

GRT



JEWELLERS

Since 1964



NAME : ANSLINE
EMP NO : 83491
DEPT : RETAIL OPERATION
BLOOD GROUP : A+



Issuing Authority

TATA CAPITAL



Sagar Ekka

Employee Code : 889390

Blood Group: O +ve

Lalit Bhatnagar

Issuing Authority



Congratulations S R Mathesh
and Welcome to FedServ Inbox



CAREERS 7:14 pm

to me ▾



Dear S R Mathesh,

Congratulations and Welcome to Federal Operations and Services Limited (FedServ).

We are excited to welcome you as the newest member of the FedServ team.

You have to report at The Federal Bank Ltd, Tirunelveli/Perumalpuram Branch - Plot No Hig 9, New No 40, Perumalpuram Housing Boar, 627007 at 10.00 AM on **13/08/2025**.

[The mentioned joining date is subject to the completion of all required documentation, which has been attached in the welcome email. Failure to complete the documentation may result in the extension of the joining date].

On reporting you will be inducted as **Relationship Executive** with a monthly CTC of **42415/-** (Including Variable Pay) subject to the verification of following

← Reply

→ Forward





FEDERATION OF INDIAN EXPORT ORGANISATIONS

Set up by Ministry of Commerce, Government of India
ISO 9001:2015 Certified

HEAD OFFICE

Niryat Bhawan,
Rao Tula Ram Marg,
Opp. Army Hospital Research & Referral,
New Delhi -110 057
Tel : +91-11-46042222, 26150101-04
Fax : +91-11-26148194
Email : fieo@fieo.org

Sub: Appointment Order

R. Sidhesh Sri Dharshan. We are pleased to inform you that you have been selected for the position of Assistant Manager at Federation of Indian Export Organisations. We were impressed with your skills and we are excited to have you in company.

Position details: Assistant manager.

Department: Portal Division.

Starting time : August 28.

Work location : Will be announce after document verification

Government of India
Ministry of Communications
Department of Posts

Office of the SSP - Tuticorin Division , Tuticorin

ORDER OF PROVISIONAL ENGAGEMENT (PE-ORDER)

Memo No.B2/PF/BPM/THE /dlgs dated at Tuticorin the 12.04.2025

In response to the NOTIFICATION No.17-02/2025-GDS dated: 07.02.2025 the below named candidate is engaged as Gramin Dak Sevak on provisional basis

Name: Sh/Shri/Ms: SURESH MURUGAN V

Father's Name: VEERAPANDI V

Date of Birth: 28/07/2004

Category (belongs to): OBC

Category (selected against): UR

Designation: GDS BPM

Date of Provisional Engagement: 12.04.2025 f/n.

Name of SO/BO: Therkankulam B.O

Name of Account Office: Asirvathapuram S.O/Srivaikuntam H.O

TRCA Slab: 12,000-29380

2. This Provisional Engagement of Shri/Smt/Ms SURESH MURUGAN V [referred to as Sevak] is subject to satisfactory verification of the prescribed educational qualification, community certificate and other certificates, wherever prescribed. If the verification reveals that the claim of the candidate belonging to Scheduled Caste/Scheduled Tribe /Other backward classes/(not belonging to creamy layer)/Economically Weaker Section is false or educational certificates are not genuine or found unfit on Police Verification, his/her Engagement shall be terminated forthwith without assigning any further reasons and without prejudice to other criminal/legal action as may be taken under the provisions of law/rules.
3. The sevak will also have to undergo satisfactory prescribed Training course and Practical Training, as and when the orders to this effect will be issued.
4. Shri/Smt/Ms SURESH MURUGAN V should clearly understand that his/her engagement as GDS shall be in the nature of a contract and is liable to be terminated at any time either by the Sevak to the Engaging Authority, or by the Engaging Authority or any Authority to which the Engaging Authority is subordinate or any other Authority empowered in that behalf by the government, by general or special order, to the sevak, in accordance with the provisions of Rule 8 of the Department of Posts, Gramin Dak Sevaks (Conduct & Engagement) Rules, 2020 [in Short GDS Rules] as amended from time to time.
5. The Sevak should also clearly understand that his/her Conduct and Engagement shall be governed by the GDS Rules, as amended from time to time. As per Rule 3-A(vii) of GDS Rules 2020, failure to reside in place of duty for GDS BPM and in place of delivery jurisdiction for ABPM/Dak Sevak after engagement shall be treated as violation of conditions of engagement and liable for disciplinary action under Rule-10 of GDS (Conduct and

Engagement) Rules, 2020 resulting in removal/dismissal from engagement.

6. If any information or documents submitted by the candidate is found false/incorrect at a later stage, his/her engagement shall be terminated in accordance with the provisions of GDS Rules, 2020, as amended from time to time.

- sd -

SSP Tuticorin Division
Tuticorin Division
SENIOR SUPERINTENDENT OF POST OFFICES
Tuticorin
TUTICORIN DIVISION, TUTICORIN - 628 001.

A copy of this memo is issued to:

- ① The candidate: **SURESH MURUGAN V**
16/3, Theppakulam street, Srivaikundam, Thoothukudi, 628601
2. PF of the Candidate.
3. Postmaster/SPM Srivaikuntam H.O/Asirvathapuram S.O
4. Divisional/Sub Divisional Office Jp Satankulam Sub Dm for information
5. The G/RPL/IR/SB/CSI/Sr. Manager SpPB for information.
6. Office Copy/Spare Copy

/By ORDER/

सहायक अधिकांक डाकघर
तूथुकुडि मंडल, तूथुकुडि
ASSISTANT SUPERINTENDENT OF POST OFFICES
TUTICORIN DIVISION, TUTICORIN - 628 001.

TP SOLAR LTD

Name : M. Esakkiammal

Address : Tirunelveli

Emp.Id : 601933

Date : 18-Jun-2025

With reference to your application and the interview you had with us, we are pleased to consider you as a "Trainee" effective from 18-Jun-2025 on the following terms and conditions.

1. The period of training will be for 15 months and the same will automatically cease after 15 months from the date of joining. You will undergo an assessment after 12 months, and further your trainee period shall be extended to 3 months subject to clearance of assessment.
2. Your Training shall be subject to being found physically fit
3. You will be paid a consolidated stipend of Rs.14520/- pm during the period.
4. ESI Employer contributions will be paid as per statutory norms
5. To motivate you in learning the required skills and to grasp the required inputs, an attendance incentive of Rs 750/- pm will be paid, provided you attend training on all the required days.
6. It is unequivocally made clear that you will not be considered for any regular employment in our company at the end of your training period.
7. Your training can be terminated without notice at any time during the period without assigning any reason and without payment of any compensation.
8. You will abide by all the rules, regulations, and Standing Orders as may be applicable.
9. Your training schedule on a six days week pattern in any of the shifts as designed in the company.
10. Your place of training will be at TP solar, Tirunelveli District.
11. During the period, you shall not engage in any other work or vocation that would adversely affect your learning.
12. You will not disclose or divulge to any person or company except to the extent permitted in writing by the company during your period of training with the company and even after the cessation of your training for any reason whatsoever.
13. You will be provided PPE as part of the company's dress code and if you sever the connection from the company before the completion of your training period, the cost of the same will be recovered from the dues payable to you, as per the policy of the company.

If you are agreeing on the above terms, please sign the duplicate copy of the order in taken of having accepted the terms and conditions therein and return to us.

Wishing you All the Best.

Thanking you,

For, TP Solar Ltd.



Anupama Ratta
Chief - Human Resources & ES&A (Renewables)

I accept the above terms and conditions:

Signature of the Candidate

Name: M. Esakkiammal

Date: 18/06/2025

TP SOLAR LTD

Address: TP Solar Ltd, Survey No. 100/100, 100th Anniversary Park, Gopalakrishnan Nagar Road, Tirunelveli, Tamil Nadu-627002
Regd. Office: 5th Floor Corporate Centre, 24/24th Towers Road, Corbett Road, Maruthi, Madurai-625002
TP Solar (Renewables) Pvt. Ltd. CMC 23/27/17 2000 Ennathur, Gopalakrishnan Nagar Road, Tirunelveli-627002
A YATA Enterprise



STEM

Building Brains ... Beyond Books...

**STEM Learning
Social Enterprise**



Name : Ramesh P
Designation : Corporate Partnership
Executive
Emp. Code : SL2719
D.O.B. : 04-10-2004
D.O.J. : 22-12-2025

Office Address:

Greeta Techpark, Industrial Estate,
Perungudi, Chennai, Tamil Nadu - 600 096.

Economic & Political WEEKLY PUBLISHED BY SAMBEEKSHA TRUST

320-321 A-Z INDUSTRIAL ESTATE | G K MARG | LOWER PARRE | MUMBAI 400 013
TEL.: (022) 4063 8282 | FAX: (022) 2493 4515 | EMAIL : contact@epw.in | WEB: www.epw.in

30 January 2026

Dear Mr M. Deepak Raj

With reference to your application dated January 21, 2026, we are pleased to offer you a Fixed Term position in the Circulation Department as Business Representative with effect from 02 February 2026.

This appointment is on Fixed Term contract for a period of six-months from the date of joining. i.e 02nd February 2026 to 31st of July 2026. You will be entitled to a consolidated salary of Rs 18,000/- per month. Government taxes will be deducted as applicable. Your travel related expenses will be reimbursed as per our policy. You will not be entitled to any other benefits other than agreed and stipulated in your appointment letter.

You will be expected to travel extensively, beginning with visits across Tamil Nadu and Pondicherry. The role expects you to undertake nationwide travels to promote and grow subscriptions across multiple regions.

Your appointment on Fixed Term will be terminated by either side subject to one month's notice.

As a token of your acceptance of this offer, please sign and return to us the enclosed copy of this letter.

We look forward to a mutually fruitful association between you and this organisation.

Yours sincerely,



(Gauraang Pradhan)
General Manager

I accept the appointment on the stated terms and conditions.

(M. Deepak Raj)
25/1A, First Street
Oorudaiyan Kudiyiruppu,
Thachanallur,
Tirunelveli 627 358
Tamil Nadu

M.Kumara samy pandiyan B.A.,
Property & Document Consultant

M.Veera Pandian B.A.,LL.B.,
Advocate



பத்திரம் எழுதுமிடம்

(கணிசி முறையில் பதிவு செய்யப்படுகிறது)



M.Durai Raja Pandian B.Com.,M.Sc.,

DOCUMENT WRITER



+91 6374161750
+91 9384971750



tmrdocument@gmail.Com



7th cross street,
Near by vinayagar kovil,
Nolambur - 600037

GanP



BOSCH



Surname

R

Name

Muthu Seelan Bharathi

Employee No: 36043245

Validity : 6/1/2026



e-care india



Kinsilya J

Emp. Code : EC10080

LEO



TATA ELECTRONICS PRODUCTS AND SOLUTIONS



Sivananthini

Employee Number : 241447

Blood Group : AB+

A handwritten signature in black ink, appearing to read 'S. Sivananthini', written over a horizontal line.

Authorised Signatory

G VY



MOHAMED SULTHAN ARIFF
A +VE





Subashini S

Employee ID: 1089

Subashini S

Authorized Signatory



Bezohminds

BEYOND EXPECTATIONS

www.bezohminds.com

+91 96777 67742

HCLTech



Vibushika K
52357911



Date: 05-Jul-2025

To,

Saratha.N / 7889 8380 6783

Sub: Apprenticeship Training - Intent Offer Letter

Dear Candidate,

We are pleased to inform that you have been selected for offer in the **Mega Job Fair at Francis Xavier Engineering College, Tirunelveli on 05-Jul-2025**. The detailed Appointment letter would be issued you on the date of joining. You will be designated as "**Graduate Apprentice Trainee**" Initial **2 Months** Training under Nan Mudhalvan Scheme and **12 months** under NATS Scheme, shall be registered under NATS (National Apprenticeship Training Scheme-BOAT-SR) as per the Apprentices Act, 1961. You are expected to join in our organization (**TATA Electronics Products and Solutions Pvt Ltd, Hosur**) before **September 2025**. Further, the exact date and time of joining would be intimated.

| Stipend and other Benefits | Amount in INR |
|---|---------------|
| Stipend Per Month | 14750 |
| Attendance Bonus per Month (As per Company Policy) | 1000 |
| Learning exposure at World Class OEM- Mobile Manufacturing and Assembly at TEPs (TATA Electronics Products and Solutions, Hosur) | |
| Free Food, Uniform, Transport, Hostel-As per company policy | |
| Joining Company Address: TATA Electronics Products and Solutions Pvt Ltd. SF.NO. 842/1, Udanapalli Village, Hosur, Tamil Nadu-635119, India. | |

We would like to take this opportunity to wish you a successful career with us.

For TATA Electronics Products and Solutions Private Limited

Authorized Signatory

For Clarification -Contact:7845503302

TATA ELECTRONICS PRODUCTS AND SOLUTIONS PRIVATE LIMITED

SF.NO. 842/1, Udanapalli Village, Hosur, Tamil Nadu-635119, India Email:contact@tataelectronics.co.in Phone: +91 9400981274



A Arockia Raja

Employee No: 611088

Blood Group: B+

A handwritten signature in black ink, appearing to read 'Arockia Raja'.

Issuing Authority

>
accenture



Raja Amirtha Kumaran

14062547



VENTICARE MEDICAL PRIVATE LIMITED

EMPLOYMENT OFFER

Dear **Aravin Guna M**

We are delighted to extend this formal offer of employment for the position of **Junior Accountant** at **Venticare Medical Pvt Ltd** effective **December 19th 2025**. We believe your background and skills will be an excellent match for our company.

Terms of employment:

Department: Accounts

Working Hours: 09.00 AM – 06.00 PM

Type of Employment: General Shift

Job Location: Chennai

Reporting Manager: Kumar K



Date: 05-Jul-2025

To,

S. Jeom Shanlin / 916 7932 4706

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Dear Candidate,

We are pleased to inform that you have been selected for offer in the **Mega Job Fair at Francis Xavier Engineering College, Tirunelveli on 05-Jul-2025**. The detailed Appointment letter would be issued you on the date of joining. You will be designated as **"Graduate Apprentice Trainee"** Initial **2 Months** Training under Nan Mudhalvan Scheme and **12 months** under NATS Scheme, shall be registered under NATS (National Apprenticeship Training Scheme-BOAT-SR) as per the Apprentices Act, 1961. You are expected to join in our organization (**TATA Electronics Products and Solutions Pvt Ltd, Hosur**) before **September 2025**. Further, the exact date and time of joining would be intimated.

| Stipend and other Benefits | Amount in INR |
|---|---------------|
| Stipend Per Month | 14750 |
| Attendance Bonus per Month (As per Company Policy) | 1000 |
| Learning exposure at World Class-OEM- Mobile Manufacturing and Assembly at TEPS (TATA Electronics Products and Solutions, Hosur) | |
| Free Food, Uniform, Transport, Hostel-As per company policy | |
| Joining Company Address: TATA Electronics Products and Solutions Pvt Ltd, SF.NO. 842/1, Udanapalli Village, Hosur, Tamil Nadu-635119, India. | |

We would like to take this opportunity to wish you a successful career with us.

For **TATA Electronics Products and Solutions Private Limited**

Authorized Signatory

For Clarification -Contact:7845503302

TATA ELECTRONICS PRODUCTS AND SOLUTIONS PRIVATE LIMITED

SF NO. 842/1, Udanapalli Village, Hosur, Tamil Nadu-635119, India Email:contact@tataelectronics.co.in Phone: +91 9600191274



SHARON AUTOS

(AUTHORISED YAMAHA BSQ DEALER)



R. NARAYINI @ GAYATHRI

CUSTOMER RELATIONSHIP MANAGER



YAMAHA

ADDRESS : 1208 C, ARUNACHALA PURAM,
B COLONY
KTC NAGAR,
TIRUENVELI

DOB :15/11/2004

BLOOD GROUP : AB+

PHONE : 6369806639, 9442214061



SHARON AUTOS

(AUTHORISED YAMAHA BSQ DEALER)

H.O:NO.65/3B,SOUTH BYEPASS ROAD,
PSS MULTIPLEX OPPOSITE,
VANNARPETTAI.
TIRUNELVELI-627009.
PH:73050 32711
B.O:K.T.C.NAGAR.
PH:96556 43643

Activate Wind
Go to Settings to y

unicef  for every child

FUNDRAISER



Name : **VENNILA S**
Designation : **Fundraiser**
Employee ID : **TVUN247-08584**
Date of Birth : **21-04-2005**
Valid Till : **30-06-2026**





Smackcoders

INTERN

Address :

415, North Main Road, MDO Colony,
Tirunelveli, 627002

www.smackcoders.com

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BHIMA



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SINCE 1925



K.PAVITHRA
BSS EXECUTIVE
KP

Issuing Authority

>
accenture



Mohamed Musthaq

14101182



Ranjith
Eberlin S T
206322275



STRICTLY PRIVATE AND CONFIDENTIAL

Date: 24-01-2026

Dear MUPPIDATHI THALAVAI,

SUBJECT: FIXED TERM OFFER CUM EMPLOYMENT LETTER

With reference to your application and the subsequent discussions with you; we are pleased to offer you an appointment at Bajaj Finance Limited ("Company") on the following terms:

1. DESIGNATION & BAND:

You will be designated as "**Officer.**"

2. JOB ROLE:

Explained in detail as Annexure - A.

3. FIXED TERM OF EMPLOYMENT:

Basis your confirmation that you were relieved from the services of your previous employer as of the date of your joining with Bajaj Finance Limited, please note that, your employment with Bajaj Finance Limited will commence tentatively on **02-02-2026** (or any other date as may be agreed by BFL, in its sole discretion) and will expire on **01-02-2028**.

4. HOURS AND PLACE OF WORK:

- a. You shall be based at an assigned location, as may be informed from time to time.
- b. You will be required to work such hours as may reasonably be expected of you and as is consistent with an appointment of this nature.

| | | |
|---------------------------------|----------|---------------------------------|
| JR & Application No. | : | JR00164655 1,581,362 |
| Full Name | : | Mupidathi Thalavai |
| Consent Details | : | Appointment Sent |
| Date & Time | : | 24-01-2026 04:52:25 PM |
| Mobile | : | 9150896511 |
| IP Address | : | |

BAJAJ FINANCE LTD.

<https://www.aboutbajajfinserv.com/about-us>

Corporate Office: 6th Floor, Bajaj Finserv Corporate Office, Off Pune - Ahmednagar Road, Viman Nagar, Pune - 411 014, Maharashtra, India
Registered Office: C/o Bajaj Auto Limited Complex, Mumbai - Pune Road, Akurdi, Pune - 411 035, Maharashtra, India

Corporate ID No.: L65923PN2007PLC130075 | Tel: +91 20 7150 5700 | Fax: +91 20 7150 5792 | Email ID: investors@bajajfinserv.in

5.SALARY:

- a. Your basic salary will be **Rs. 9,210/- (Rupees Nine Thousand Two Hundred Ten only)** and your house rent allowance will be **Rs. 4,605/- (Rupees Four Thousand Six Hundred Five only)** per month. Your emoluments from the Company will be subject to tax deductions at source and other withholdings as required by law.
- b. A detailed break-up of your compensation is attached as Annexure – B to this Employment Letter.
- c. You hereby authorise the Company to deduct from your salary (including any salary, leave pay, sick pay and pay in lieu of notice period) all debts or sums owed by you to the Company, its subsidiaries, or associate companies, including any outstanding loans (and interest thereon) due to the Company, its subsidiaries or associate companies from you.

6.TERMINATION OR RESIGNATION FROM SERVICE:

- a. Upon expiry of the term of employment referred in Clause 3, without any further notice, your employment shall stand terminated, without any further notice period.
- b. During the term of employment, it can be terminated by either party by serving **30 (Thirty) days** written notice to the other party.
- c. The Company reserves the right to accept/ reject the notice pay in lieu of notice period mentioned hereinabove. The Company reserves the absolute right to terminate your services at any time, without assigning any reason whatsoever, by giving you notice in writing or pay in lieu of notice period.
- d. The Company reserves the right, at its discretion and at any time during the notice period to announce to employees, clients, suppliers and customers of the Company, its subsidiaries or associate companies of your termination/ resignation. However, you expressly agree hereby, not to make any announcement of your termination/ resignation, unless the same has been formally intimated to you or accepted by the Company in writing, as the case may be.

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- e. Obligations arising out of termination, you hereby agree that on or before the date of your termination from employment with the Company, you will delete any information, connection or reference between you and the Company, any client or customer of the Company, or any prospective client or customer of the Company stored / exchanged on social media (such as Twitter, Skype, Facebook, YouTube, Flickr, LinkedIn, Wikis, Google+ etc.) or any other networking platform, online communication tool which facilitates the creation, publication, storage and/or exchange of user-generated content ("Digital Media").
- f. After termination of employment, all or any information of the company shall be considered to be Confidential Information and you will continue to be under an obligation to maintain confidentiality about any tangible or intangible information of the Company. Accordingly, you shall restrain from indulging in spreading of any false / defamatory / instigating / abetting / unlawful content on "Digital Media" (as described in Clause 6.e above) which may prejudicially impact (directly or indirectly) the reputation of the Company and /or its group companies, subsidiaries, affiliates, or other partnerships.

7. ANNUAL SALARY REVISION:

- a. We follow a May to April performance cycle. All salary revisions come up for review in the month of May at the sole discretion of the Company.
- b. Employees who have joined the organization on or before 31st July in the current calendar year, may be eligible for a proportionate salary review during May of next calendar year. The increment if any, is dependent on various factors including performance of employee and would be proportionate to the months' of service rendered by the employee. Those joining after 31st July, will not be eligible for the same.

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8. PERFORMANCE BASED VARIABLE BONUS/ INCENTIVE:

- a. You will be eligible to participate in the Company’s variable pay programs/ incentive schemes. The payment under this program depends on your performance, the Company’s performance and other parameters as the Company may decide from time to time. Please note that there is no minimum payment under this program.
- b. Payment of this amount is subject to your being in the Company’s employment and also subject to your not having resigned or serving your notice period.
- c. You will declare your relationship, if any, with any of the directors of the Company as required by the Companies Act, 2013.
- d. In case you are or become related to any employee of the Company, then, in the former case you will inform the Company immediately and in the latter case within 7 days of your becoming so.
- e. You will abide by all the policies and disclosure norms of the Company that are in effect and by any amendments thereto carried out by the Company from time to time.

9. COMPANY POLICIES AND PROCEDURE:

- a. You will devote all your working time to the business of the Company at the Dealer location and shall carry out your duties diligently and properly. You will do your best to promote, protect and develop the interests of the Company and will not knowingly do or willingly permit to be done anything that causes prejudice, loss or injury to the Company or its subsidiaries and associate companies.
- b. You shall be required at all times to comply with the Company’s rules, policies and procedures as may be amended by the Company from time to time, and the same are to be considered as part of terms and conditions of this Employment Letter. You are also required to comply generally with the standards reasonably expected of an appointment of your nature.

| | | |
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| Full Name | : | Mupidathi Thalavai |
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Corporate ID No.: L65923PN2007PLC130075 | Tel: +91 20 7150 5700 | Fax: +91 20 7150 5792 | Email ID: investors@bajajfinserv.in

- c. Without any limitations on your obligations under Clause 9.a above, you are also required to comply with the Company’s disciplinary and grievance procedures which would be applicable to you, a copy of which is available with the Company’s HR Department. For the avoidance of any doubt, whilst the Company’s disciplinary rules form part of your contract of employment with the Company, the disciplinary and grievance procedures do not and as such, the Company is not under any contractual obligation to apply those procedures in any particular case.

