You may be required to work in shifts for different work hours or workdays during the week depending on the business or team that you may be working for. You will be advised by your manager or department about such requirements at the time of joining and from time to time during the course of your employment, as appropriate. Certain business teams also operate on 24x7 basis and hence, may have rotational shifts or related requirements for their respective team members. Please refer to Amazon India's Policies and Procedures for further details.

**5. Place of Work**

Your initial place of work will be at Amazon India's facility in Bangalore. However, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you. As you are joining during the period of the Covid-19 Pandemic, you may be permitted to work from a location of your choice in India with the prior approval of your manager under the condition that you are willing to get back to the location mentioned above as and when required by Amazon.

**6. Remuneration**

- 6.1 Your Annual Base Pay will be Rs.**520,000** per annum made payable in arrears in accordance with Amazon India's standard payroll practice and subject to all lawful deductions of income tax, provident fund contribution (if any), insurances or otherwise. Your Base Pay is inclusive of both the employer's and the employee's provident fund contributions. Your Base Pay will be reviewed in accordance with internal performance review systems, details of which are set out in Amazon India's Policies and Procedures. If your hire date is on or before the first Monday in October of the current year, you will be eligible for a performance assessment and salary adjustment in the next calendar year. Ordinarily, this process occurs in the month of April each year.
- 6.2 Amazon India has the right to deduct from your pay/salary any sums which you may owe Amazon India, including without limitation, any over-payments or loans made to you by Amazon India or any demand raised by any judicial or quasi-judicial authority for your acts or omissions and / or losses suffered by Amazon India as a result of your negligence or breach of the terms contained in this Offer cum Appointment Letter/Amazon India's Policies, or your failure to return Amazon India's property.

**7. Contribution to Employees' Provident Fund**

Amazon India will contribute to Employees' Provident Fund (EPF) as and when required by the Employees' Provident Funds and Miscellaneous Provision Act, 1952 read with the Employees' Provident Funds Scheme, 1952, and as further described in Amazon India's Policies and Procedures.





The Employees' Provident Fund Organization ('EPFO'), the statutory body established under Employees' Provident Funds and Miscellaneous Provisions Act, 1952, requires linking of the employee's Aadhaar details with their respective Universal Account Number ('UAN'). For this purpose and to enable Amazon India to make the EPF contributions, Amazon India will collect a copy of your e-aadhar, which needs to be uploaded by you on Amazon HRS tool prior to commencement of your employment with Amazon India. Foreign Nationals / Overseas Citizens of India shall be required to provide a copy of the first and last page of their valid passport for this purpose.

You acknowledge and provide your consent to Amazon India to use your aadhaar/e-aadhaar or passport (as the case may be) during the tenure of your employment with Amazon India for the purpose of any other requirement under a Government scheme or benefit that may mandate production of such documents as per the applicable law(s) and/or for Amazon India's compliance with its obligations under applicable law(s).

## **8. Leave**

Amazon India will grant you leave as provided in Amazon India's Policies and Procedures. All leave scheduling and organisation will be arranged to ensure smooth business operation; your manager's approval is required prior to your scheduling or changing any leave.

## **9. Confidential Information and Confidentiality Obligations**

9.1 "Confidential Information" means and includes any information that relates to the business of the Company that is not generally available to the public. Without limiting the foregoing, Confidential Information includes:

- (1) the identity of, contractual terms with, and any information relating to, the Company's business partners, customers, services clients, sellers, agents, employees, contractors, investors, joint ventures, vendors, or suppliers and the terms on which the Company does business with each such entity, or generally;
- (2) computer code (including source code and object code) or software developed, modified, or used by the Company;
- (3) data of any sort compiled by the Company, including, but not limited to, data relating to products and services, advertising and marketing, and existing or prospective customers, clients, vendors, or business partners;
- (4) algorithms, procedures or techniques, or the essential ideas and principles underlying such algorithms, procedures or techniques, developed by, or whose workings are otherwise known to, the Company (but excluding any public

4

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road,  
Malleshwaram (W) Bangalore - 560 055. Karnataka India

Tel. : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN :  
U72200KA2004FTC034233

domain algorithms, procedures, or techniques), whether or not such algorithms, procedures or techniques are embodied in a computer program, including, but not limited to, techniques for identifying prospective customers, communicating effectively with prospective or current customers, reducing operating costs, or increasing system reliability;

- (5) the fact that the Company uses, has used, or has evaluated for potential use any particular database, source of data, algorithm, procedure or technique, or the essential ideas and principles underlying such algorithm, procedure or technique, developed or supplied by a party other than the Company (including any algorithms, procedures or techniques in the public domain), whether or not such algorithms, procedures or techniques are embodied in a computer program;
- (6) pricing or marketing strategies developed, investigated, acquired (from a third party or otherwise), evaluated, modified, tested or employed by the Company, or any information related to, or that might reasonably be expected to lead to, the development of such strategies;
- (7) information about the Company's future plans, including, but not limited to, plans for expanding into new products, geographical areas, market segments, or services;
- (8) any information that would typically be included in the Company's financial statements, including, but not limited to, the amount of the Company's assets, liabilities, net worth, revenues, expenses, or net income;
- (9) the following information which shall hereinafter be referred to as the "Disclosure Information":
  - (a) any and all algorithms, procedures or techniques related to the Company's business activities or to your work with the Company, and the essential ideas and principles underlying such algorithms, procedures or techniques, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such algorithms, procedures or techniques are embodied in a computer program;
  - (b) any and all pricing or marketing strategies, the essential ideas and principles on which such strategies are based, and any information that might reasonably be expected to lead to the development of such



strategies, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company;

- (c) information relating to any and all products and services, and the essential ideas and principles underlying any and all products and services, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such products or services are marketed, sold, or provided by the Company; and
  - (d) any other ideas or information conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, if the idea or information could reasonably be expected to prove useful or valuable to the Company;
- (10) any other information gained in the course of your employment with the Company that could reasonably be expected to prove deleterious to the Company if disclosed to third parties, including without limitation, any information that could reasonably be expected to aid a competitor or potential competitor of the Company in competing more effectively with the Company;
  - (11) any information received by the Company from third parties, whether or not under obligation of confidentiality;
  - (12) any information derived from any of the above, including any intellectual property rights attached thereto; and
  - (13) any copies of the above mentioned information.

## 9.2 Confidentiality Obligations:

- (1) You acknowledge that you have acquired and/or will acquire Confidential Information during the course of, or incident to, your employment with the Company, and that the ability of the Company to continue in business could be seriously jeopardized if such Confidential Information were to be used by you or by other persons or firms to compete with the Company. Accordingly, you agree

that you shall not, directly or indirectly, at any time, during the term of your employment with the Company or at any time thereafter, and without regard to when or for what reason, if any, such employment shall terminate, use or cause to be used any Confidential Information in connection with any activity or business except the business of the Company, and shall not disclose or cause to be disclosed any Confidential Information to any individual, partnership, corporation, or other entity unless such disclosure has been specifically authorized in writing by the Company, or except as may be required by any applicable law or by order of a court of competent jurisdiction, or any regulatory or governmental body. Further, you agree that you will give the Company prompt notice of any such order/direction of a court/ regulatory or governmental body so that the Company may seek relief by way of a protective order or other appropriate remedy, and further will provide any assistance which the Company may reasonably require in order to secure such order or such remedy (with your expenses reasonably incurred in providing such assistance to be reimbursed by the Company). In the event such protective order or other remedy is not obtained, you shall furnish only that portion of the Confidential Information which is legally required by the governmental entity or regulatory authority; and will use reasonable efforts to obtain confidential treatment for any Confidential Information so disclosed.

- (2) During the course of your employment with the Company and at the date of termination thereof (hereinafter the "Date of Termination"), you shall promptly disclose and deliver over to the Company, without additional compensation, in writing, or in such form and manner as the Company may reasonably require, the Disclosure Information defined in Section 9.1(9) hereinabove, to the extent that such disclosure could reasonably be expected to be of interest to the Company.
- (3) Nothing in this Offer cum Appointment Letter shall be deemed to dilute or waive any rights related to the protection of trade secrets that the Company may have under common law or any applicable statutes.

## **10. Intellectual Property Rights**

- 10.1 All patents, copyrights, trade secrets, trade/commercial names, proprietary rights, logos, slogans and all other intellectual property rights developed by or for the Company by any person, including but not limited to intellectual property rights relating to any and/or all of the Confidential Information, ("Intellectual Property Rights") shall be owned by the Company. For good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, you hereby agree to irrevocably, perpetually and unconditionally



sell, assign, transfer and convey to the Company and its successors your entire right, title and interest in the Confidential Information and/or Intellectual Property Rights and any improvements thereto throughout the world, including, without limitation:

- (1) all patents, copyrights, trade secrets, trade/commercial names, logos, other proprietary rights and all other intellectual property rights in the Confidential Information and all rights to secure registrations, renewals and extensions of the same;
- (2) all rights to make, have made, use, practice, import, export and otherwise fully exploit the Confidential Information and any and all improvements that the Employee or Company may hereafter make or develop;
- (3) all rights to file and prosecute applications for patent, copyright and all other intellectual property protection covering the Confidential Information and improvements thereon, and the processes and designs embodied therein, in India, the United States and in every other country and jurisdiction throughout the world;
- (4) all rights under any patent, copyright and all other intellectual property which may be issued on the Confidential Information or the improvements thereon, and any processes and designs therein, and all rights to enjoy the same; and
- (5) all documents, notes, notebooks, drawings, schematics, prototypes, magnetically encoded media, electronically stored information, or other materials related to the Confidential Information.

10.2 During the period of your employment with the Company and as may be reasonably necessary subsequent to your employment, you agree to cooperate with the Company as may be necessary to obtain patent, copyright and all other intellectual property protection for the Intellectual Property Rights and improvements thereto throughout the world and agree to do such further acts and execute and deliver to the Company such instruments as may be required to perfect, register or enforce the Company's ownership of the rights assigned, transferred or conveyed. If such cooperation is required after the Date of Termination, the Company shall compensate you at a reasonable rate for the time and related expenses actually spent by you at the Company's request. If you fail or refuse to execute any such instruments, you hereby appoint the Company as your attorney-in-fact to act on your behalf and to execute such instruments. This appointment shall be irrevocable and deemed to be a power coupled with an interest.

10.3 For the purposes of the assignment, transfer or conveyance referred to hereinabove, you acknowledge and covenant that your employment with the Company and the benefits

received thereunder shall be treated as good and valuable consideration and that you are not entitled to any further consideration in any form or manner whatsoever in relation thereto.

- 10.4 Notwithstanding any other provision hereof to the contrary, this Offer cum Appointment Letter does not obligate you to assign or offer to assign to the Company any of your rights in an invention for which no equipment, supplies, facilities, Intellectual Property Rights, Confidential Information or trade secret information of the Company was used and which was developed entirely on your own time, unless (a) the invention relates (i) directly to the business of the Company, or (ii) to the Company's actual or demonstrably anticipated research or development, or (b) the invention results from or is related to, any work performed by you for the Company.

10.5 No Grant of Rights.

You agree that all rights, title and interest in the Intellectual Property Rights and Confidential Information shall be owned exclusively by the Company. Nothing herein contained shall be construed as a grant by implication, estoppel or otherwise, of a license of any kind by either you to the Company, or by the Company to you, for example, to make, have made, use or sell any product using the Intellectual Property Rights, Confidential Information, or as a license under any patent, patent application, utility model, copyright, mask work right, or any other intellectual property right.

**11. Non-Solicitation**

- 11.1 During your employment with the Company and for a period of 12 months from the date of termination thereof, you shall not solicit or cause or authorize, directly or indirectly, to be solicited for any competitive business, for or on behalf of any person or customer, or otherwise take any action that might divert the business or patronage of any customer from the Company, or otherwise damage or alienate the relationship between the Company and any customer, vendor or supplier; and
- 11.2 During your employment with the Company and for a period of 12 months thereafter, you shall not solicit or attempt to influence any person employed or engaged by the Company (whether as an employee, consultant, advisor or in any other manner) to terminate or otherwise cease such employment or engagement with the Company or become the employee of, or directly or indirectly offer services in any form or manner to, yourself or any person or entity which is a competitor of the Company.

**12. Employee Data Protection**



- 12.1 You authorise Amazon India to collect, process and transfer all personal employee-related information obtained by Amazon India for the purpose of proactively managing the employment relationship.
- 12.2 You further authorise the transfer to, and storage of, your personal information in the worldwide employee database currently located in Seattle, Washington, U.S.A. (or such other location as Amazon India determines from time to time). Human Resources and selected management throughout the Amazon group worldwide will be authorised to access this database.

### **13. Exclusivity of Services**

During your employment, you will be required to devote your full time, attention and abilities to your job duties during working hours, and to act in the best interests of Amazon India at all times. You shall not, without the written consent of Amazon India, be in any way directly or indirectly engaged or concerned in any other business or undertaking .

### **14. Termination of Employment**

- 14.1 Your employment may be terminated by either party by giving one month's written notice (exclusive of any leaves availed during the said period) or payment of one month salary in lieu of such notice period to the other party. Amazon India holds the right to accept or deny payment in lieu of the said one month notice.
- 14.2 Amazon India reserves the right to terminate your employment forthwith "for cause" without advance notice and without payment of severance, in the event you:
- (i) have been found guilty of any misconduct or indiscipline after due enquiry by Amazon India;
  - (ii) have violated or are in breach of any of the terms of this Offer cum Appointment Letter or Amazon India's Policies and Procedures;
  - (iii) have been grossly negligent, or have neglected your duties, or have underperformed your duties, or have performed your duties in a manner unacceptable to Amazon India;
  - (iv) have suppressed any information or submitted false information with the view to obtain employment in Amazon India;
  - (v) are convicted for any offence under any law for the time being in force in any jurisdiction;
  - (vi) commit any act detrimental to the interest of Amazon India;
  - (vii) abstain from work for seven consecutive days without informing Amazon India;

- 14.3 On the termination of your employment for any reason whatsoever, you will return to Amazon India, without delay, all assets belonging to Amazon India, correspondence, records, specifications, models, notes, formulations, lists, papers, reports and other documents and all copies thereof and other property belonging to Amazon India or relating to its business affairs or dealing, including any Confidential Information and Intellectual Property Rights, which are in your possession or under your control. At Amazon India's option, you agree to provide a written certification of your compliance with this Section. Further, you agree to sign a termination certificate in accordance with Amazon India's Policies and Procedures, which will reaffirm your compliance of your post-termination obligations, including return of Amazon India's property/properties and releasing Amazon India from all claims, liabilities and obligations. Where Amazon has made any excess payment to you as part of your relieving formalities, whether or not such excess payment is termed "Full and Final Settlement", you shall be obligated and liable to repay such excess amount forthwith upon being notified by Amazon.

**15. Gratuity**

Gratuity will be paid as and when required by the Payment of Gratuity Act, 1972 and as further described in Amazon India's Policies and Procedures.

**16. Employee Benefits**

You will be eligible to receive employee benefits as may be provided by Amazon India in Amazon India's Policies and Procedures. These are subject to change with or without prior notice for both existing and prospective employees. Revised policy will supersede any previous policy which would have been applicable and would have been communicated as part of offer letter.

**17. New Hire Background Investigation**

- 17.1 It is Amazon India's policy to investigate all its new hires. Your employment is conditional upon the information contained in your application form and/or curriculum vitae being true and accurate, including (but not limited to) your educational and professional qualifications, the documents furnished by you being genuine, and upon reference checks to be conducted by Amazon India being successfully completed.
- 17.2 You authorise Amazon India to conduct such searches with government or enforcement authorities as are necessary to enable it to verify that you do not hold any criminal convictions.
- 17.3 In case you are waiting for the results of your examinations and you are hired prior to the same, your continued employment with Amazon India will be subject to passing the said



examination and completing the course, failing which Amazon India reserves the right to take action including termination of your employment without notice.

- 17.4 In case your exams have been postponed due to Covid 19 situation, your continued employment will be contingent to your appearing for the exam and passing the same within a period of 12 months from the date of joining. Amazon India reserves the right to take action including termination of your employment without notice in case of failure to produce proof of passing within the said period.

## **18. Foreign Nationals**

- 18.1 In case you are not an Indian national and, under any law, are required to obtain applicable visa / work permit / authorisation or permission from appropriate government authorities to work in India, you are required to ensure all such permissions are obtained before commencement of employment with Amazon India.
- 18.2 You are also required to ensure all future correspondence and permissions for continued stay and employment in the country as per the governing law are complied with at all times. If required, Amazon shall be at liberty to demand copies / originals of such permission.
- 18.3 It is made clear that possessing valid work permit / authorisation at all times of your employment is an inherent requirement of your employment with Amazon India. Any time after the execution of this Offer cum Appointment Letter, if it is found that you do not have required work permit / visa, Amazon India shall terminate your employment, without notice, with immediate effect, without any liability towards you.

## **19. Representations and Warranties**

You hereby represent and warrant to the Company that:

- 19.1 the information furnished by you for the purpose of your employment with the Company is true and correct to the best of your information, knowledge and belief;
- 19.2 you shall not, during the course of your employment with the Company, use or disclose any document/s that in any way constitutes confidential, proprietary for trade secret information of a third party (including a former employer), except pursuant to written authorization by such third party to do so;

- 19.3 you are not in unauthorized possession or control of any document/s that in any way constitutes confidential, proprietary or trade secret information of a third party (including a former employer);
- 19.4 during the course of your employment with the Company, you will not violate any non-solicitation or similar agreements or obligations that you have with any third party; and
- 19.5 there are no other agreements executed by you with third parties that conflict with the terms and conditions of your employment with Amazon India or that restrict your ability to execute this Offer cum Appointment Letter;
- 19.6 You recognize that the restrictions set forth in this Offer cum Appointment Letter may limit your future flexibility in many ways. You expressly acknowledge that (i) the limitations specified herein are fair and reasonable in view of the nature of the business in which the Company is engaged, your position with the Company, and your access to Confidential Information / Intellectual Property Rights, (ii) you are voluntarily entering into this Offer cum Appointment Letter, and (iii) in spite of the restraints imposed herein, you will be able to engage in other lawful professions, trades or businesses after termination of your employment with the Company. You recognize that your compensation is adequate consideration and acknowledge that you will not be subject to undue hardship or inconvenience by reason of your agreeing to the provisions contained herein.

## **20. Other Particulars**

- 20.1 You confirm that there are no other agreements executed by you with third parties that conflict with the terms and conditions of your employment with Amazon India or that restrict your ability to execute this Offer cum Appointment Letter
- 20.2 You hereby represent and warrant that the information furnished by you for the purpose of your employment with the Company is true and correct to the best of your information, knowledge and belief.