10. EXCLUSIVE EMPLOYMENT:

While employed by the Company, you will not:

- a. Be an employee of, or be engaged in any other capacity by, any other company or organisation other than the Company, for remuneration and/ or otherwise, whether full time or part time, without the prior written permission from the Company;
- b. Be involved in any capacity in providing services directly or indirectly to any other person, in respect of any business which is similar to or which does or might reasonably be expected to compete or conflict with any aspect of the business of the Company, its subsidiaries and associate companies or which may otherwise affect the proper and efficient performance of your duties;
- c. Be entitled to receive or obtain directly or indirectly any discount, rebate, commission or other benefit in respect of any business transacted (whether or not by you) by or on behalf of the Company or its subsidiaries and associate companies. This prohibition also extends to your immediate relatives. If you, any of your immediate relatives or any other company or other business entity in which either you or they are interested directly or indirectly obtain any such discount, rebate, commission or other benefit, you will immediately account to the Company, its subsidiaries and associate companies for the amount received or the value of benefit obtained; and/ or

| | | |
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BAJAJ FINANCE LTD.

<https://www.aboutbajajfinserv.com/about-us>

Corporate Office: 6th Floor, Bajaj Finserv Corporate Office, Off Pune - Ahmednagar Road, Viman Nagar, Pune - 411 014, Maharashtra, India
Registered Office: C/o Bajaj Auto Limited Complex, Mumbai - Pune Road, Akurdi, Pune - 411 035, Maharashtra, India

Corporate ID No.: L65923PN2007PLC130075 | Tel: +91 20 7150 5700 | Fax: +91 20 7150 5792 | Email ID: investors@bajajfinserv.in

- d. Make contact or communicate with any member of the press or media or anyone so connected on behalf of the Company, its subsidiaries and associate companies, or publish any articles or letters or post any content on any Social Media platform on behalf of the Company or its subsidiaries and associate companies other than as required for the purposes of carrying out your duties and in strict compliance with the Company's media policy.

11. INTELLECTUAL PROPERTY:

- a. All intellectual property including but not limited to any discovery, model, concept, idea, know-how, method, database, computer programme or software (including related preparations and design materials), invention, improvement in procedure, trade mark, trade name, design, logo, copyright and all similar rights or get-up made, discovered or created by you during your employment (whether alone or with others and whether or not in the course of your employment) in connection with or relating to the business of the Company, its subsidiaries or associated companies or capable of being used or adapted for use in it shall belong to and be the absolute property of the Company. If required to do so by the Company (whether during or after the termination of your employment), you will, at the expense of the Company, promptly execute all instruments and do all things necessary to vest ownership of all other rights, title and interests (including any registered rights in the same) in such discovery, model, concept, idea, know-how, method, database, computer programme or software (including related preparations and design materials), invention, improvement in procedure, trade mark, trade name, design, logo, copyright and all similar rights or get-up in the Company (or its nominee) absolutely and as sole beneficial owner.
- b. You acknowledge that your remuneration and all consideration paid to you by the Company, under this Employment Letter and as may be revised from time to time, includes compensation for the assignment (if any) to the Company of all intellectual property rights and that the rights and obligations under this Clause shall continue in force after the termination of this Employment Letter in respect of any intellectual property created during your employment with the Company and shall be binding upon your legal representatives.

| | | |
|---------------------------------|----------|-------------------------------|
| JR & Application No. | : | JR00164655 1,581,362 |
| Full Name | : | Muppidathi Thalavai |
| Consent Details | : | Appointment Sent |
| Date & Time | : | 24-01-2026 04:52:25 PM |
| Mobile | : | 9150896511 |
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12. CONFIDENTIALITY AND NON-DISCLOSURE:

- a. You hereby agree that without the prior written consent of the Company, either during or after the period of employment and except as required by you in the course of your employment, you shall not divulge, directly or indirectly, or otherwise use, disseminate, disclose, reveal, report, copy, transfer, lecture upon or publish articles concerning any confidential information, including but not limited to all and any intellectual property under Clause 11.a. above which may come to your knowledge during the term of your employment and/ or otherwise, and shall maintain complete secrecy in respect of all such confidential information and/ or intellectual property entrusted to you and shall not use or attempt to use such confidential information and/ or intellectual property in any manner which may or may be likely to injure or cause loss either directly or indirectly to the Company or its business. You hereby agree that this restriction shall continue to apply even after the term of your employment with the Company, your termination from employment with the Company and/ or your resignation from the Company without limit as to a point in time, excepting when such confidential information and/ or intellectual property becomes available in the public domain.
- b. You hereby agree and acknowledge that in the event of your being in violation of Clause 12.a. above, the Company is at liberty to initiate appropriate civil and criminal legal action against you including but not limited to prosecution for data theft and criminal breach of trust.
- c. For the purposes of this Employment Letter, “confidential information” includes and is not limited to all trade secrets and confidential information relating to the Company, its subsidiaries or associate companies, or their businesses and its or their past, current or prospective clients, Dealer and their respective businesses, and further includes and is not limited to all intellectual property of the company as under Clause 11.a. above.

13. COMPANY’S IMAGE:

You will be always alive to the duties and responsibilities attached to your employment and you shall conduct yourself accordingly and protect and project the image of the Company.

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14. FALSE RECORDS/INFORMATION/ MISREPRESENTATION:

- a. You are required to submit certain documents/details pertaining to your identity, references, employment records and academic records for verification purpose and which shall be carried out by BFL prior to your joining date. Your employment with BFL would be subject to satisfactory outcome of such verification and reference checks done by us.
- b. If any document or information furnished by you to the Company is false or if you are, at any time, found to have suppressed any material information, or if you made any misrepresentation, you will be liable for termination without notice and the notice period contemplated under clause 6.b will NOT apply in such situation.

15. GENERAL:

- a. This Employment Letter and the annexures to this Employment Letter and the various documents referred to in this Employment Letter constitute the sole record of this Employment Letter between the parties with regard to the subject matter hereof and shall substitute any other agreement/ understanding between the parties in respect of the subject matter of this Employment Letter.
- b. If any provision of this Employment Letter is held to be illegal, invalid or unenforceable for any reason, such provision may be unenforceable between the parties but without affecting, impairing or invalidating any of the remaining provisions of this Employment Letter which shall continue to be of full force and effect.
- c. The expiry or termination of this Employment Letter (for any reason) shall not operate to affect any of its provisions which, in accordance with their terms, are expressed to operate or have effect after such expiry or termination.

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FINANCE

- d. Notices must be given by either party by letter or e-mail addressed to the other party at, in the case of the Company its registered office for the time being, and in your case, to your last known address and e-mail address issued by the Company. Notices may also be issued by you to the Company. Any notice given shall be deemed to have been given at the time of delivery to and/ or receipt by the intended recipient.
- e. This Employment Letter shall be governed by the laws of India and the parties submit to the exclusive jurisdiction of the Courts in Pune. Any reference to a statutory provision shall be deemed to include a reference to any statutory modification or re-enactment of it.

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Annexure - A Job Description

Responsible for promoting and selling the Financial products & Services to potential customers. This role involves identifying leads, explaining product features, assisting customers through the application process, documentation, verification and meeting sales targets. The individual will work closely with both customers and channel partners / Providers

Key Responsibilities:

Lead Generation: Identify and generate leads through various channels such as referrals, providers, and direct outreach.

Customer Engagement: Approach potential customers to discuss their auto financing needs and present suitable product options.

Product Knowledge: Maintain a thorough understanding of the financial products & services, including interest rates, terms, and eligibility criteria. Provide timely and accurate information on products, pricing, and promotions to providers.

Sales Process Management: Guide customers through the entire sales process, including application, documentation, verification of documentation and approval. Collaborate with internal teams to address provider and customer inquiries and resolve issues.

Provide support to providers throughout the sales process, including loan processing and after-sales service.

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Relationship Building: Develop and maintain relationships with customers to ensure high levels of satisfaction and potential for future business.

Build and maintain strong relationships with authorized providers. Regularly communicate with providers to understand their needs, concerns, and sales objectives.

Sales Targets: Achieve and exceed monthly and quarterly sales targets. Identify and pursue new business opportunities with existing and potential providers. Conduct market analysis to stay informed about industry trends, competitor activities, and provider needs.

Compliance: Ensure all sales activities comply with the Bajaj's policies, procedures, and regulatory requirements.

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**Annexure - B
Detailed Salary Structure**

Date : **24-01-2026**

Name : **MUPPIDATHI THALAVAI**

| Component | Monthly | Yearly |
|----------------------------|----------------|----------------|
| Basic | 9,210 | 110,514 |
| House Rent Allowance | 4,605 | 55,257 |
| Statutory Bonus | 2,828 | 33,941 |
| Special Allowance | 332 | 3,984 |
| Employer PF Contribution | 1,145 | 13,740 |
| Employer ESIC Contribution | 299 | 3,592 |
| Total Fixed Salary | 18,419 | 221,028 |
| Gratuity | | 0 |
| Cost to Company | | 221,028 |

The exact sum of all elements may mismatch up to Rs.10/-. In the event there is any enhancement in the total emoluments to be paid to you on account of change in any statute or notification, then the said enhanced payment will be adjusted from the total CTC payable to you as shown hereinabove. In such a case the company will have the right to restructure your emoluments within the specific CTC.

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Other Benefits:

- Gratuity Benefit will be provided as per the provisions Payment of Gratuity Act, 1972.
- Provident fund will be provided as per the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.
- If your employment is terminated by you for any reason prior to completion of twelve months of services, then you will pay back to the Company the entire joining expense incurred if any, by the Company.
- You would be covered under the Group Term Life Insurance scheme, with a sum insured of **Rs. 2,50,000/- (Rupees Two Lacs Fifty Thousand only)**. Additionally, you would be covered under the Group Accident Insurance Scheme, with a sum insured of **Rs. 10,00,000/- (Rupees Ten Lacs only)**.
- Further, you would be entitled to a hospitalization claim policy of up to **Rs. 2,50,000/- (Rupees Two Lacs Fifty Thousand only)** the premium for which will be borne by the Company. You have the option to include spouse, parents, and up to two children (Group subsidized premium borne by the employee).

Welcome to **Bajaj Finance Limited** and wish you a very successful career with the group.

Encl: Annexure

- I have fully read and understood the terms of this Employment Letter. I accept the same on the above terms and conditions, and as appointed, I agree to abide by the Policies, rules and regulations of the company and will be joining on **02-02-2026**.
- By entering the one-time password ("OTP") sent by Bajaj Finance Limited or by submitting physical signature, I hereby confirm that I have read, understood and unconditionally agree and acknowledge to be bound by the terms of this letter
- Name and OTP Acceptance, confirming acceptance of the above terms and conditions

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AUTHORISED SIGNATORY
BAJAJ FINANCE LIMITED

BAJAJ FINANCE LTD.

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Sri Hari Manpower
Contractor Name: Services Private Limited



ID : CD709048
Name : Esakkiammal P
Blood Group : A+
Site : TEPS
Area of Work : B1
Date Of Issue: 12-09-2025



WELCOME ABOARD

MS ANITTA JOICE ANTONY

It gives me great pleasure to welcome you to Team; you are joining us in at a very-exciting phase as the road ahead is paved to guarantee success under our massive expansion plan. We are looking forward to working together, here at Alza we encourage an open environment and are always welcome to new ideas and extremely approachable towards any queries that you might have or if in any way we can make your journey more enjoyable.

As we discussed during your interview, we are projecting massive growth this year, and we would like to congratulate you on being a part of this journey.

When you arrive on 22nd, MAY 2025, look for ELDHOSE who will show you around the office and introduce you to the various members of our team, who will eventually play a key role in your success with us.

We are all looking forward to working with you and are certain that you'll be a great fit for this team.

Yours Truly

A handwritten signature in blue ink, appearing to read 'Ahammed Althaf Potachola', is shown on a light-colored background.

Ahammed Althaf Potachola

Business Head

TC23/279, NEDUVACCATTU BUILDING, PIPELINEROAD, KOWDIAR PO,
THIRUVANANTHAPURAM, KERALA 695003.

CONTACT: 9074442571, alza.incorporationvm@gmail.com

FIXED TERM CONTRACT OF EMPLOYMENT

Dear **MUTHUSELVI**,

We are pleased to offer you employment in our organization as **Operator**, for a fixed period of employment, on the following terms and conditions:

1. Your contract of employment shall be valid from **25 Jul 2025** to **24 Jul 2026** Notwithstanding this, in the event of the project/ work for which you are being employed comes to an end before the aforementioned period, this contract shall be co-terminus with the aforementioned Project/work. At the end of the above referred period, the contract will stand terminated automatically without any notice or communication to you, unless they are explicitly extended by us by a letter in writing.
2. Notwithstanding anything above, depending upon the aforementioned project/work, the Company reserves its right to extend your temporary appointment for such period or periods as may be necessary depending upon the exigencies relatable to the work for which you are hereby engaged. In that event, the Company shall in writing extend your temporary assignment on the terms as may be indicated in such letter and in the event of your acceptance of such extension of the assignment you shall be governed by such terms and conditions as may be indicated therein
3. During the period of the fixed contract, your services could be deputed at the sole discretion of the Management to any of our client's company to do work pertaining to or incidental to the clients business
4. Details of your salary break up with components are as per the enclosure.
5. You will be covered under a Group Accident Insurance Scheme to the extent of Rs 0 and medical insurance up to Rs 0 per annum. This policy will come into effect after 30 days of an employee joining the company.
6. You will be eligible for leave as per the company policy, during the period of your contract of employment.
7. You will be entitled to all statutory benefits wherever applicable during the fixed period of contract.
8. The contract shall be terminable by either party giving 30 days notice in writing or salary in lieu of notice, to the other.

We are consciously endeavoring to build an atmosphere of trust, openness, responsiveness, autonomy, and growth among all members of the CIEL HR family. As a new entrant, we would like you to whole-heartedly contribute to this process.

As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return it to us.
With warm regards,

Yours truly,
For CIEL HR Services Limited



Aditya Narayan Mishra
CEO

I hereby accept the above-mentioned terms and conditions

Signature:

Date:

DEPUTATION

Dear **MUTHUSELVI**,

Further to clause 3 of your letter of employment, we are pleased to advise you that your services are being deputed to TP SOLAR LIMITED with effect from **25 Jul 2025**. The terms and conditions of your deputation will be as follows:

1. You will, with effect from **25 Jul 2025**, be required to work at our client's office/premises at any of their locations.
2. During the tenure of the deputation, you will continue to be an employee of CIEL HR.
3. In the day to day functioning or responsibilities, you will receive instructions from TP SOLAR LIMITED and will undertake to abide by any suggestions, etc. given by any assigned person(s).
4. You shall also abide by any training that may be offered to you by TP SOLAR LIMITED.
5. You shall be bound to follow the working hours of TP SOLAR LIMITED.
6. You shall take care not to disclose confidential information/trade secrets, etc that you may come across in the course of your responsibilities to anyone outside our client and use such information only in connection with the service provided to TP SOLAR LIMITED.
7. You shall at no point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against our client. This arrangement is purely a contractual agreement between CIEL HR and TP SOLAR LIMITED for the time specified.
8. You shall not engage in any act subversive of discipline in the course of your duty/ies in the property of TP SOLAR LIMITED or outside, and if you were at any time found indulging in such act/s, we reserve the right to initiate disciplinary action as is deemed fit, against you.
9. You shall be responsible for protecting the property of TP SOLAR LIMITED entrusted to you in the due discharge of your duties and shall indemnify TP SOLAR LIMITED when there is a loss of any kind to the said property.

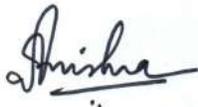
All the other terms and conditions of your employment remain unchanged.

Please sign the duplicate copy of this letter as a token of having read and acknowledged the contents and return it to us.

With warm regards,

Yours truly,

For CIEL HR Services Limited



Aditya Narayan Mishra

CEO

I hereby accept the above-mentioned terms and conditions

Signature:

Date:

| | | | |
|----------------------|-----------------------------------|---------------|--------------------|
| Name | MUTHUSELVI | Location | Tirunelveli |
| Designation | Operator | Employee Code | 225432 |
| Father Name | PARAMASIVAN | DOB | 08 Oct 2004 |
| Period Of Employment | 25 Jul 2025 to 24 Jul 2026 | | |

| Salary | Monthly CTC | Annual CTC |
|------------------------|------------------|--------------------|
| Basic | 14,338.00 | 1,72,056.00 |
| House Rent Allowance | 1,635.00 | 19,620.00 |
| Gross Earning | 15,973.00 | 1,91,676.00 |
| Employer PF | 1,721.00 | 20,652.00 |
| Employer ESI | 520.00 | 6,240.00 |
| PF EDLI | 143.00 | 1,716.00 |
| CTC | 18,356.00 | 2,20,272.00 |
| PF | 1,721.00 | 20,652.00 |
| PT | 208.00 | 2,496.00 |
| ESIC | 120.00 | 1,440.00 |
| Gross Deduction | 2,049.00 | 24,588.00 |
| Net Pay | 13,925.00 | 1,67,100.00 |

NIL

With warm regards,

Yours truly,
For CIEL HR Services Limited



Aditya Narayan Mishra
CEO

I hereby accept the above-mentioned terms and conditions

Signature:

Date:

PROVISIONAL OFFER LETTER

SARATHGOPALAN S – B.Com (CS)
ST XAVIER'S COLLEGE - Tirunelveli

11.03.2025

Dear Sarathgopalan.S,

Congratulations! With reference to the interview with us for a career in our organization, we are pleased to inform you that you have been selected for free training in our organization as trainee.

You will be joining and performing your training with us. You will be provided training for a period of 1 months from the date of your joining in Fundamentals of Banking and you will never have been charged even a single rupee in the period of this training. After the training you will be assisted for placements in different banking partners whom we have tied-up based on your performance.

On the date of joining, you would be required to submit the following documents with this letter.

1. College ID card copy.
2. Aadhar card copy.
3. One passport size photo.
4. Updated Resume

Welcome to our Organization!

We are looking forward to have you onboard on or before the month of April at Elewayte.

Sincerely,



Gopikrishna R
Manager – Business Development
Elewayte

Hereby, I accept the offer and Read related terms and conditions. I will join on
(_____)

Star Craft Attendance Sheet - December - 2025

| S.No | Name | Description | Working days | | | | | | | Over Time Working | Total Days | Salary | Tea / Food Exp | Total Salary |
|------|-----------------|-------------|--------------|------------|------------|------------|------------|------------|------------|-------------------|------------|--------|----------------|--------------|
| | | | 31-12-2025 | 30-12-2025 | 29-12-2025 | 28-12-2025 | 27-12-2025 | 26-12-2025 | 25-12-2025 | | | | | |
| 1 | Stafine Michael | Incharge | P | P | P | WF | P | P | 0 | 31 | 20000 | 1550 | 21550 | |
| 2 | Arud Antony | Incharge | P | P | P | WF | P | P | 0 | 29 | 18000 | 1890 | 18729 | |
| 3 | Krinammal | Cleaning | P | P | P | P | P | P | 0 | 27 | 9000 | 810 | 9585 | |
| 3 | Veeraperumal | Security | P | P | P | P | P | P | 0 | 16 | 10500 | 480 | 6080 | |



Tharunraj

Muthuraj

When on site please display
this pass at all times

>
accenture



Gunaram Karuppasamy

14079415

Date : 26-Jun-25

Name : SANKAR SUBBU P

Address : NO 5/4, MATHAN KOVIL THERU, KARUNKULAM, KARUNGULAM, THOOTHUKKUDI-628615.

Employee Code : A5699043

Dear SANKAR SUBBU P,

APPOINTMENT LETTER

We are pleased to appoint you in our organization as JUNIOR SALES EXECUTIVE (Grade – E1) in the CARDS & P MAB RETAIL - RO department subject to the following terms and conditions:

1. You are required to join our organization on or before 30-Jun-25 and your place of work shall presently be at TIRUNELVELU

You will be on orientation period till Probationary.

The responsibilities and tasks assigned to you under this Appointment letter synchronize with the definite timeline schedules for completion of various project assignments mutually agreed by our Company, with our esteemed client. As our employee, you shall perform your services in a professional manner and shall ensure that the time bound tasks are substantially completed within the specified tenure, as may be mutually agreed, and reviewed on case-to-case basis by your Reporting authority. Depending on your performance and track record to complete the individual assignments within the definite timeline, fresh tasks for completion shall be assigned/renewed. For employee's joining in government / semi government / RBI guided projects; if under any circumstances the operator ID / criteria fulfilment parameter is suspended / barred / disqualified, then the employee's engagement under this appointment letter will come to an end with immediate effect without any liability except for the legitimate dues payable by Quess.

Also, you are supposed to clear all stipulated/mandatory training program assigned to you within stipulated time period failing which your engagement under this Appointment letter will come to an end with immediate effect without any liability except legitimate dues.

HAP

HATSUN AGRO PRODUCT LTD
No.14, TNHB 'A' Road, Sholinganallur
Chennai, Tamil Nadu - 600119



Name : Jebastin Jebakumar

EMP ID : 28156

D.O.J : 13.08.2025



03-August-2023

Saravita Kumar,
No.32, PDP Nagar,
Srinagar 4th Street,
Poonamallee,
Chennai - 600 036

SIA: Letter of Appointment

Dear Saravita,

We are delighted to present this offer from Xforia Technologies Private Limited. We are confident that your career aspirations will align and grow with us to the next level of performance and customer excellence.

Thank you for believing in us and being part of the exciting journey ahead. We are pleased to appoint you as **US IT Recruiter** in **Xforia Technologies Private Limited** and your Annual Total Compensation will be **INR 2,40,000/-** (Rupees Two Lakhs Forty Thousand Only). Your Date of Joining shall be **04th August 2023**.

The break-up of the CTC is presented in Annexure-A.

Your appointment will be governed by the terms and conditions of employment presented in Annexure-B. You will also be governed by the rules and regulations in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your manager.

Please submit the following documents on or before joining:

1. Photocopy of your passport / Voter ID / Driving License.
2. Photocopy of your AADHAR and PAN Card.
3. Photocopies of educational and professional certificates.
4. Last 3 months pay slip of current company.
5. Scan copy of your photo.

Please do not hesitate to call us for any information you may need. Also, sign the duplicate of this offer as your acceptance and forward the same to us.

For Xforia Technologies Private Limited

Balaji T R
Chief Human Resources Officer.



Anto Thanga Rabina A.
Tirunelveli.

21 November 2025

Dear Rabina,

Sub: Offer for the post of Trainee Consultant

Further to your application and subsequent discussions between us, we are pleased to offer you the post of *Trainee Consultant*.

Your base work location will be **Madurai**. You will be eligible for Probationary Allowance of **Rs.15,000/- (Rupees Fifteen Thousand Only)** per month during the first three months. Thereafter, subject to your performance in completing assigned roles, you will be eligible for a salary of **Rs 2,91,231/- CTC (Rupees Two Lakhs Ninety One Thousand Two Hundred and Thirty One Only)** per year.

As agreed by you, you are requested to join us on **27 November 2025**.

Detailed Appointment letter will be issued to you upon joining and after completion of joining formalities.

Based on your performance during the Training period, we will confirm you as a permanent employee and the pay structure will be decided as per the company norms.

Your confirmation is also subject to your submitting the documents required by the Company.

Please note that this employment is subject to satisfactory Professional Reference checks and documentary evidence of your previous employment and commercial details.

Please submit the required documents as per the Annexure II.

Please revert to us with an acceptance of this letter at the earliest.

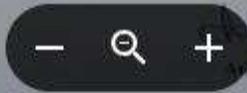
Thanking you,

Yours truly,
For Chain-Sys (India) Pvt Ltd.,

Accepted
Date of Joining: 27/11/2025

Sathish M.S

Sathish Subramanyam
Manager - HR



Anto Thanga Rabina A
Anto Thanga Rabina A



DIGITAL YUGAM INC
GROWTH MARKETING PARTNER

Dear Dharan,

12.05.2025

Sub: Offer of Employment for the Position of Visual Editor

We are pleased to offer you the position of Visual Editor at Yugam Digital. After evaluating your profile and creative potential, we believe you will be a valuable addition to our growing team. Below are the terms and details of your employment.

Position:
Visual Editor

Start Date:
12th June 2025.

Working Hours:
Monday to Saturday – 09:30 AM to 6:30 PM

Location:
Yugam Digital Office
41/121, Amajothi A.S. Nagar, Kangeyam Road, Tiruppur - 641 604

Probation Period:
You will be on a probation period of 3 months, during which either party can terminate this agreement with 7 days' notice.

Job Responsibilities:
Your role as a Visual Editor includes but is not limited to:

- Editing high-quality video content for social media, client campaigns, and brand promotions.
- Learning and implementing trending and traditional shooting techniques in accordance for the brand.
- Maintaining deadlines and delivering visually engaging edits.
- Staying updated with visual trends, transitions, and digital storytelling styles.

Confidentiality & Ownership:
All creative assets, raw files, and outputs developed during your employment will remain the sole property of Yugam Digital. You are expected to maintain confidentiality regarding any internal strategies or client information.

Termination clause:
Post-probation, the notice period will be 30 days by either party.
This is a digital offer letter and does not need any sign from the employee.
We welcome you to the Yugam Digital family and look forward to creating innovative content together.

TONY L. ARACKIYARAJ
CEO, Creative Head

+91 9791570820



tonyarackiyaraj@gmail.com



41/121, Amajothi A.S. Nagar,
Kangeyam Road, Tiruppur - 641 604.



TAMILNADU UNION OF JOURNALISTS
தமிழ்நாடு புகளியன் ஆலிப் ஜெர்னலிஸ்ட்ஸ்
No. 154, Thiruvalluvar Vaidyanatha Street,
Sankarapuram, Chennai - 600 091
MEMBER IDENTITY CARD - 2026



M. SENTHAMIL
REPORTER
KATHIR T.V.

Valid Upto 31st DEC-2026

PRESS

D.S.R. Subash
D.S.R. SUBASH
State President

M.No. : 0635
Blood Group : B +ve
D.O.B. : 07.11.2004
Contact No : 94437 01049
Address : No: 36, THANGAM COLONY,
7th MAIN ROAD,
K.T.C. NAGAR,
PALAYAMKOTTAI,
TIRUNELVELI - 627 011.



TAMILNADU UNION OF JOURNALISTS
No. 154, Thiruvalluvar Vaidyanatha Street,
Sankarapuram, Chennai - 600 091
Tel: 2262 1494 Cell: 9444 111494 Fax: 11177 39
dsr.subash@gmail.com



PUNAL/LOA/2025005

Date: 20-05-2025

Letter of Appointment

To
Mr. Aswin S
Plot no 44
Prem Nagar k.t.c nagar North
Mangammasalai
Tirumelveli - 627353

Dear Mr.Aswin S

With reference to your application and subsequent personal interview by our Leadership team on 15-05-2025, we are pleased to appoint you as '**Video Editor**' in our organization on the following terms and conditions.

Date of Joining: Your official joining date will be recorded as **May 22nd, 2025**.

Salary: Your **Annual Total Employment Cost** to the company will be **INR 2,16,000 (Rupees Two Lakhs Sixteen Thousand Only)** on a consolidated basis, calculated at **INR 18,000 per month** during the first 6 months. This will be subject to revision based on your performance and successful completion of the training period.

Work Place: As a **Video Editor**, this is a work-from-home position that offers flexibility in managing your work hours. However, adherence to deadlines and timely delivery of edited content is non-negotiable. You will be expected to maintain regular communication with the creative and marketing teams, attend scheduled meetings, and ensure the quality and consistency of all visual assets delivered. Coordination, responsiveness, and accountability are essential to this role.

Working Hours:

The office working hours are as follows:

Monday to Saturday- 9 A.M to 6 P.M. *Lunch Time* 1 PM to 1.30 PM

Movement during Office Hours:

Staff moving out during working hours on official/ private work must inform the team.



Circleapp Online Services Pvt Ltd (Praja App)

2nd Floor, Purva Summit, Kondapur, Hyderabad - 500084

Offer Letter

Date: 26/12/2025

Dear Selva Surya,

Congratulations! We are pleased to confirm that you have been selected to work for **Circleapp Online Services Pvt Ltd (Praja App)**.

We are delighted to make you the following job offer: The position we are offering you is that of **Operations Executive** with an annual cost to the company of **276000**. This position reports to Tamilnadu Content Head - Vignesh.

Your starting date would be **29/12/2025**. On joining, you will be invited to our HR tool (XPayroll) in which you may be required to upload your documents.

Please sign the enclosed copy of this letter and return it to me by **27/12/2025** to indicate your acceptance of this offer.

There will be an initial training and qualification round. Your post training employment is subjected to the results of your performance during this period.

We are confident you will be able to make a significant contribution to the success of **Circleapp Online Services Pvt Ltd (Praja App)** and look forward to working with you.

Sincerely,
Prasanth Ambati
General Manager - Sales
Praja

Accepted by,

Selva Surya

JL Number- 0431/06/2025-26

(In lieu of and along with Relation Certificate No.)

**JOINING LETTER FOR AGRIVEER (TECH) BY OFFICE OF
ARO, TRICHY**



Dear Candidate,

1. Congratulations on being shortlisted for employment as an Agriveer in the Recruiting Year 2025-26
2. Your personal details are as under:-

| | | |
|---|--|---|
| (a) Name | | ESAKKI PANDI P |
| (b) Father/Guardian Name | | PERUMAL |
| (c) Date of Birth | | 01 Mar 2005 |
| (d) Category/Trade | | AGRIVEER (TECH) (AAO) |
| (e) Identification Marks | | A BM ON LEFT RING FINGER A BM ON RIGHT FOOT INNER SIDE |
| (f) Highest Education Qualification | | 12 th (HSC) |
| (g) Education Qualification for Entry/Recruitment | | 12 th (HSC) |
| (h) Details of relaxation/loosening of Physical Standards, granted, if any (HT, W, Chest) | | |
| (i) Roll No | | CHE_TAM_TR_AVVTY_2025_10566 |
| (k) Block/Locality | | MARGLADE |
| (j) District | | TRINELVELI |
| (m) State | | TAMILNADU |
| (n) Pin Code | | 621108 |
| (w) Regiment Address | | 1 EAS CENTRE, SECUNDERABAD |
| (p) Date of Rally Screening | | 23 Sep 2025 |

Government of India
Ministry of Communications
Department of Posts

Office of the SSP - Tuticorin Division, Tuticorin

ORDER OF PROVISIONAL ENGAGEMENT (PE-ORDER)

Memo No B2/PF/BPM/NAD/dlgs dated at Tuticorin the 12.04.2025

In response to the NOTIFICATION No.17-02/2025-GDS dated: 07.02.2025 the below named candidate is engaged as Gramin Dak Sevak on provisional basis

Name: Sh/Shri/Ms: MADHUMITHA S

Father's Name: SELVAKUMAR T

Date of Birth: 23/06/2004

Category (belongs to): OBC

Category (selected against): UR

Designation: GDS BPM

Date of Provisional Engagement: 12.04.2025 f/w

Name of SO/BO: Naduvakurichi B.O

Name of Account Office: Sawyerpuram S.O/Tuticorin H.O

TRCA Slab: 12,000-29380

2. This Provisional Engagement of Shri/Smt/Ms MADHUMITHA S [referred to as Sevak] is subject to satisfactory verification of the prescribed educational qualification, community certificate and other certificates, wherever prescribed. If the verification reveals that the claim of the candidate belonging to Scheduled Caste/Scheduled Tribe /Other backward classes/(not belonging to creamy layer)/Economically Weaker Section is false or educational certificates are not genuine or found unfit on Police Verification, his/her Engagement shall be terminated forthwith without assigning any further reasons and without prejudice to other criminal/legal action as may be taken under the provisions of law/rules.

3. The sevak will also have to undergo satisfactory prescribed Training course and Practical Training, as and when the orders to this effect will be issued.

4. Shri/Smt/Ms MADHUMITHA S should clearly understand that his/her engagement as GDS shall be in the nature of a contract and is liable to be terminated at any time either by the Sevak to the Engaging Authority, or by the Engaging Authority or any Authority to which the Engaging Authority is subordinate or any other Authority empowered in that behalf by the government, by general or special order, to the sevak, in accordance with the provisions of Rule 8 of the Department of Posts, Gramin Dak Sevaks (Conduct & Engagement) Rules, 2020 [in Short GDS Rules] as amended from time to time.

5. The Sevak should also clearly understand that his/her Conduct and Engagement shall be governed by the GDS Rules, as amended from time to time. As per Rule 3 (A) of OBC

Engagement) Rules, 2020 resulting in removal/dismissal from engagement.

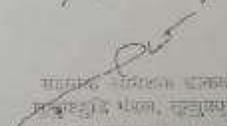
6. If any information or documents submitted by the candidate is found false/incorrect at a later stage, his/her engagement shall be terminated in accordance with the provisions of GDS Rules, 2020, as amended from time to time.

-sd -
SSP - Tuticorin Division
Tuticorin Division
STATION SUPERINTENDENT Tuticorin
TUTICORIN DIVISION, TUTICORIN - 628 011.

A copy of this memo is issued to:

1. The candidate: MADHUMITHA S
102G/18B, KURINJI NAGAR 7TH STREET, THOOTHUKUDI, THOOTHUKUDI, 628002
2. PF of the Candidate.
3. Postmaster/SPM Tuticorin H.O/Sawyerpuram S.O
4. Divisional/Sub Divisional Office Ip Sivakumaram Sub Division for information
5. The Asst. Secy./Sr. In-charge/Sr. Manager Ippa for information.
6. Office Copy/Spare Copy

By ORDER


ASSTANT SUPERINTENDENT OF POST OFFICES
TUTICORIN DIVISION, TUTICORIN - 628 011

OFFER LETTER



December 26 , 2025

Dear SIVARANJANI , J,

We are pleased to offer you a job position as a **"Admin(Tech & Commercial)"** at Circle Designs. After careful consideration, we are confident that your skills and experience align perfectly with our requirements.

Position: Admin (Tech & Commercial)

Remuneration : Rs.12000 CTC till the probation period of 3 months. Based on the performance, the salary will be raised up to 15% after your probation.

Included Perks : Performance Bonus, Incentives, 2 Hours Monthly permission, One Day CL

Work Schedule : 9:30am-6:00pm, Monday to Saturday.

Date of Joining : 29/12/2025

Terms of Employment

1. Non Disclosure Agreement : You are liable to sign an NDA with Circle Designs for the data and asset security. All the assets/leads should be confidential and integrated only between yourself and should be shared to any person preferred by the company.

2. Communication : You will be communicated to Mr.R.Belamanikandan, CEO regarding any submissions, queries and tasks or updates."Management retains the right to terminate positions and modify the terms of employment, within the confines of applicable laws and any existing contractual agreements.

Performance Expectations:

You are expected to perform your duties diligently and adhere to the company's policies and guidelines. Your responsibilities will be attached in the page02.

Job Description:

This is highly organized and proactive role in the team at Circle Designs. This multi-faceted role is crucial for supporting day-to-day operations, managing customer interactions, handling sales and administrative tasks, accounting, HR functions, and ensuring smooth workflow management within the company. The ideal candidate will have experience in administration, customer relations, basic HR functions, accounting, and project management tools.



3. Return of Materials: Upon the request of Company, Recipient shall return to Company all documents and other materials representing Confidential Information that are in Recipient's possession or control.

4. Term: This Agreement shall remain in effect for a period of 3 months from the date of acceptance by Recipient. The Notice Period of the staff should be priority informed before 30 days to the date of relieving.

We look forward to your joining us for a long, successful and mutually beneficial association.

A handwritten signature in black ink, appearing to read "Balamanikandan Ravichandran".

Sincerely,
Balamanikandan Ravichandran
Chief executive officer, Careduate With Creative Head
Circle Designs.

END OF THE LETTER

OFFER LETTER



04 November 2025

Dear Mr. VINITH,

We are pleased to offer you a job position as a "Website Designer & Developer" at Circle Designs. After careful consideration, we are confident that your skills and experience align perfectly with our requirements.

Position: Website Designer & Developer

Date of Appointment : 07 November 2025

Remuneration : We are pleased to confirm that the first month's salary will be ₹10,000, and from the second month onward, the salary will be ₹13,000 per month. Additionally, as part of our company policy, an increment will be applicable after a period of **6 months**.

Included Perks : Performance Bonus, Incentives, 2 Hours Monthly permission, One Day CL

Work Schedule : 9:30am-6:00pm, Monday to Saturday.

Terms of Employment

1. Non Disclosure Agreement : You are liable to sign an NDA with Circle Designs for the data and asset security. All the assets/leads should be confidential and integrated only between yourself and should be shared to any person preferred by the company.

2. Communication : You will be communicated to Mr.R.Balamanan, CEO regarding any submissions, queries and tasks or updates. Management retains the right to terminate positions and modify the terms of employment, within the confines of applicable laws and any existing contractual agreements.

Performance Expectations:

You are expected to perform your duties diligently and adhere to the company's policies and guidelines. Your responsibilities will be attached in the page02.

Job Description:

As a **Web Designer & WordPress Designer** to join Circle Design, a leading design agency. The ideal candidate should have a passion for web design and a deep understanding of user experience. You will be responsible for creating high-quality websites using WordPress, implementing design elements, and ensuring a seamless user interface. Knowledge of HTML, CSS, and JavaScript is a must.



3. Return of Materials: Upon the request of Company, Recipient shall return to Company all documents and other materials representing Confidential Information that are in Recipient's possession or control.

4. Term: This Agreement shall remain in effect for a period of 6 months from the date of acceptance by Recipient.

We look forward to your joining us for a long, successful and mutually beneficial association.

A handwritten signature in black ink, appearing to read "Balamanikandan Ravichandran".

Sincerely,
Balamanikandan Ravichandran
Chief Executive Officer, Careduate

End of the Letter...



لايت ون
المقاولات والصيانة العامة

LIGHT ONE CONTRACTING & GENERAL MAINTENANCE
Trade License No.: CN-2793344
Abu Dhabi – United Arab Emirates

OFFER LETTER (Probation Period – One Month)

Date: 06/11/2025

To: Mr. Muthu Bharathi
Passport No.: AA105596
Mobile: +971 522124743
Nationality: Indian
City: Abu Dhabi
Country: United Arab Emirates

Dear Mr. Muthu Bharathi,

Light One Contracting & General Maintenance is pleased to offer you employment in Abu Dhabi, United Arab Emirates, for the position of Document Clerk (Full-Time).

Your qualifications and experience are highly valued, and we are confident that you will contribute positively to our company's operations and development.

Employment Details:

- Position: Document Clerk (Full-Time)
- Department: Administration
- Work Location: Abu Dhabi, United Arab Emirates
- Start Date: 06/11/2025
- Monthly Salary: AED 1,500 (inclusive of all allowances)
- Accommodation & Transportation: Provided by the company
- Working Hours: 8 hours per day, 6 days per week
- Probation Period: One (1) month

Probation Period Terms and Benefits:

During the probation period, your performance and suitability for the position will be evaluated. Upon successful completion, your employment will continue in accordance with the company policy and UAE Labour Law. You will also be entitled to all benefits provided under UAE Labour Law, including:

- Annual leave
- Health insurance (as per company policy)
- End-of-service benefits upon completion of service

We look forward to welcoming you to Light One Contracting & General Maintenance and wish you success in your new role.

Signature: 



For Light One Contracting & General Maintenance

Authorized Representative:

Eng. Abbas Ali

Project Engineer / Authorized Representative

(Signature)

(Company Stamp)

Acknowledgment of Acceptance:

I accept this offer and acknowledge that I have read and understood the terms outlined above:

Employee Name: Muthu Bharathi

Signature: R. Muthu Bharathi

Date: 05-11-2024






INNOVATIVE

WORK SOLUTIONS

Employee Identity Card




O+ve

Esakki Varun S

Employee Code : **IWS53493**

Amb/6a, Ambal Road, Zion Nagar,
Melapalayam (po), Tirunelveli, Tamilnadu - 627 003

Ajay Garwin

22UCS514



Job Skills Development Centre (JSDC)
39, Perumalpuram 6th Street, Tirunelveli, TN 627007

jsdc.academy; nellaijsdc@gmail.com

+91 8807973950

MERLOT
Multimedia Educational Resource
for Learning and Online Teaching

SKILLS COMMONS
open for learning

February 2025

Congratulations! We believe you possess the ability to guide yourself and others on a TARA-IT path of success.

TARA is a word originating in Sanskrit meaning 'star'. We expect with your abilities and the TARA-IT program you will be a star for skilled IT graduates in Tirunelveli, Tamil Nadu and for India.

The required information is below:

- ❖ Please state in an acceptance email to shalini.jsdc@gmail.com that you **will** or **will not** attend the TARA-IT program.
- ❖ Your email **must** be received on or before Sunday, 23 Feb.
- ❖ Once your acceptance email is received, please look for an email regarding TARA-IT orientation.

Best regards,

The JSDC TARA-IT Team

Kavitha K
kavithatarait@gmail.com
Technical Lead, TARA-IT
Skills Commons – Tamil Nadu, India

Sowjanya Dharmasankar Professor Kathleen Westman
Sowjanya_dharmasankar@yahoo.com kwestman911@gmail.com

APPOINTMENT ORDER

To
Ms. Indhu P

Date: 22.09.2025

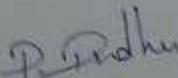
SUB : Staff Interview

REF : Interview held for the post of PE Assistant Teacher & Dorm Parent

PRESENT : Dr. Vikram Ramakrishnan, Director

The Management of CS Academy is pleased to appoint **Ms. Indhu P** as **PE Assistant Teacher & Dorm Parent** on a total remuneration of **Rs.17,000/-per month** on the following conditions.

1. She shall be appointed on a probationary basis for the first year.
2. Upon completion of the probationary period, the employee may be confirmed as a permanent member of staff. During the probationary period, the management reserves the right to review the employee's performance and make a decision accordingly, which may include discontinuation of employment.
3. She should abide by all the terms and conditions during the period of service in the school.
4. She shall join duty on **22.09.2025**.
5. This appointment is confirmed only subject to satisfactory references.
6. First month salary will be released only after submission of (i)Original certificates (ii) Xerox copy of Aadhar card (iii) Xerox copy of PAN card (iv)Police verification certificate (v)Copy of passport (vi)Two Reference letters.
7. Staff should not resign in the middle of the academic year without completing the academic year. Staff will be relieved only at the end of the academic year. Resignation must be submitted by December 31st giving the school three months notice period.
8. Food and Accommodation will be provided as a dorm parent.
9. If She is agreeable to the above terms and conditions, she is directed to sign this agreement and submit it to the school office.


Staff Signature


Smitha Baburaj
Principal



Date: 27-01-2025

Name of the Student: ISWARYA LAKSHMI S

Roll No: 22UBCS32

Name of the College: St. Xavier's College, Palayankottai.

Intent of Offer Letter

This letter is evidence that you have successfully completed our selection process for the "**Business Development Associate - DRT**" role. With reference to your participation in the on-campus hire process, and subsequent interview you had with us, we are happy to extend an offer letter. The offer Letter will be issued after your successful completion of your academic coursework in compliance with our recruitment criteria of **75% overall score without history or standing arrears**. Employment is subject to you being medically fit, and subject to satisfactory reference, background verifications.

We will be releasing the offer letter by **February 2025** and the Joining Date **24th March, 2025**. The DOJ is subject to business requirement and market conditions.

The details are enclosed in the annexure. You will be required to sign a Proprietary information and inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.

We welcome you to **Kauvery Hospital, Tirunelveli**, and look forward to a long and mutually rewarding association with you.

Yours sincerely,

For Kauvery Hospital,

Samir

Chief Officer



Date: 27-01-2025

Name of the Student: Lakshana S

Roll No: 22UC0527

Name of the College: St. Xavier's College, Palayamkottai.

Intent of Offer Letter

This letter is evidence that you have successfully completed our selection process for the "**Business Development Associate - DRT**" role. With reference to your participation in the on-campus hire process, and subsequent interview you had with us, we are happy to extend an offer letter. The offer Letter will be issued after your successful completion of your academic coursework in compliance with our recruitment criteria of **75% overall score without history or standing arrears**. Employment is subject to you being medically fit, and subject to satisfactory reference, background verifications.

We will be releasing the offer letter by **February 2025** and the Joining Date **24th March, 2025**. The DOJ is subject to business requirement and market conditions.

The details are enclosed in the annexure. You will be required to sign a Proprietary information and inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.

We welcome you to **Kauvery Hospital, Tirunelveli**, and look forward to a long and mutually rewarding association with you.

Yours sincerely,

For Kauvery Hospital,

Samir

Chief Officer



Date: 27-01-2025

Name of the Student: NAVEEN T

Roll No: 22UC0550

Name of the College: St. Xavier's College, Palayamkottai.

Intent of Offer Letter

This letter is evidence that you have successfully completed our selection process for the "**Business Development Associate - DRT**" role. With reference to your participation in the on-campus hire process, and subsequent interview you had with us, we are happy to extend an offer letter. The offer Letter will be issued after your successful completion of your academic coursework in compliance with our recruitment criteria of **75% overall score without history or standing arrears**. Employment is subject to you being medically fit, and subject to satisfactory reference, background verifications.

We will be releasing the offer letter by **February 2025** and the Joining Date **24th March, 2025**. The DOJ is subject to business requirement and market conditions.

The details are enclosed in the annexure. You will be required to sign a Proprietary information and inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.