## **21. Notices**

All notices issued by you to the Company or by the Company to you shall be sent either by registered post, courier through a recognised courier service provider or by email transmission which shall be deemed to have been received the next working day provided the notice is also sent by registered post the next working day after email transmission.

## **22. Waiver**



Failure of the Company to insist upon strict adherence of any term of this Offer cum Appointment Letter on any occasion/s shall not be considered a waiver thereof or deprive the Company of the right thereafter to insist upon strict adherence to that term or any other term of this Offer cum Appointment Letter.

**23. Severability**

The holding of any provision of this Offer cum Appointment Letter to be illegal, invalid, or unenforceable by a court of competent jurisdiction shall not affect any other provision hereof, which shall remain in full force and effect.

**24. Assignment**

Except as otherwise provided in this Section, this Offer cum Appointment Letter shall inure to the benefit of, and be binding upon you and your heirs, representatives, successors and assigns. Neither this Offer cum Appointment Letter nor any right or interest hereunder shall be assignable by you or your legal heirs, beneficiaries or legal representatives without the Company's prior written consent. This Offer cum Appointment Letter shall be assignable by the Company to a subsidiary or affiliate of the Company; or to any corporation, partnership, or other entity that may be organized by the Company, as a separate business unit in connection with the business activities of the Company; or to any corporation, partnership, or other entity resulting from the reorganization, merger or consolidation of the Company with any other corporation, partnership or other entity, or any corporation, partnership, or other entity to or with which all or any portion of the Company's business or assets may be sold, exchanged or transferred.

**25. Employer – Employee Relationship**

The relationship between the Company and you hereunder shall be solely that of an employer and employee and no modification of responsibility or compensation made hereinafter shall be construed so as to constitute the relationship of partners or joint ventures or so as to as to construe you as an independent contractor of the Company.

**26. Liability for Breach**

You acknowledge and accept that your breach of any of the terms contained in this Offer cum Appointment Letter or in Amazon India's Policies and Procedures, may cause the Company irreparable harm for which there is no adequate remedy at law, and therefore, the Company shall be entitled to the issuance by a court of competent jurisdiction of an order of injunction, restraining order, or other equitable relief in favor of itself, without the necessity of posting a bond, restraining you from committing or continuing to commit any such violation. Exercise or

waiver by the Company of its rights to obtain an injunction, restraining order, or other equitable relief hereunder shall not be deemed a waiver of any right to assert any other remedy the Company may have at law or in equity. In any legal action or other proceeding by the Company against you in connection with this Offer cum Appointment Letter (e.g., for recovery of damages or other relief), the Company will be entitled to recover its reasonable attorneys' fees and other costs incurred.

**27. Authorization to Notify New Employer**

You hereby grant consent to the Company to notify any of your new employer/s about your rights and obligations under this Offer cum Appointment Letter.

**28. Governing Law and Jurisdiction**

Your employment, and any disputes which may arise under, out of, or in connection with your employment, shall be governed by and construed in accordance with the laws of India; and the Courts having territorial jurisdiction over the registered office of the Company shall alone have exclusive jurisdiction to try and entertain such disputes to the exclusion of any other Courts situated elsewhere.

**29. Agreement/Modifications**

The terms described in this Offer cum Appointment Letter and Amazon India's Policies and Procedures will cumulatively constitute the terms of your employment, and shall supersede any previous discussions, offers or agreements relating to your employment, or to the subject matter hereof. Any additions to, deletions of, or modifications of these terms are valid and effective only if the same are carried out in writing and signed by you and an officer of Amazon India.

**30. Headings**

The Section headings appearing in this Offer cum Appointment Letter are used for convenience of reference only and shall not be considered a part of this Offer cum Appointment Letter or in any way modify, amend or affect the meaning of any of its provisions.

**31. Survival**

Your obligations under Sections 9, 10, 12, 14, 22, 23, 24, 26, 27, 28 and this Section 31 hereof shall survive the termination of this Offer Cum Appointment Letter and of your employment with the Company.





You undertake to be bound by any rules and regulations enforced by Amazon India from time to time in relation to the conduct, discipline, medical leave and holidays or on any matters relating to service conditions which will be deemed as rules, regulations and order as a part of these terms of employment.

For and on behalf of Amazon Development Centre (India) Private Limited

#### **AUTHORIZATION**

By

Signed by: ANIL WARRIER  
Date: 2021.06.23 07:15:57 +05:30  
Location: India

#### **ACCEPTANCE**

I acknowledge receipt of this Offer cum Appointment Letter and, after reading and understanding the same, I accept Amazon India's offer of employment on the terms set out in this Offer cum Appointment Letter.





## **OFFER CUM APPOINTMENT LETTER**

Sonu Kumar  
Nazirpur, Muzaffarpur,  
Muzaffarpur  
842002  
IN

Dear Sonu,

On behalf of **Amazon Development Centre (India) Private Limited**, a company incorporated under the laws of India, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka India (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Offer cum Appointment Letter for the position of **SPRO Investigator - German** at **Hyderabad**, India.

Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before **10 business days**.

Upon your acceptance of the offer herein, this Offer cum Appointment Letter shall form the employment contract that is a valid and binding agreement of employment between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

### **1. Date of Commencement**

Your employment with Amazon India will commence on **27-Sep-2021**.

### **2. Probation**

You shall be on probation for a period of 3 months ("Probation Period") from the date of joining. Your performance will be reviewed and evaluated at regular intervals during the Probation Period. Depending on the outcome of such evaluation/s, the Company may, at its sole discretion, either (a) if your performance is found satisfactory, confirm your appointment; or (b) if your performance is found to be unsatisfactory, extend, in writing, the Probation Period by a further period of 3 more months or terminate your employment with Amazon India with

immediate effect and without any advance or prior notice, and with no further liabilities to Amazon India, except for payment of remuneration up to the date of termination of employment.

### 3. Duties

- 3.1 You will be employed in the position of **SPRO Investigator - German**. Your manager will advise you about your job responsibilities after your joining with us. You will be expected to do your job to the best of your ability at all times as per the job responsibilities advised by your manager at the time of joining or as amended from time to time, as well as such other tasks as may be required by Amazon India.
- 3.2 You will be required to comply with Amazon India's rules, regulations and policies from time to time in force, including, without limitation, those policies set out in Amazon India's Policies and Procedures, as communicated to you. Amazon India reserves the right to change Amazon India's Policies and Procedures from time to time at its sole discretion and you shall be bound by the same.
- 3.3 You acknowledge that during the course of your employment, as the business of Amazon India changes, it may be necessary to rotate you in other departments / units. Amazon India therefore reserves the right to change your role and responsibilities from time to time at its sole discretion and without assigning any reason, it being understood that you will not be assigned responsibilities which you cannot reasonably perform.
- 3.4 Unless specified in writing, you shall not be authorised to enter into any contractual obligations on behalf of Amazon India or its affiliates including creating a lien (statutory or other), security interest, mortgage, pledge, assignment, encumbrance, chattel or conditional sale or other title retention agreement or any other financial obligations or otherwise on behalf of Amazon India or its affiliates.

### 4. Hours of Work

The normal business hours of the office, at which you work, will apply to you and these will be advised on commencement of employment and when there is a change. You may be required to work in shifts for different work hours or workdays during the week depending on the business or team that you may be working for. You will be advised by your manager or department about such requirements at the time of joining and from time to time during the course of your employment, as appropriate. Certain business teams also operate on 24x7 basis and hence, may have rotational shifts or related requirements for their respective team members. Please refer to Amazon India's Policies and Procedures for further details.

## 5. Place of Work

Your initial place of work will be at Amazon India's facility in Hyderabad. However, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you. As you are joining during the period of the Covid-19 Pandemic, you may be permitted to work from a location of your choice in India with the prior approval of your manager under the condition that you are willing to get back to the location mentioned above as and when required by Amazon.

## 6. Remuneration

- 6.1 Your Annual Base Pay will be Rs.**584,300** per annum made payable in arrears in accordance with Amazon India's standard payroll practice and subject to all lawful deductions of income tax, provident fund contribution (if any), insurances or otherwise. Your Base Pay is inclusive of both the employer's and the employee's provident fund contributions. Your Base Pay will be reviewed in accordance with internal performance review systems, details of which are set out in Amazon India's Policies and Procedures. If your hire date is on or before the first Monday in October of the current year, you will be eligible for a performance assessment and salary adjustment in the next calendar year. Ordinarily, this process occurs in the month of April each year.
- 6.2 Amazon India has the right to deduct from your pay/salary any sums which you may owe Amazon India, including without limitation, any over-payments or loans made to you by Amazon India or any demand raised by any judicial or quasi-judicial authority for your acts or omissions and / or losses suffered by Amazon India as a result of your negligence or breach of the terms contained in this Offer cum Appointment Letter/Amazon India's Policies, or your failure to return Amazon India's property.

## 7. Contribution to Employees' Provident Fund

Amazon India will contribute to Employees' Provident Fund (EPF) as and when required by the Employees' Provident Funds and Miscellaneous Provision Act, 1952 read with the Employees' Provident Funds Scheme, 1952, and as further described in Amazon India's Policies and Procedures.



The Employees' Provident Fund Organization ('EPFO'), the statutory body established under Employees' Provident Funds and Miscellaneous Provisions Act, 1952, requires linking of the employee's Aadhaar details with their respective Universal Account Number ('UAN'). For this purpose and to enable Amazon India to make the EPF contributions, Amazon India will collect a copy of your e-aadhar, which needs to be uploaded by you on Amazon HRS tool prior to commencement of your employment with Amazon India. Foreign Nationals / Overseas Citizens of India shall be required to provide a copy of the first and last page of their valid passport for this purpose.

You acknowledge and provide your consent to Amazon India to use your aadhaar/e-aadhaar or passport (as the case may be) during the tenure of your employment with Amazon India for the purpose of any other requirement under a Government scheme or benefit that may mandate production of such documents as per the applicable law(s) and/or for Amazon India's compliance with its obligations under applicable law(s).

## **8. Leave**

Amazon India will grant you leave as provided in Amazon India's Policies and Procedures. All leave scheduling and organisation will be arranged to ensure smooth business operation; your manager's approval is required prior to your scheduling or changing any leave.

## **9. Confidential Information and Confidentiality Obligations**

9.1 "Confidential Information" means and includes any information that relates to the business of the Company that is not generally available to the public. Without limiting the foregoing, Confidential Information includes:

- (1) the identity of, contractual terms with, and any information relating to, the Company's business partners, customers, services clients, sellers, agents, employees, contractors, investors, joint ventures, vendors, or suppliers and the terms on which the Company does business with each such entity, or generally;
- (2) computer code (including source code and object code) or software developed, modified, or used by the Company;
- (3) data of any sort compiled by the Company, including, but not limited to, data relating to products and services, advertising and marketing, and existing or prospective customers, clients, vendors, or business partners;
- (4) algorithms, procedures or techniques, or the essential ideas and principles underlying such algorithms, procedures or techniques, developed by, or whose workings are otherwise known to, the Company (but excluding any public

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REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road,  
Mallechwaram (W) Bangalore - 560 055. Karnataka India

Tel. : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN :  
U72200KA2004FTC034233



domain algorithms, procedures, or techniques), whether or not such algorithms, procedures or techniques are embodied in a computer program, including, but not limited to, techniques for identifying prospective customers, communicating effectively with prospective or current customers, reducing operating costs, or increasing system reliability;

- (5) the fact that the Company uses, has used, or has evaluated for potential use any particular database, source of data, algorithm, procedure or technique, or the essential ideas and principles underlying such algorithm, procedure or technique, developed or supplied by a party other than the Company (including any algorithms, procedures or techniques in the public domain), whether or not such algorithms, procedures or techniques are embodied in a computer program;
- (6) pricing or marketing strategies developed, investigated, acquired (from a third party or otherwise), evaluated, modified, tested or employed by the Company, or any information related to, or that might reasonably be expected to lead to, the development of such strategies;
- (7) information about the Company's future plans, including, but not limited to, plans for expanding into new products, geographical areas, market segments, or services;
- (8) any information that would typically be included in the Company's financial statements, including, but not limited to, the amount of the Company's assets, liabilities, net worth, revenues, expenses, or net income;
- (9) the following information which shall hereinafter be referred to as the "Disclosure Information":
  - (a) any and all algorithms, procedures or techniques related to the Company's business activities or to your work with the Company, and the essential ideas and principles underlying such algorithms, procedures or techniques, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such algorithms, procedures or techniques are embodied in a computer program;
  - (b) any and all pricing or marketing strategies, the essential ideas and principles on which such strategies are based, and any information that might reasonably be expected to lead to the development of such

strategies, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company;

- (c) information relating to any and all products and services, and the essential ideas and principles underlying any and all products and services, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such products or services are marketed, sold, or provided by the Company; and
  - (d) any other ideas or information conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, if the idea or information could reasonably be expected to prove useful or valuable to the Company;
- (10) any other information gained in the course of your employment with the Company that could reasonably be expected to prove deleterious to the Company if disclosed to third parties, including without limitation, any information that could reasonably be expected to aid a competitor or potential competitor of the Company in competing more effectively with the Company;
  - (11) any information received by the Company from third parties, whether or not under obligation of confidentiality;
  - (12) any information derived from any of the above, including any intellectual property rights attached thereto; and
  - (13) any copies of the above mentioned information.

## 9.2 Confidentiality Obligations:

- (1) You acknowledge that you have acquired and/or will acquire Confidential Information during the course of, or incident to, your employment with the Company, and that the ability of the Company to continue in business could be seriously jeopardized if such Confidential Information were to be used by you or by other persons or firms to compete with the Company. Accordingly, you agree

that you shall not, directly or indirectly, at any time, during the term of your employment with the Company or at any time thereafter, and without regard to when or for what reason, if any, such employment shall terminate, use or cause to be used any Confidential Information in connection with any activity or business except the business of the Company, and shall not disclose or cause to be disclosed any Confidential Information to any individual, partnership, corporation, or other entity unless such disclosure has been specifically authorized in writing by the Company, or except as may be required by any applicable law or by order of a court of competent jurisdiction, or any regulatory or governmental body. Further, you agree that you will give the Company prompt notice of any such order/direction of a court/ regulatory or governmental body so that the Company may seek relief by way of a protective order or other appropriate remedy, and further will provide any assistance which the Company may reasonably require in order to secure such order or such remedy (with your expenses reasonably incurred in providing such assistance to be reimbursed by the Company). In the event such protective order or other remedy is not obtained, you shall furnish only that portion of the Confidential Information which is legally required by the governmental entity or regulatory authority; and will use reasonable efforts to obtain confidential treatment for any Confidential Information so disclosed.

- (2) During the course of your employment with the Company and at the date of termination thereof (hereinafter the "Date of Termination"), you shall promptly disclose and deliver over to the Company, without additional compensation, in writing, or in such form and manner as the Company may reasonably require, the Disclosure Information defined in Section 9.1(9) hereinabove, to the extent that such disclosure could reasonably be expected to be of interest to the Company.
- (3) Nothing in this Offer cum Appointment Letter shall be deemed to dilute or waive any rights related to the protection of trade secrets that the Company may have under common law or any applicable statutes.

## **10. Intellectual Property Rights**

- 10.1 All patents, copyrights, trade secrets, trade/commercial names, proprietary rights, logos, slogans and all other intellectual property rights developed by or for the Company by any person, including but not limited to intellectual property rights relating to any and/or all of the Confidential Information, ("Intellectual Property Rights") shall be owned by the Company. For good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, you hereby agree to irrevocably, perpetually and unconditionally

sell, assign, transfer and convey to the Company and its successors your entire right, title and interest in the Confidential Information and/or Intellectual Property Rights and any improvements thereto throughout the world, including, without limitation:

- (1) all patents, copyrights, trade secrets, trade/commercial names, logos, other proprietary rights and all other intellectual property rights in the Confidential Information and all rights to secure registrations, renewals and extensions of the same;
- (2) all rights to make, have made, use, practice, import, export and otherwise fully exploit the Confidential Information and any and all improvements that the Employee or Company may hereafter make or develop;
- (3) all rights to file and prosecute applications for patent, copyright and all other intellectual property protection covering the Confidential Information and improvements thereon, and the processes and designs embodied therein, in India, the United States and in every other country and jurisdiction throughout the world;
- (4) all rights under any patent, copyright and all other intellectual property which may be issued on the Confidential Information or the improvements thereon, and any processes and designs therein, and all rights to enjoy the same; and
- (5) all documents, notes, notebooks, drawings, schematics, prototypes, magnetically encoded media, electronically stored information, or other materials related to the Confidential Information.

10.2 During the period of your employment with the Company and as may be reasonably necessary subsequent to your employment, you agree to cooperate with the Company as may be necessary to obtain patent, copyright and all other intellectual property protection for the Intellectual Property Rights and improvements thereto throughout the world and agree to do such further acts and execute and deliver to the Company such instruments as may be required to perfect, register or enforce the Company's ownership of the rights assigned, transferred or conveyed. If such cooperation is required after the Date of Termination, the Company shall compensate you at a reasonable rate for the time and related expenses actually spent by you at the Company's request. If you fail or refuse to execute any such instruments, you hereby appoint the Company as your attorney-in-fact to act on your behalf and to execute such instruments. This appointment shall be irrevocable and deemed to be a power coupled with an interest.

10.3 For the purposes of the assignment, transfer or conveyance referred to hereinabove, you acknowledge and covenant that your employment with the Company and the benefits



received thereunder shall be treated as good and valuable consideration and that you are not entitled to any further consideration in any form or manner whatsoever in relation thereto.

- 10.4 Notwithstanding any other provision hereof to the contrary, this Offer cum Appointment Letter does not obligate you to assign or offer to assign to the Company any of your rights in an invention for which no equipment, supplies, facilities, Intellectual Property Rights, Confidential Information or trade secret information of the Company was used and which was developed entirely on your own time, unless (a) the invention relates (i) directly to the business of the Company, or (ii) to the Company's actual or demonstrably anticipated research or development, or (b) the invention results from or is related to, any work performed by you for the Company.

10.5 No Grant of Rights.

You agree that all rights, title and interest in the Intellectual Property Rights and Confidential Information shall be owned exclusively by the Company. Nothing herein contained shall be construed as a grant by implication, estoppel or otherwise, of a license of any kind by either you to the Company, or by the Company to you, for example, to make, have made, use or sell any product using the Intellectual Property Rights, Confidential Information, or as a license under any patent, patent application, utility model, copyright, mask work right, or any other intellectual property right.