We welcome you to *Kauvery Hospital, Tirunelveli*, and look forward to a long and mutually rewarding association with you.

Yours sincerely,

For Kauvery Hospital,

Samir

Chief Officer



Fleet Track Telematics Solutions

STRICTLY PRIVATE & CONFIDENTIAL

Issued on: 08/12/2025

Dear Vinoth M,

We would like to thank you for meeting us to discuss a career opportunity with Fleet Track Telematics Solutions. **Service Engineer.** You will be expected to carry out duties appropriate to this appointment.

Although your normal work will consist of the duties assigned to you from time to time, you may be called upon to discharge any other duties which in the opinion of the Fleet track are within capacity to discharge and you will forthwith undertake to discharge those duties with diligence and care.

Your Gross Annual Total Fixed Pay will be **₹ 1,80,000 (One Lakhs Eighty Thousand Only)**

Your salary will be revised annually in accordance with the Company policy. The Company on a performance based Bonus/ Incentive pay plan for employees, the payment and level of which is as per the company policy. Any such payment is contingent upon your performance on the job and in accordance with the scheme established by the Company.

Your salary is confidential and should be discussed only with your **Functional Head and Human Capital Management Department.**

Fleet Track Telematics Solutions

Human Resources Policy

1. Introduction

This HR Policy outlines the rules and guidelines governing employee behaviour, rights, responsibilities, and the company's commitment to a positive work environment. These policies apply to all employees of Fleet Track and compliance is expected at all times. The policies contained herein are subject to change, and employees will be informed of any updates.

2. Equal Opportunity Employment

Fleet Track is an equal opportunity employer. We are committed to providing a workplace free from discrimination, harassment, and retaliation. Employment decisions, including hiring, promotions, and compensation, are made without regard to race, religion, gender, age, disability, nationality, or any other legally protected category.

3. Probation Period:

- You will be on probation for an initial period of three months from the date of your joining.
- If an employee resigns from their position or is relieved of their duties within **one month of joining** the organization, they will **not be entitled to any salary** for the period worked,

4. Attendance and Work Hours

- The standard workweek at Fleet Track is 54 hours, typically from 9.15 AM to 6.00 PM, Monday to Saturday. Employees are expected to report to work on time and be present during scheduled working hours.
- **Emergency Leave or lateness** should be communicated to the Concern Department.
- **Causal Leave** should be request through mail 10 days before and get it approval

5. Allowance Eligible for Bill-based Reimbursement:

- Employees required to travel for work will be reimbursed for travel expenses incurred, including transportation (e.g., train, bus, and bike), lodging, and meals.
- The employee must submit a copy of the travel bill/receipt for the specific expenses they wish to claim.
- Employees using their personal bikes for official purposes (e.g., commuting to work-related meetings or transporting work-related materials) may claim reimbursement for bike servicing costs
- The company will reimburse up to 50% of the total cost of the bike service, provided the service is directly related to the maintenance of the bike for work purposes.
- Employees must submit the original service bill or invoice from the service centre for reimbursement. The bill should clearly indicate the total cost of the service and the details of the service performed.
- The bill will be reviewed by Finance department for approval. Once approved, 70% of the total service cost will be reimbursed to the employee.

6. Performance and Development

Fleet Track encourages continuous learning and growth. Employees will undergo regular performance reviews, typically every months, to assess job performance, provide feedback, and set goals. Training and development opportunities may also be provided to improve employees' skills.

7. Health, Safety, and Wellness

Fleet Track is committed to maintaining a safe and healthy work environment. Employees are expected to comply with all safety rules, report workplace hazards, and use equipment properly. The company will provide necessary training to ensure employees understand safety protocols.

8. Disciplinary Action

Failure to comply with the company's policies may result in disciplinary action, which could include counselling, warnings, suspension, or termination, depending on the severity of the violation.

9. Grievance Procedure

Employees who believe they have been treated unfairly or have concerns about their work Conditions should use the following process:

1. Report the issue to their direct supervisor or HR.
2. If the issue is unresolved, the employee may submit a formal grievance in writing.
3. HR will investigate the matter and take appropriate action.

10. Confidentiality

- Employees must maintain confidentiality regarding sensitive company information, client data, and internal matters. Any unauthorized disclosure of confidential information may lead to disciplinary action, including termination.

11. Notice Period /Separation /Termination:

- All employees required to provide notice period before resigning from their position. The standard notice period for resignation is 30 days.
- Employee immediate relieving from organization have to pay one month salary.
- You will not be entitled to avail privilege leave while serving the notice period.
- On leaving the services of the Organization, for whatsoever reason, you will immediately handover office mobile phone and complete pending leads.
- Employment at Fleet Track is at-will, meaning either the employee or the company may terminate the employment relationship at any time, with or without cause and with or without notice, unless otherwise specified in the employment agreement. Upon termination, employees must return all company property and complete an exit interview.

12. Social Media and Internet Usage

- Employees should use company resources (e.g., internet, email) responsibly and for work-related purposes. Personal use of company internet should be kept to a minimum and must not interfere with job responsibilities. Employees are expected to maintain professionalism online and avoid actions that could harm the company's reputation.

13. Company Property

- Employees are responsible for the proper use and maintenance of company property, including computers, phones, and other equipment. Any loss, damage, or theft of company property must be reported immediately.

14. Amendments to the Policy

- Fleet Track reserves the right to amend, modify, or update this HR policy at any time. Employees will be notified of any significant changes, and updated policies will be communicated in a timely manner.

Acknowledgment of Receipt and Understanding

By signing below, the employee acknowledges receipt and understanding of Fleet Track HR Policy.

Employee Name: _____

Employee Signature: _____

Date: _____

Human Resources Development Department
Head Office, 57 V.E.Road,
Thoothukudi - 628002.
Phone: 0461 - 2321932 (E), 2321929 (E)
Extn: 204,209,213,219,237.
Email: personnel@tmbank.in
CIN: L65110TN1921PLC001908



Ref.No.HO.HRD.CLK.54.TUT-55/ 2 2024-25

28.04.2025

MADHUMITHA. K
St. Xavier's College (Autonomous),
Palayamkottai - 627002.

Dear MADHUMITHA. K

PROVISIONAL OFFER FOR APPOINTMENT AS PROBATIONARY CLERK

Greetings from Tamilnad Mercantile Bank Ltd., This is with reference to the personal interview held on 23.01.2025, at Thoothukudi. We are pleased to offer you the **provisional appointment** as probationary clerk on the following terms and conditions:

Salary and other Emoluments:

1. The emoluments during the period of probation will be Salary ₹27,000/- and other allowance of ₹6,750/- (at present 25% of Salary). The present total fixed pay is ₹33,750/- per month. In addition you are eligible for a variable pay of 40% of Salary which is based on your performance under certain performance parameters fixed by the bank.
2. Annual increment will be based on Annual Review as a percentage of Salary and it will commence during the month of April on successful completion of probationary period.
3. You shall contribute to the Staff Defined Contributory Pension Scheme i.e NPS – at present 10 % of Salary. You should open NPS account, through our Bank within two weeks from the date of joining.
4. You are eligible for Gratuity as applicable under Gratuity Act.
5. You are eligible for one day Casual Leave for each calendar month during the probationary period.
6. The applicable leave and other benefits will accrue to you from the date of confirmation only.
7. You are eligible for Group Medical Insurance for self and family members*. After confirmation you are eligible for Staff Vehicle loan, Staff Car loan, Computer loan

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Ref.No.HO.HRD.CLK.54.TUT-55/ 2 2024-25

28.04.2025

TONY LAMSON
St. Xavier's College (Autonomous),
Palayamkottai - 627002.

Dear TONY LAMSON

PROVISIONAL OFFER FOR APPOINTMENT AS PROBATIONARY CLERK

Greetings from Tamilnad Mercantile Bank Ltd., This is with reference to the personal interview held on 23.01.2025, at Thoothukudi. We are pleased to offer you the **provisional appointment** as probationary clerk on the following terms and conditions:

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-



Date 22-Sep-2025

Letter of Employment

Dear Siva Perumal S,

Address : 2/50,MIDDLE STREET,PADUGAIY PADUGAIYUR,MURRAPANADU,THOOTHUKUDI ,TAMIL NADU
_628252

We are pleased to offer you employment in our organization **Core Integra Consulting Services Ltd.** ("Company") in **Tirunelveli- Tamilnadu** as **System Operator** for a fixed period of employment ("Contract"), on the following terms and conditions.

1. The term of your employment shall be valid from **22-Sep-2025** till **21-Sep-2026**. Notwithstanding this, in the event of the project/work/deputation for which you are being employed terminates before the aforementioned period, this Contract shall be co-terminus with the project/work. Unless otherwise extended by mutual consent, this contract shall stand terminated on its expiry i.e., on **21-Sep-2026**.
2. You will be deputed by the company to work at the clients' office / premises at their locations on **22-Sep-2025**.
3. Details of your salary break up with components are as per the enclosure attached herewith.
4. This contract shall be terminable by either party giving **30 days'** notice in writing or salary in lieu of notice, to the other party.
5. This offer is subject to background and police clearance. As a condition of accepting this offer of employment, you may be required to submit to a background screening. Unsatisfactory results from, refusal to cooperate with, or any attempt to affect the results of this check may result in termination of employment.
6. You will, with effect from **22-Sep-2025** be deputed by the Company to work at the Client's office/ premises at any of their locations, either onsite or offshore. The working week will be 6 (six) days. It is expressly understood that at all times you are an employee of the Company and there is no employee employer relationship between you and the client.
7. You will be governed by the policies of the Client's organization with respect to holidays. You will be entitled to 23 (Twenty-Three) days annual leave. In addition, to the terms of appointment mentioned above, you are also governed by the standard employment rules of the company, which are attached along with this letter. The combined rules and procedures as contained in this letter and the annexure will constitute the standard employment rules and you are required to read both of them in conjunction. Your net salary / reimbursement amounts due, if any, shall be credited to your savings bank account opened for this purpose.

Here's wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard terms of employment, you are requested to sign the duplicate copy of this letter and return to us within a day.

With warm regards, Yours truly,

For Core Integra Consulting Services Ltd



Authorized Signatory

Core Integra Consulting Services Limited

Registered Office : 1st Floor, Vinmar House, Plot No. A/41, Road No. 2, MIDC, Andheri - East, Mumbai - 400093.

CIN No.: U74140MH2009PLC191409 www.coreintegra.com



STANDARD TERMS OF EMPLOYMENT

1. VALIDITY TERM OF EMPLOYMENT: Notwithstanding anything above, depending upon the aforementioned project/work/deputation, the Company reserves its right to extend/renew your temporary appointment for such period or periods as may be necessary depending upon the exigencies relating to the work for which you are hereby engaged. In that event, the Company shall in writing extend/renew your temporary assignment on the term as may be indicated in such letter and in the event of your acceptance of such extension/renewal of the assignment; you shall be governed by such terms and conditions as may be indicated therein.

It is specifically understood by you that during your term of your employment, you shall neither seek nor accept to be employed, engaged, hired by or in any manner whatsoever, render services to any third party either in India or abroad whether on deputation or otherwise. This obligation shall be binding on you whether the said third party is engaged in similar business as the Company or otherwise.

1.3 Your appointment is being made on the basis of your particulars such as qualifications, etc. as given in your application for employment and in case any information, as given by you, is found false or incorrect, your appointment will be deemed void ab initio and liable for termination without notice.

1.4 In case there is any change in your residential address, you will intimate the same in writing to our Operations Team within three days from the date of such change and get such change of address recorded.

2. COMPENSATION:

2.1. As detailed in Annexure I.

3. TERMINATION: 3.1. At the time of termination of the employment either due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company or if you do not return equipment that has been assigned to you, the same may be adjusted against any monies due to you by the Company on account of salary, bonus or any other payment owed to you under the terms of your employment. If at any time during the course of this Contract, you engage in any act that is illegal or in violation of the Rules / Policies of the Client, you will be terminated without notice.

4. DISCRETION: 4.1. During the period of this Contract, your services could be deputed at the sole discretion of the Company to any of the company's clients to do work pertaining to or incidental to such Client's business. Such deputation will be communicated to you by way of a letter from the Company, and this will be effective from the date mentioned in such letter.

5. DEPUTATION: 5.1. During the tenure of the deputation, you will continue to be an employee of the Company and your compensation and applicable allowances shall be payable only by the Company. In this regard, you shall not be entitled to receive any payments, either as fees, expenses, reimbursement or such other allowance, directly from the Client to whose site you may be deputed.

6. RULES/POLICIES OF THE CLIENT:

6.1. In the day-to-day functioning or carrying out your responsibilities and duties, and will undertake to abide by any suggestions, etc. given by any assigned person(s).

6.2. You shall also abide by any training that may be offered to you by the Client.

6.3. Your work schedule would be as per the business Requirements.

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7. NON-DISCLOSURE: 7.1. You shall take care not to disclose or divulge confidential information/trade secrets, etc. belonging either to the Company or to the Client, that you may come across in the course of your responsibilities either to the Company and/or to the Client or to anyone outside the Client's organization and you shall use such confidential Information only in connection with the services provided by you to such Client.

7.2. Further, you shall not utilize any Confidential Information acquired in consequence of your employment for you benefit or for the benefit of any third party other than the Company or its Client who has disclosed such Confidential Information or for whom you have created the Confidential Information.

8. ASSIGNMENT OF INTELLECTUAL PROPERTY RIGHTS: 8.1. You are employed by the company on the express understanding that all services provided by you whether at the Company site(s) or on deputation, are being done on behalf of the company or its clients. Consequently, any and all intellectual property rights (including but no limited to patents, copyrights, trademarks, etc.) arising therein shall be owned exclusively by the Company or its clients to whom you may be providing the services on deputation. In this regard, it shall be deemed that you have provided your consent for the assignment of any and all intellectual property rights developed either solely by you or jointly with the Company or its clients exclusively and solely either in favor of the Company or its clients and you shall do all such acts as may be necessary to ensure that the ownership of all such intellectual property rights vests solely with the company or its clients, as the case may be.

9. LIABILITY: 9.1. You shall at no point of time make any claim or assert any right to employment, damage, loss or compensation of any sort whatsoever against the Client. This arrangement of deputation is purely a contractual agreement between the Company and the Client for the time specified.

9.2. Further upon the lapse of your term of employment with the Company or earlier termination thereof, you shall have no right or claim against the Company for continued employment and in this regard, the Company does not guarantee or warrant any continued employment after the term of employment or earlier termination thereof.

9.3. You shall not engage in any act subversive of discipline in the course of your duty/ies for the Client either within the Client's organization or outside it, and if you were at any time found indulging in such act/s, the Company shall reserve the right to initiate disciplinary action as is deemed fit, against you.

10. INDEMNITY: 10.1 You shall indemnify and hold harmless the Client, its subsidiaries, affiliates, third-parties and their respective officers, directors, agents and employees from any claim or demand, or actions including reasonable attorneys' fees, made by any third party or penalty imposed due to or arising out of your breach of this Contract, or the documents they incorporate by reference, or your violation of any law, rules or regulations or the rights of a third party.

You shall be responsible for protecting any property of the Client entrusted to you in the due discharge of your duties and you shall indemnify the client if there is a loss of any kind to the said property.

All other terms and conditions of your employment remain unchanged.

We want you to understand that this is a rapidly growing company. It is a challenging environment that will require a lot of time and effort on your part. The Company is an evolving organization that can provide opportunities to individuals with talent that are committed to reaching our corporate goals. The Company provides a work environment that inspires creativity, outstanding client service, attention to detail and personal advancement. This is the kind of work environment that brings the best out in our employees and in turn brings the best in our clients. We welcome your experience and skills to our team and expect your effort and talent to be a part of our growth and success.

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CLIENT ASSETS POLICY

Asset Usage & Security

All assets acquired for or on behalf of the company shall be deemed Client property. Each employee issued with an asset is responsible for the security of that asset & related accessories, regardless of whether the asset is used in the office, at the employee's place of residence, or in any other location such as a hotel, conference room, car or airport etc. The Core Integra may recover costs from the employee towards loss, damage or non-return of the asset.

Reporting loss/damage of asset

In the event of loss of asset, the employee will be required to lodge an FIR with the concerned police station.

Asset loss or damage should also be immediately reported to the IT and Administration departments for further formalities.

Installation of unauthorized/ illegal software.

Employees are prohibited from installing unauthorized/ illegal software on Client provided assets. It's also recommended that use of the asset for personal requirements be kept to a minimum.

Policy ownership and implementation

The policy will be owned by HR/IT who will be responsible for making suitable amendments, if any, from time to time. The IT department will be responsible for the implementation of the policy

Termination of services

The employee will be required to return the asset to the IT Department on termination of services with the Company in good working condition. In the event of an employee absconding or any other unauthorized absenteeism, post availing the facility, the same will be deemed as offence and the Company will initiate legal action against such employee.

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| Annexure I | |
|--------------------------------------|-------------------------|
| Name: | Siva Perumal S |
| Designation: | System Operator |
| Joining Date: | 22-Sep-2025 |
| Salary Head | Amount Per Month |
| Earnings | |
| Monthly Component | |
| Basic | 14193 |
| HRA | 0 |
| Conveyance | 0 |
| Other ALLOWANCE | 0 |
| MEDICAL ALLOWANCE | 0 |
| Gross Salary (A) | 14193 |
| Deductions | |
| PF (Employee contribution) | 1703 |
| Professional Tax | 208 |
| E.S.I.C. | 106 |
| Income Tax | As Applicable |
| Gross Deductions (B) | 2017 |
| Net Take Home Pay (A - B) | 12176 |
| Company Contributions | |
| PF (Company contribution) | 1703 |
| Admin @1.00% | 142 |
| ESIC | 461 |
| Total (C) | 2306 |
| Cost To Company - CTC (A + C) | 16499 |

Professional Tax: As per government rule

Gratuity: - Paid As per Gratuity Act, 1972.

Income Tax: - Will be Deducted As per income tax rule

Bonus if applicable & payable, will be paid as provisions of Payment of Bonus Act, 1965

For Coreintegra Consulting Services Ltd

I agree and accept the above terms




Authorized Signatory

Signature of the Employee

Core Integra Consulting Services Limited

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CIN No.: U74140MH2009PLC191409 www.coreintegra.com

Human Resources Development Department
Head Office, 57 V.E.Road,
Thoothukudi - 628002
Phone: 0461 - 2321932 (E), 2321929 (E)
Fax: 204,209,213,219,237.
Email: personnel@tmbank.in
CIN: L65110TN1921PLC001908



Ref.No.HO.HRD.CLK.54.TUT-55/ 2 2024-25

28.04.2025

MUTHU SELVAN. P

St. Xavier's College (Autonomous),
Palayamkottai - 627002.

Dear MUTHU SELVAN. P

PROVISIONAL OFFER FOR APPOINTMENT AS PROBATIONARY CLERK

Greetings from Tamilnad Mercantile Bank Ltd., This is with reference to the personal interview held on 23.01.2025, at Thoothukudi. We are pleased to offer you the **provisional appointment** as probationary clerk on the following terms and conditions:

Salary and other Emoluments:

1. The emoluments during the period of probation will be Salary ₹27,000/- and other allowance of ₹6,750/- (at present 25% of Salary). The present total fixed pay is ₹33,750/- per month. In addition you are eligible for a variable pay of 40% of Salary which is based on your performance under certain performance parameters fixed by the bank.
2. Annual increment will be based on Annual Review as a percentage of Salary and it will commence during the month of April on successful completion of probationary period.
3. You shall contribute to the Staff Defined Contributory Pension Scheme i.e NPS – at present 10 % of Salary. You should open NPS account, through our Bank within two weeks from the date of joining.
4. You are eligible for Gratuity as applicable under Gratuity Act.
5. You are eligible for one day Casual Leave for each calendar month during the probationary period.
6. The applicable leave and other benefits will accrue to you from the date of confirmation only.
7. You are eligible for Group Medical Insurance for self and family members*. After confirmation you are eligible for Staff Vehicle loan, Staff Car loan, Computer loan and Special Over draft.

****Terms and conditions apply***



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Ref.No.HO.HRD.CLK.54.TUT-55/ 2 2024-25

28.04.2025

SHUNMUGA PRIYA. S
St. Xavier's College (Autonomous),
Palayamkottai - 627002.

Dear SHUNMUGA PRIYA. S

PROVISIONAL OFFER FOR APPOINTMENT AS PROBATIONARY CLERK

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Ref.No.HO.HRD.CLK.54.TUT-55/ 2 2024-25

28.04.2025

SRI MUTHU LAKSHMI, M
St. Xavier's College (Autonomous),
Palayamkottai - 627002.

Dear SRI MUTHU LAKSHMI, M

PROVISIONAL OFFER FOR APPOINTMENT AS PROBATIONARY CLERK

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****Terms and conditions apply***





20th September 2024

**SAMESWARI T,
22UPE510,
St. Xavier's College, Palayamkottai.**

Dear SAMESWARI T,

This has reference to your application and the subsequent technical interviews you had with us. We are pleased to make you an offer for the position of Management trainees at our Chennai – Madhavaram location w.e.f. 07th April 2025. We would like to extend to you a CTC of INR 3,00,000/- (Per annum).

You will be on probation for a period of 3 months from the date of joining and this can be extended for a further period at the Company's discretion. For any queries, please contact **Barath Kumar S** (Human Resources) or the undersigned at any point of time.

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions. Do not forget to mention the date of joining while signing the offer letter.

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

For Brawny Sports Academy,

Barath Kumar S
HR - APD Group of Companies
No 931/1, Pulavar Nithyandhan Building,
Madhavaram, Chennai
Tamil Nadu- 60, India.
[E- humanresource.apd@gmail.com](mailto:humanresource.apd@gmail.com) | M- 6382094620

Human Resources Development Department
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28.04.2025

AISHWARYA. M

St. Xavier's College (Autonomous),
Palayamkottai - 627002.

Dear AISHWARYA. M

PROVISIONAL OFFER FOR APPOINTMENT AS PROBATIONARY CLERK

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28.04.2025

ARUL SELVI. U
St. Xavier's College (Autonomous),
Palayamkottai - 627002.

Dear ARUL SELVI. U

PROVISIONAL OFFER FOR APPOINTMENT AS PROBATIONARY CLERK

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****Terms and conditions apply***





20th September 2024

MUTHU ESAKKI S,
22UPE547,
St. Xavier's College, Palayamkottai.

Dear MUTHU ESAKKI S,

This has reference to your application and the subsequent technical interviews you had with us. We are pleased to make you an offer for the position of Management trainees at our Chennai – Madhavaram location w.e.f. 07th April 2025. We would like to extend to you a CTC of INR 3,00,000 /- (Per annum).

You will be on probation for a period of 3 months from the date of joining and this can be extended for a further period at the Company's discretion. For any queries, please contact **Barath Kumar S** (Human Resources) or the undersigned at any point of time.

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions. Do not forget to mention the date of joining while signing the offer letter.

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

For Brawny Sports Academy,

Barath Kumar S
HR - APD Group of Companies
No 931/1, Pulavar Nithyandhan Building,
Madhavaram, Chennai
Tamil Nadu- 60, India.
E- humanresource.apd@gmail.com | M- 6382094620



20th September 2024

MUTHUKUMAR S,
22UPE502,
St. Xavier's College, Palayamkottai.

Dear MUTHUKUMAR S,

This has reference to your application and the subsequent technical interviews you had with us. We are pleased to make you an offer for the position of Management trainees at our Chennai – Madhavaram location w.e.f. 07th April 2025. We would like to extend to you a CTC of INR 3,00,000 /- (Per annum).

You will be on probation for a period of 3 months from the date of joining and this can be extended for a further period at the Company's discretion. For any queries, please contact **Barath Kumar S** (Human Resources) or the undersigned at any point of time.

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions. Do not forget to mention the date of joining while signing the offer letter.

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

For Brawny Sports Academy,

Barath Kumar S
HR - APD Group of Companies
No 931/1, Pulavar Nithyandhan Building,
Madhavaram, Chennai
Tamil Nadu- 60, India.
[E- humanresource.apd@gmail.com](mailto:humanresource.apd@gmail.com) | M- 6382094620



20th September 2024

**ANTO MERCY A,
22UPE519,
St. Xavier's College, Palayamkottai.**

Dear ANTO MERCY A,

This has reference to your application and the subsequent technical interviews you had with us. We are pleased to make you an offer for the position of Management trainees at our Chennai – Madhavaram location w.e.f. 07th April 2025. We would like to extend to you a CTC of INR 3,00,000 /- (Per annum).

You will be on probation for a period of 3 months from the date of joining and this can be extended for a further period at the Company's discretion. For any queries, please contact **Barath Kumar S** (Human Resources) or the undersigned at any point of time.

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

For Brawny Sports Academy,

Barath Kumar S
HR - APD Group of Companies
No 931/1, Pulavar Nithyandhan Building,
Madhavaram, Chennai
Tamil Nadu- 60, India.
[E- humanresource.apd@gmail.com](mailto:humanresource.apd@gmail.com) | M- 6382094620



20th September 2024

LAKSHMI B,
22UPE546,
St. Xavier's College, Palayamkottai.

Dear LAKSHMI B,

This has reference to your application and the subsequent technical interviews you had with us. We are pleased to make you an offer for the position of Management trainees at our Chennai – Madhavaram location w.e.f. 07th April 2025. We would like to extend to you a CTC of INR 3,00,000 /- (Per annum).

You will be on probation for a period of 3 months from the date of joining and this can be extended for a further period at the Company's discretion. For any queries, please contact **Barath Kumar S** (Human Resources) or the undersigned at any point of time.

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions. Do not forget to mention the date of joining while signing the offer letter.

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

For Brawny Sports Academy,

Barath Kumar S
HR - APD Group of Companies
No 931/1, Pulavar Nithyandhan Building,
Madhavaram, Chennai
Tamil Nadu- 60, India.
[E- humanresource.apd@gmail.com](mailto:humanresource.apd@gmail.com) | M- 6382094620



20th September 2024

POOLPANDI K,
22UPE550,
St. Xavier's College, Palayamkottai.

Dear **POOLPANDI K,**

This has reference to your application and the subsequent technical interviews you had with us. We are pleased to make you an offer for the position of Management trainees at our Chennai – Madhavaram location w.e.f. 07th April 2025. We would like to extend to you a CTC of INR 3,00,000 /- (Per annum).

You will be on probation for a period of 3 months from the date of joining and this can be extended for a further period at the Company's discretion. For any queries, please contact **Barath Kumar S** (Human Resources) or the undersigned at any point of time.

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions. Do not forget to mention the date of joining while signing the offer letter.

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

For Brawny Sports Academy,

Barath Kumar S
HR - APD Group of Companies
No 931/1, Pulavar Nithyandhan Building,
Madhavaram, Chennai
Tamil Nadu- 60, India.
E- humanresource.apd@gmail.com | M- 6382094620



20th September 2024

RAGUL M,
22UPE532,
St. Xavier's College, Palayamkottai.

Dear RAGUL M,

This has reference to your application and the subsequent technical interviews you had with us. We are pleased to make you an offer for the position of Management trainees at our Chennai – Madhavaram location w.e.f. 07th April 2025. We would like to extend to you a CTC of INR 3,00,000 /- (Per annum).

You will be on probation for a period of 3 months from the date of joining and this can be extended for a further period at the Company's discretion. For any queries, please contact **Barath Kumar S** (Human Resources) or the undersigned at any point of time.

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions. Do not forget to mention the date of joining while signing the offer letter.

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

For Brawny Sports Academy,

Barath Kumar S
HR - APD Group of Companies
No 931/1, Pulavar Nithyandhan Building,
Madhavaram, Chennai
Tamil Nadu- 60, India.
E- humanresourec.apd@gmail.com | M- 6382094620



20th September 2024

SANKARALINGAM V,
22UPE523,
St. Xavier's College, Palayamkottai.

Dear SANKARALINGAM V,

This has reference to your application and the subsequent technical interviews you had with us. We are pleased to make you an offer for the position of Management trainees at our Chennai – Madhavaram location w.e.f. 07th April 2025. We would like to extend to you a CTC of INR 3,00,000/- (Per annum).

You will be on probation for a period of 3 months from the date of joining and this can be extended for a further period at the Company's discretion. For any queries, please contact **Barath Kumar S** (Human Resources) or the undersigned at any point of time.

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions. Do not forget to mention the date of joining while signing the offer letter.

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

For Brawny Sports Academy,

Barath Kumar S
HR - APD Group of Companies
No 931/1, Pulavar Nithyandhan Building,
Madhavaram, Chennai
Tamil Nadu- 60, India.
[E- humanresource.apd@gmail.com](mailto:humanresource.apd@gmail.com) | M- 6382094620



20th September 2024

SANTHANAVEL M,
22UPES08,
St. Xavier's College, Palayamkottai.

Dear SANTHANAVEL M,

This has reference to your application and the subsequent technical interviews you had with us. We are pleased to make you an offer for the position of Management trainees at our Chennai – Madhavaram location w.e.f. 07th April 2025. We would like to extend to you a CTC of INR 3,00,000 /- (Per annum).

You will be on probation for a period of 3 months from the date of joining and this can be extended for a further period at the Company's discretion. For any queries, please contact **Barath Kumar S** (Human Resources) or the undersigned at any point of time.

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions. Do not forget to mention the date of joining while signing the offer letter.

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

For Brawny Sports Academy,

Barath Kumar S
HR - APD Group of Companies
No 931/1, Pulavar Nithyandhan Building,
Madhavaram, Chennai
Tamil Nadu- 60, India.
E- humanresource.apd@gmail.com | M- 6382094620



20th September 2024

SELVA VIGNESH M,
22UPE511,
St. Xavier's College, Palayamkottai.

Dear SELVA VIGNESH M,

This has reference to your application and the subsequent technical interviews you had with us. We are pleased to make you an offer for the position of Management trainees at our Chennai – Madhavaram location w.e.f. 07th April 2025. We would like to extend to you a CTC of INR 3,00,000 /- (Per annum).

You will be on probation for a period of 3 months from the date of joining and this can be extended for a further period at the Company's discretion. For any queries, please contact **Barath Kumar S** (Human Resources) or the undersigned at any point of time.

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions. Do not forget to mention the date of joining while signing the offer letter.

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

For Brawny Sports Academy,

Barath Kumar S
HR - APD Group of Companies
No 931/1, Pulavar Nithyandhan Building,
Madhavaram, Chennai
Tamil Nadu- 60, India.
E- humanresource.apd@gmail.com | M- 6382094620



20th September 2024

SUDALAI S,
22UPE545,
St. Xavier's College, Palayamkottai.

Dear SUDALAI S,

This has reference to your application and the subsequent technical interviews you had with us. We are pleased to make you an offer for the position of Management trainees at our Chennai – Madhavaram location w.e.f. 07th April 2025. We would like to extend to you a CTC of INR 3,00,000 /- (Per annum).

You will be on probation for a period of 3 months from the date of joining and this can be extended for a further period at the Company's discretion. For any queries, please contact **Barath Kumar S** (Human Resources) or the undersigned at any point of time.

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions. Do not forget to mention the date of joining while signing the offer letter.

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

For Brawny Sports Academy,

Barath Kumar S
HR - APD Group of Companies
No 931/1, Pulavar Nithyandhan Building,
Madhavaram, Chennai
Tamil Nadu- 60, India.
E- humanresource.apd@gmail.com | M- 6382094620



20th September 2024

SUDALAIMANI S,
22UPE513,
St. Xavier's College, Palayankottai.

Dear SUDALAIMANI S,

This has reference to your application and the subsequent technical interviews you had with us. We are pleased to make you an offer for the position of Management trainees at our Chennai – Madhavaram location w.e.f. 07th April 2025. We would like to extend to you a CTC of INR 3,00,000 /- (Per annum).

You will be on probation for a period of 3 months from the date of joining and this can be extended for a further period at the Company's discretion. For any queries, please contact **Barath Kumar S** (Human Resources) or the undersigned at any point of time.

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions. Do not forget to mention the date of joining while signing the offer letter.

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

For Brawny Sports Academy,

Barath Kumar S
HR - APD Group of Companies
No 931/1, Pulavar Nithyandhan Building,
Madhavaram, Chennai
Tamil Nadu- 60, India.
E- humanresource.apd@gmail.com | M- 6382094620



20th September 2024

**SUDALAIMUTHU K,
22UPE551,
St. Xavier's College, Palayankottai.**

Dear SUDALAIMUTHU K,

This has reference to your application and the subsequent technical interviews you had with us. We are pleased to make you an offer for the position of Management trainees at our Chennai – Madhavaram location w.e.f. 07th April 2025. We would like to extend to you a CTC of INR 3,00,000 /- (Per annum).

You will be on probation for a period of 3 months from the date of joining and this can be extended for a further period at the Company's discretion. For any queries, please contact **Barath Kumar S** (Human Resources) or the undersigned at any point of time.

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

For Brawny Sports Academy,

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Madhavaram, Chennai
Tamil Nadu- 60, India.
[E- humanresource.apd@gmail.com](mailto:humanresource.apd@gmail.com) | M- 6382094620



20th September 2024

**SULOCHANA R,
22UPE529,
St. Xavier's College, Palayamkottal.**

Dear SULOCHANA R,

This has reference to your application and the subsequent technical interviews you had with us. We are pleased to make you an offer for the position of Management trainees at our Chennai – Madhavaram location w.e.f. 07th April 2025. We would like to extend to you a CTC of INR 3,00,000 /- (Per annum).

You will be on probation for a period of 3 months from the date of joining and this can be extended for a further period at the Company's discretion. For any queries, please contact **Barath Kumar S** (Human Resources) or the undersigned at any point of time.

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions. Do not forget to mention the date of joining while signing the offer letter.

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

For Brawny Sports Academy,

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HR - APD Group of Companies
No 931/I, Pulavar Nithyandhan Building,
Madhavaram, Chennai
Tamil Nadu- 60, India.
E- humanresource.apd@gmail.com | M- 6382094620



20th September 2024

VISHNUKUMAR N,
22UPE504,
St. Xavier's College, Palayamkottai.

Dear VISHNUKUMAR N,

This has reference to your application and the subsequent technical interviews you had with us. We are pleased to make you an offer for the position of Management trainees at our Chennai – Madhavaram location w.e.f. 07th April 2025. We would like to extend to you a CTC of INR 3,00,000 /- (Per annum).

You will be on probation for a period of 3 months from the date of joining and this can be extended for a further period at the Company's discretion. For any queries, please contact **Barath Kumar S** (Human Resources) or the undersigned at any point of time.

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions. Do not forget to mention the date of joining while signing the offer letter.

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

For Brawny Sports Academy,

Barath Kumar S
HR - APD Group of Companies
No 931/1, Pulavar Nithyandhan Building,
Madhavaram, Chennai
Tamil Nadu- 60, India.
E- humanresource.apd@gmail.com | M- 6382094620



PRINCE GROUP

PRINCE GROUP OF COMPANIES

(20 Branch All Over in Kanyakumari – The One Brand for your all Needs)

Prince Group

Anbu Complex, Opposite Bharath Hospital,
Thingal Nager,
629802.

Subject: Offer of Employment – Data Entry & Customer Support Executive

Dear, Pooja R.

We are pleased to offer you the position of **Data Entry & Customer Support Executive** at **Prince Group**. Based on your experience and qualifications, we believe you will be valuable additional our team.

Position Details

- **Job Title:** Data Entry & Customer Support Executive
- **Employment Type:** Full-time
- **StartDate:** 15/12/2025

Job Responsibilities

In this role, you will be expected to:

- Assist customers via phone, email, chat, or other support channels.
- Resolve customer queries promptly and professionally.
- Maintain accurate records of customer interactions.
- Escalate complex issues to senior members where necessary.
- Follow Company data rules and work with accuracy and attention to detail
- Work with team members and assist with basic administrative asks when needed.
- Handle all information care fully and follow data protection guidelines.

Warm regards,

Priya Dharshini.A

**Department of Human Resources,
Prince Group.**



PRINCE GROUP



Shanathi



GYBRIAN MICHAEL
SPF7558
TRAINEE SUPERVISOR

(Handwritten signature)

Employee

Issuing Authorized





GOODWILL WEALTH MANAGEMENT PVT.LTD

22-Oct-25

SUBJECT: OFFER OF EMPLOYMENT

Dear Ms. MARIAMMAL B,

Further to our discussion we are pleased to offer you the position of **CUSTOMER SUPPORT EXECUTIVE** in **SALES** Department at our **TIRUNELVELI** Branch on the terms & conditions discussed and agreed mutually.

You are advised to join our services latest by on or before **23-Oct-25**

On the day of your joining please submit the photocopies of the following documents,

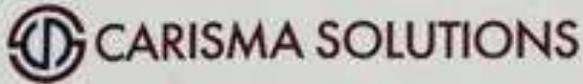
- ❖ Relieving cum Experience letter / Resignation acceptance letter from previous company*
 - ❖ Immediate last employment salary details with Pay slip (Appointment letter or latest increment letter)*
 - ❖ Mark sheets (SSLC, HSC, Graduation (all semester mark sheets) with convocation certificate) & Additional Qualification if any*
 - ❖ Form 16 or Provisional Tax calculation sheet for the previous year from the previous employer.
 - ❖ Pan card copy (mandatory) and Passport size photo (3 no's with name written on the back side of the photo)
 - ❖ Permanent & Local Residence Proof (Voter Id, passport, ration card & driving license & Aadhar card copy - mandatory)* & Cancelled Cheque leaf of savings bank account with name, IFSC CODE and bank account number - mandatory*
- All the above documents should be self attested.

Kindly carry the original documents for the verification on the day of joining.

- ❖ The Company may, at its discretion; conduct background checks to validate the details furnished by you. This offer stands revoked in the event of getting a Negative reference check. We look forward to a long, fruitful and rewarding association.

Received & Accepted Mariammal B

MARIAMMAL B



OFFER LETTER

CSPL/Jr. Acc/HR -20250604-02

04-June-2025

Ms. Yuva Shri M (CSPL1200),
No: 4/81, Mariamman Kovil Street, Suthamali,
Tirunelveli, Tamilnadu, India 627604

Dear Yuva Shri M,

We are delighted to appoint you in our organization as Junior Accountant, operating out of Chennai from 04-June-2025 and will be required to take up other roles and work at other locations if the need arises.

Your Total Remuneration (TR) per annum is INR 1,82,844 / (Rupees One Lakh Eighty-Two Thousand Eight Hundred and Forty-Four). A detailed breakup is attached herewith in Annexure - A of this offer letter.

Your employment with us will be governed by terms and conditions referred in the - Employment Agreement, as attached herein in Annexure - B ("**Employment Agreement**"), which you will be required to sign at the time of or after joining our organisation.

Further, you shall be on a probation for a period as stated in Employment Agreement, the probation period may be subject to change based on the performance.

This appointment is subject to satisfactory reference checks and document verifications and the terms and conditions of your appointment are as per current policies and practices and may be amended from time to time. You will be notified of such changes to the terms and conditions of service if any.

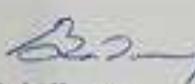
The details of this offer letter should be kept confidential and should not be disclosed to any third party.

Please return the signed duplicate copy of this letter on all sheets at the bottom on the right corner to the undersigned as a token of acceptance and acknowledgement.

We welcome you and look forward to a mutually rewarding association.

NB: Refer our email communication 'Offer letter - Carisma Solutions' and your acceptance.

Thanking you,
Yours sincerely,


Badri Narayan
Authorized Signatory



M. Yuva Shri

Carisma Solutions Private Limited

Registered office: 4th Floor, Buhari Towers, No. 4 Moores Road, Thousand Lights, Chennai - 600 006 India
+91 44 2826 0205 | www.carisma-solutions.com.au
CIN: U72400TN2006PTC058804 | GSTIN: 33AACCC7623G12Y



FORM T
e-care india pvt. ltd.

27/28, Woods Road, B.R. Complex, Chennai, Tamil Nadu

Pay Slip for the month of **December 2025**

| | | | |
|--------------------------|------------------|-----------------------|-----------------------|
| Emp No | EC10073 | UAN | 102206884408 |
| Emp Name | Usha Paramasivam | PF No. | MDTNY0089061000/14118 |
| Joining date | 19/05/2025 | ESI account no | 6634190157 |
| Designation | Trainee - RPO | PAN No. | HQMPP5405H |
| No of days worked | 31.00 | Bank name | HDFC BANK LTD |
| Holidays Worked | 0.00 | Account No. | 50100815639300 |
| Loss of Pay | 0 | Location | Tirunelveli |

| Earnings | Master | Amount | Deductions | Amount |
|----------------------|---------------|---------------|-------------------|---------------|
| Basic Pay | 7800.00 | 7800.00 | Provident Fund | 936.00 |
| House Rent Allowance | 3327.00 | 3327.00 | ESI | 84.00 |
| | | | LWF | 20.00 |
| | | | Professional Tax | 199.00 |
| Gross | 11127.00 | 11127.00 | Total Deduction | 1239.00 |

NET PAY : 9888.00

IN WORDS : Rupees. Nine Thousand Eight Hundred and Eighty Eight Only

This is a computer generated document, hence no signature is required.

**STRICTLY PRIVATE AND CONFIDENTIAL**

HRMD/OFF-LTR/LT26011290/2025-26

02.02.2026

SELECTION CUM OFFER LETTER**To****Shri. Gokul R,
271/A1 LRS Palayam Street,
Tenkasi, Tamil Nadu - 627811.
Mob No:6369987498.****Dear Gokul R,**

Congratulations!

With reference to your application for employment with us and the subsequent Bank's selection process, we are pleased to offer you a position in **Relationship Manager - II (Sales and Operations)** cadre of our bank. You will be posted as **Probationary Relationship Manager - II** for a period of **Eighteen months**, subject to the terms and conditions set out in this letter and the **annexure** thereto apart from usual Bank's Service Rules and conditions now prevailing and in vogue from time to time.

Before joining the Bank you will have to undergo a Preliminary Induction Programme the details of which will be communicated to you separately. After satisfactory completion of the Preliminary Induction Programme you shall be issued the appointment/posting order specifying your role and responsibility and the place of initial Posting.

During the probationary period of Eighteen months, your Gross annual Fixed Cost-To-Company (FCTC) will be **Rs.3,60,000/-** per year. A detailed overview of the compensation structure along with the terms and conditions of the offer is attached as annexure to this offer letter.

Your employment will be governed by the rules, regulations and policies of the bank. The terms of this offer letter shall remain confidential and shall not be disclosed to any third party.

The validity of this offer is subject to your acceptance of the offer letter, completion of Preliminary Induction Programme and satisfactory preliminary verification of documents, after which, you shall be issued the posting order specifying the place of initial posting.

We take this opportunity to **welcome** you to City Union Bank. We wish you a long, rewarding and fulfilling career.

With Best Wishes,

**R. Subbaraman
Deputy General Manager
HRMD**

Encl.: Annexure to the selection cum offer letter (as applicable to you).

**Administrative office: City Union Bank, HRMD Department, No. 24-B Gandhi Nagar,
Kumbakonam – 612 001, Tamil Nadu, India.
Mob: 8925985391****Website: www.cityunionbank.bank.in; Email: placement@cityunionbank.in**



Estd 1992

BELL

MATRIC.HR.SECONDARY SCHOOL

PALAYANKOTTAI - 0462 2574117



STAFF

P. PETCHIAMMAL
TEACHER

S. PARAMASIVAN

318, THIRUVALLUVAR STREET,

MKP NAGAR,

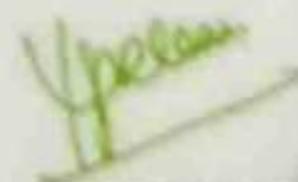
SAMATHANAPURAM,

PALAYAMKOTTAI - 627002

 9342450440

DOB: 11.09.2001

 B⁺ve


PRINCIPAL

ENTRY PERMITTED ONLY WITH ID CARD



Manonmaniam Sundaranar University

Reaccredited with 'A+' Grade (CGPA 3.46 Out of 4.0) by NAAC (4th Cycle)

CENTRE FOR RESEARCH

ABISHEKAPATTI, TIRUNELVELI-627012, TAMILNADU, INDIA

Phone : 0462 - 2333741, 9487907000, Intercom: 2563073, Mail: cfmsu@msuniv.ac.in, web : msuniv.ac.in



PROF. S. SENTHIL NATHAN, D.Sc.,

Director

REF : MSU/RES/Admin/July 2025 Session

Date : 02-03-2026

Ph.D. Programme Commencement Order

To

ASTRO A,
27, Gandhiji Road,
Thisaiyanvilai, Thisaiyanvilai, TIRUNELVELI, TAMIL NADU - 627657

Email : astro.englit@gmail.com, **Phone :** 9600504336

Sir/Madam,

Sub: Registration for doing Ph.D., Programme - Date of Commencement of Research work Intimation - reg.