**11. Non-Solicitation**

- 11.1 During your employment with the Company and for a period of 12 months from the date of termination thereof, you shall not solicit or cause or authorize, directly or indirectly, to be solicited for any competitive business, for or on behalf of any person or customer, or otherwise take any action that might divert the business or patronage of any customer from the Company, or otherwise damage or alienate the relationship between the Company and any customer, vendor or supplier; and
- 11.2 During your employment with the Company and for a period of 12 months thereafter, you shall not solicit or attempt to influence any person employed or engaged by the Company (whether as an employee, consultant, advisor or in any other manner) to terminate or otherwise cease such employment or engagement with the Company or become the employee of, or directly or indirectly offer services in any form or manner to, yourself or any person or entity which is a competitor of the Company.

**12. Employee Data Protection**

- 12.1 You authorise Amazon India to collect, process and transfer all personal employee-related information obtained by Amazon India for the purpose of proactively managing the employment relationship.
- 12.2 You further authorise the transfer to, and storage of, your personal information in the worldwide employee database currently located in Seattle, Washington, U.S.A. (or such other location as Amazon India determines from time to time). Human Resources and selected management throughout the Amazon group worldwide will be authorised to access this database.

### **13. Exclusivity of Services**

During your employment, you will be required to devote your full time, attention and abilities to your job duties during working hours, and to act in the best interests of Amazon India at all times. You shall not, without the written consent of Amazon India, be in any way directly or indirectly engaged or concerned in any other business or undertaking .

### **14. Termination of Employment**

- 14.1 Your employment may be terminated by either party by giving one month's written notice (exclusive of any leaves availed during the said period) or payment of one month salary in lieu of such notice period to the other party. Amazon India holds the right to accept or deny payment in lieu of the said one month notice.
- 14.2 Amazon India reserves the right to terminate your employment forthwith "for cause" without advance notice and without payment of severance, in the event you:
- (i) have been found guilty of any misconduct or indiscipline after due enquiry by Amazon India;
  - (ii) have violated or are in breach of any of the terms of this Offer cum Appointment Letter or Amazon India's Policies and Procedures;
  - (iii) have been grossly negligent, or have neglected your duties, or have underperformed your duties, or have performed your duties in a manner unacceptable to Amazon India;
  - (iv) have suppressed any information or submitted false information with the view to obtain employment in Amazon India;
  - (v) are convicted for any offence under any law for the time being in force in any jurisdiction;
  - (vi) commit any act detrimental to the interest of Amazon India;
  - (vii) abstain from work for seven consecutive days without informing Amazon India;

- 14.3 On the termination of your employment for any reason whatsoever, you will return to Amazon India, without delay, all assets belonging to Amazon India, correspondence, records, specifications, models, notes, formulations, lists, papers, reports and other documents and all copies thereof and other property belonging to Amazon India or relating to its business affairs or dealing, including any Confidential Information and Intellectual Property Rights, which are in your possession or under your control. At Amazon India's option, you agree to provide a written certification of your compliance with this Section. Further, you agree to sign a termination certificate in accordance with Amazon India's Policies and Procedures, which will reaffirm your compliance of your post-termination obligations, including return of Amazon India's property/properties and releasing Amazon India from all claims, liabilities and obligations. Where Amazon has made any excess payment to you as part of your relieving formalities, whether or not such excess payment is termed "Full and Final Settlement", you shall be obligated and liable to repay such excess amount forthwith upon being notified by Amazon.

**15. Gratuity**

Gratuity will be paid as and when required by the Payment of Gratuity Act, 1972 and as further described in Amazon India's Policies and Procedures.

**16. Employee Benefits**

You will be eligible to receive employee benefits as may be provided by Amazon India in Amazon India's Policies and Procedures. These are subject to change with or without prior notice for both existing and prospective employees. Revised policy will supersede any previous policy which would have been applicable and would have been communicated as part of offer letter.

**17. New Hire Background Investigation**

- 17.1 It is Amazon India's policy to investigate all its new hires. Your employment is conditional upon the information contained in your application form and/or curriculum vitae being true and accurate, including (but not limited to) your educational and professional qualifications, the documents furnished by you being genuine, and upon reference checks to be conducted by Amazon India being successfully completed.
- 17.2 You authorise Amazon India to conduct such searches with government or enforcement authorities as are necessary to enable it to verify that you do not hold any criminal convictions.
- 17.3 In case you are waiting for the results of your examinations and you are hired prior to the same, your continued employment with Amazon India will be subject to passing the said



examination and completing the course, failing which Amazon India reserves the right to take action including termination of your employment without notice.

- 17.4 In case your exams have been postponed due to Covid 19 situation, your continued employment will be contingent to your appearing for the exam and passing the same within a period of 6 months from the date of joining. Amazon India reserves the right to take action including termination of your employment without notice in case of failure to produce proof of passing within the said period.

## **18. Foreign Nationals**

- 18.1 In case you are not an Indian national and, under any law, are required to obtain applicable visa / work permit / authorisation or permission from appropriate government authorities to work in India, you are required to ensure all such permissions are obtained before commencement of employment with Amazon India.
- 18.2 You are also required to ensure all future correspondence and permissions for continued stay and employment in the country as per the governing law are complied with at all times. If required, Amazon shall be at liberty to demand copies / originals of such permission.
- 18.3 It is made clear that possessing valid work permit / authorisation at all times of your employment is an inherent requirement of your employment with Amazon India. Any time after the execution of this Offer cum Appointment Letter, if it is found that you do not have required work permit / visa, Amazon India shall terminate your employment, without notice, with immediate effect, without any liability towards you.

## **19. Representations and Warranties**

You hereby represent and warrant to the Company that:

- 19.1 the information furnished by you for the purpose of your employment with the Company is true and correct to the best of your information, knowledge and belief;
- 19.2 you shall not, during the course of your employment with the Company, use or disclose any document/s that in any way constitutes confidential, proprietary for trade secret information of a third party (including a former employer), except pursuant to written authorization by such third party to do so;



- 19.3 you are not in unauthorized possession or control of any document/s that in any way constitutes confidential, proprietary or trade secret information of a third party (including a former employer);
- 19.4 during the course of your employment with the Company, you will not violate any non-solicitation or similar agreements or obligations that you have with any third party; and
- 19.5 there are no other agreements executed by you with third parties that conflict with the terms and conditions of your employment with Amazon India or that restrict your ability to execute this Offer cum Appointment Letter;
- 19.6 You recognize that the restrictions set forth in this Offer cum Appointment Letter may limit your future flexibility in many ways. You expressly acknowledge that (i) the limitations specified herein are fair and reasonable in view of the nature of the business in which the Company is engaged, your position with the Company, and your access to Confidential Information / Intellectual Property Rights, (ii) you are voluntarily entering into this Offer cum Appointment Letter, and (iii) in spite of the restraints imposed herein, you will be able to engage in other lawful professions, trades or businesses after termination of your employment with the Company. You recognize that your compensation is adequate consideration and acknowledge that you will not be subject to undue hardship or inconvenience by reason of your agreeing to the provisions contained herein.

## **20. Other Particulars**

- 20.1 You confirm that there are no other agreements executed by you with third parties that conflict with the terms and conditions of your employment with Amazon India or that restrict your ability to execute this Offer cum Appointment Letter
- 20.2 You hereby represent and warrant that the information furnished by you for the purpose of your employment with the Company is true and correct to the best of your information, knowledge and belief.

## **21. Notices**

All notices issued by you to the Company or by the Company to you shall be sent either by registered post, courier through a recognised courier service provider or by email transmission which shall be deemed to have been received the next working day provided the notice is also sent by registered post the next working day after email transmission.

## **22. Waiver**

Failure of the Company to insist upon strict adherence of any term of this Offer cum Appointment Letter on any occasion/s shall not be considered a waiver thereof or deprive the Company of the right thereafter to insist upon strict adherence to that term or any other term of this Offer cum Appointment Letter.

**23. Severability**

The holding of any provision of this Offer cum Appointment Letter to be illegal, invalid, or unenforceable by a court of competent jurisdiction shall not affect any other provision hereof, which shall remain in full force and effect.

**24. Assignment**

Except as otherwise provided in this Section, this Offer cum Appointment Letter shall inure to the benefit of, and be binding upon you and your heirs, representatives, successors and assigns. Neither this Offer cum Appointment Letter nor any right or interest hereunder shall be assignable by you or your legal heirs, beneficiaries or legal representatives without the Company's prior written consent. This Offer cum Appointment Letter shall be assignable by the Company to a subsidiary or affiliate of the Company; or to any corporation, partnership, or other entity that may be organized by the Company, as a separate business unit in connection with the business activities of the Company; or to any corporation, partnership, or other entity resulting from the reorganization, merger or consolidation of the Company with any other corporation, partnership or other entity, or any corporation, partnership, or other entity to or with which all or any portion of the Company's business or assets may be sold, exchanged or transferred.

**25. Employer – Employee Relationship**

The relationship between the Company and you hereunder shall be solely that of an employer and employee and no modification of responsibility or compensation made hereinafter shall be construed so as to constitute the relationship of partners or joint ventures or so as to as to construe you as an independent contractor of the Company.

**26. Liability for Breach**

You acknowledge and accept that your breach of any of the terms contained in this Offer cum Appointment Letter or in Amazon India's Policies and Procedures, may cause the Company irreparable harm for which there is no adequate remedy at law, and therefore, the Company shall be entitled to the issuance by a court of competent jurisdiction of an order of injunction, restraining order, or other equitable relief in favor of itself, without the necessity of posting a bond, restraining you from committing or continuing to commit any such violation. Exercise or

waiver by the Company of its rights to obtain an injunction, restraining order, or other equitable relief hereunder shall not be deemed a waiver of any right to assert any other remedy the Company may have at law or in equity. In any legal action or other proceeding by the Company against you in connection with this Offer cum Appointment Letter (e.g., for recovery of damages or other relief), the Company will be entitled to recover its reasonable attorneys' fees and other costs incurred.

**27. Authorization to Notify New Employer**

You hereby grant consent to the Company to notify any of your new employer/s about your rights and obligations under this Offer cum Appointment Letter.

**28. Governing Law and Jurisdiction**

Your employment, and any disputes which may arise under, out of, or in connection with your employment, shall be governed by and construed in accordance with the laws of India; and the Courts having territorial jurisdiction over the registered office of the Company shall alone have exclusive jurisdiction to try and entertain such disputes to the exclusion of any other Courts situated elsewhere.

**29. Agreement/Modifications**

The terms described in this Offer cum Appointment Letter and Amazon India's Policies and Procedures will cumulatively constitute the terms of your employment, and shall supersede any previous discussions, offers or agreements relating to your employment, or to the subject matter hereof. Any additions to, deletions of, or modifications of these terms are valid and effective only if the same are carried out in writing and signed by you and an officer of Amazon India.

**30. Headings**

The Section headings appearing in this Offer cum Appointment Letter are used for convenience of reference only and shall not be considered a part of this Offer cum Appointment Letter or in any way modify, amend or affect the meaning of any of its provisions.

**31. Survival**

Your obligations under Sections 9, 10, 12, 14, 22, 23, 24, 26, 27, 28 and this Section 31 hereof shall survive the termination of this Offer Cum Appointment Letter and of your employment with the Company.







You undertake to be bound by any rules and regulations enforced by Amazon India from time to time in relation to the conduct, discipline, medical leave and holidays or on any matters relating to service conditions which will be deemed as rules, regulations and order as a part of these terms of employment.

For and on behalf of Amazon Development Centre (India) Private Limited

#### **AUTHORIZATION**

By

#### **ACCEPTANCE**

I acknowledge receipt of this Offer cum Appointment Letter and, after reading and understanding the same, I accept Amazon India's offer of employment on the terms set out in this Offer cum Appointment Letter.



## **OFFER CUM APPOINTMENT LETTER**

Sakshi Tiwari  
Sadafal Niwas near Sai kripa hotel, Jt marg, Development area  
Gangtok  
737101  
IN

Dear Sakshi,

On behalf of **Amazon Development Centre (India) Private Limited**, a company incorporated under the laws of India, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka India (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Offer cum Appointment Letter for the position of **SPRO Investigator - Chinese at Bangalore, India**.

Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before **10 business days**.

Upon your acceptance of the offer herein, this Offer cum Appointment Letter shall form the employment contract that is a valid and binding agreement of employment between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

### **1. Date of Commencement**

Your employment with Amazon India will commence on **07-Feb-2022**.



**August 11, 2021**

Dear **Akash Kumar**,

**Congratulations! We welcome you to the family of Sutherland!**

With reference to the discussions you had with us, we are pleased to make an Offer of Employment with us as Associate-CS Internet in the Company. Please note that this position is subject to clearance of background verification. You need to submit all relevant documents for back ground verification within 10 days from your Date of Joining. In case you fail to submit the documents within the prescribed period we will initiate appropriate action against you as deemed appropriate by the Company. You are requested to join us on or before August 13, 2021 on the following terms and conditions.

Your place of posting will be initially at Chennai. However during your employment with us you may be posted or transferred/attached to any other units/companies/ offices or clients of The Sutherland Group either in India or Abroad at the sole discretion of the Management.

Your emoluments by way of Annual Cost to the Company is Rs.610,000.00 /- per annum (Rupees Six Lakhs Ten Thousand Only), the details of which are given in the annexure of the appointment letter.

You shall report to Jobbin Chandran of the company or any authorized person nominated by the company from time to time, who will in turn assign your role, duties and responsibilities in the company.

You may be required to work in shift system of the company as intimated to you from time to time.

You are governed by the "Sutherland's Code of Conduct as updated from time to time" of the company which are in force or may come in force from time to time. You will also execute a service and confidentiality agreement as applicable to employees of your category from time to time.

You would be on probation for a period of 6 months and either party can terminate this contract of employment in 15 days advance notice or pay salary in lieu of the same to the other party. On completion of 6 months, your services will be deemed to be confirmed automatically unless informed otherwise in writing. On confirmation, either party can terminate this contract for employment by giving 60 days advance notice or pay salary in lieu of the same to the other party. You understand and agree that if you do not complete the notice period the Company may be subject to losses or irreparable damages. Hence, the Company may, at its sole discretion, reject payment in lieu of notice period, and require you to complete the notice period in accordance with the employment contract, including any changes/amendments to the notice period, duly communicated to you without you having objected to the same within one month of such communication. If you fail to do so, the Company shall be entitled to sue you for specific performance of the contract as also claim ascertained damages.

Your employment is subject to successful and satisfactory clearance of background verification which is a continues process and if any discrepancy is observed during the course of background verification which is against the policies of the Company, we will take appropriate action including immediate cessation of your employment without any further liability to Company.

The company reserves the right to terminate your employment on grounds of unauthorized absence from duty, non-performance, misconduct, fraud, negligence, theft, willful violation of the company rules,

misappropriation, imprisonment or censure by a court of law or as it may deem fit in the instant case and will not pay any notice pay.

During the period of your employment with us, you will not work directly or indirectly for any other person, firm, company or organization or engage yourself with any trade or business whether with or without remuneration in any capacity without the prior written permission of the company.

In compliance with statutory and legal compliances under Indian Laws including but not limited to under Information Technology Act 2000, the company reserves the right to deploy necessary tools and measures in the interest of data integrity, screen and information security while working inside or outside office, including work at home, at any point of time.

You agree to abide by confidentiality norms as included under NDA signed by you and maintain secrecy of the Sutherland proprietary information exchanged with you during the course of your employment and thereafter.

In case of any violation of abovementioned covenants by you, the Company reserves its right to take penal action against you including termination of services and civil and criminal action against you for the damages incurred by the Company.

Your appointment is subject to that your self-declaration on medical fitness and you will have to maintain a state of overall sound health in order to be able to perform your Services per expected standards and continue employment in the Company.

All inventions, improvements and discoveries made solely by you or jointly while on duty need to be disclosed to the company and the company has the sole right, title and interest over such inventions, improvements, and discoveries and has the intellectual property rights over them.

You shall keep the company informed in writing, of any change in your address. failing which any notice/letter sent by the company to your address mentioned above shall be sufficient for the purpose of this contract.

The Personal Information you provide to the Company in connection with your recruitment and subsequent employment will be used for the purpose of administering your employment with the Company in general and the Company's human resources in particular. The Company may disclose some or all of your Personal Information to competent authority(ies) in accordance with their directions or to other parties, including our clients, on need-to-know basis, in pursuance of any enquiry or investigation. You have the right to access and correct your own Personal Information which the Company has. Any request for Personal Information access and/or correction should be addressed to the Human Resources Department. You shall keep the company informed of any change in your present or permanent address or contact details (e-mail/ contact number).

You will automatically retire from the services of the company on attaining the age of 60 years.

## **Required Documents**

Please bring the following original documents for verification with their photocopies, which would be retained for our records.

- Photographs (Six passport size)
- All educational certificates including mark sheets in full



- Relieving Letter & Service Certificate (If employed previously)
- Proof of Last drawn salary
- Aadhar, Passport / Proof of Address
- Form –16 along with earnings certificate for IT purpose

**Sutherland Global Services Private Ltd.**  
**Annexure**

**Name of the Employee: Akash Kumar**

**Designation: Associate–CS Internet**

**Date of Joining: August 13, 2021**

**Level: 1**

<b>Components</b>	<b>Rs. Per month</b>	<b>Rs. Per annum</b>
<b>FIXED PAY (A)</b>		
Basic Salary	16,168.00	194,013.00
House Rent Allowance	8,084.00	97,007.00
Bonus	1,984.00	23,813.00
Medical Reimbursement	1,250.00	15,000.00
Special Allowance	13,707.00	164,489.00
<b>SKILL BASED PAY (B)</b>		
Skill Based Pay	5,000.00	60,000.00
<b>Gross Salary (A + B)</b>	46,194.00	554,322.00
<b>PERFORMANCE INCENTIVE (C)</b>		
Performance Incentive	2,750.00	24,750.00
<b>STATUTORY BENEFITS AND INSURANCE (D)</b>		
Employer's Contribution to PF	1,800.00	21,600.00
Gratuity	777.00	9,328.00
<b>CTC ( A + B + C + D )</b>	50,833.00	610,000.00
Net Salary (Gross–PF–ESI)	44,394.00	532,722.00
Potential Earning (Net Salary + Performance Incentive)	47,144.00	557,472.00

Performance Incentive	<p>You will become eligible for PI, after completion of 2 calendar months from your start date at Sutherland. Your PI will be paid against achievement on the target/s set by the company, on a time to time basis. PI is processed and paid 60 days from the completion of the performance period.</p> <p><b>Example 1:</b> If DOJ on 1st of any Month, then PI eligibility would be from 3rd Month and paid along 5th Month Salary</p> <p><b>Example 2:</b> If DOJ is on 2nd onwards of any Month, then PI eligibility would be from 4th Month and paid along 6th Month Salary</p>
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Gratuity	Gratuity amount shall accrue annually, and the eligibility will be only on completion of 5 years of continues service with Sutherland and payable at the time of Final Settlement of Accounts
Insurance Coverage	<p>Sum insured under Accident Insurance is Rs.500,000/-,</p> <p>Medicclaim is Rs.200,000.00/- for self only.</p> <p>Group term Life Insurance coverage of – Rs 500,000.00 for self only.</p>
ESI	If your ESI wage (Gross – Bonus) is less than or equal to 21000/- per month, an amount equivalent to 0.75% of your gross salary will be deducted towards ESI every month – For details you may contact your Program HR Executive

We at Sutherland have the privilege to have you with us and personally welcome and wish you a very successful career with us and reaffirm our complete confidence in your ability to find professional and personal satisfaction here. All who met you agree you will be a fine asset to the company.

Best wishes for a long, happy and rewarding career with us.  
Sincerely,

For Sutherland



**Thendral Rajendran**

**Associate Vice President - Talent Acquisition**

**I have read the contents of this letter and accept the offer of employment with the terms and conditions mentioned above and the enclosed annexures.**

Signed Offer Letter





**OFFER CUM APPOINTMENT LETTER**

Alok Kumar  
Kriti Raj Society, Near Ramapir mandir, Pethapur  
Gandhinagar  
382610  
IN

Dear Alok,

On behalf of **Amazon Development Centre (India) Private Limited**, a company incorporated under the laws of India, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka India (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Offer cum Appointment Letter for the position of **SPRO Investigator - Chinese** at **Bangalore**, India.

Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before **10 business days**.

Upon your acceptance of the offer herein, this Offer cum Appointment Letter shall form the employment contract that is a valid and binding agreement of employment between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

**1. Date of Commencement**

Your employment with Amazon India will commence on **28-Jun-2021**.

**2. Probation**

You shall be on probation for a period of 3 months ("Probation Period") from the date of joining. Your performance will be reviewed and evaluated at regular intervals during the Probation Period. Depending on the outcome of such evaluation/s, the Company may, at its sole discretion, either (a) if your performance is found satisfactory, confirm your appointment; or (b) if your performance is found to be unsatisfactory, extend, in writing, the Probation Period by a further period of 3 more months or terminate your employment with Amazon India with



immediate effect and without any advance or prior notice, and with no further liabilities to Amazon India, except for payment of remuneration up to the date of termination of employment.

### 3. Duties

- 3.1 You will be employed in the position of **SPRO Investigator - Chinese**. Your manager will advise you about your job responsibilities after your joining with us. You will be expected to do your job to the best of your ability at all times as per the job responsibilities advised by your manager at the time of joining or as amended from time to time, as well as such other tasks as may be required by Amazon India.
- 3.2 You will be required to comply with Amazon India's rules, regulations and policies from time to time in force, including, without limitation, those policies set out in Amazon India's Policies and Procedures, as communicated to you. Amazon India reserves the right to change Amazon India's Policies and Procedures from time to time at its sole discretion and you shall be bound by the same.
- 3.3 You acknowledge that during the course of your employment, as the business of Amazon India changes, it may be necessary to rotate you in other departments / units. Amazon India therefore reserves the right to change your role and responsibilities from time to time at its sole discretion and without assigning any reason, it being understood that you will not be assigned responsibilities which you cannot reasonably perform.
- 3.4 Unless specified in writing, you shall not be authorised to enter into any contractual obligations on behalf of Amazon India or its affiliates including creating a lien (statutory or other), security interest, mortgage, pledge, assignment, encumbrance, chattel or conditional sale or other title retention agreement or any other financial obligations or otherwise on behalf of Amazon India or its affiliates.

### 4. Hours of Work

The normal business hours of the office, at which you work, will apply to you and these will be advised on commencement of employment and when there is a change. You may be required to work in shifts for different work hours or workdays during the week depending on the business or team that you may be working for. You will be advised by your manager or department about such requirements at the time of joining and from time to time during the course of your employment, as appropriate. Certain business teams also operate on 24x7 basis and hence, may have rotational shifts or related requirements for their respective team members. Please refer to Amazon India's Policies and Procedures for further details.

## 5. Place of Work

Your initial place of work will be at Amazon India's facility in Bangalore. However, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you. As you are joining during the period of the Covid-19 Pandemic, you may be permitted to work from a location of your choice in India with the prior approval of your manager under the condition that you are willing to get back to the location mentioned above as and when required by Amazon.

## 6. Remuneration

- 6.1 Your Annual Base Pay will be Rs.**676,600** per annum made payable in arrears in accordance with Amazon India's standard payroll practice and subject to all lawful deductions of income tax, provident fund contribution (if any), insurances or otherwise. Your Base Pay is inclusive of both the employer's and the employee's provident fund contributions. Your Base Pay will be reviewed in accordance with internal performance review systems, details of which are set out in Amazon India's Policies and Procedures. If your hire date is on or before the first Monday in October of the current year, you will be eligible for a performance assessment and salary adjustment in the next calendar year. Ordinarily, this process occurs in the month of April each year.
- 6.2 Amazon India has the right to deduct from your pay/salary any sums which you may owe Amazon India, including without limitation, any over-payments or loans made to you by Amazon India or any demand raised by any judicial or quasi-judicial authority for your acts or omissions and / or losses suffered by Amazon India as a result of your negligence or breach of the terms contained in this Offer cum Appointment Letter/Amazon India's Policies, or your failure to return Amazon India's property.

## 7. Contribution to Employees' Provident Fund

Amazon India will contribute to Employees' Provident Fund (EPF) as and when required by the Employees' Provident Funds and Miscellaneous Provision Act, 1952 read with the Employees' Provident Funds Scheme, 1952, and as further described in Amazon India's Policies and Procedures.





The Employees' Provident Fund Organization ('EPFO'), the statutory body established under Employees' Provident Funds and Miscellaneous Provisions Act, 1952, requires linking of the employee's Aadhaar details with their respective Universal Account Number ('UAN'). For this purpose and to enable Amazon India to make the EPF contributions, Amazon India will collect a copy of your e-aadhar, which needs to be uploaded by you on Amazon HRS tool prior to commencement of your employment with Amazon India. Foreign Nationals / Overseas Citizens of India shall be required to provide a copy of the first and last page of their valid passport for this purpose.

You acknowledge and provide your consent to Amazon India to use your aadhaar/e-aadhaar or passport (as the case may be) during the tenure of your employment with Amazon India for the purpose of any other requirement under a Government scheme or benefit that may mandate production of such documents as per the applicable law(s) and/or for Amazon India's compliance with its obligations under applicable law(s).

## **8. Leave**

Amazon India will grant you leave as provided in Amazon India's Policies and Procedures. All leave scheduling and organisation will be arranged to ensure smooth business operation; your manager's approval is required prior to your scheduling or changing any leave.

## **9. Confidential Information and Confidentiality Obligations**

9.1 "Confidential Information" means and includes any information that relates to the business of the Company that is not generally available to the public. Without limiting the foregoing, Confidential Information includes:

- (1) the identity of, contractual terms with, and any information relating to, the Company's business partners, customers, services clients, sellers, agents, employees, contractors, investors, joint ventures, vendors, or suppliers and the terms on which the Company does business with each such entity, or generally;
- (2) computer code (including source code and object code) or software developed, modified, or used by the Company;
- (3) data of any sort compiled by the Company, including, but not limited to, data relating to products and services, advertising and marketing, and existing or prospective customers, clients, vendors, or business partners;
- (4) algorithms, procedures or techniques, or the essential ideas and principles underlying such algorithms, procedures or techniques, developed by, or whose workings are otherwise known to, the Company (but excluding any public

4

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road,  
Malleshwaram (W) Bangalore - 560 055. Karnataka India

Tel. : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN :  
U72200KA2004FTC034233



domain algorithms, procedures, or techniques), whether or not such algorithms, procedures or techniques are embodied in a computer program, including, but not limited to, techniques for identifying prospective customers, communicating effectively with prospective or current customers, reducing operating costs, or increasing system reliability;

- (5) the fact that the Company uses, has used, or has evaluated for potential use any particular database, source of data, algorithm, procedure or technique, or the essential ideas and principles underlying such algorithm, procedure or technique, developed or supplied by a party other than the Company (including any algorithms, procedures or techniques in the public domain), whether or not such algorithms, procedures or techniques are embodied in a computer program;
- (6) pricing or marketing strategies developed, investigated, acquired (from a third party or otherwise), evaluated, modified, tested or employed by the Company, or any information related to, or that might reasonably be expected to lead to, the development of such strategies;
- (7) information about the Company's future plans, including, but not limited to, plans for expanding into new products, geographical areas, market segments, or services;
- (8) any information that would typically be included in the Company's financial statements, including, but not limited to, the amount of the Company's assets, liabilities, net worth, revenues, expenses, or net income;
- (9) the following information which shall hereinafter be referred to as the "Disclosure Information":
  - (a) any and all algorithms, procedures or techniques related to the Company's business activities or to your work with the Company, and the essential ideas and principles underlying such algorithms, procedures or techniques, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such algorithms, procedures or techniques are embodied in a computer program;
  - (b) any and all pricing or marketing strategies, the essential ideas and principles on which such strategies are based, and any information that might reasonably be expected to lead to the development of such

strategies, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company;

- (c) information relating to any and all products and services, and the essential ideas and principles underlying any and all products and services, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such products or services are marketed, sold, or provided by the Company; and
  - (d) any other ideas or information conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, if the idea or information could reasonably be expected to prove useful or valuable to the Company;
- (10) any other information gained in the course of your employment with the Company that could reasonably be expected to prove deleterious to the Company if disclosed to third parties, including without limitation, any information that could reasonably be expected to aid a competitor or potential competitor of the Company in competing more effectively with the Company;
  - (11) any information received by the Company from third parties, whether or not under obligation of confidentiality;
  - (12) any information derived from any of the above, including any intellectual property rights attached thereto; and
  - (13) any copies of the above mentioned information.

## 9.2 Confidentiality Obligations:

- (1) You acknowledge that you have acquired and/or will acquire Confidential Information during the course of, or incident to, your employment with the Company, and that the ability of the Company to continue in business could be seriously jeopardized if such Confidential Information were to be used by you or by other persons or firms to compete with the Company. Accordingly, you agree



that you shall not, directly or indirectly, at any time, during the term of your employment with the Company or at any time thereafter, and without regard to when or for what reason, if any, such employment shall terminate, use or cause to be used any Confidential Information in connection with any activity or business except the business of the Company, and shall not disclose or cause to be disclosed any Confidential Information to any individual, partnership, corporation, or other entity unless such disclosure has been specifically authorized in writing by the Company, or except as may be required by any applicable law or by order of a court of competent jurisdiction, or any regulatory or governmental body. Further, you agree that you will give the Company prompt notice of any such order/direction of a court/ regulatory or governmental body so that the Company may seek relief by way of a protective order or other appropriate remedy, and further will provide any assistance which the Company may reasonably require in order to secure such order or such remedy (with your expenses reasonably incurred in providing such assistance to be reimbursed by the Company). In the event such protective order or other remedy is not obtained, you shall furnish only that portion of the Confidential Information which is legally required by the governmental entity or regulatory authority; and will use reasonable efforts to obtain confidential treatment for any Confidential Information so disclosed.

- (2) During the course of your employment with the Company and at the date of termination thereof (hereinafter the "Date of Termination"), you shall promptly disclose and deliver over to the Company, without additional compensation, in writing, or in such form and manner as the Company may reasonably require, the Disclosure Information defined in Section 9.1(9) hereinabove, to the extent that such disclosure could reasonably be expected to be of interest to the Company.
- (3) Nothing in this Offer cum Appointment Letter shall be deemed to dilute or waive any rights related to the protection of trade secrets that the Company may have under common law or any applicable statutes.

## 10. Intellectual Property Rights

- 10.1 All patents, copyrights, trade secrets, trade/commercial names, proprietary rights, logos, slogans and all other intellectual property rights developed by or for the Company by any person, including but not limited to intellectual property rights relating to any and/or all of the Confidential Information, ("Intellectual Property Rights") shall be owned by the Company. For good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, you hereby agree to irrevocably, perpetually and unconditionally

sell, assign, transfer and convey to the Company and its successors your entire right, title and interest in the Confidential Information and/or Intellectual Property Rights and any improvements thereto throughout the world, including, without limitation:

- (1) all patents, copyrights, trade secrets, trade/commercial names, logos, other proprietary rights and all other intellectual property rights in the Confidential Information and all rights to secure registrations, renewals and extensions of the same;
- (2) all rights to make, have made, use, practice, import, export and otherwise fully exploit the Confidential Information and any and all improvements that the Employee or Company may hereafter make or develop;
- (3) all rights to file and prosecute applications for patent, copyright and all other intellectual property protection covering the Confidential Information and improvements thereon, and the processes and designs embodied therein, in India, the United States and in every other country and jurisdiction throughout the world;
- (4) all rights under any patent, copyright and all other intellectual property which may be issued on the Confidential Information or the improvements thereon, and any processes and designs therein, and all rights to enjoy the same; and
- (5) all documents, notes, notebooks, drawings, schematics, prototypes, magnetically encoded media, electronically stored information, or other materials related to the Confidential Information.

10.2 During the period of your employment with the Company and as may be reasonably necessary subsequent to your employment, you agree to cooperate with the Company as may be necessary to obtain patent, copyright and all other intellectual property protection for the Intellectual Property Rights and improvements thereto throughout the world and agree to do such further acts and execute and deliver to the Company such instruments as may be required to perfect, register or enforce the Company's ownership of the rights assigned, transferred or conveyed. If such cooperation is required after the Date of Termination, the Company shall compensate you at a reasonable rate for the time and related expenses actually spent by you at the Company's request. If you fail or refuse to execute any such instruments, you hereby appoint the Company as your attorney-in-fact to act on your behalf and to execute such instruments. This appointment shall be irrevocable and deemed to be a power coupled with an interest.

10.3 For the purposes of the assignment, transfer or conveyance referred to hereinabove, you acknowledge and covenant that your employment with the Company and the benefits



received thereunder shall be treated as good and valuable consideration and that you are not entitled to any further consideration in any form or manner whatsoever in relation thereto.

- 10.4 Notwithstanding any other provision hereof to the contrary, this Offer cum Appointment Letter does not obligate you to assign or offer to assign to the Company any of your rights in an invention for which no equipment, supplies, facilities, Intellectual Property Rights, Confidential Information or trade secret information of the Company was used and which was developed entirely on your own time, unless (a) the invention relates (i) directly to the business of the Company, or (ii) to the Company's actual or demonstrably anticipated research or development, or (b) the invention results from or is related to, any work performed by you for the Company.

10.5 No Grant of Rights.

You agree that all rights, title and interest in the Intellectual Property Rights and Confidential Information shall be owned exclusively by the Company. Nothing herein contained shall be construed as a grant by implication, estoppel or otherwise, of a license of any kind by either you to the Company, or by the Company to you, for example, to make, have made, use or sell any product using the Intellectual Property Rights, Confidential Information, or as a license under any patent, patent application, utility model, copyright, mask work right, or any other intellectual property right.

**11. Non-Solicitation**

- 11.1 During your employment with the Company and for a period of 12 months from the date of termination thereof, you shall not solicit or cause or authorize, directly or indirectly, to be solicited for any competitive business, for or on behalf of any person or customer, or otherwise take any action that might divert the business or patronage of any customer from the Company, or otherwise damage or alienate the relationship between the Company and any customer, vendor or supplier; and
- 11.2 During your employment with the Company and for a period of 12 months thereafter, you shall not solicit or attempt to influence any person employed or engaged by the Company (whether as an employee, consultant, advisor or in any other manner) to terminate or otherwise cease such employment or engagement with the Company or become the employee of, or directly or indirectly offer services in any form or manner to, yourself or any person or entity which is a competitor of the Company.

**12. Employee Data Protection**

- 12.1 You authorise Amazon India to collect, process and transfer all personal employee-related information obtained by Amazon India for the purpose of proactively managing the employment relationship.
- 12.2 You further authorise the transfer to, and storage of, your personal information in the worldwide employee database currently located in Seattle, Washington, U.S.A. (or such other location as Amazon India determines from time to time). Human Resources and selected management throughout the Amazon group worldwide will be authorised to access this database.

### **13. Exclusivity of Services**

During your employment, you will be required to devote your full time, attention and abilities to your job duties during working hours, and to act in the best interests of Amazon India at all times. You shall not, without the written consent of Amazon India, be in any way directly or indirectly engaged or concerned in any other business or undertaking .

### **14. Termination of Employment**

- 14.1 Your employment may be terminated by either party by giving one month's written notice (exclusive of any leaves availed during the said period) or payment of one month salary in lieu of such notice period to the other party. Amazon India holds the right to accept or deny payment in lieu of the said one month notice.
- 14.2 Amazon India reserves the right to terminate your employment forthwith "for cause" without advance notice and without payment of severance, in the event you:
- (i) have been found guilty of any misconduct or indiscipline after due enquiry by Amazon India;
  - (ii) have violated or are in breach of any of the terms of this Offer cum Appointment Letter or Amazon India's Policies and Procedures;
  - (iii) have been grossly negligent, or have neglected your duties, or have underperformed your duties, or have performed your duties in a manner unacceptable to Amazon India;
  - (iv) have suppressed any information or submitted false information with the view to obtain employment in Amazon India;
  - (v) are convicted for any offence under any law for the time being in force in any jurisdiction;
  - (vi) commit any act detrimental to the interest of Amazon India;
  - (vii) abstain from work for seven consecutive days without informing Amazon India;



- 14.3 On the termination of your employment for any reason whatsoever, you will return to Amazon India, without delay, all assets belonging to Amazon India, correspondence, records, specifications, models, notes, formulations, lists, papers, reports and other documents and all copies thereof and other property belonging to Amazon India or relating to its business affairs or dealing, including any Confidential Information and Intellectual Property Rights, which are in your possession or under your control. At Amazon India's option, you agree to provide a written certification of your compliance with this Section. Further, you agree to sign a termination certificate in accordance with Amazon India's Policies and Procedures, which will reaffirm your compliance of your post-termination obligations, including return of Amazon India's property/properties and releasing Amazon India from all claims, liabilities and obligations. Where Amazon has made any excess payment to you as part of your relieving formalities, whether or not such excess payment is termed "Full and Final Settlement", you shall be obligated and liable to repay such excess amount forthwith upon being notified by Amazon.

**15. Gratuity**

Gratuity will be paid as and when required by the Payment of Gratuity Act, 1972 and as further described in Amazon India's Policies and Procedures.

**16. Employee Benefits**

You will be eligible to receive employee benefits as may be provided by Amazon India in Amazon India's Policies and Procedures. These are subject to change with or without prior notice for both existing and prospective employees. Revised policy will supersede any previous policy which would have been applicable and would have been communicated as part of offer letter.