Ref: Counselling attended by the candidate for July 2025 session



With reference to the above, you are provisionally registered for Ph.D., Programme as detailed below:

| | |
|-------------------------------------|---|
| Name of the Scholar | ASTRO A |
| Registration No. | 2521316021002 |
| Discipline | ENGLISH |
| Inter Disciplinary Details | - |
| Gender & Community | MALE & BC |
| Nationality | INDIAN |
| PWD status | - |
| Admission Based On | PG |
| Mode | FULL TIME |
| Name of the Research Centre | SCOTT CHRISTIAN COLLEGE (AUTONOMOUS), NAGERCOIL |
| Name of the Supervisor with Address | Dr G Anish S Georshia Assistant Professor, Department of English Scott Christian College (Autonomous), Nagercoil - 629003 Mobile : 9788822491, Email : anishgeorshina@scottchristian.org |
| RAC Members | Dr Sidney shirly Associate Professor, Department of English Scott Christian College (A) Nagercoil Mobile : 9488210754, Email : drsidneyshirly@gmail.com |
| | Dr. R Janatha Kumari Associate Professor Department of English Sree Ayyappa College for Women, Chunkandadai - 629003 Mobile : 9345532036, Email : janata.ammu@gmail.com |
| Proposed Title | REFIGURING THE BIOTIC: ECOCRITICAL READINGS IN RICHARD POWERS SELECT FICTION |
| Date of Commencement | 02-03-2026, Fee: Rs.13000.00, Payment Id: 114334393633 |

Sl.Gr Jr.ASST

SUPERINTENDENT

DEPUTY REGISTRAR

DIRECTOR



rosemaryarts



Profile



Ms.S.Kanthimathi

Employee : Assistant Professor

General Details

| | |
|--------------|---------------------|
| Department | ENGLISH LITERATURE |
| Category | TEACHING |
| Position | ASSISTANT PROFESSOR |
| ID | EMP63 |
| Joining date | 01 DECEMBER 2025 |

Personal Details

MEDELITE INDIA



JESUS ALFINRAJ

Emp.ID. ME283



2025-2027

"Virtue is Our Strongest Shield"

ST. IGNATIUS COLLEGE OF EDUCATION

Palayamkottai - 627 002

PH:0462 2560558

Name : EZHILARASI. G

Course : B.Ed.,

Subject: English

D.O.B : 28.05.2003

Address : D/o. G.Gopala Krishnan,

D.No.100/6/10, Cheranmahadevi Road,

Kodeeswaran Nagar, Tirunelveli Town.

Phone No : 9487721262

B.G : O+ve

K. S. Vinodh Prabha
PRINCIPAL



JANTHA STUDIO, PH:9442175769



ST. JOSEPH COLLEGE OF EDUCATION

KALAKAD ROAD, KADAMBODUVAVU,

TIRUNELVELI DT PIN . 627 108

PHONE : 04635 292240

STUDENT ID CARD



A.AJITA NANCY

DEPARTMENT: ENGLISH

BATCH NO: 2025 - 2027

Principal Signature

SRI BALAJI COLLEGE OF EDUCATION



(ACCREDITED WITH 'B' GRADE BY NAAC)

S.No. 309/5 Knowledge Temple Campus,

Shri Ramachandra Nagar,

Cheramahadesi, Tirunelveli - 627414.

Ph. 04634 - 265318, 261352

Fax : 04634 - 261177

IDENTITY CARD



Name: MAHA DHARSHINI. M

Course : B.Ed English

Year : 2025 - 2027

D.O.B : 19-10-2002

A1B^{*}**

Christopher
PRINCIPAL

SRI BALAJI COLLEGE OF EDUCATION



(ACCREDITED WITH "B" GRADE BY NAAC)
S.No. 309/5 Knowledge Temple Campus,
Shri Ramachandra Nagar.
Cheranmahadevi, Tirunelveli - 627414.
Ph. 04634 - 265318, 261352
Fax : 04634 - 261177

IDENTITY CARD



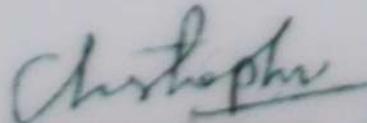
Name: SHERLIN BELL. D

Course : B.Ed English

Year : 2025 - 2027

D.O.B : 19-06-2003

 **O +ve**


PRINCIPAL



SURESH'
ACADEMY

8A/1, இலந்தகுளம் ரோடு.
பாளையங்கோட்டை, திருநெல்வேலி.
போன் : 0462 - 2560123
98942 41422. 99948 14400

இலவச TEST BATCH ID CARD

Name : **S. SIVARANJANI**
Address : **85, SOUTH ST, KARUPPU-
KATTI, SATHANGULAM.**
Cell No. : **8754 865090**

TNPSC BANK OTHERS

Test Batch No. **T-25** **I6042**

S. Sivaranjani
Signature of the Student



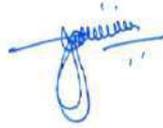
M. S. Sathya
Incharge



| | | | | |
|---|--------------------|--|---|---|
| Roll Number | TN150102439 | Application Number | 250520717287 | Photograph  |
| Candidate's Name | ROSELIN VICTORIA R | Father's Name | RAJKUMAR C | |
| Gender | Female | Date of Birth | 06-12-2000 | |
| PwD/PwBD | No | Scribe required* | -- | |
|  TN150102439 | | Candidate's Signature  |  | |

EXAM CENTER DETAIL

| | |
|----------------------------------|---|
| Applied For | ASSISTANT PROFESSOR, JRF (JUNIOR RESEARCH FELLOWSHIP), Ph.D. ONLY |
| Subject Opted | English |
| Date of Examination | 05.01.2026 |
| Shift | Shift-I |
| Reporting / Entry Time at Centre | 07.00AM (IST) |
| Gate Closing Time of Centre | 08.30AM Sharp (IST) |
| Timing of Test | 09.00AM to 12.00Noon(IST) |
| Test Centre No. | TN1501 |
| Name of Test Centre | ION Digital Zone IDZ Tirunelveli |
| Address of Test Centre | PSN College of Engineering and Technology, PSN Nagar, Melathediyoore Post, Tharuvai via, Tirunelveli, Tamil Nadu, India, 627152 |
| City of Test Centre | Tirunelveli |
| State of Test Centre | Tamil Nadu |



DIRECTOR (EXAMS), NTA

SELF DECLARATION (UNDERTAKING)

I, ROSELIN VICTORIA R, resident of AC/7, POLICE QUARTERS, SINTHUPONDURAI, TIRUNELVELI, TIRUNELVELI TAMIL NADU 627001, do hereby, declare the following:

- I have read all the instructions, guidelines, Information Bulletin, and notices related to this examination available on the website: ugcnet.nta.nic.in
- I have read the detailed "IMPORTANT INSTRUCTIONS for CANDIDATES" as given on Page - 2 and I undertake to abide by the same.

| | | |
|---|---|---|
| Candidate's Photo (Same as uploaded on Application Form to be affixed before reaching the centre) | Candidate's left hand thumb impression (To be affixed before reaching the centre) | Candidate Signature (To be signed, On the day of Examination in presence of invigilator only) |
|---|---|---|

The above undertaking has to be filled up in advance before reaching the Centre, except for the candidate's signature which has to be affixed in the presence of the invigilator.



Teachers Recruitment Board

Perasiriyar Anbazhagan Kalvi Valagam, College Road, Chennai - 600006.

Hall Ticket for written Examination (Objective Type) for the
Post Graduate Assistant / Physical Director Grade - I / Computer Instructor Grade - I in School Education and
other Departments in the Tamil Nadu Higher Secondary Educational Service – 2025
[Notification No. 02/2025 Dated: 10.07.2025]

| | | |
|---|--|---|
| விண்ணப்பதாரரின் பெயர் / Candidate's Name | INNASENSIA A |  |
| விண்ணப்பதாரரின் தேர்வு எண்/ Candidate's Roll No. | 25PG0233030224 | |
| விண்ணப்பதாரரின் விண்ணப்ப எண் / Candidate's Application No. | PGA090985 | |
| பிறந்த தேதி / Date of Birth | 14-03-2001 | |
| தந்தை / தாயின் / பாதுகாவலர் பெயர் Father's / Mother's / Guardian Name | ANTONYRAJ I | |
| பாலினம் / Gender | FEMALE | |
| மாற்றுத்திறனாளி / Differently-abled | NO | |
| சொல்வதை எழுதுபவர் / Scribe | - | |
| விண்ணப்பித்த பதவி / Post Applied for | Post Graduate Assistant – Language |  |
| விண்ணப்பித்த பாடம் / Subject Applied for | English | |
| விண்ணப்பதாரரின் முகவரி / Address of the Candidate | 493, PONMANAGAR COLONY, SOUTH KALLIDAIKURICHI. 627416, KALLIDAIKURICHI, PIN - 627416 | |
| தேர்வு மையம் பெயர் மற்றும் முகவரி (மையக் குறியீட்டுடன்) / Name and Address of the Examination Centre with Centre code | Centre Code: 3303 CHILD JESUS GIRLS HR SEC SCHOOL 46 MARK STREET SOUTH BAZAR ROAD PALAYAMKOTTAI 627002, TIRUNELVELI DISTRICT (District- Tirunelveli) | |

Schedule of Examination

| Date of Exam | Reporting Time | Gate Closing Time | Examination Timings |
|--------------|----------------|-------------------|--|
| 12.10.2025 | 8.30 a.m. | 9.30 a.m. | 10.00 a.m. to 01.30 p.m. – All candidates 10.00 a.m. to 02.00 p.m. – PWD candidates |

PLEASE READ THE FOLLOWING IMPORTANT INSTRUCTIONS CAREFULLY

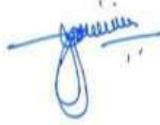
- Candidates should download their Hall Ticket through online only as no separate physical copy of this Hall Ticket will be dispatched.
- Candidates should check their Hall Ticket for the information furnished therein and in case of any discrepancy, it should be immediately reported to the TRB, Chennai for necessary action.
- The candidates appearing for the examination in their own interest, should check their eligibility in all respects so as to avoid disappointment if any at later stage and their candidature for this examination is "PURELY PROVISIONAL".
- Please note that this Hall Ticket does not constitute any offer of employment.
- NO REQUEST FOR CHANGE OF EXAMINATION CENTRE WILL BE CONSIDERED UNDER ANY CIRCUMSTANCES.**
- No candidate will be allowed to enter into the Examination Hall after gate closing time 09:30 a.m. and leave the Examination Hall before 01:30 p.m (for all Non PWD candidates) and 2.00 p.m. (for PWD Candidates).
- The candidate must bring this Hall Ticket to the Examination Centre. No candidate will be allowed entry without this Hall Ticket.
- The candidate is also instructed to bring any one of the following Photo Identification Cards in original viz.
 - Aadhar Card
 - PAN Card
 - Passport
 - Driving License

If any candidate fails to carry the above-mentioned Photo Identity proof, then the candidate shall not be allowed to appear for the Examination.



| | | | | |
|--|-------------|-----------------------|---|--|
| Roll Number | TN150101495 | Application Number | 250520744420 | Photograph  |
| Candidate's Name | ANU A | Father's Name | ARUL SELVAN A | |
| Gender | Female | Date of Birth | 05-09-2000 | |
| PwD/PwBD | No | Scribe required* | -- | |
|  TN150101495 | | Candidate's Signature |  |  |

EXAM CENTER DETAIL

| | |
|------------------------------------|---|
| Applied For | ASSISTANT PROFESSOR,JRF (JUNIOR RESEARCH FELLOWSHIP),Ph.D. ONLY |
| Subject Opted | English |
| Date of Examination | 05.01.2026 |
| Shift | Shift-I |
| Reporting / Entry Time at Centre | 07.00AM (IST) |
| Gate Closing Time of Centre | 08.30AM Sharp (IST) |
| Timing of Test | 09.00AM to 12.00Noon(IST) |
| Test Centre No. | TN1501 |
| Name of Test Centre | ION Digital Zone IDZ Tirunelveli |
| Address of Test Centre | PSN College of Engineering and Technology, PSN Nagar, Melathediyoore Post, Tharuvai via, Tirunelveli, Tamil Nadu, India, 627152 |
| City of Test Centre | Tirunelveli |
| State of Test Centre | Tamil Nadu |
| Admit Card Issue Date : 31.12.2025 |  DIRECTOR (EXAMS), NTA |

SELF DECLARATION (UNDERTAKING)

I, ANU A ,resident of 5, EL-SHADDAI NAGAR NETHAJI ROAD MELAPALAYAM TIRUNELVELI TAMIL NADU 627005 ,do hereby, declare the following:

- I have read all the instructions, guidelines, Information Bulletin, and notices related to this examination available on the website: ugcnet.nta.nic.in
- I have read the detailed "IMPORTANT INSTRUCTIONS for CANDIDATES" as given on Page – 2 and I undertake to abide by the same.

| | | |
|---|---|---|
| Candidate's Photo (Same as uploaded on Application Form to be affixed before reaching the centre) | Candidate's left hand thumb impression (To be affixed before reaching the centre) | Candidate Signature (To be signed, On the day of Examination in presence of invigilator only) |
|---|---|---|

The above undertaking has to be filled up in advance before reaching the Centre, except for the candidate's signature which has to be affixed in the presence of the invigilator.



SRI GANESH PLYWOOD & HARDWARES

3, SOUTH VEERANAM CANAL ROAD,
KANDANCHAVADI, CHENNAI-600096

Immanuel V
Junior Accountant
Finance Department

RE: Employment Verification

Dear Sir/Madam,

I am sending this letter to confirm that **Immanuel V** has been employed at **Sri ganesh plywood and hardwares** in chennai, since 05.07.2025 from that day until today he has been working in my outlet. His position title is **Junior Accountant**

Immanuel V works full time for a total number of days per week. His salary is **21765/-** per month.

kindly feel free to contact me if you have any questions.

Sri ganesh plywood and hardwares.

Address: 3, MGR Main Road,
Veeranam canal Road,
near Church Rd,
Kandhanchavadi,
Chennai, Tamil Nadu 600096.
Phone: 086080 07979

Sincerely,

Immanuel V

A handwritten signature in blue ink is located in the bottom right area of the letter.

SRI GANESH PLYWOOD & HARDWARES
At: 3, M.G.R. Salai, Kandanchavadi,
(off Church Road) Chennai - 600 096
Phone: 044 - 42803336 / 42803227

9443386867

Sgph.ms@gmail.com

TCS EMPLOYMENT APPLICATION FORM

BASIC DETAILS

| | |
|-------------|------------------|
| Reference # | DT20256501152 |
| Source Type | DIRECT APPLICANT |

PERSONAL DETAILS

| | |
|-------------------|-------------------------------------|
| College/Institute | St. Xavier's College, Palayamkottai |
| Name | Ms. Judith Suba L |
| Mother's Name | Ms.Sahayam Alias Malini |
| Father's Name | Mr.Leon Mohanraj R |
| Date Of Birth | 07/12/2004 |
| Nationality | India |
| Gender | Female |
| SSC Roll Number | |



CONTACT DETAILS

PERMANENT ADDRESS

| | |
|-----------------------------------|--------------|
| House No./Apartment Name/Block No | 39c |
| Road/Street/Lane | West Street |
| Area/Landmark | Authoor |
| City | Thoothukkudi |
| State | Tamilnadu |
| PIN Code | 628151 |
| Country | India |

PRESENT ADDRESS

| | |
|-----------------------------------|---------------|
| House No./Apartment Name/Block No | 43 |
| Road/Street/Lane | Seevalaperi |
| Area/Landmark | Sakthi Nagar |
| City | Palayamkottai |
| State | Tamilnadu |
| PIN Code | 627002 |
| Country | India |

| ACADEMIC DETAILS: | | | | | | | | | | |
|---|----------------------|---------------|-------------|-------------|-------------------------------------|--------------------|----------------|---------------------|------------------|------------|
| Degree | Course Name | Duration From | Duration To | Course Type | University/Institute | Board Of Education | Specialization | CGPA/Marks Obtained | Total Marks/CGPA | Percentage |
| Graduate | Bachelor Of Commerce | 20/07/2022 | 14/05/2025 | Full Time | St. Xavier'S College, Palayamkottai | | Accounts | 70.0 | 100.0 | 70.0 |
| XII | | 14/07/2021 | 18/05/2022 | Full Time | Child Jesus Girls Hr.Se School | State Board | Commerce | 404.0 | 600.0 | 67.33 |
| X | | 05/06/2019 | 25/03/2020 | Full Time | Ssn Hr. Sec School | State Board | | 318.0 | 500.0 | 63.6 |
| Others | Tally | 03/01/2024 | 25/04/2024 | Part Time | St. Xavier S College | | Others | 69.0 | 100.0 | 69.0 |
| Are there any break in studies ? | | No | | | | | | | | |
| Rewards Or Scholarships : | | No | | | | | | | | |
| Academic Projects Undertaken: | | No | | | | | | | | |
| Have you done any other course ? | | No | | | | | | | | |
| Do you have any pending backlogs currently ? | | No | | | | | | | | |

Declaration

1. **You have taken all subject marks into consideration for calculating the obtained/Total Marks/CGPA in each of the above mentioned academic qualifications :**
Yes
2. **The "Marks/CGPA Obtained" entered by you for each of the above mentioned academic qualifications has been secured in the first attempt :**
Yes
3. **You have considered only the Marks/CGPA obtained during the normal duration of the course for calculating Obtained/Total Marks/CGPA :**
Yes
4. **You have completed each of the above mentioned academic courses in the stipulated time as specified by your University/Institute and as per TCSL selection guidelines and do not have any extended education:**
No
5. **You have declared break in studies/work experience and pending backlogs,if any, during your academics:**
No
6. **You have not attended the TCSL Selection Process in the last 6 months:**
No
7. **You have read the TCSL eligibility criteria and understand that your candidature/application/offer/ on boarding is subject to fulfillment of the specified criteria :**
Yes

I Ms. Judith Suba L solemnly declare that the information in this form is truly stated and correct and I am competent to furnish as well as verify it with adequate details whenever requested for by TCSL.

CONTACT DETAILS

| | |
|---------------------------------|----------------------|
| E-mail ID | ljs071204@gmail.com |
| Mobile Number | 91 - 9962496046 |
| Alternate E-Mail ID | ljsuba0712@gmail.com |
| Alternate Contact Number | 91 - 8248887694 |

LANGUAGE DETAILS:

| Language | Mother Tongue | Read | Speak | Write |
|-----------------|----------------------|-------------|--------------|--------------|
| Tamil | Yes | Yes | Yes | Yes |
| English | No | Yes | Yes | Yes |

| Pan Number |
|------------|
| DDAPJ4211A |

| Aadhar Number | Aadhar Name |
|----------------|---------------|
| 6629-1664-2359 | Judith Suba L |

| TCS RELATED DETAILS: |
|---|
| Have you appeared for TCS Test / Interviews earlier? No |

| REFERENCES |
|----------------------------------|
| Reference 1 |
| Name: Dr K Thanga Glara |
| Designation: Asst Professor |
| Contact Number: 9487847487 |
| Email ID: thangagara09@gmail.com |
| Reference 2 |
| Name: Dr T Asma |
| Designation: Asst Professor |
| Contact Number: 7598458226 |
| Email ID: asmatu1994@gmail.com |

| Security Details | |
|--|----|
| Are you involved in any pending and / or closed Civil / Criminal / case / proceedings / charges / enquiry prior to joining TCS. | No |
| Are you involved in any pending and / or closed Disciplinary / malpractices and / or any other charges / proceedings / enquiry / case pending against me in any University or any other educational authority / institution prior to joining TCS. | No |
| "If the answer to any of the above mentioned question is YES give full particulars of the case / arrest /detention / fine /conviction / sentence / punishment etc. and / or the nature of the case pending in the Court / University / Educational authority etc. at the time of filling this form." | |

TCS Terms and Conditions

In connection with my application to render services to Tata Consultancy Services Ltd (the "Company"), I hereby agree as follows: I certify that the information furnished in this form as well as in all other forms filled-in by me in conjunction with my traineeship is factually correct and subject to verification by TCS including Reference Check and Background Verification. I accept that an appointment given to me on this basis can be revoked and/ or terminated without any notice at any time in future if any information has been found to be false, misleading, deliberately omitted/suppressed. As a condition of Company's consideration of my application for traineeship with the Company, I hereby give my consent to the Company to investigate or cause to be investigated through any third parties my personal, educational and pre or post joining history. I understand that the background investigation will include, but not be limited to, verification of all information given by me to the Company. I confirm that the Company is entitled to share such investigation report with its clients to the extent necessary in connection with the Services, which I may be required to provide to such clients. I confirm and undertake that the Company shall incur no liability or obligation of any nature whatsoever resulting from such investigation or sharing of the investigation results as above. I certify that I am at present in sound mental and physical condition to undertake employment with TCS. I also declare that there is no criminal case filed against me or pending against me in any Court of law in India or abroad and no restrictions are placed on my travelling anywhere in India or abroad for the purpose of business of the Company.

Your Electronic Signature is:

Name: Ms. Judith Suba L

Date: 23/01/2025

Place: Palayamkottai

TCS is an equal opportunity employer that aims to integrate global diversity and inclusion at each level within our organization. Hiring decisions are solely made on the capability of an individual to perform a role. Any personal details like gender, age and nationality that may be provided by you during the course of application or selection process will be used for administrative records and all qualified applicants will receive consideration for employment without regard to this information.



TATA

TATA CONSULTANCY SERVICES



**JUDITH
L**

Card No 403503
Associate No 2978175

Tata Consultancy Services Ltd.
102 House, Karamba Street, 7th
Mumbai 400011 India

FORM XIV
(See Rule 76)
EMPLOYEE ID CARD



Female

Name of the Contractor

NAPS 692

Name and Address of the Principal Employer

BRITANNIA INDUSTRIES LTD

Nature of Work & Location of Work

1. Name of the work man

MAHA DEVI

Blood Group : D. Ve

2. S.No. in the Register

of workman employed : NAPS 692



GOODWILL

HEALTH MANAGEMENT PVT. LTD.



MAHESHWARI

CUSTOMER SUPPORT EXECUTIVE

52607

Authorised signatory

Think Goodwill, Make Goodwill Yours

HCLTech



Mala V

52359329



GOODWILL

WEALTH MANAGEMENT PVT LTD



MARIAMMAL B

CUSTOMER SUPPORT EXECUTIVE

52608

Authorised signatory

Think Goodwill, Make Goodwill Yours



Pooja Sree

414872



Pooja Sree

414872

Dear Rohit,

Greetings !!!

We are delighted to have you among us as a **Junior Audit Executive**. On behalf of all the Associates and the Partners, I would like to extend our warmest welcome and good wishes!

As confirmed, we have noted your DOJ as **21st October 2025**. Kindly find the attached firm polices & Holiday List for your reference.

Please update the Google Form link and confirm.

Please ensure that **all fields in the Form are marked as mandatory**, including those currently without an asterisk (*), and that the details are to be filled as per Aadhaar card.

<https://tinyurl.com/y9sc64wx>

Timesheet or Attendance:

- Timesheets or attendance should be updated daily or by the end of the month. It must be submitted by the **26th or 27th of each month**.
- Your reporting manager will assign tasks or client details by the 25th or shortly thereafter.



Welcome to Fed Bank Financial Services Limited Mr Suresh .

1 message

Joshua A <joshua.a@fedfina.com>

Sat, Jun 21, 2025 at 4:50 PM

To: royalsuresh262@gmail.com <royalsuresh262@gmail.com>

Cc: K Samynathan <k.samynathan@fedfina.com>, Vargies Lenin V <vargies.lenin@fedfina.com>, Padma Kumar T <padmakumar.t@fedfina.com>, Suresh L <suresh.lenin@fedfina.com>, Bhuvaneshwaran <bhuvaneshwaran@fedfina.com>, Subashree A <subashree.a@fedfina.com>

Dear Suresh .

Congratulations on being part of the team!

The whole company welcomes you, and we look forward to a successful journey with you at Fedbank Financial Services Ltd.

Welcome aboard!