**17. New Hire Background Investigation**

- 17.1 It is Amazon India's policy to investigate all its new hires. Your employment is conditional upon the information contained in your application form and/or curriculum vitae being true and accurate, including (but not limited to) your educational and professional qualifications, the documents furnished by you being genuine, and upon reference checks to be conducted by Amazon India being successfully completed.
- 17.2 You authorise Amazon India to conduct such searches with government or enforcement authorities as are necessary to enable it to verify that you do not hold any criminal convictions.
- 17.3 In case you are waiting for the results of your examinations and you are hired prior to the same, your continued employment with Amazon India will be subject to passing the said

examination and completing the course, failing which Amazon India reserves the right to take action including termination of your employment without notice.

- 17.4 In case your exams have been postponed due to Covid 19 situation, your continued employment will be contingent to your appearing for the exam and passing the same within a period of 12 months from the date of joining. Amazon India reserves the right to take action including termination of your employment without notice in case of failure to produce proof of passing within the said period.

## **18. Foreign Nationals**

- 18.1 In case you are not an Indian national and, under any law, are required to obtain applicable visa / work permit / authorisation or permission from appropriate government authorities to work in India, you are required to ensure all such permissions are obtained before commencement of employment with Amazon India.
- 18.2 You are also required to ensure all future correspondence and permissions for continued stay and employment in the country as per the governing law are complied with at all times. If required, Amazon shall be at liberty to demand copies / originals of such permission.
- 18.3 It is made clear that possessing valid work permit / authorisation at all times of your employment is an inherent requirement of your employment with Amazon India. Any time after the execution of this Offer cum Appointment Letter, if it is found that you do not have required work permit / visa, Amazon India shall terminate your employment, without notice, with immediate effect, without any liability towards you.

## **19. Representations and Warranties**

You hereby represent and warrant to the Company that:

- 19.1 the information furnished by you for the purpose of your employment with the Company is true and correct to the best of your information, knowledge and belief;
- 19.2 you shall not, during the course of your employment with the Company, use or disclose any document/s that in any way constitutes confidential, proprietary for trade secret information of a third party (including a former employer), except pursuant to written authorization by such third party to do so;



- 19.3 you are not in unauthorized possession or control of any document/s that in any way constitutes confidential, proprietary or trade secret information of a third party (including a former employer);
- 19.4 during the course of your employment with the Company, you will not violate any non-solicitation or similar agreements or obligations that you have with any third party; and
- 19.5 there are no other agreements executed by you with third parties that conflict with the terms and conditions of your employment with Amazon India or that restrict your ability to execute this Offer cum Appointment Letter;
- 19.6 You recognize that the restrictions set forth in this Offer cum Appointment Letter may limit your future flexibility in many ways. You expressly acknowledge that (i) the limitations specified herein are fair and reasonable in view of the nature of the business in which the Company is engaged, your position with the Company, and your access to Confidential Information / Intellectual Property Rights, (ii) you are voluntarily entering into this Offer cum Appointment Letter, and (iii) in spite of the restraints imposed herein, you will be able to engage in other lawful professions, trades or businesses after termination of your employment with the Company. You recognize that your compensation is adequate consideration and acknowledge that you will not be subject to undue hardship or inconvenience by reason of your agreeing to the provisions contained herein.

**20. Other Particulars**

- 20.1 You confirm that there are no other agreements executed by you with third parties that conflict with the terms and conditions of your employment with Amazon India or that restrict your ability to execute this Offer cum Appointment Letter
- 20.2 You hereby represent and warrant that the information furnished by you for the purpose of your employment with the Company is true and correct to the best of your information, knowledge and belief.

**21. Notices**

All notices issued by you to the Company or by the Company to you shall be sent either by registered post, courier through a recognised courier service provider or by email transmission which shall be deemed to have been received the next working day provided the notice is also sent by registered post the next working day after email transmission.

**22. Waiver**

Failure of the Company to insist upon strict adherence of any term of this Offer cum Appointment Letter on any occasion/s shall not be considered a waiver thereof or deprive the Company of the right thereafter to insist upon strict adherence to that term or any other term of this Offer cum Appointment Letter.

**23. Severability**

The holding of any provision of this Offer cum Appointment Letter to be illegal, invalid, or unenforceable by a court of competent jurisdiction shall not affect any other provision hereof, which shall remain in full force and effect.

**24. Assignment**

Except as otherwise provided in this Section, this Offer cum Appointment Letter shall inure to the benefit of, and be binding upon you and your heirs, representatives, successors and assigns. Neither this Offer cum Appointment Letter nor any right or interest hereunder shall be assignable by you or your legal heirs, beneficiaries or legal representatives without the Company's prior written consent. This Offer cum Appointment Letter shall be assignable by the Company to a subsidiary or affiliate of the Company; or to any corporation, partnership, or other entity that may be organized by the Company, as a separate business unit in connection with the business activities of the Company; or to any corporation, partnership, or other entity resulting from the reorganization, merger or consolidation of the Company with any other corporation, partnership or other entity, or any corporation, partnership, or other entity to or with which all or any portion of the Company's business or assets may be sold, exchanged or transferred.

**25. Employer – Employee Relationship**

The relationship between the Company and you hereunder shall be solely that of an employer and employee and no modification of responsibility or compensation made hereinafter shall be construed so as to constitute the relationship of partners or joint ventures or so as to as to construe you as an independent contractor of the Company.

**26. Liability for Breach**

You acknowledge and accept that your breach of any of the terms contained in this Offer cum Appointment Letter or in Amazon India's Policies and Procedures, may cause the Company irreparable harm for which there is no adequate remedy at law, and therefore, the Company shall be entitled to the issuance by a court of competent jurisdiction of an order of injunction, restraining order, or other equitable relief in favor of itself, without the necessity of posting a bond, restraining you from committing or continuing to commit any such violation. Exercise or



waiver by the Company of its rights to obtain an injunction, restraining order, or other equitable relief hereunder shall not be deemed a waiver of any right to assert any other remedy the Company may have at law or in equity. In any legal action or other proceeding by the Company against you in connection with this Offer cum Appointment Letter (e.g., for recovery of damages or other relief), the Company will be entitled to recover its reasonable attorneys' fees and other costs incurred.

**27. Authorization to Notify New Employer**

You hereby grant consent to the Company to notify any of your new employer/s about your rights and obligations under this Offer cum Appointment Letter.

**28. Governing Law and Jurisdiction**

Your employment, and any disputes which may arise under, out of, or in connection with your employment, shall be governed by and construed in accordance with the laws of India; and the Courts having territorial jurisdiction over the registered office of the Company shall alone have exclusive jurisdiction to try and entertain such disputes to the exclusion of any other Courts situated elsewhere.

**29. Agreement/Modifications**

The terms described in this Offer cum Appointment Letter and Amazon India's Policies and Procedures will cumulatively constitute the terms of your employment, and shall supersede any previous discussions, offers or agreements relating to your employment, or to the subject matter hereof. Any additions to, deletions of, or modifications of these terms are valid and effective only if the same are carried out in writing and signed by you and an officer of Amazon India.

**30. Headings**

The Section headings appearing in this Offer cum Appointment Letter are used for convenience of reference only and shall not be considered a part of this Offer cum Appointment Letter or in any way modify, amend or affect the meaning of any of its provisions.

**31. Survival**

Your obligations under Sections 9, 10, 12, 14, 22, 23, 24, 26, 27, 28 and this Section 31 hereof shall survive the termination of this Offer Cum Appointment Letter and of your employment with the Company.







You undertake to be bound by any rules and regulations enforced by Amazon India from time to time in relation to the conduct, discipline, medical leave and holidays or on any matters relating to service conditions which will be deemed as rules, regulations and order as a part of these terms of employment.

For and on behalf of Amazon Development Centre (India) Private Limited

#### **AUTHORIZATION**

By

Signed by: MARY LOVINA PAUL  
Date: 2021.05.20 23:36:01 +05:30  
Location: India

#### **ACCEPTANCE**

I acknowledge receipt of this Offer cum Appointment Letter and, after reading and understanding the same, I accept Amazon India's offer of employment on the terms set out in this Offer cum Appointment Letter.

# **OFFER OF APPOINTMENT**

Date: 07 November 2021

From:

Sonnenkraft Solutions LLP  
FF103, 46 Dohil Chambers, Nehru Place  
New Delhi – 110019

GSTIN: 07ACVFS1549M1ZA

**Sub: Employment with RiseOTB (registered <sup>TM</sup> of Sonnenkraft Solutions LLP)**

To,

## **(1) Type of employment**

The Employee will be employed on the following basis: **full-time**

## **(2) Commencement of Employment**

(a) Your employment with the Employer ('Employment') shall be effective from the Commencement Date, which shall be the later of:

(i) 04-August-2021, at the following place of reporting: C-27, Sector 2, Noida, Uttar Pradesh, 201301, Uttar Pradesh. You may request for work from home using **"Annexure B"** of this document.

(ii) You providing the Employer with copies of your passport or birth certificate and all documents pertaining to your educational and professional qualifications and references from your previous employers (if any) to the Employer's satisfaction.

(b) You shall be employed with the Employer as **Associate - E.Comm Seller Support**. The Employer reserves the right to change your designation from time to time at its sole and absolute discretion.

(c) Your period of continuous Employment with the Employer shall be calculated from the Commencement Date.

(d) You warrant and represent to the Employer that you will not breach any obligation binding on you by reason of entering into this letter agreement or performing any of your duties and obligations under it or other third party contractual obligations.

(e) You warrant that all the information relating to you and provided by you to the Employer is true and accurate.

### **(3) Probation**

(a) You shall be on probation for a period of 3 months from the Commencement Date. During this period, the Employer may terminate your Employment by giving you 7 (seven) days prior written notice of termination. You may terminate the Employment during the probationary period by giving the Employer 15 (fifteen) days prior written notice. Notice of termination by employee shall be through hard copy bearing original signatures; it will not bear any value if communicated through telephone, email, SMS etc

(b) At the end of the probationary period, the Employer shall:

(i) If satisfied with your performance and suitability for continued employment confirm the same in writing, or

(ii) Terminate your Employment upon giving you 2 (two) days prior written notice of termination

### **(4) Compensation & Benefits**

Compensation and benefits include 3 components: (1) CTC; and (2) Optional bonus

As compensation, you shall be entitled to receive a CTC per **Annexure A**;

This shall accrue on a daily basis and be payable in the following periodicity in arrears by the 7 of the subsequent month by the following payment method: Cheque / Bank Transfer. It is clarified that 'CTC' shall comprise your total cost to the company and includes all payments made and benefits provided by the Employer directly or indirectly to or on your behalf, whether as salary or otherwise.

- a. The Employer may at its sole and absolute discretion alter/nullify policy governing performance-linked incentive and pay-out thereto with no advance notice

Formal performance appraisal shall occur in the following periodicity: **Annually**

The Employer is under no obligation to increase your CTC because of any review in performance. Any revision in the CTC following a review shall be effective from and subject to such terms and conditions as the Employer shall deem fit.

- a. The Employer may, in its sole and absolute discretion and based on your performance, pay an annual bonus ("Bonus"). While determining the Bonus payable (if any), the Employer may consider the regular feedback received about your performance from clients, managers and co-workers. The decision of the Employer in this respect shall be final and binding.
- b. To be eligible for consideration for the Bonus, you must have completed the following period: 2 years of continuous service with the Employer, however based on your performance company may consider you for a pro rata Bonus payout before the completion of 2 years. To receive the Bonus, you must be in service and not under any notice of termination on the date appointed for payment of Bonus. The Bonus, if any, shall be announced and paid on the dates specified by the Employer from time to time at its sole and absolute discretion.
- c. The Employee acknowledges and agrees that the compensation, as described in the preceding sub-clauses hereof, is the sole monetary compensation to which the Employee is entitled in consideration for the Employee's fulfilment of the Employee's Duties.
- d. The Employee acknowledges and agrees that if the Employer provides any additional monetary compensation to the Employee (such as bonuses), in addition to the compensation as described in the preceding sub-clauses hereof, such additional compensation will be payable entirely at the Employer's discretion.

- e. It shall be your sole responsibility to meet all requirements under Indian tax laws in respect of all payments made or benefits given under this Contract including proper and timely tax compliance and the Employer disclaims liability for any taxes and other imposts for which you are liable personally. The Employer shall be entitled to make such deductions which, in its opinion, are necessary and appropriate from any payment made or benefit given in connection with the Employment that require such deduction to be made by the employer and the Employer shall provide the Form 16 to the employee evidencing the deductions made.
- f. No liability shall attach to the Employer for your failure to pay any such taxes and imposts and you agree to indemnify and keep indemnified and hold harmless the Employer from and against any and all losses, costs, expenses, claims or demands which the Employer may pay, incur, suffer or sustain directly or indirectly arising out of or in relation to or howsoever connected with your failure to pay such taxes or imposts.
- g. The Employer shall be entitled, at any time during your employment, or in any event on the termination of your employment, howsoever arising, to deduct from your remuneration and any sums reimbursable to you by the Employer, any monies due from you to the Employer including, but not limited to any outstanding advances, payment for excess holiday, overpayment of salary and any other monies owed by you to the Employer pursuant to your employment with the Employer under this letter agreement.

## **(5) Duties & Obligations**

(a) The Employee will be required to perform all tasks and will be required to accept all duties and responsibilities as reasonably requested by the Employer from time to time ("the Employee's Duties").

(b) Your duties include those duties that would reasonably be expected to fall within this job title or such other duties, consistent with your status, as may reasonably be assigned to you from time to time to meet the needs of the Employer.

(c) The Employer may from time to time make changes to the position description or to the Employee's Duties, provided that such changes are reasonable in the context of the Employer's industry and in the context of the Employee's position.

(d) The Employer and the Employee may from time to time agree to make changes to the position description or to the Employee's Duties.

(e) The Employee agrees to perform the Employee's Duties in accordance with:

- (i) this Agreement; and
- (ii) the directions, instructions, requests, and orders of the Employer; and
- (iii) any of the Employer's guidelines, practice manuals, policies or procedures as they exist from time to time.

(f) The Employee must perform the Employee's Duties in good faith having regard to the best interests of the Employer, and in a careful, conscientious and professional manner and to a standard that can reasonably be expected of somebody with the Employee's level of skill, training and experience.

You shall:

(g) Devote your whole time, attention and ability solely and exclusively towards the performance of the duties and responsibilities assigned to you by the Employer from time to time during the Employer's normal business hours and at such other times as may be necessary;

(h) Properly and faithfully serve the Employer and use your best endeavor's to protect and further the interests and reputation of the Employer.



(i) Except when prevented by any emergency, illness, or accident you will devote the whole of your attention and skill to the affairs of the Employer and use your best endeavor's to promote its interests. You shall adhere to, execute, and fulfil all policies established by the Employer.

#### **(6) Location of Employment and Office Hours**

(a) You shall be employed at the Employer's office in Delhi-Noida or such other place that the Employer may require from time to time.

(b) The Employer may at its sole and absolute discretion transfer you to any other office of the Employer within India or abroad.

(c) You agree to work in any time slot across 24 hours as determined by the employer; if any slot is unacceptable to you, this offer/appointment letter automatically stands terminated without any further reference to you

#### **(7) Leave, Attendance and Sickness**

Will be as per prevailing statute and terms duly notified by prevailing policy which may be modified at the sole and absolute discretion of the employer

#### **(8) Confidential Information & Trade Secrets**

(a) During the course of Employment, you will have access to information (whether or not recorded in writing or on computer disk or tape) which the Employer treats as confidential or which has the necessary quality of confidentiality.

(b) Further, you understand that the Employer from time to time has in its possession information which is claimed by others to be proprietary and which the Employer has agreed to keep confidential. You agree that all such information shall be Proprietary or Confidential Information for purposes of this Agreement.

(c) Without limiting the foregoing, Confidential Information shall include:

(i) Intellectual Property and Developments including technical data, and information relating thereto or any part thereof; any devices designed by the Employer or its affiliate, trade or business secrets of Employer or its affiliate;

(ii) Financial data, in particular, concerning budgets, the fees and revenue calculations, costs, sales figures, financial statements, costing, profits, profit margins, profit expectations and inventories of the Employer and/or affiliates; commercial arrangements and negotiations, accounting information, business strategies, business plans, research and development projects, product formulae, processes, inventions, programs, designs, specifications, discoveries or know-how;

(iii) Confidential or proprietary information received from third parties and the identity of the Employer's clients and investors, any and all information, material and data provided by any client of the Employer or its affiliates;

(iv) Sales statistics, marketing surveys and plans, forecasts, budgets, costs, profit or loss, names, addresses and contact details of customers and potential customers or suppliers, licenses, prices, costs and employee, customer and supplier lists, any other information or knowledge gained from the Employer or in the course of Employment;

(v) Information concerning the Employer or affiliates' organizational and personnel matters (including employment related matters, contact details of any employee of the Employer or its affiliates, training material used by the Employer or its affiliates), policies and procedures data and

information relating to IT security protocols, all passwords and software used, owned leased and / or otherwise in the possession of the Employer or its affiliates;

(vi) Manufacturing, distribution and technological data used in conducting the business of the Employer, including details as to procurement, distribution, procedures and strategies, the fees, discounts, commissions and other credits of the Employer or Affiliate;

(vii) Business data, particularly data relating to new products, projects, services, promotion campaigns, plans for future development, strategies, pricing agreements and joint ventures in which the Employer or affiliates is/are involved;

(viii) All data in respect of consultants, agents, representatives of the Employer and/or affiliates including details of their effectiveness and compensation, and commission;

(ix) Details of this Agreement, including information and details relating to the Employee's salary and other benefits;

(x) Information which, to Employee's knowledge, is not intended by the Employer for general dissemination;

(xi) Information received by the Employer and/or Affiliate from third parties under obligation of confidentiality;

(xiii) Any information derived from any of the above;

(xiv) Any copies of the above-mentioned information;

(d) You shall:

(I) Keep secret and shall not, at any time either during the Employment or for the following period: , for whatever reason and whether directly or indirectly, use, disclose, divulge, communicate or reveal to any person (natural or artificial) for your own or another's benefit, any Developments or confidential, proprietary or secret information which has come to your knowledge during the course of the Employment without the prior written consent of the Employer

(II) Use your best endeavor's to prevent the publication, disclosure or use of any such Confidential information.

(e) The above restrictions shall not apply to divulging/disclosing information to such persons as may be authorized by the Employer in the course Employment. The Employer's decision as to who shall be permitted to disclose such Confidential information shall be final and binding on the Employee.

(f) Further, the aforesaid restrictions shall not apply to the disclosure of any information which: -

(i) Is or becomes generally available to the public, other than as a result of your disclosure;

(iii) Is required to be disclosed by any applicable law, regulation or order of the Court or by any competent judicial, regulatory, governmental or other authority or governmental agency.

For the avoidance of doubt, the termination of this letter agreement or variation of any of its terms or conditions for any reason shall not affect the obligations of confidentiality set out above, except that they shall cease to apply to any information or knowledge which may come into the public domain other than by way of unauthorized disclosure in breach of the above obligations by you.

(g) During the term of employment, the Employee will not improperly use or disclose any Confidential Information or trade secrets, if any, of any former employer or any other person to whom the Employee has an obligation of confidentiality, and the Employee will not bring onto the premises of the Employer or Employer's clients any unpublished documents or any property

belonging to any former employer or any other person to whom the Employee has an obligation of confidentiality, unless consented to in writing by such former employer or person.

(h) No limitation of liability: Notwithstanding anything in the Agreement to the contrary, employee shall indemnify, hold harmless and defend employer (including its affiliates) from all suits, claims, demands, proceedings and other actions brought by a third party, and pay all expenses and costs (including but not limited to, assessments, fines, losses, penalties, settlements, costs of investigating and responding to any Data Incident, costs of notifying and providing affected individuals with at least one year of credit monitoring and fraud prevention services, and attorneys' fees, , arising out of or related to employees' misuse of employers' or its clients' data and information

(i) Besides the provisions stated above, employer may require employee to sign further addendums; failure to accept which will result in immediate termination

## **(9) Intellectual Property**

(a) The Employee represents that he/she does not own any Intellectual Property prior to the Commencement Date.

(b) You shall promptly and fully disclose to the Employer and keep confidential all inventions, discoveries, trade secrets, copyright works, designs or technical know-how and improvements, whether or not patentable, and whether or not they are made, conceived or reduced to practice during working hours or using the Employer's data or facilities, which you develop, make, conceive or reduce to practice during your engagement, either solely or jointly with others (collectively, the "Developments") in the course of your Employment. All Developments shall be the sole property of the Employer and belong to and be owned exclusively by the Employer, and you hereby irrevocably, absolutely and perpetually assign to the Employer, without further compensation, worldwide rights in respect of all of the right, title and interest in and to the Developments and any and all related patents, patent applications, copyrights, copyright applications, trademarks, trademark applications and trade names in India and elsewhere free from encumbrances of any kind for the full term of each and every such right, including renewal or extension of any such term. Decisions as to the protection or exploitation of any intellectual property shall be in the absolute discretion of the Employer.

(c) The Employee agrees that all originals and all copies of any and all material containing, representing, evidencing, recording, or constituting all or part of the Developments, however and whenever produced (whether by Employee or others) and whether or not protected under copyright law or patentable or protected under other intellectual property law, shall be immediately handed over to the Employer upon its creations and any copies thereof returned to the Employer upon termination of Employee's employment for any reason.

(d) The Employee agrees that the exclusive ownership of all content and/or part of Developments that is not protected under copyright laws and /or other intellectual property law and/or that is not patentable shall be automatically and irrevocably transferred to the Employer from date of creation.

(e) To the extent any assignment of the Developments cannot be made to the Employer or its designees, at present, the Employee hereby irrevocably, absolutely and perpetually agrees to assign to Employer or its designees, all of the Employee's right, title and interest including intellectual property rights therein or any part thereof. You hereby irrevocably, agree to transfer and assign to the Employer all of your entire right, title and interest in and to any and all inventions, discoveries, methods, copyrights, software, data, processes, products, improvements and developments whether or not published, confidential, protected or susceptible of legal protection and whether or not any attempt has been made to secure such protection, which were made, conceived or reduced to practice at any time during the course of your employment with the Employer (whether prior to or after the execution of this letter agreement) by you, in whole or in part at the expense of, on the premises of, with the assistance of the employees or consultants of, or with the equipment or supplies of, the Employer or any of its affiliates, and any and all other confidential information belonging to the Employer. If you are the author of any work, or a subject matter other than a work,

that was created or was being created in the course of your employment, the Employer may use it in any manner. You consent to this use whether or not it would, but for this clause, infringe your moral rights. The Employee explicitly waives all moral rights in the Developments.

(f) For the purposes of this clause, you agree promptly to take all action and sign and deliver all instruments as the Employer may require at any time hereafter. During and after the term of the Employee's employment by the Employer, the Employee shall and undertakes to assist the Employer, at the Employer's expense, in every proper way to (i) secure and maintain the Employer's rights hereunder and to carry out the intent of this Agreement and for vesting the Employer with full title of Developments and all rights, titles and interest including intellectual property rights therein and to enable the Employer, its successors, assigns and nominees, to secure and enjoy the full and exclusive benefits and advantages thereof.; (ii) to apply and prosecute registration applications in respect of intellectual property rights and the Developments for the Employer's benefit, in any and all countries; (iii) sign, execute, affirm all documents, including, without limitation, all applications, forms, instruments of assignment and supporting documentation and perform all other acts as may be required for the abovementioned purposes.

(g) You hereby constitute and appoint the Employer, its successors and assigns, your true and lawful attorney, with full power of substitution for you, and in your name, place and stead or otherwise, but on behalf of and for the benefit of the Employer, its successors and assigns, to take all actions and execute all documents on behalf of you necessary to affect the assignment set forth hereinabove.

(h) Should the Employer be unable to secure the signature on any document necessary to apply for, prosecute, obtain, protect or enforce any IPRs, due to any cause, the Employee hereby irrevocably designates and appoints the Employer and each of its duly authorized officers and agents as the Employee's agent and attorneys to do all lawfully permitted acts to further the prosecution, issuance, and enforcement of IPRs or protection in respect of the Developments, with the same force and effect as if executed and delivered by the Employee.

(i) The Employee represents and warrants that he will not use or integrate in the Developments any third-party materials or data that are not validly licensed to the Employer unless previously authorized by the Employee's reporting officer in the Employer. The Employee represents and warrants that the Employee has not violated the Intellectual Property Rights of any third party, and covenants that he/she shall not violate the Intellectual Property Rights of any third party in the course of his/her employment with Employer. Provided that in the event the Employer is held liable for the Employee's violation of any Intellectual Property Rights, the Employee undertakes to indemnify the Employer or affiliates as the case may be against any and all losses, liabilities, claims, actions, costs and expenses, including reasonable attorney's fees and court fees resulting there from.

(j) If, in the course of the Employee's employment with the Employer, the Employee incorporates Intellectual Property into the Employer's product, process or machine, the Employer is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license (with rights to sublicense through multiple tiers of sub-licensees) to make, have made, modify, use and sell such Intellectual Property.

(k) The Employee shall not during and after the term of the Employee's employment with the Employer, in any way violate the Intellectual Property Rights of any client of the Employer. Provided that in the event the Employer is held liable for the Employee's violation of any Intellectual Property Rights, the Employee undertakes to indemnify the Employer or affiliates as the case may be against any and all losses, liabilities, claims, actions, costs and expenses, including reasonable attorney's fees and court fees resulting therefrom. The Employee further covenants that he / she shall ensure that all information and records pertaining to any idea, process, trademark, service mark, invention, technology, computer program, original work of authorship, design, formula, discovery, patent or copyright of any client of the Employer that the Employee comes across during the term of his employment with the Employer, is duly protected. The Employee agrees that all originals and all copies of any and all material containing, representing, evidencing, recording, or constituting all or part of the Intellectual Property belonging to any client of the Employer, however and whenever produced (whether by Employee or others) and whether or not protected under copyright law or patentable or protected under other intellectual property law, shall



be immediately along with any copies thereof returned to the Employer upon termination of Employee's employment for any reason.

#### **(10) Dismissal**

(a) Notwithstanding anything contained herein, your employment may be terminated by the Employer without notice and without payment of compensation or in lieu of notice if you are guilty of fraud, negligence, misconduct or in any way breach the terms of this letter agreement. Without limiting the above, the Employer shall be entitled to terminate the Employment summarily by written notice and without any payment in lieu of notice (but without prejudice to the rights and remedies of the Employer for any breach of this Contract and to your continuing obligations under this Contract) in any of the following events:

(i) If you have committed any criminal offence or been guilty of any gross misconduct whether during the performance of your duties or otherwise which, in the opinion of the Employer, renders you unfit to continue as an employee of the Employer or which would be likely adversely to prejudice the interests of the Employer.

(ii) If you wilfully abuse or misuse the Employer's computer system, or any password relating to that computer system or gain access to any file or load any information or program contrary to the Employer's interests or procedures.

(iii) If any information relating to your suitability for employment provided to the Employer in the course of applying for employment is found to be materially false or misleading.

(iv) If you are subject to immigration control in India, your Employment shall be conditional upon you having been granted leave to enter into, remain and take up employment in India, such leave being valid and subsisting at all times and not being subject to any condition precluding or restricting the Employment.

(b) The following are examples of your conduct as regards the Employer that cause harm to the Employer and which would entitle the Employer to terminate your employment summarily:

(i) Theft, fraud, intentionally providing false or misleading information or any act of dishonesty.

(ii) Any act or attempted act of violence or abusive behavior towards people or property including causing deliberate damage to the Employer's property.

(iii) Indecent behavior towards or harassment or bullying of fellow employees, suppliers, customers or clients.

(iv) Incapability to undertake your responsibilities under this employment agreement on account of your abuse of alcohol or other banned substances.

(v) Willful breach of health and safety regulations, if any, prescribed by the Employer.

(vi) A serious act of insubordination or willful refusal to carry out reasonable requests by the board of the Employer.

(vii) Serious or persistent neglect of duties or a series of persistent breaches of the terms and conditions of your employment.

(viii) Unauthorized use of or disclosure of Confidential Information of the Employer.

(ix) Falsifying records or expense claims.

(x) Conviction for a criminal offence arising from or related to your work for the Employer.

(xi) Conviction for a criminal offence committed outside working hours which in the opinion of the Employer adversely affects the Employer's business or reputation, or affects your suitability for the type of work which you perform or affects your acceptability to other employees.

(xii) Any act which you know or reasonably believe is likely to bring the Employer into disrepute.

(xiii) Unauthorized signing of documentation committing the Employer to any financial obligation which is not in the ordinary course of business of the Employer or exceeding your authority in any other way.

This list is intended as a guide and is not exhaustive.

(c) Upon dismissal as specified above or the termination of your Employment, you shall forthwith return to the Employer all documents, books, materials, records, correspondence, papers and information (on whatever media and wherever located) relating to the business of the Employer or its customers or prospects, any magnetic disc on which information relating to the business is stored and any other property of the Employer which may be in your power, possession, custody, care or control or which contain or refer to any Confidential Information and shall, if requested to do so by the Employer, provide a signed statement that you have complied fully with the terms of this clause.

(d) Upon dismissal, you shall not be entitled to receive any accruals towards leave encashment.

## **(11) Termination**

(a) This Contract shall be terminated forthwith:

(i) In the event of your death.

(ii) Upon the dissolution of the Employer.

(b) Upon confirmation of your employment, your Employment may be terminated by either party by giving the following notice: 1 month written notice. The Employer may terminate your Employment by paying you salary in lieu of notice. It is hereby clarified that the term 'salary' for the purpose of this clause shall mean the proportionate monthly CTC and shall not include any other compensation payable to the Employee by the Employer.

(c) If you purport to terminate the Employment without notice or prior to the completion of the notice period specified above, you hereby agree to relinquish any salary for that part of the notice period that is not fulfilled. In addition, you shall also pay the Employer 1 calendar month's salary as penalty for not completing the stipulated notice period. Purported termination of the Employment without notice or on short notice or the payment of a penalty shall not and does not absolve you of the obligation to comply fully with the terms of this Clause.

(d) Nothing in this Contract shall prevent the Employer from terminating your Employment without notice if you have been dismissed.

(e) Once the notice of termination has been given by either Party, the Employer may at any time before the expiry of the notice period, require you to:

(i) Perform such duties as directed;

(ii) Perform no duties;

(iii) Not have any communication with any customer or prospective customer of the Employer in relation to the business of the Employer;

(iv) Not contact or have any communication with any employee, officer, director, agent or consultant of the Employer in relation to the business of the Employer, and

(v) Not remain or become involved in any respect with the business of the Employer except as required by the Employer, including but not limited to not attending the Employer's places of business and requiring you to remain at home for all or part of the notice period.

(f) Upon termination of Employment, you shall be entitled to receive the basic salary portion of the CTC in lieu of any accrued but unutilised holiday entitlement. However, if you have taken holiday or casual leave in excess of your entitlement, the Employer may at its sole and absolute discretion deduct a sum equivalent to the basic salary portion of the CTC due for each day of absence in excess of the holiday or casual leave entitlement.

(g) On the last day of your employment with the Employer you must immediately return to the Employer in accordance with its instructions all equipment, correspondence, records, specifications, software, models, notes, reports and other documents belonging to the Employer and any copies thereof and any other property belonging to the Employer including but not limited to keys provided to you and which are in your possession or under your control. You will provide the Employer with any passwords in your possession and which are required to access these records, or any other such information relating to the Employer produced in the course of your employment. Furthermore, you will delete all information relating to the Employer produced in the course of your employment which is not stored on Employer property, including any such information stored on your personal computer. If you owe any money to the Employer, then the Employer has the right to deduct such sums from any payment due to you. This is without prejudice to the Employer's other remedies to recover any sums due from you to the Employer. No outstanding payments will be made to you until you, if so required by the Employer, confirm in writing that you have complied with your obligations under this clause.

(h) Any and all of the Employer's Property, Confidential Information and Intellectual Property of the Employer acquired by or in the possession of the Employee under this Agreement, shall be returned to the Employer immediately upon termination of this Agreement.

(i) In the event the Employee's employment with the Employer is terminated, Employee shall sign and deliver to the Employer a termination certificate in the format specified by the Employer.

(j) It is further agreed and understood that until such time as all of the Employer's Property, Confidential Information and Intellectual Property is returned and the Termination Certificate is provided as abovementioned, the Employer shall, in addition to initiating legal proceedings for recovery (and without prejudice to any other rights or remedies that Employer may have under law or equity), be entitled to withhold any salary, emoluments or other dues of the Employee then or in future payable to the Employee, to the extent allowable by law, and may further, at its discretion, deduct therefrom the full value of the said property/properties calculated at its then replacement price. The Employee recognizes and agrees that the Employer shall be entitled to recover from the Employee and the Employee shall be bound and liable to make good to the Employer any loss suffered by the Employer on account of misuse of the Employer's Property, Confidential Information and Intellectual Property by the Employee and/or any damage occasioned to the Employer's Property, Confidential Information and Intellectual Property whilst in the custody of or entrusted to the Employee.

## **(12) Restrictive covenants**

(a) You shall not during your Employment, without the prior written consent of the Employer, under any circumstances, whether directly or indirectly undertake as an employee or otherwise or discharge (for remuneration or compensation howsoever payable) for any other person in India or elsewhere any duties and responsibilities, of whatever kind.

(b) You shall not during your Employment, without the prior written consent of the Employer, during the term of employment hereunder, be engaged in any other business activity pursued for gain, profit, or other pecuniary advantage if such activity interferes with your duties and responsibilities hereunder.

(c) You shall not on your own account or on behalf of any other person, solicit or accept orders for products or services from any of the Employer's current or previous customers that are in competition with products or services of or in any way related to the business of the Employer from any of the Employer's current or previous customers.

(f) The Employee hereby agrees and undertakes that during the term of employment with the Employer and for the following period: 3 years following the termination of Employment, the Employee shall not, directly or indirectly, either as an individual on his/her own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function):

(i) Solicit employment of or advise any of the Employer's existing employees or any person who was employed by the Employer within six months prior to such solicitation or any person or organization providing services to or through Employer to terminate his or her contract or relationship with Employer or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization; or

(ii) Contact any of the existing or prospective clients (i.e. any person or organization with whom the Employer is in advanced stages of exploring a professional or business relationship) of the Employer to entice such clients away from the Employer or to damage in any way their business relationship with the Employer or for the provision of substantially the same services provided to such clients by the Employer; or

(iii) Solicit or undertake employment with any client of the Employer or any organization where the employee has been taken or sent for training, deputation or secondment or professional work by the Employer; or

(iv) Enter the employ of, or render any other services to, any person engaged in a business which competes with the Business, if (i) the Employee has prior knowledge of the same or (ii) gains such knowledge during the term of employment

(g) It is agreed by and between the parties that the employment with the Employer and the compensation payable under this Agreement shall be sufficient consideration for this Clause.

(h) The Employee hereby acknowledges and agrees that the limitations as to time and the limitations of the character or nature placed in this Clause are reasonable and fair and will not preclude the Employee from earning a livelihood, nor will they unreasonably impose limitations on the Employee's ability to earn a living. In addition, the Employee agrees and acknowledges that the potential harm to the Employer of the non-enforcement of this Clause outweighs any potential harm to the Employee by this Agreement and has given careful consideration to the restraints imposed upon the Employee by this Agreement, and is in full accord as to their necessity for the reasonable and proper protection of Confidential Information and Intellectual Property of the Employer now existing or to be developed in the future. The Employee expressly acknowledges and agrees that each and every restraint imposed by this Agreement is reasonable with respect to subject matter, time period and geographical area.

(i) You further agree and accept that during the Employment and for the relevant period as specified in the clauses above, each of the restrictions above shall be deemed to constitute a separate agreement and shall be construed independently of the others. It is expressly understood and agreed by the Parties that although the employee and the Employer consider the restrictions contained in this Clause to be reasonable, if a final judicial determination is made by a court of competent jurisdiction that the time or territory or any other restriction contained in this Agreement is an unenforceable restriction against the employee, the provisions of this Agreement shall not be rendered void but shall be deemed amended to apply as to such maximum time and territory and to such maximum extent as such court may judicially determine or indicate to be enforceable. Alternatively, if any court of competent jurisdiction finds that any restriction contained in this Agreement is unenforceable, and such restriction cannot be amended so as to make it enforceable, such finding shall not affect the enforceability of any of the other restrictions contained herein.



(j) You understand and agree that the foregoing restrictions are necessary and reasonable in scope and duration, in all circumstances, for the purpose of protecting the Employer's business.

(k) If any breach or violation of any of the terms of this Clause occurs, it is agreed that damages alone may not compensate for such breach or violation and that injunctive relief is reasonable and essential to safeguard the interests of the Employer and that an injunction in addition to any other remedy may accordingly be obtained by the Employer. No waiver of any such breach or violation shall be implied from the forbearance or failure by the Employer to take action in respect of such breach or violation.

The provisions of this clause shall survive the termination of this Contract.

### **(13) Expenses**

The Employer shall also reimburse all pre-approved expenses properly incurred by you in the due and proper performance of your duties or responsibilities provided that supporting original vouchers and bills are furnished along with any request for reimbursement. All expenses need to be pre-approved by the Employer controller as designated from time to time and failure to do so shall result in the expenses not being reimbursed.