System Access Rights :-

Imran Sakkaf - imran.sakkaf@fedfina.com

Employee Code

| Employee Code | Employee Name |
|---------------|---------------|
| APT00462 | Suresh . |

HRMS – Alt-worklife

Please download Alt-worklife application from Google Playstore, Once done please use the below mentioned steps for login

HRIS (HR Buddy) details:-

Domain Id – fedfina.peoplestrong.com

- User ID: Employee Code
- Password: First character of employee first name and date of birth in DDMMYY format.
- For instance: If Employee name is Manish and his date of birth is 01-Feb-1982 then password will be “m010282” (first character is in lower case).

[Quoted text hidden]
[Quoted text hidden]



JP COLLEGE
Arts and Science

Run By DMI Sisters
College Road Ayikudy, Tenkasi

Cell : 8012520419

IDENTITY CARD



Ms. A.K. NATHERA
ASSISTANT PROFESSOR
ENGLISH



Principal



ST. XAVIER'S COLLEGE

(AUTONOMOUS)

PALAYAMKOTTAI - 627 002

Phone: 0462 2560744

Website : www.stxavierstn.edu.in



SINCE 1923

IDENTITY CARD



MS. P.J. YAZHINI

ASSISTANT PROFESSOR

DATA SCIENCE

Staff ID: **ETS261**



Date of Birth: **10.05.2003**

Blood Group: **B+VE**

Address:

D/O. A. PETER JESU RAJ, 28E,
KEBI NORTH STREET, GANDHI
NAGAR MAIN ROAD,
IRUDAYAKULAM, V.K. PURAM,
TIRUNELVELI - 627425

 9025828495



ETS261


PRINCIPAL

VijayaPriya S

23PDS503





MADRAS DIABETES RESEARCH FOUNDATION

ICMR Collaborating Centre of Excellence (ICMR-CCoE)

Recognized as a Scientific and Industrial Research Organization (SIRO)
by the Department of Scientific and Industrial Research, Ministry of Science & Technology, Govt. of India
Affiliated to the University of Madras & Queen University, Melbourne, Australia & University of Warwick, UK for Ph.D. Programs

ICMR
CCoE

HRSOP 004

Date : 02/07/2025

LETTER OF APPOINTMENT

To

Ms. Lavonya
No: C2/13, Housing Board Quarters,
Maharaja Nagar, Palayamkottai,
Thiruvallur,
Tamil Nadu - 627011

Emp Code : 9812

Dear Lavonya

Sub : Letter of Appointment

1. With reference to your application and subsequent interview you had with us, we are pleased to appoint you as **Jr. Data Analytics Specialist - Data Science** department, on the terms and conditions as at **Annexure-A**.
2. You will be eligible to Compensation & Benefits as per details at **Annexure-B**.
3. MDRF Service Rules shall apply and exceptions if any in this letter of appointment shall have overriding effect. In case the terms and conditions are acceptable to you, please sign the duplicate copy of this letter on each page and return it in token of having understood and accepted the same for our record.

We, at **Madras Diabetes Research Foundation** believe and practice in giving quick, precise, clean and cheerful service at all time and dedicate ourselves towards customer satisfaction and customer delight.

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 excellence in diabetes care".

For **Dr. Mohan's Group of Diabetes Institutions,**

R.P. Appadurai
Vice President - HR

I have understood the contents of this letter. I have also read & understood the MDRF Service Rules. I accept the offer of appointment and all terms and conditions and hereby sign on duplicate copy of this letter as a token of my acceptance of the same.

Date :

Name & Signature of Employee :

REGD. OFFICE : No. 4, Connae Smith Road, Gopalapuram,
Chennai - 600 088, Ph : 91-44-4395888

KALLAN ANJLI REDDY CENTRE (Flat No. 25, Golden Jubilee Bio Tech Park for Women
Society, SIPCOT - IT Park, Saravali - 607102, Ph: 91-44-2350 5555

E-mail : drmo@diabetes.ind.in

Website : www.mdrf.in / www.monogenodiabetes.in / www.drmo@diabetes.com



Madras Diabetes Research Foundation
 No. 6B, Conran Smith Road, Gopalapuram, Chennai - 600086
 Payslip for the month of July 2025

| Employee Number : 9812 | | PF A/c No : TNMAS0085291000 | | |
|---|----------------------------|------------------------------------|------------------------|-----------------------|
| Name : Lavonya | | UAN No : | | |
| Designation : Jr.Data Analytics Specialist | | ESI A/c No : | | |
| Department : Data Science | | Bank A/C No : 2750101013920 | | |
| Date of Joining : 02/07/2025 | | IFSC Code : CNRB0002750 | | |
| Location : MDRF - Siruseri | | LOP Days : 0.00 | | |
| Institution : MDRF | | LOP Amount : | | |
| Earnings | Gross Earnings (Rs) | Actual Earnings (Rs) | Deduction | Deduction (Rs) |
| Basic Salary | 11200.00 | 10839.00 | Provident fund | 1800.00 |
| DA | 9810.00 | 9494.00 | Professional tax | 208.00 |
| | | | SW Fund | 10.00 |
| | | | Bus Deductions | 750.00 |
| Total | 21010.00 | 20333.00 | Total Deduction | 2768.00 |
| Net Salary (Rs) | | 17565.00 | | |

This is a system generated payslip.Hence signature is not required

Prime Institute

SRM Nagar, Trichy to Chennai Highway. , Trichy
Trichy , Tamil Nadu
India - 621105

Payslip for the Month October-2025

| | | | | |
|----------------------|---|--------------------------|-------------------------|---------------------|
| Employee Code | : PRI0067 | Employee Name | : Lakshmi Devi V | |
| Department | : Prime Institute | Designation | : Data Analyst | |
| Date of Joining | : 06-10-2025 | Loss of Pay | : 0.00 | |
| Salary Days | : 26.00 | | | |
| Earnings | Amount (Rs.) | Fixed Value (Rs.) | Deductions | Amount (Rs.) |
| Earned Basic Pay | 8,387.00 | 10,000.00 | | |
| Earned HRA | 6,290.00 | 7,500.00 | | |
| Earned DA | 6,290.00 | 7,500.00 | | |
| Gross Total | 20,967.00 | 25,000.00 | Deduction Total | 0.00 |
| Net Pay | 20,967.00 | | | |
| | TWENTY THOUSAND NINE HUNDRED AND SIXTY SEVEN | | | |
| | "This is a computer generated Payslip. Hence, Signature is not required." | | | |

BalaSubramaniam

23PDS517



INTERNSHIP OFFER LETTER

Mr. BalaSubramaniam

Data

Analyst

Date: 20-12-2025

Hi,

We are glad to inform **Mr. Bala Subramaniam** has been selected for the **Data Analyst** position in our company.

This letter is regarding your internship application as of 20-12-2025. The recruitment team has expressed a positive response and confidence, and you are one of the best candidates from the rest of all the applicants. The session and terms of the internship have been discussed earlier as well.

As you know it may be a very bustling time, we advise you to be mentally and physically equipped, and of course, you can get along with our expectations.

Note: Your Joining Date will be **05-01-2026**. The internship period will be from 05-01-2026 to 04-04-2026. During this period, you will receive a monthly stipend of **₹10,000**. Upon successful completion of the internship and based on your performance, you will be converted to a full-time employee from 06-04-2026.

To accept the company's offer, kindly confirm with your signature and date this letter. If you have any further queries or any information required, please reach us at the contact details.

With best wishes,

Abinaya Sindhu
HR Manager | GWC DATA.AI

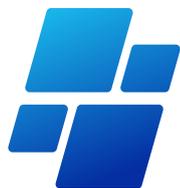
Mail ID: indiahr@gwcdata.ai

Accepted on: 22, 12, 2025

Signature: V. BalaSubramaniam

Name: V. BalaSubramaniam

MAVEPIZON TECHNOLOGIES



OFFER LETTER

<https://www.mavepizon.com/>

info@mavepizon.com

To :

Periyamayagi M

periyamayagi2028@gmail.com

29th plot meenachi nagar,
Arockiyathapuram

+91 9025336723

04/09/25

Pollachi

I am delighted to welcome you as an **AI developer role** to our MavePizon Technologies. We specialize in real-time website development, mobile app development, and desktop application services and AI projects. I look forward to your collaboration and your best contributions.

Terms and conditions

WORKING HOURS

Standard office hours [9.30 am to 6.30 pm], Meet business objectives and productivity target .Being on time is crucial ,it shows reliability. We will provide the accomodation for you

INCREMENT

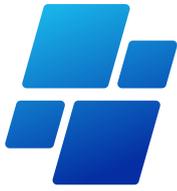
Your Joining date will be 08/09/2025 Your salary increase is tied to your project performance, Meeting project goals and delivering excellent results can lead to a salary bump for every 6 months

Rules & Regulations

Adapting to new technology based on your project work, Being receptive to learning new technology. **Using mobile phone during working hours strictly prohibited**

Being responsible on office whatsapp group & mail ,Respecting and responsible for staffs is most important.

MAVEPIZON TECHNOLOGIES



OFFER LETTER

<https://www.mavepizon.com/> 

info@mavepizon.com 

NOTICE PERIOD

You will undergo a 3-month training/probation period, after which you will be confirmed as an employee. Upon confirmation, you are required to serve a minimum 6-month agreement with the company. If you decide to resign after completing this 6-month period, you must provide a 2-month prior notice. **Giving a 2 months notice before leaving a job is important.**

Probation and Training Period

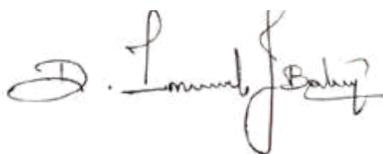
You will be appointed under a probation period of 3 (three) months. During this period:

- You will be engaged in real time projects in **AWS with AI (Data science, Data Analytics)**
- **You will receive a stipend of ₹3,000 per month during probation.**

Post-Probation Employment

- Upon successful completion of the probation period, and based on satisfactory performance in AI you will be confirmed as a full-time employee from the third month onwards.
- **Your monthly salary will be in the range of ₹10,000 to ₹15,000, depending on your performance evaluation.**

Warm Regards,



CEO & FOUNDER

IMMANUEL JEBABALAN

December 30,2025

Ms. Aparna Murugan

aparnamurugan30@gmail.com

Dear Aparna,

Further to our interactions with you, we are pleased to offer you a position at **FACE Prep** (a unit of Focus4D Career Education Private Limited known as FACE) as **Computer Science Mentor** in our **Campus Division**.

1. You will be governed by Terms& Conditions of employment and company policies of FACE Prep.
2. You will be reporting to **Mr. Karthick G (Training Manager)** or anyone whom he may depute
3. Your date of joining will be **5th January 2026**. Your base location will be **Thoothukudi**.
4. Your annual CTC will be **Rs. 3,14,577/-** The break-up of the same is provided in Annexure I.
5. The standard duration of the probation period is three months from your date of joining. The said period may be extended or shortened based on your performance during the course of probation. Should the management feel that your performance during your employment is not satisfactory; the same may be terminated with immediate effect.
6. You will be able to terminate your services with us towards the end of an academic year to avoid minimum disruptions to the academic delivery.
7. Your work timings will be a pre-agreed time slot of 8.5 hours in duration per day. In case if you are required to work on a holiday due to business requirements, you will be entitled for a compensatory off.
8. You will not be eligible for any earned leaves during your probation period and upon successful completion of your probation you will be eligible for 1 days earned leave (EL) per month as per the EL policy and you will be eligible for any two Saturday (subject to change based on business requirements) week off and additionally all Sundays week off. You will also be eligible for 14 holidays as per the policy which will be prorated as per your date of joining.
9. You will have to submit the original copy of 10th, 12th and UG Degree certificate (or equivalent) along with the signed copy of this letter for verification which will be kept in our safe custody. Non submission of these documents will be treated as non-acceptance of this offer.
10. You will have to use your own laptop.
11. This letter is a communication of an employment offer and is not a letter of appointment. Your letter of appointment will be issued after your joining. You are required to submit signed copy of this letter on date of joining. Non-submission of the same will be treated as non-acceptance of this offer.

| Annexure I: Annual Compensation Break up | | |
|--|----------------------------------|-------------------------|
| Name | Mr. Aparna Murugan | Position & Department |
| # | Compensation Head | Computer Science Mentor |
| | | Annual (in INR) |
| 1 | Basic Pay | 2,52,012 |
| 2 | House Rent Allowance | 47,988 |
| | Total Fixed Pay | 3,00,000 |
| 3 | Gratuity | 12,116 |
| | Total Retirement Benefits | 12,116 |
| 4 | Medical Insurance Premium | 2,028 |
| 5 | Accidental Insurance Premium | 433 |
| | Total Other Benefits | 2,461 |
| | Total Cost to Company | 3,14,577 |

Note:

1. **Performance Linked Pay (PLP)(Monthly/Quarterly)*

- Performance Linked Pay will be paid out Monthly if any PLP component is mentioned in the annexure I
- Any Associate who has worked till the last working day of the period in consideration will receive this payout irrespective of the resignation date or last working date.
- For Sales Associates who have a target based PLP (Monthly / Quarterly), the same will be paid out based on target achievement as on the Last Working Date of the Associate (The Payout will happen irrespective of the resignation date or last working date).

2. *Indicative Value and Actual Payout Value*

- The PLP or ARB mentioned in your Compensation Structure is an Indicative Value and refers to the maximum eligible PLP or ARB that you are entitled for.
- The Actual Payout Value depends on various factors including your individual performance, your team/unit performance and the overall company performance.

3. *Insurance Details*

- All associates will be covered under the company group accidental insurance policies for Life Cover (Rs.10,00,000) - Full time associates will be eligible Medical Cover (Rs.2,00,000 per annum).
- The premium details are mentioned above.

4. Employees will be eligible for gratuity as per the Gratuity Act 1972 which mandates that an employee has to serve minimum of 5 years to be eligible for the same.

Thank you
Yours sincerely



For Focus4-D Career Education Pvt Ltd.

Arumugam N Vadivelu
HR Business Partner



ACCEPTANCEOFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

SRI JAYENDRA SWAMIGAL SILVER JUBILEE MATRICULATION HIGHER
SECONDARY SCHOOL, MAHARAJANAGAR, TIRUNELVELI - 627 011

Date: 12.05.2025

Miss./Mr./Mrs. **M. SUBALAKSHMI** is hereby appointed as Teaching Assistant in our school with effect from **28th May 2025**

She/He will be paid a consolidated Salary and allowances of **₹ 17,000/-** per month. She/He is not eligible for any revision of salary during the academic year.

She/He will be on a probation for a period of one year from the date of joining duty and during the period of probation if the Management is not satisfied with your service and behaviour the Management is empowered to terminate your service with immediate effect.

During probation period, you are not eligible for any kind of leave.
Her/His appointment is purely temporary and she/he will be relieved on the last working day of the academic year or by a month's notice from Management.

She/He will not leave the service of the school during the academic year for which she/he will give an undertaking.

She/He should handover the Original certificates, Diplomas etc at the time of joining the school.

She/He will abide by the Rules and Regulations of the school. The candidate should report for duty on **28th May 2025** at 9.00 a.m

A. Jayanthi Jayendran
SENIOR PRINCIPAL & DEAN

14.5.25

To
Ms. M. Subalakshmi
43/1 Velavar Colony,
4th Street,
Maharajanagar,
Tirunelveli
Cell No. 9486646594

I accept the above conditions and I hereby undertake that I will not leave the service during the academic year.

Subalakshmi
21/5/2025

**NO. INTERNSHIP/WII/2025****Dated: 24.06.2025****OFFICE ORDER**

With the approval of the Competent Authority, Ms. Maharasi is hereby affiliated with the Institute for pursuing Internship Programme under the mentorship of Dr. K. Ramesh, Scientist – F, WII from 25.06.2025 to 24.12.2025. During the period of affiliation, she will be paid consolidated amount of Rs. 12,000/- per month from "Greater Panna Landscape Project, and will be governed by the rules and regulations for the external candidates seeking affiliation with the Institute for pursuing Internship Programme.

Digitally signed by
Samrat Mondol
Date: 24-06-2025

12:10:12
(Dr. Samrat Mondol)

Scientist - F

Nodal Officer, External Affiliation

Ms. Maharasi

Project Intern

Email – maha1732003@gmail.com

Mobile - 8925201739

Distribution :

1. PS to Director, WII - for DWII's kind information.
2. PA to Dean, FWS - for Dean, FWS's kind information.
3. Concerned Supervisor – Dr. K. Ramesh, Scientist – F, WII.
4. Deputy Registrar.
5. Finance Officer.
6. Librarian
7. System Manager



NO. INTERNSHIP/WII/2025

Dated: 24.06.2025

OFFICE ORDER

With the approval of the Competent Authority, Ms. Savitha S. is hereby affiliated with the Institute for pursuing Internship Programme under the mentorship of Dr. K. Ramesh, Scientist – F, WII from 25.06.2025 to 24.12.2025. During the period of affiliation, she will be paid consolidated amount of Rs. 12,000/- per month from "Greater Panna Landscape Project, and will be governed by the rules and regulations for the external candidates seeking affiliation with the Institute for pursuing Internship Programme.

Digitally signed by
Samrat Mondol
Date: 24-06-2025
12:11:40

(Dr. Samrat Mondol)

Scientist - F

Nodal Officer, External Affiliation

Ms. Savitha S.

Project Intern

Email – 20uzo108savitha@gmail.com

Mobile - 6374022343

Distribution :

1. PS to Director, WII - for DWII's kind information.
2. PA to Dean, FWS - for Dean, FWS's kind information.
3. Concerned Supervisor – Dr. K. Ramesh, Scientist – F, WII.
4. Deputy Registrar.
5. Finance Officer.
6. Librarian
7. System Manager

Government of India
Ministry of Communications
Department of Posts



Office of the ASP - TIRUNELVELI , Tirunelveli

ORDER OF PROVISIONAL ENGAGEMENT (PE-ORDER)

Memo No. ASPTVL/GDS online rect/Sch-I/2025/dlgs dated at TVL-01 the 13.05.2025

In response to the NOTIFICATION No.17-02/2025-GDS dated: 07.02.2025 the below named candidate is engaged as Gramin Dak Sevak on provisional basis

Name: Sh/Shri/Ms: JENIFER J

Father's Name: JOTHIRAJ

Date of Birth: 03/08/2001

Category (belongs to): OBC

Category (selected against): UR

Designation: Daksevak

Date of Provisional Engagement: 13/05/2025

Name of SO/BO: Rajavallipuram SO

Name of Account Office: Rajavallipuram SO/Tirunelveli HO

TRCA Slab: 10,000-24470

2. This Provisional Engagement of Shri/Smt/Ms JENIFER J [referred to as Sevak] is subject to satisfactory verification of the prescribed educational qualification, community certificate and other certificates, wherever prescribed. If the verification reveals that the claim of the candidate belonging to Scheduled Caste/Scheduled Tribe /Other backward classes/(not belonging to creamy layer)/Economically Weaker Section is false or educational certificates are not genuine or found unfit on Police Verification, his/her Engagement shall be terminated forthwith without assigning any further reasons and without prejudice to other criminal/legal action as may be taken under the provisions of law/rules.

3. The sevak will also have to undergo satisfactory prescribed Training course and Practical Training, as and when the orders to this effect will be issued.

4. Shri/Smt/Ms JENIFER J should clearly understand that his/her engagement as GDS shall be in the nature of a contract and is liable to be terminated at any time either by the Sevak to the Engaging Authority, or by the Engaging Authority or any Authority to which the Engaging Authority is subordinate or any other Authority empowered in that behalf by the government, by general or special order, to the sevak, in accordance with the provisions of Rule 8 of the Department of Posts, Gramin Dak Sevaks (Conduct & Engagement) Rules, 2020 [in Short GDS Rules] as amended from time to time.

5. The Sevak should also clearly understand that his/her Conduct and Engagement shall be governed by the GDS Rules, as amended from time to time. As per Rule 3-A(vii) of GDS Rules 2020, failure to reside in place of duty for GDS BPM and in place of delivery jurisdiction for ABPM/Dak Sevak after engagement shall be treated as violation of conditions of engagement and liable for disciplinary action under Rule-10 of GDS (Conduct and

Engagement) Rules, 2020 resulting in removal/dismissal from engagement.

6. If any information or documents submitted by the candidate is found false/incorrect at a later stage, his/her engagement shall be terminated in accordance with the provisions of GDS Rules, 2020, as amended from time to time.


ASP - TIRUNELVELI
Tirunelveli Division
Tirunelveli

A copy of this memo is issued to:

1. The candidate: **JENIFER J**
892A/1,,Paguthi II Meeakshi sundaram Nagar,KTC Nagar,Tirunelveli,627011
2. PF of the Candidate.
3. Postmaster/SPM Tirunelveli HO/Rajavallipuram SO
4. Divisional/Sub Divisional Office _____ for information
5. The _____ for information.
6. Office Copy/Spare Copy

SUMEET FACILITIES LIMITED

Formerly Known as Sumeet Facilities Pvt. Ltd.

ISO 9001:2015, ISO 14001:2015, ISO 45001:2018, ISO 26000:2010, SA 8000:2014, ISO 41001:2018
Integrated Facility Management Services | CIN NO.: U74140PN1992PLC068672
Chennai Office : New 34, Old 46, MGR Road, Kalakshetra Colony, Besant Nagar,
Chennai - 600 090



To,

10-Mar-2025
Chennai

Arumuga Anitha M
2/234, South Street,
Nagalkulam

Dear Arumuga Anitha M

Sub: Letter of offer- Reg.

We are pleased to offer you the position of **Fellow – Mathematics** for **TNMS Fellowship - TN Model Schools, Chennai** / **Unassisted / District Government Model School, Tamil Nadu.**

Salary:

- Consolidated stipend during training - (INR 18,000 per month (from May 28, 2025 to June 30, 2025)
- Post confirmation Annual CTC – 3,60,000 (Inclusive of all statutory deductions)

Terms & Conditions

- Date of joining – 28 May 2025
- Reporting - You will report to the **Head Master of the School** in all matters
- Date of reporting to School – 02 July 2025
- Fellowship duration & completion – This fellowship is for a duration of 2 years (May 28, 2025 till May 30, 2027)

M. Arumuga Anitha
27.06.2025

You are expected to serve the entirety of the mentioned duration to earn the Certificate of Completion from the Department.

- Working days & Leaves** - You would be required to work 6 days a week (Monday to Saturday) as per the directions given by the department. In case of exigencies, you may be required to work on holidays also.

You will be eligible for 1 casual leave and 1 Sick leave per month, which may be taken with the prior permission of the reporting authority.

You are expected to strictly adhere to the protocol mentioned in the Leave policy of the Department which will be shared with you upon joining your duties.

- Code of Conduct** – You are expected to adhere to the norms stated in the Code of Conduct which will be shared by the department upon joining.



020 2745 0024



stplpune@sumeetdelta.com



www.sumeetfacilities.com



7. Termination

If at any time in the Project's opinion, which is final in this matter, you are found a non-performer or guilty of fraud, being dishonest or have behaved in a disorderly manner are found negligent, indiscipline, or agent from duty without permission or any other conduct considered detrimental to the conduct of business, or in violation to one or more terms of this letter, your services will be terminated without notice. In case due to any of the above reasons there are any loss or damages incurred by the organization the amount be recovered in full from you.