The policy and SOP for the same will be duly provided and modified at the sole discretion of the

### **(14) Amendments**

(a) The Employer reserves the right to make reasonable changes to any of the terms and conditions of Employment and you shall be notified of such changes by way of a general notice to all employees. Any such changes shall take effect from the date of the notice.

(b) The Employer shall give 15 days written notice of what it considers to be any significant change (unless stated otherwise), either by way of an individual notice or a general notice to all employees.

(c) Such significant changes will be deemed to be accepted unless you notify the Employer of any objection in writing before the expiry of the notice period of 15 days. Any such changes shall take effect from the date of the expiry of the notice period. If the Employer receives a notification of objection within the prescribed period, the objection will be considered and if it cannot be resolved within a period of 30 days from receipt of the objection, the Employer will terminate your Employment by giving you notice under Clause 12)b)i). The decision of the Employer as to what constitutes minor changes of detail or significant changes shall be final and binding.

(d) You shall not be entitled to make any changes or amendments to this Employment Contract.

### **(15) Notices**

(a) Any notice or other written communication given under or in connection with this Contract must be delivered personally or sent by Registered post AD.

(b) The Employer's address for service shall be its registered office or such other place as the Employer may notify from time to time.

(c) Your address for service shall be the address given at the head of this Contract or any other place that you may notify. Furthermore, the same can be served on email ID \_\_\_\_\_; service whether in hard or soft copy will bear equal value

(d) Any notice or other written communication shall be deemed to have been served:

(i) If delivered personally, at the time of delivery.

(ii) If posted, at the expiry of 4 business days after it was posted (excluding the day of posting).

(e) You must notify the Employer in writing of any change in your name, address, bank account number, marital status or next of kin within one month of such change, and of any arrest, prosecution or conviction for a criminal offence, any disciplinary action taken against you by a professional or regulatory body or if you become bankrupt, apply for or have made against you a receiving order make any composition with your creditors or commit any act of bankruptcy.

## **(16) Governing Law & Jurisdiction**

This contract shall be governed by and construed in accordance with Indian law and each party to this contract submits to the exclusive jurisdiction of the Courts of New Delhi

## **(17) Assignment**

This contract may be assigned by the Employer to any of its affiliates, holding companies or subsidiaries on the same terms and conditions pursuant to which the employee shall continue to carry out its duties and responsibilities in the same manner and the employee hereby consents for the same.

## **(18) Miscellaneous**

(a) No collective agreements (which are otherwise applicable to workmen under the Industrial Disputes Act, 1947) apply to your employment.

(b) This contract sets out the entire agreement and understanding between the Parties in connection with the Employment and supersedes any previous contract or agreement between you and the Employer.

(c) The Employer may hold and process, whether electronically or manually, the data it collects in relation to you in the course of the Employment for the purposes of the Employer's management and administration of its business and of other employees and for compliance with applicable procedures, laws and regulations and you hereby consent for the same. The Employer or its agents may transfer, store and process such data whether in India or any other place for the above purposes.

(d) If at any time any term or provision in this contract shall be held to be illegal, invalid or unenforceable, in whole or in part, under any rule of law or enactment, such term or provision or part shall to that extent be deemed not to form part of this contract, but the enforceability of the remainder of this contract shall not be affected.

(e) The Employee agrees, recognizes and acknowledges that:

(i) he/she has been provided with a copy of this Agreement for review prior to signing it, that he/she has reviewed it and that he/she understands the terms, purposes and effects of this Agreement, and that he/she has signed the same only after having had the opportunity to seek clarifications; that he/she has been given a signed copy of this Agreement for his/her own records; he/she has not been subjected to duress or undue influence of any kind to execute this Agreement and this Agreement will not impose an undue hardship upon him/her. He/she has executed this Agreement of his/her own free will and without relying upon any statements made by the Employer or any of its representatives, agents or employees. This Agreement is in all respects reasonable and necessary to protect the legitimate business interests of the Employer;

(ii) if he/she violates any of the terms of this Agreement, the Employer will suffer irreparable injury and damages the amount of which cannot be adequately measured in monetary terms and that an adequate remedy at law will not exist;

(iii) In view of the above, the Employer shall be entitled to injunctive relief, in addition to any other remedy available at law or in equity, in the event he/she violates any of the terms or conditions of this Agreement.

Please return a signed copy of this letter to indicate your understanding and acknowledgement of the terms and conditions contained herein.



SIDDHARTHA RATAN for:

Sonnenkraft Solutions LLP: \_\_\_\_\_

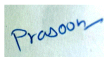
Date: 07 November 2021

I confirm that I have read and understood the aforesaid contract fully and by signing and returning to the Employer the duplicate copy hereof, I hereby accept the terms and conditions contained therein and agree that the same constitutes a valid and binding contract of employment between myself and the Employer.

Appended herewith following Annexures to be signed individually:

Annex A: **Associate - E.Comm Seller Support.** \_

Signed: \_\_\_\_\_



Name: Praseon Narayan Singh

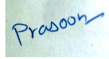
Date 07 November 2021

## **Annexure B: – Request to Work From Home**

I hereby acknowledge that C-27, Sector 2, Noida, Uttar Pradesh – 201301 is my place of employment but considering my concerns about my health and safety in view of Covid-19, kindly permit me to work from home. I shall stay bound to the terms of employment wholly while working from home.

**Employee Name:** Prasoon Narayan Singh

**Signature:**

A small, square, light blue stamp or background with the word "Prasoon" written in a cursive, handwritten style in blue ink.

**Date:** 11/7/2021



March 02, 2021

**Mr. Aindry Pandey**

Bangalore

Dear Aindry,

Miles Education Private Limited (the "Company") is pleased to appoint you as **Content Writer**, subject to your acceptance of this offer of employment. Your date of appointment would be effective from your date of joining. Your job would be based out of our Bangalore Office but may also require travel to the Company offices, training centres and client locations across India.

Compensation:

Effective from your starting date, your CTC consists of your Base Salary (in the components shown below):

Basic Salary	INR	████████████████████
HRA	INR	████████████████████
<b>Base Salary</b>	INR	████████████████████
EPF (Employer's Contribution)	INR	████████████████████
Insurance Premium	INR	████████████████████
<b>CTC</b>	INR	████████████████████

All components of **Base Salary** will be paid in monthly instalments by the 5<sup>th</sup> of the subsequent month. All components of your compensation are subject to applicable withholdings and deductions.

Timings:

Regular office hours at the Company are 10:00 AM to 7:00 PM, and weekly off will be on Sunday. Further, the Company reserves its right from time to time to assign your work in timings or days as required for business reasons

The Company will release a list of 12 national & festival holidays each year. You will be granted compensatory off for any work on holidays. You will also be granted an annual leave of 18 days in any calendar year (January through December), which should be taken after consideration of business priorities and after approval from the Company.

Probation and other Contingencies:

Your employment will be probationary for the first 6 months. The Company may at any time during the period of probation terminate your employment, upon two days written notice or payment of two days of basic salary in lieu of notice. Your continued services in the Company will be confirmed in writing on successful completion of the probation period.

After the probationary period, the Company may terminate your employment for any reason with three months' notice. The Company reserves the right to require you not to perform any duties and remain away from the Company's premises, although the Company will continue to maintain your salary for this period. You may not commence employment with any company or business during this period.

You shall have the right to terminate employment with the company either during the probation period or thereafter with three months' written notice.

Please note that the offer is contingent upon a number of additional steps in the employment process including, but not limited to, appropriate proof of successful completion of your present level of education, successful completion of your background check of your employment history and references.

Rules, Policies & Procedures:

Please note that as a condition of your employment you will be bound by the Code of Conduct and policies relating to your employment as may be issued, updated, varied and supplemented by the Company. Any violation of the Company policies may subject you to disciplinary action, upto and including dismissal.

In accordance with the Company's Code of Conduct, you acknowledge that in course of your employment with the Company or after termination of your employment, you will not make any unauthorized use of documents or other information, which are confidential or proprietary information of Company or its clients or employees.

Contract Formation and Execution:

This offer, as to its subject matter, contains a complete statement of all agreements between you and the Company, constitutes the entire understanding between you and the Company, and supersedes all prior or contemporaneous verbal or written agreements.

Your employment is governed by the laws of India. All disputes subject to Hyderabad jurisdiction.

We are looking forward to your joining the Company. We ask that you confirm your acceptance by signing and dating this offer letter in the place designated below and returning this letter to the Company, retaining the additional copy for your reference. In the event that we do not receive your acceptance within 3 business days of the date of this letter, we will assume that you have declined this position and this offer will lapse. Your signature below confirms that you are not subject to any contractual or other restriction or obligation that is inconsistent with your accepting this offer of employment and performing your duties other than what you have already disclosed.

Sincerely yours,

For and on behalf of Miles Education Private Limited



Anita Kundhadiya  
General Manager – Human Resources

I hereby accept employment on the terms and conditions stated above.

Signed & Dated:  \_\_\_\_\_

I confirm that my starting date is: 04/03/2022

## Re: Offer Letter - Tech Mahindra Limited

Ishmeet Kaur <ishmeetsaini@gmail.com>

Wed 13-Apr-22 12:19 PM

To: Abhinav Prasad <abhinavprasad87@gmail.com>

Cc: Mansi Shah <mansi.shah@cug.ac.in>

Thank you

On Wed, 13 Apr 2022 at 12:18 PM, Abhinav Prasad <[abhinavprasad87@gmail.com](mailto:abhinavprasad87@gmail.com)> wrote:

Hello Ma'am,

I have joined Tech Mahindra, as support executive but now I have promoted to Resource Management Group (RMG- HR) in August 2021 and working till date.

Thanks and regards,  
Abhinav Prasad.

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

From: **Sahyog** <[Sahyog@techmahindra.com](mailto:Sahyog@techmahindra.com)>

Date: Tue, 20 Oct, 2020, 11:52 pm

Subject: Offer Letter - Tech Mahindra Limited

To: [abhinavprasad87@gmail.com](mailto:abhinavprasad87@gmail.com) <[abhinavprasad87@gmail.com](mailto:abhinavprasad87@gmail.com)>, Chintan Sharma  
<[CS00620103@techmahindra.com](mailto:CS00620103@techmahindra.com)>, Dipali Saurin Panchal <[DS00548683@techmahindra.com](mailto:DS00548683@techmahindra.com)>

Dear

Welcome to Tech Mahindra family!!

Please find attached the offer letter from Tech Mahindra.

Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to HR SPOC.

Rgds,  
Team RMG

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Disclaimer: This message and the information contained herein is proprietary and confidential and subject to the Tech Mahindra policy statement, you may review the policy at <http://www.techmahindra.com/Disclaimer.html> externally  
<http://tim.techmahindra.com/tim/disclaimer.html> internally within TechMahindra.

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Best,

**Dr. Ishmeet Kaur**

Assistant Prof.

R.No 7, Faculty Block A,  
Centre for English Studies, SLL&CS,  
Central University of Gujarat, Sec-29,  
Gandhinagar.

Blog: <https://wordpress.com/post/ishmeetsite.wordpress.com/86>





Ghanshyam Public Charitable Trust Managed

# PRESIDENT NURSING COLLEGE

Affiliated to Gujarat University & General Nursing Council

Ref. No. :-

## APPOINTMENT ORDER

Date : 01/02/2021

To,  
Ms. Tanvi Sevak  
Gagrani Faliya,  
Shivaji Road, Nr Davada Medical store,  
Anjar,  
Katch-370110

Dear Madam,

With reference to your application and subsequent interview you had with us, the management is pleased to inform you that you are appointed as a full time **Assistant Professor in English Subject** w.e.f. **01/02/2021** and posted at President Nursing College.

**The terms and conditions of the appointment are as under:**

1. Your appointment is on probation for 1 year from date of joining.
2. You will be paid a fixed salary of Rs. 20,000/- per month. (Govt. Taxes will be applicable)
3. You will be governing by the service conditions, leave rules of President Nursing College, which ever are applicable. Breach of any of the rules, and such rules in force from time to time will be constructed as breach of discipline, for which you will be liable to be dismissed.
4. You cannot leave the service in the middle of the term, even on giving due notice.
5. You will be relieved immediately from the Institute for persistence negligence of duty, incompetence, misconduct, moral turpitude or any indiscipline.
6. In case of your unauthorized absence for longer duration, your service shall be liable for termination.
7. If you wish to leave the services of the President Nursing College you shall be required to give notice of one month. However under no circumstances you shall be relieved before end of the term during which notice of resignation is given.
8. You will have to obtain the prior permission of the management to pursue further studies or to engage in consultancies or any other engagements involving financial or other considerations.
9. You advised to submit certificates in support of your age, educational qualifications, experience, salary drawn, and relieving letter from your previous employers.

Kindly Sign your acceptance.

Thanking you,

Yours faithfully,

PRINCIPAL  
PRESIDENT NURSING COLLEGE  
AHMEDABAD.  
Principal,

## ACCEPTANCE

I hereby accept the appointment as **Assistant Professor** at President Nursing College and shall abide by the terms and conditions stated above. I further assure you to serve the institution to the best of my ability



## ઉચ્ચ શિક્ષણ કમિશનરશ્રીની કચેરી

મહેકમ શાખા, બ્લોક નં. ૧૨, બીજો માળ, ડૉ. જીવરાજ મહેતા ભવન,  
ગાંધીનગર, ગુજરાત રાજ્ય.

૧૪૦૨૭-૧૪૧૦૬

રજી.એડી /ઇ.મેઇલ

ક્રમાંક/મકમ.૨/મ. પ્રા. નિમણૂક/અંગ્રેજી/૨૦૨૧/

તા: ૮/૧૨/૨૦૨૧



વંચાણે લીધા :

- ૧) ગુજરાત જાહેર સેવા આયોગના તા:૦૯-૦૭-૦૨૧ પત્ર નં. આરટીસી /૧૦૨૦૧૮/૧૯૫૨/(૦૯)-આર૪
- ૨) શિક્ષણ વિભાગ, ગાંધીનગરના જાહેરનામા ક્રમાંક:-જીસીઓ/૧૫૧૬-૧૬૨-ખ તા.૨૩-૦૭-૨૦૨૧
- ૩) ઉમેદવારોએ અત્રે રજુ કરેલ સોગંધનામું/બાંહેધરીપત્ર/તથા ચેકલીસ્ટ, તા.૦૨-૦૯-૨૦૨૧

### કચેરી આદેશ :

વંચાણે લીધેલ આમુખ (૧) અન્વયે ગુજરાત શિક્ષણ સેવા વર્ગ-૨ માં ઉચ્ચ શિક્ષણના તાબા હેઠળની સરકારી વિનયન, વાણિજ્ય અને વિજ્ઞાન કોલેજ ખાતે અંગ્રેજી વિષયના મદદનીશ પ્રાધ્યાપકની જગ્યા પર નિમણૂક માટે ગુજરાત જાહેર સેવા આયોગ દ્વારા પસંદગી પામેલ નીચેના મદદનીશ પ્રાધ્યાપકને સાતમા પગારપંચમાં પગાર ધોરણ રૂ.૫૭,૭૦૦-૧,૮૨,૪૦૦ મુજબ અકેડેમિક પે લેવલ -૧૦ રૂ.૫૭,૭૦૦/-ના મૂળ પગારમાં સીધી ભરતી ધ્વારા તેઓ તેમની જગ્યાનો હવાલો સંભાળે તે તારીખથી બે વર્ષના અજમાયશી સમય પર નિમણૂક આપવા માટે આ કચેરીના હવાલે મુકવામાં આવેલ છે. આમુખ(૨)ની તમામ શરતો તથા નીચે દર્શાવેલ શરતોને તેમજ આમુખ(૩)ને આધિન નીચે દર્શાવેલ ઉમેદવારોને તેમના નામ સામે જણાવેલ કોલેજ ખાતે તદ્દન હંગામી ધોરણે કામચલાઉ અજમાયશી નિમણૂક આપવામાં આવે છે.

ક્રમ	ઉમેદવારનું નામ/ સરનામું	નિમણૂક માટે ફાળવેલ કોલેજ નું નામ
૧	શ્રી રામકિષ્ના દાસ સી-૨૦૧, શ્રીનાથ હોમ્સ, કુડાસણ, ગાંધીનગર	સરકારી વિનયન કોલેજ, સુઇગામ, બનાસકાંઠા
૨	શ્રી રોહલ શોધન રાવલ દ્વારકાપુરી સોસાયટી, હનુમાન મંદિર સામે, જુનાગઢ	સરકારી વિનયન અને વાણિજ્ય કોલેજ, ઘોઘા, ભાવનગર
૩	દવે હેતલબેન દીનેશકુમાર ૨૧/એ, વ્રજધામ-૨ સિદ્ધપુર રોડ, પાટણ	સરકારી વિનયન કોલેજ, સેક્ટર-૧૫, ગાંધીનગર



૪	અબન્ટી બેનર્જી ૫૨/૧, શાંતિરામ રસ્તા પી. ઓ. બેલી જિલ્લો. હાવરા, પશ્ચિમ બંગાળ	એમ એન કોલેજ વિસનગર, મહેસાણા
૫	કૌસ્તુભ સુધાકર મિશ્રા લીગ-૪, ઇન્દિરા નગર, કલ્યાણપુર, ઉત્તર પ્રદેશ,	આર આર લાલન કોલેજ, ભુજ
૬	અમર ચકવર્તી રત્નાલી રાધા બલ્લવપૂર, તા. પુરબા જી. મેદીનિપુર, પશ્ચિમ બંગાળ	સરકારી વિનયન અને વાણિજ્ય કોલેજ, લીલીયા, અમરેલી
૭	અનેરી રાહુલભાઈ આર્ય ડી-૫, સાર્થક રો હાઉસ, પાલનપુર જકાતનાકા, સુરત	સરકારી વિનયન અને વાણિજ્ય કોલેજ, સોજિત્રા, આણંદ
૮	હિરલબેન રમેશભાઈ સોની ૩૨/સુવર્ણ વિલા, રાધનપુર રોડ, મહેસાણા	સરકારી વિનયન કોલેજ, માંડલ, અમદાવાદ
૯	પાર્થ કશ્યપભાઈ દવે એમ-૭, તારા બાગ, પોલિટેકનિક કોલેજ કેમ્પસ, ફતેહગંજ, વડોદરા	સરકારી વિનયન અને વિજ્ઞાન કોલેજ, જાંબુઘોડા, પંચમહાલ
૧૦	પાર્થ દિવ્યાંગકુમાર જોષી ૪/મનહર પ્લોટ, રાજકોટ	સરકારી વિનયન કોલેજ-તળાજા, ભાવનગર
૧૧	ફરહીનાબાનું રમજાનભાઈ શેખ મુ. ભાલક, શેખ વાસ, તા. વિસનગર, જી. મહેસાણા	સરકારી વિનયન કોલેજ, અમીરગઢ, બનાસકાંઠા
૧૨	મોનાલી સલીલભાઈ ચેટર્જી ૩, શિવમ એપાર્ટમેન્ટ, લિટલ ફ્લાવર સ્કૂલ નજીક, ભજા, પાલડી, અમદાવાદ	ગુજરાત આર્ટ્સ એન્ડ સાયન્સ કોલેજ, અમદાવાદ
૧૩	ચિરાગકુમાર મહેશભાઈ શર્મા એ-૯૨, રોહિતનગર કસ્ટા ટેકરા, મહેસાણા	સરકારી વિનયન અને વાણિજ્ય કોલેજ, થરાદ, બનાસકાંઠા
૧૪	હિંગોરા સલીમ હાસમ લખુરાઈ ચોકડી, ભક્તિનગર, કચ્છ -ભુજ	સરકારી વિનયન કોલેજ, રાપર, કચ્છ
૧૫	પ્રોનોય સિંઘા ડી-૪૦૧, આદિત્ય રેસિડન્સી, ગોત્રી, વડોદરા	સરકારી વિનયન અને વાણિજ્ય કોલેજ, નસવાડી, છોટા ઉદેપુર
૧૬	ઈશાન અશોકકુમાર ભાવસાર બી-૪ /કલ્પતરુ ફ્લેટ -૧, નારણપુરા, અમદાવાદ	સરકારી વિનયન કોલેજ, વાવ, બનાસકાંઠા
૧૭	અશોકભાઈ અનકભાઈ ખુમાણ મુ. વાસીયાળી, સાવરકુંડલા, અમરેલી	સરકારી વિનયન અને વિજ્ઞાન કોલેજ, પાટડી, સુરેન્દ્રનગર
૧૮	કોમલ મેઘરાજભાઈ શાહેદાદપુરી ન્યુ-એલ.આઈ.જી -૧૧૦, આનંદનગર ભાવનગર	સરકારી વિનયન અને વાણિજ્ય કોલેજ, ગઢડા, બોટાદ
૧૯	ચેતનકુમાર નરેન્દ્રભાઈ પ્રજાપતિ ૨/૪/૧૬, શાહનો પાડો, પટેલની શેરી, ધીવટો, પાટણ	સરકારી વિનયન કોલેજ સાંતલપુર, પાટણ





૨૦	વિજયકુમાર ડુંગરશીભાઈ માંગુકિયા મુ. પો. બજુડ, ઉમરાળા, ભાવનગર	સરકારી વિનયન અને વિજ્ઞાન કોલેજ, પાટડી, સુરેન્દ્રનગર
૨૧	વિજયકુમાર વીરાભાઈ જોટવા મુ. દેવલપુર, કોડીનાર, જી ગીરસોમનાથ	બહાઉદિન વિનયન કોલેજ, જુનાગઢ
૨૨	રાધા સુધીરકુમાર માકડીયા ગિરિરાજ એપાર્ટમેન્ટ-બી, બી-૫૦૩/ ઢાંક માર્ગ -ઉપલેટા જી. રાજકોટ	ગુજરાત આર્ટ્સ એન્ડ સાયન્સ કોલેજ, અમદાવાદ
૨૩	કિરણકુમાર ગોપાલભાઈ રોહિત પરિશ્રમનગર સારસા, આણંદ	સરકારી વિનયન કોલેજ, શહેરા, પંચમહાલ
૨૪	હેતલબહેન હમીરભાઈ મેરિયા સુમરાસર શેખ, કચ્છ-ભુજ	આર આર લાલન કોલેજ, ભુજ
૨૫	કિશનકુમાર દલપતરામ જોશી શિવસાગર સોસાયટી, શેરી-૩, રાજ રાજ-રાજેશ્વર મંદિર, કૃષ્ણપાર્ટી પ્લોટ, કોઠારીયા રોડ -રાજકોટ	સરકારી વિનયન અને વાણિજ્ય કોલેજ, મુળી, સુરેન્દ્રનગર
૨૬	અજય ભીમાભાઈ દુધર બલોક- ૨૩/બી, અક્ષય નગર, ટીબા વાડી, જુનાગઢ	બહાઉદિન વિજ્ઞાન કોલેજ, જુનાગઢ
૨૭	પ્રતિક્ષા નંદલાલભાઈ ચાવડા માધવ, નવી ગૌશાળા પાછળ, જેતપુર રોડ, વિરપુર(જલારામ) રાજકોટ	એમ.પી.શાહ આર્ટ્સ એન્ડ સાયન્સ કોલેજ
૨૮	દેવેન્દ્રભારતી ભગવાનભારતી ગોસ્વામી ગોસ્વામી વાસ, ખરોડિયા, તા.પાલનપુર જી. બનાસકાંઠા	સરકારી વિજ્ઞાન કોલેજ, થરાદ, બનાસકાંઠા
૨૯	પૂજા ચંદુભાઈ ગોસાઈ શ્રીજી વિદ્યાલય પાસે, પટેલનગર, જમાદાર વાડી, જેતપુર રાજકોટ	આર.સી.કોલેજ ઓફ કોમર્સ, અમદાવાદ
૩૦	કિન્નરીબહેન અનિલભાઈ પટેલ ૨૩/બી, પંચદેવ સોસાયટી, પોલીટેક્નિક બોયજ હોસ્ટેલની બાજુમાં, ભાગડાવાડા જી. વલસાડ	સરકારી વિનયન કોલેજ, કપરાડા, વલસાડ
૩૧	વિધિ નિલેશભાઈ રાવરાણી બ્લોક-૧/૨, ગાયત્રી કૃપા, પાર્થ એપાર્ટમેન્ટ સામે જુનાગઢ	ગુજરાત કોમર્સ કોલેજ (સવાર) અમદાવાદ
૩૨	દિપમાલા વસંતભાઈ વસાવા મુ. પો. વાડી સ્ટેશન ફળિયું, ઉમરપાડા, જી. સુરત	સરકારી વિનયન કોલેજ, ઉચ્છલ, તાપી
૩૩	નિલધરાબેન જગદીશભાઈ ગુજરાત ઇડન ગાર્ડન સોસાયટી, નવાપુર રોડ, આહવા, જી. ડાંગ	સરકારી વિજ્ઞાન કોલેજ, આલોદ, દાહોદ
૩૪	ડૉ.હરેશ અશોકભાઈ કાકડે ૧૬/શક્તિનગર સોસાયટી, બારડોલી, સુરત	સરકારી વાણિજ્ય કોલેજ, ગાંધીનગર



૩૫	જીજ્ઞેશભાઈ ચંદ્રકાંતભાઈ ગામીત મુ. ટીચકપુરા, પો. પનીયારી, તા.વ્યારા, જી. તાપી	સરકારી વિનયન કોલેજ, ગરબાડા, દાહો જિલ્લો
૩૬	તડવી દક્ષાબેન કાન્તીભાઈ બ્લોક નં.૧૦૨/૨, "જ" ટાઈપ, સેક્ટર-૭, ગાંધીનગર	સરકારી વિનયન અને વાણિજ્ય કોલેજ, કડોલી, સાબરકાંઠા
૩૭	હેના ભરતભાઈ મૂલીયાણા ૧૬/૧૮ -જાગનાથ પ્લોટ, રાજકોટ	સરકારી વિનયન અને વાણિજ્ય કોલેજ, બાબરા, અમરેલી

### શરતો:-

૧. જાહેરનામાની શરતો અને જોગવાઈને આધિન ઉપરોક્ત ઉમેદવારોને આ સમય દરમિયાન મદદનીશ પ્રાધ્યાપકની જગ્યાના સાતમા પગારપંચમાં પગાર ધોરણ રૂ.૫૭,૭૦૦-૧,૮૨,૪૦૦ મુજબ અકેડેમિક પે લેવલ -૧૦ રૂ.૫૭,૭૦૦/-અને તેના પર અન્ય ભથ્થાં સરકારશ્રીના પ્રવર્તમાન નિયમો મુજબ મળવાપાત્ર થશે. અને અજમાયશી સમયની મુદત પૂરી ન થાય ત્યાં સુધી તે જ પગાર મેળવશે અને કોઈ ઇજાફા મેળવવાપાત્ર થશે નહીં. અજમાયશી મુદત પૂરી થયે નિયમિત ધોરણે મદદનીશ પ્રાધ્યાપકની જગ્યાએ નિમણુંક થયા બાદ જ સામાન્ય દરે ઇજાફા મળવાપાત્ર થશે.
૨. અજમાયશી મદદનીશ પ્રાધ્યાપકોને વધુ કાર્યક્ષમ બનાવવા તેઓને તાલીમ માટે પસંદ કરેલ હોય કે પ્રતિનિયુક્તિથી તાલીમમાં મોકલવામાં આવ્યા હોય ત્યારે તેઓની સંમતિ મેળવવી અને તેમનો તાલીમ જેટલો અજમાયશી સમય લંબાવવામાં આવશે તેની જાણ કર્યા બાદ અને તેમની સંમતિ મેળવીને તાલીમ જેટલો અજમાયશી સમય લંબાવવામાં આવશે.
૩. અજમાયશી સમય સમાપ્ત કરવાના હુકમો કરવામાં આવે ત્યારે અજમાયશી અધિકારીએ અજમાયશી સમય દરમિયાન ભોગવેલ રજાઓ, તાલીમમાં કે પારા (૨) મુજબ પ્રતિનિયુક્તિ પરની તાલીમના સમયગાળાનો સમય અને ફરજ પર જોડાવાના સમય જેટલો અજમાયશી સમય લંબાવવામાં આવશે.
૪. આકસ્મિક રજા સિવાયની કોઈ પણ પ્રકારની રજા અજમાયશી સમય દરમિયાન લેવામાં આવશે તો અજમાયશીની મુદત રજાની મુદત જેટલી લંબાવવામાં આવશે.
૫. સરકારે નિયત કરેલ શૈક્ષણિક પ્રકારની અને અન્ય પ્રકારની જે કોઈ ફરજ સોંપવામાં આવે તે તેમણે બજાવવાની રહેશે અને તેઓ રાજ્યમાં કોઈપણ સ્થળે બદલીપાત્ર રહેશે.
૬. અજમાયશી સમય દરમિયાન તેમની કામગીરી સંતોષકારક નહીં હોય તો અજમાયશી સમય દરમિયાન અથવા અજમાયશીનો સમય પૂર્ણ થતાં તેઓની અજમાયશી સેવાનો અંત લાવવામાં આવશે.
૭. સરકારે નિયત કરેલ અને તેમને લાગુ પડતી હિન્દી અથવા ગુજરાતી ભાષાની ભાષાકીય પરીક્ષા અને તેવી અન્ય પરીક્ષા જે કોઈ નિયત કરવામાં આવે તે પાસ કરવાની રહેશે. ખાતાકીય પરીક્ષાના નિયમોમાં ઠરાવેલ સમય-મર્યાદામાં ભાષાકીય પરીક્ષા ઉર્તિર્ણ કરવામાં નહીં આવે તો, ત્યારપછીના ઇજાફા તેઓ તેવી પરીક્ષા પાસ કરે નહીં ત્યાં સુધી અટકાવવામાં આવશે.
૮. નિયત સમય મર્યાદામાં ફરજ પર હાજર થયેલ ઉમેદવારોની સિનીયોરીટી આયોગે આપેલ ક્રમ મુજબ રહેશે.
૯. પગાર, રજા, પેન્શન, વર્તણૂંક વગેરે સેવા વિષયક અને શિસ્ત વિષયક અન્ય બાબતોમાં સેવાની શરતો ગુજરાત મુલ્કી સેવા નિયમો, ગુજરાત મુલ્કી સેવા (વર્તણૂંક) નિયમો અને ગુજરાત મુલ્કી સેવા (શિસ્ત





અને અપીલ) નિયમો વગેરે સરકારે પ્રસિધ્ધ કરેલ નિયમો અને વખતો વખત બહાર પાડેલા નિયમોને આધિન રહેશે.

10. ગુજરાત જાહેર સેવા આયોગ ધ્વારા પસંદગી પામેલ ઉમેદવારે જે તે જગ્યાના ભરતી નિયમો પ્રમાણેની શૈક્ષણિક લાયકાત, અનુભવ, ઉંમર, નાગરિકત્વ, જાતિ વિગેરે બાબતોની જોગવાઈ સંતોષે છે કે કેમ ? તેની ખરાબ આચાર્યશ્રીએ કરવાની રહેશે.
11. જે તે જગ્યા માટે નક્કી કરાયેલ લાયકાત ધરાવતા ઉમેદવારોએ સામાન્ય વહીવટ વિભાગના તા.૧૨-૧-૭૦ના પરિપત્ર ક્રમાંક: પીએસસી/૧૦૬૮/૬૫૫૪/ગ, ની જોગવાઈ અનુસાર તબીબી, ચારિત્ર્ય તથા પોલીસ તપાસ વિના આવા ઉમેદવારોને તાત્કાલિક અસરથી કામ ચલાઉ ધોરણે નિમણૂક આપવા માટે જે તે ઉમેદવાર પાસેથી મેળવેલ આવા એકરારનામાના આધારે આ નિમણૂક આપવામાં આવે છે જો તેઓ તબીબી, ચારિત્ર્ય તથા પોલીસ તપાસમાં કોઈ રીતે નિષ્ફળ સાબીત થશે તો તેમની નિમણૂક મૂળ અસરથી રદ થવાને પાત્ર રહેશે. આવી તબીબી, ચારિત્ર્ય અને પોલીસ તપાસની કાર્યવાહી નિમણૂક વાળી કોલેજના આચાર્યશ્રીએ નિમણૂક થવાના હુકમથી ત્રણ માસમાં પૂરી કરવાની રહેશે.
12. ઉપરની શરતો પરિપૂર્ણ થવા અંગેની ચકસણી સંબંધિત કોલેજના આચાર્યશ્રીએ કરી અત્રે જાણ કરવાની રહેશે. આ શરતો વાંચી, સમજીને નિમણૂક સ્વીકાર્ય છે, તે મતલબનું એકરારનામું નોકરીમાં હાજર થતી વખતે અરજદારે આચાર્યશ્રીને આપવાનું રહેશે. અને તેની એક નકલ આ કચેરીને મોકલી આપવી.
13. સરકારશ્રી દ્વારા નક્કી કરવામાં આવેલ નિયત નમુનામાં સીકયોરીટી અને સ્યોરીટી બોન્ડ નિમણૂક મેળવનાર ઉમેદવારે આચાર્યશ્રીને આપવાનું રહેશે. (સોગંધનામું તથા ચેકલીસ્ટ મુજબ) અને આચાર્યશ્રીએ આ કચેરીને એક નકલ મોકલી આપવાની રહેશે.
14. નિમણૂક મેળવતા ઉમેદવારોએ સરકારશ્રીના સામાન્ય વહીવટ વિભાગના તા.૩૦/૦૮/૨૦૦૬ નાજાહેરનામા ક્રમાંક:જીએસ/૨૦૦૬/૩૧/ખતપ/૧૦૨૦૦૫/૧૫૧૮/ક તથા સરકારશ્રીના વખતો વખતના સંબંધિત આદેશો અનુસાર કોમ્પ્યુટર કૌશલ્યની લાયકી પરીક્ષા પાસ કર્યાના પ્રમાણપત્રો આચાર્યશ્રીએ મેળવી આ કચેરીને મોકલી આપવાના રહેશે. વધુમાં સરકારશ્રી ધ્વારા વખતો વખત જે કોઈ લાયકી પરીક્ષા પાસ કરવાનું ઠરાવવામાં આવે તે નિમણૂક પામતા ઉમેદવારે સરકારશ્રીએ ઠરાવેલી નિયત સમય-મર્યાદામાં પાસ કરવાની રહેશે અને તે અંગેની ખાતરી સંબંધિત કોલેજના આચાર્યશ્રીએ કરી અત્રે જાણ કરવાની રહેશે.
15. આ ઉમેદવારોની નિમણૂક થાય ત્યારથી બે વર્ષ સુધી તેમની કામગીરીનો ખ્યાલ આપતો ત્રિમાસિક અને વાર્ષિકમુલ્યાંકન અહેવાલ સા. વ. વિ. ના ૦૮/૦૬/૧૯૮૯ના પરિપત્ર ક્રમાંક: પીઆરઓ /૧૦૮૬/૫૦૬૮ /ગ.૨થી નિયત થયેલ નમુનામાં સમયસર સંબંધિત કોલેજના આચાર્યશ્રીએ મેળવી બે નકલમાં અત્રેની કચેરીને મોકલી આપવાના રહેશે.
16. આ કચેરીના જણાવ્યા મુજબ જ્યાં સુધી નિયત નમૂનામાં રીસર્ચ પ્રોપોઝલ અને દર વર્ષની પ્રકાશિત પેપરની માહિતી આપના દ્વારા પુરી પાડવામાં નહીં આવે ત્યાં સુધી ૨૨ કલાકનો કાર્યભાર પ્રમાણે કામ કરવાનું રહેશે.
17. નિમણૂક પામેલ ઉમેદવારે નિમણૂક સ્થળે દિન-૩૦ માં હાજર થવાનું રહેશે.

આ અધિસૂચના આ કચેરીની સરખા ક્રમાંકની ફાઇલ પર મુખ્ય નિર્વાચન અધિકારીશ્રી, ગુજરાત રાજ્ય તથા રાજ્ય ચુંટણી આયોગની મળેલ અનુમતિ અનવ્યે હુકમ કરવામા આવે છે.

  
નિયામક

ઉચ્ચ શિક્ષણ કમિશનરની કચેરી,  
ગુ.રા., ગાંધીનગર.



પ્રતિ,

- સંબંધિત ઉમેદવાર
- આચાર્યશ્રી, સંબંધિત કોલેજ
- સંબંધિત પેટા/જિલ્લાતિજોરી અધિકારીશ્રી
- એકાઉન્ટન્ટ જનરલશ્રી, રાજકોટ/અમદાવાદ.
- હિસાબી અધિકારીશ્રી, હિસાબીશાખા, સદરકચેરી.
- શ્રેયાન અધિક્ષકશ્રી, ખાનગી અહેવાલના ટેબલે.
- રજીસ્ટ્રારશ્રી, સંબંધિત યુનિવર્સિટી.
- હુકમ ફાઈલે.

નકલ સવિનય રવાના જાણ સારૂ :-

સેક્શન અધિકારીશ્રી, શિક્ષણ વિભાગ, ખ-શાખા, સચિવાલય, ગાંધીનગર