8. Non-Disclosure

During your employment with the company, you shall treat all company information as confidential and not divulge it to any person or any firm. In connection to this you are required to sign a non-disclosure agreement given with this letter.

9. Roles & Responsibilities

You will be assigned roles, responsibilities and objectives, by your departmental head, and you are expected to execute the same to the satisfaction of the management.

If the exigencies of work so demand, the persons deployed by the Agency may be redeployed to other locations with the approval of the concerned deciding authority.

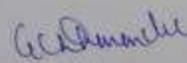
We look forward to you joining the team. Please indicate your acceptance of this offer of employment by returning this letter with your signature to the HR department. We wish you all the very best as you take up this role.

If you have any queries, please contact the HR desk for clarification.

➤ Salary Breakup

| GROSS SALARY PER MONTH | BASIC SALARY | EPF | ESIC | NET TAKE HOME SALARY | CTC |
|------------------------|--------------|------|------|----------------------|--------|
| 28,050 | 14,025 | 1800 | 0 | 26,042 | 30,000 |

For Sumeet Facilities Limited


Authorized Signatory



Employment offer Accepted

M. Arumuga Anitha
27.06.2025

(Employee Name)

Date: 09-06-2025

To,
Kishorkumar .
Location: **Tamil Nadu Tirunelveli**
Email id: pkishorehr@gmail.com
Mob no.: +9080799351

Dear Kishorkumar .

Sub: Offer Letter

We are pleased to offer you the position of **“DOCO Sales Executive”** on deputation with our client **“Berger Paints India”**, for a fixed period of employment. This assignment is purely a contractual assignment from **20-06-2025** to **30-06-2026**.

We are enclosing the details of the salary package, payable to you.

As per the terms discussed, a formal Appointment Letter will be issued on completing onboarding formalities on LSS HRMS portal and submission of scanned copy of following documents on the portal:

- CV
- Passport size Photo
- Aadhaar Card (Mandatory)
- PAN Card Copy (Mandatory)
- Certificate of Educational Qualifications (10th, 12th and Degree)
- Experience Certificates, Relieving Letter & Salary slips from previous employer
- 1 cancelled chq of the bank in which you want the salary to be transferred
- Previous UAN no & ESIC No. (Mandatory)

Kindly note this offer is subject to your furnishing the above mentioned supporting documents and affirmative reference check response. In case you fail to do so or if we find any of the documents submitted are false then this offer will become invalid and stands withdrawn.

This offer is open up to **20-06-2025** and will stand withdrawn thereafter automatically.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

With Warm Regards,

For **Lobo Staffing Solutions Pvt. Ltd**


Authorized Signatory



சிறுவர்களுக்கான போதை தடுப்பு மையம்
DE - ADDICTION CENTRE FOR CHILDREN
(Sponsored by, Department of Social Defence, Government of Tamil Nadu)
மது போதை மருத்துவ சிகிச்சை & மறுவாழ்வு மையம்
DE - ADDICTION & REHABILITATION CENTRE
(Sponsored by, Ministry of Social Justice & Empowerment, Government of India)



Lr.No.DACC/AMK/27/2025

03.10.2025

APPOINTMENT ORDER

Mr. Siva A, MSW, No. 1/52, Gayathri amman kovil street, thiruvannathapuram pottal, Tirunelveli, is appointed as a Counsellor at AMK De-Addiction Centre for Children, Tirunelveli on a salary of Rs. 15,000/- per mensum, with effect from the full day of 03.10.2025. This appointment is purely temporary and He may be terminated from service with one month notice or without notice in the event of misconduct.

To

Mr. Siva A,
1/52, gayathri amman kovil
street,
Thiruvannathapuram
pottal, Tirunelveli,.

P.S. - 10
Director

AMK De Addiction Centre for Children
No: 4, Udhaya Nagar Extension
NGO Colony, Tirunelveli - 627 007
Ph: 9487158888

Declaration

I, Mr. Siva A, MSW, Counsellor at AMK De-Addiction Centre for Children, Tirunelveli, do here by promise, that I shall discharge my duties to the best of my ability, sincerity and consciousness. Also promise that I will obey the rules and regulations stipulated in the code of conduct of the employees of the institution. Promise that I will never give room for bringing ill-repute or discredit to the institution.

I do hereby declare that no capitation or deposit amount was given by me for this appointment. I agree that I shall receive my salary only after the grant to the institution is received. If any problem arises, I will seek solution through the governing body of the institution.

**Tirunelveli,
03.10.2025**

Yours faithfully,

(A. SIVA



சிறுவர்களுக்கான போதை தடுப்பு மையம்
DE - ADDICTION CENTRE FOR CHILDREN
(Sponsored by, Department of Social Defence, Government of Tamil Nadu)
மது போதை மருத்துவ சிகிச்சை & மறுவாழ்வு மையம்
DE - ADDICTION & REHABILITATION CENTRE
(Sponsored by, Ministry of Social Justice & Empowerment, Government of India)



Lr.No.DACC/AMK/25/2025

03.05.2025

APPOINTMENT ORDER

Ms.A.DIVYA, MSW, No.25A, Agasthiyar Nagar, Kanikudiyiruppu, karaiyar, Tirunelveli, is appointed as a Counsellor at AMK De-Addiction Centre for Children, Tirunelveli on a salary of Rs. 11,300/- per mensum, with effect from the fore-noon of 03.05.2025. This appointment is purely temporary and she may be terminated from service with one month notice or without notice in the event of misconduct.

To

**Ms. A.Divya,
No.25A, Agasthiyar Nagar,
Kanikudiyiruppu, karaiyar,
Tirunelveli,.**

P.S. - 10
Director

AMK De Addiction Centre for Children
No: 4, Udhaya Nagar Extension
NGO Colony, Tirunelveli - 627 007
Ph: 9487158888

Declaration

I, Ms.A.Divya, MSW, Counsellor at AMK De-Addiction Centre for Children, Tirunelveli, do here by promise, that I shall discharge my duties to the best of my ability, sincerity and consciousness. Also promise that I will obey the rules and regulations stipulated in the code of conduct of the employees of the institution. Promise that I will never give room for bringing ill-repute or discredit to the institution.

I do hereby declare that no capitation or deposit amount was given by me for this appointment. I agree that I shall receive my salary only after the grant to the institution is received. If any problem arises I will seek solution through the governing body of the institution.

**Tirunelveli,
03.05.2025**

Yours faithfully,

(A.Divya)



சிறுவர்களுக்கான போதை தடுப்பு மையம்
DE - ADDICTION CENTRE FOR CHILDREN
(Sponsored by, Department of Social Defence, Government of Tamil Nadu)
மது போதை மருத்துவ சிகிச்சை & மறுவாழ்வு மையம்
DE - ADDICTION & REHABILITATION CENTRE
(Sponsored by, Ministry of Social Justice & Empowerment, Government of India)



9486128155

52 Years
Social Services
ESTD -1970



AMK

தமிழ்நாடு உரிமைகள் திட்டம்



TN RIGHTS



திருநெல்வேலி மாவட்டம் / TIRUNELVELI DISTRICT

சமூக சேவை வழங்குநர்

(COMMUNITY SERVICE PROVIDER)

SWESTIC



பெயர் / NAME : S.SAHAYA MARY

பதவி /

Designation : COUNSELLOR CUM CASE WORKER

Valid upto : JUN 2025 to JUN 2027

ஒப்பந்த பணியாளர்
(CONTRACT STAFF)

S. Sahaya Mary
ஒப்பந்த பணியாளர்
அகவொப்பம்

நிறுவன பொறுப்பாளர்
அகவொப்பம்



Manpower



Monika M

Emp ID : 100701311
DOJ : 16-Jul-25
Department : GanP/HRL
Designation : Associate Executive
Work Location : Tirunelveli
Emergency No : 9688760476

Authorised Signatory

Deputed At : Bosch Limited

Swami Feeds Private Limited

177, Nathapalayam, Dharapuram-TK, PIN- 638106

Payslip for the Month of December, 2025

| Employee Pay Summary | | Employee Net Pay | |
|--|---------------------|--|---------------|
| Employee Name | : Vasanth Paulraj T | Rs. 15000 Paid Days: 27.0 LOP Days: 0 | |
| Employee Code | : HON0044 | | |
| Designation | : HR-Executive | | |
| Date of Joining | : 05-05-2025 | | |
| Pay Period | : December-2025 | | |
| Pay Date | : 05-01-2026 | | |
| UAN Number | : 102261024898 | | |
| Fixed CTC | | AMOUNT | |
| Basic Salary | 7964 | | |
| HRA | 2389 | | |
| Other Allowance | 6147 | | |
| Total Gross | 16500 | | |
| PF(Employer @12%) | 0 | | |
| ESI Employer @ 3.25% | 0 | | |
| Bonus (8.33 % of Basic) | 0 | | |
| Total CTC per Month | 16500 | | |
| EARNINGS | AMOUNT | DEDUCTIONS | AMOUNT |
| Basic Salary | 7964 | PF | 0 |
| HRA | 2389 | ESI | 0 |
| Other Allowance | 6147 | Loan/Advance | 0 |
| Round off(-/+) | | Mess,Duduction | 1,500 |
| Gross Earnings | 16,500 | Total Deductions | 1,500 |
| Other Payment | AMOUNT | | |
| Reimbursement | 0 | | |
| Arrear (If any) | 0 | | |
| NETPAY | | | |
| Gross Earnings | | 16,500 | |
| Total Deductions | | 1,500 | |
| Arrear (If any) | | 0 | |
| Total Net Payable | | 15,000 | |
| **Total Net Payable = Gross Earnings - Total Deductions + Total Reimbursements | | | |

***This is system generated payslip. No Signature required.**



Tirunelveli Social Service Society
Saranalayam

Open Shelter Programme for Street Children

A Project of Ministry of Women and Child Development in Partnership with State Government and NGOs. Reg. No. 5072



Programme Office :

TSSS - Saranalayam, 89, South Balapackia Nagar
Tirunelveli - 627 001, Tamilnadu.

Tel. : 0462 - 2907295

Email : saranalayamnella@gmail.com

Head Office :

TSSS, No.2-A, St. Mark's St.,
P.B. No. 108, Palayamkottai - 627 002.

Web : www.saranalayam.org

01.06.2025

To

Agnel M
S/O Mariya Baskar
2/170 Susai steet
Karuthapillure - 627418

Dear Agnel

Sub: Appointment for the post of Coordinator in Open Shelter Programme

reg

we are pleased to appoint you to the post of **Coordinator in Open Shelter Programme with effect from 01.06.2025** You will be governed by the rules and regulations of TSSS - Saranalayam and you will be subjected to service discipline and appeal regulations as applicable to employees of TSSS in force then and there. Any information received by you in connection with your services for TSSS will be kept in confidence by you and will not be revealed to any other persons, firms or organizations without the expressed written consent of TSSS. During the course of your contract, TSSS reserves the right to change your job appointment or job description. From the date of appointment atleast two years you must work in the project. In case you leave the project for personal reason prior information must be given before two months. If the above terms and conditions are acceptable to you, Please sign the duplicate copy of this letter, which also confirms that you have read, understood and accepted all aspects of this contract. We welcome you to TSSS and hope your association with us will prove to be a happy and meaningful one.

Yours sincerely,

DIRECTOR

TIRUNELVELI SOCIAL SERVICE SOCIETY
Saranalayam, 89, South Balapackianagar,
Tirunelveli, Tamilnadu - 627 001.

Director - Tsss - Saranalayam

I have read, understood and accept the terms and conditions of this contract and the child protection policy.

Name Agnel.M Signature: Agnel.M Date: 01.06.2025



NILA Charitable Trust

Education Empowerment Elevates

No:6, Raja Street,
Ranjithapuram, Near G Corner,
Subramanyapuram,
Trichy - 620 020.
Contact no: 9363120771
E-Mail: nilactrust@gmail.com

To,
Ms. Narasethu
Kanniyakumari

Date: 08.10.2025

Sr Madam,

**Subject : Appointment as Counselor (Block Specialist) in Nila Charitable Trust - TN Rights Project,
Kanniyakumari District**

Greetings from Nila Charitable Trust - TN RIGHTS Project, Kanniyakumari district.

We are happy to inform you have been selected for the Post of Counselor (Block Specialist) for the TN Right Project in Kanniyakumari District, implemented by CSP- Nila Charitable Trust. You have been selected for this job based on your education, skills, and experience, which make you an ideal candidate.

Job Details:

| | |
|-----------------|--|
| Post | Counselor (Block Specialist) |
| Project | TN Rights Project, Kanniyakumari Dist. |
| Block | Agastheerwanam |
| Date of Joining | 08.10.2025 |
| Salary | 25000 + TA |

Responsibilities:

- Coordinate project activities at the block level
- Mobilize communities and build partnerships with local stakeholders
- Conduct training and capacity-building programs
- Monitor and report project progress

Once again congratulations on your selection. Please confirm your acceptance of this offer by through letter.

With Regards,

For Nila Charitable Trust - TN RIGHTS Project,
Kanniyakumari District.

DERIK ATTENDANCE

Version: 1.0.8

Good Afternoon

Thursday, January 8, 2026

3:00 PM



MARIYA SANTHOSH

J

EXECUTIVE - HR

DGA09374



Check In

08:56 AM



Check Out

--:--



CHECKED IN



CHECK OUT

Quick Actions



Attendance



Logs



Leave/
Permission





SRI SARADA COLLEGE FOR WOMEN

(An Autonomous Institution)
Reaccredited with 'A' Grade by NAAC
Sarada Nagar, Ariyakulam, Maharaja Nagar (Post)
TIRUNELVELI - 627 011 PHONE - 0462 2520129



STAFF IDENTITY CARD

J.S. NIVEDHA



DESIG : ASSISTANT PROFESSOR IN DEPT OF COMPUTER APPLICATION

ADDRESS : T. ILANGOVAN
1323 A/1, BHARATHI NAGAR,
4TH STREET, KTC NAGAR,
PALAYAMKOTTAI, TIRUNELVELI

PHONE NO : 6379186007

BG : **O+ve**

DOB : 13.09.2002

Ramale
PRINCIPAL



PEN
PEOPLE'S EMPOWERMENT NETWORK



Nirmal Jaba Rajan A



Authorized Signature



Rev. Fr. Dr. G. Pushparaj, S.J.,
Secretary
St. Xavier's College (Autonomous)
Palayamkottai - 627 002
Tamilnadu - India

Ref.No.SXC/SF.Tem./MTS/Comp. App./3/25

16.06.2025

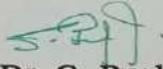
APPOINTMENT ORDER

Ms. D. Jemima Jenifer daughter of Mr. Devadoss is appointed as Assistant Professor in the Department of **Computer Applications**, Shift II Self Financed Courses w.e.f. 16.06.2025, St. Xavier's College (Autonomous), Palayamkottai, Tirunelveli under the Jesuit Corporate Management of the Religious order of the Society of Jesus.

It is a temporary appointment under Management category for 11 months and the appointment will expire on the last working day of the academic year 2025-2026 with the provision that your service in the College may be terminated by serving one-month notice or paying one-month salary by either side.

The appointment is governed by the Terms & Conditions of the Management.

You shall report for duty before the Secretary & Correspondent, St. Xavier's College on 16.06.2025 FN.


Rev. Fr. Dr. G. Pushparaj, S.J.

SECRETARY & CORRESPONDENT
SECRETARY / CORRESPONDENT
ST. XAVIER'S COLLEGE (Autonomous)
PALAYAMKOTTAI
TIRUNELVELI DISTRICT

*I have perused the Terms &
Conditions of Employment.
I accept and undertake
to abide by the same.*


Ms. D. Jemima Jenifer

Date: 16.06.2025

Mobile : (Per) : 93859 07208

e-mail : secretary.sxcpc@gmail.com

Website : www.stxavierstn.edu.in

Recognized as "College with Potential for Excellence" by UGC, Accredited by NAAC at A++ Grade with a CGPA of 3.66 out of 4 in IV Cycle), 201



St. Joseph's School (CBSE)

Virapandiapatnam, Tiruchchendur,
Tamil Nadu - 628216

STAFF ID CARD



A. MARIA ABIYA NATHASHA

PRT

Employee Id : 112
OASIS Id : 3056334
Blood Group : **O+ve**
D O B : 16-10-2002
Contact : 6380092209

Sr. Bernadette
Principal



STAUNCH

(An ISO 9001:2015 Company)



Sam Kirubakaran

Technical Support Engg. - Cyber Security
ST-EMP-0224

STAUNCH TECHNOLOGIES PVT.LTD.

No - 18, Standard House, 2nd Floor,
Mount Road, Little Mount, Chennai - 600015

Tel: 044 2235 3175

Web: www.stauchtec.com

 **GATEWAY**
SOFTWARE SOLUTIONS
IT & IES



ANBUSIVA M
JUNIOR JAVA FULLSTACK
COIMBATORE

EMPLOYEE ID : G3S149



Offer Date :Apr 04,2025

Offer No:GS10410385

Name :Allwin Jose

FIXED TERM EMPLOYMENT CONTRACT

Dear Allwin Jose

We are pleased to offer you (“you” /Employee”) employment at QUESS Corp Limited (“Quess or “the Company”) for a fixed period of employment. This contract commencing from **Apr 28,2025** and ending on **Mar 27,2026** as per the following terms:

Fixed Term Employment (FTE) Contract:

FTE is defined hereby to cover an Employment Contract for a definite term as specified herein. Your employment with the company is for a fixed period of time commencing from **Apr 28,2025** (Date) and ending on **Mar 27,2026** (Date). On expiry of the definite period of your contract term by efflux of time or otherwise as stated herein your Employment Contract shall end on the end date of the FTE Contract. Any extension of your Employment Contract with the employee shall be only through a fresh FTE Contract on each occasion of extension on mutually agreed terms. However, your employment with the Company for initial term does not provide you a right of extension thereof. Any extension thereof shall be at the sole discretion of the Company.

In the event the employee/associate hired or placed after hiring for deputation on Client project / Client business, and the client projects ends prior to the end date of your employment contract mentioned above, in that event your employment contract shall co terminus with the client Agreement. For the removal of any doubt in the event the client terminates the Agreement with Quess during the FTE contract of the employee prior to the end date of FTE contract with the Employee.

DEPUTATION:

You will be deputed to the Client **THE INDIA CEMENTS LIMITED** or its associate/subsidiary entities under this Contract. Your terms of employment is exclusively with QUESS, the employee shall never be treated as or deemed to be the employee/consultant/retainer of the client, where you have been deputed under this Contract.

You will perform the assigned work/render your services at the Office/Premises of the Company Client at any of their specified locations within the territory of India or at any International locations as per the sole discretion of the company and its requirement.

You will with effect from **Apr 28,2025** be deputed by QUESS, to work at client's office / premises at any of their locations.

During the tenure of your contract, you may be transferred to a different location within the territory of India as and required by Quess for rendering the services under this contract

During the term of this FTE contract, you shall not be engaged in any services or employment /assignment with any other company or self employment directly or indirectly, whether with competitor of Client in any capacity or otherwise whatsoever. Any breach of this clause will be treated as material breach of the Agreement which shall result in immediate termination of your employment contract without any notice period and and also liable to proceeded against and punished accordingly as per the policy of the Company and under the process of law.

You are bound by the relevant provisions of the applicable labour laws/codes and will not be treated as a worker within the ambit of labour codes in the event your remuneration is beyond the limit prescribed thereof by the competent authority (ies) and/or having regard to your administrative, supervisory and managerial nature of work.

TENURE:

The term of your Contract shall be valid from **Apr 28,2025 till Mar 27,2026** unless terminated earlier under the provisions of this Agreement

COTERMINOUS:

You agree and accept that notwithstanding the Tenure of this Contract, in the event of the project / work / deputation of the client for which you are being employed terminates before the expiry of your Contract end period, this Contract shall be coterminous with the project / work.

LOCATION:

You are required to work at client's location at **Sankari West** , for the time being. Further, you are required to work at any other location as per requirements of Quess / Client, which will be intimated to you from time to time.

POSITION:

You are appointed as **Team Member - Primary Logistics** .



Validate offer letter here

TERMINATION & SUSPENSION:

This Contract shall come to an end immediately after expiry of the fixed contract period mentioned herein above, unless and until the same is renewed at the sole discretion of the Company on such terms and conditions as may be mutually agreed upon between the parties by executing a fresh fixed term employment contract.

At the time of termination of the employment either due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company, the same may be adjusted against any monies due to you by the Company on account of salary including bonus or any other payment owned to you under the terms of your employment. (Consent for recovery from Gratuity?)

The Company may terminate your employment immediately upon summary notice, without notice or compensation if it is found that you have prima facie

- i. Wilfully disobeyed a lawful or reasonable order from the Company / Client or the Company's / Client's Rules and Regulations applicable to you; or
- ii. Conducted yourself in any way that is inconsistent with the due and faithful discharge of your duties; or
- iii. Committed a crime involving moral turpitude (whether such crime was committed in connection with the Company's business) or committed any other act or omission involving theft, embezzlement, dishonesty, disloyalty or fraud with respect to the Company or any of its customers; or
- iv. Breached a fiduciary duty, were grossly negligent, or have committed willful misconduct with respect to the Company in connection with the performance of your duties; or
- v. Breached any terms and conditions of this letter or the Intranet/Employee Portal (Peopledesk).
- vi. Committed any act or omission which would entitle the Company to terminate your employment forthwith under applicable law; or
- vii. Been found guilty of any other act of misconduct.
- viii. Your employment with the Company shall be terminated automatically if you are absent from work without the Company's written consent for a continuous period of five working days or if you exceed the number of leaves granted to you in a year without obtaining the Company's prior written consent, unless your absence is due to circumstances beyond your control: Provided that the Company has the right to investigate your absence and apply fair procedures to determine if the termination is to be made effective even if such absence is due to circumstances beyond your control.
- ix. Your employment with the Company shall be terminated immediately forthwith in the event you are found to be under the age of 18 years and anything done thereof by you shall be considered null and void.

NOTICE PERIOD:

In the eventuality if you wish to separate from the organization you will need to give **30** day's notice in writing. The Contract can be terminated at the discretion of QUESS subject to **30** day's notice. Notwithstanding the above, the contract shall terminate on expiry of the employment contract period by efflux of time unless extended by a fresh FTE on mutually agreed terms.

However, in the event of any breach of code of conduct, misbehavior or indiscipline etc., QUESS will have / reserve the right to terminate your employment contract immediately without giving any notice period.

INDEMNITY:

You shall be responsible for protecting any property of the Client and Quess entrusted to you in the due discharge of your duties. You shall indemnify the client and Quess their respective Directors, KMPs and other officials if there is a loss or damage of any kind to the said property other client or Quess, as the case may be.



Validate offer letter here

CODE OF CONDUCT:

You shall not engage in any act subversive of discipline in the course of your duty/ies for the Client either within the Client's organization or outside it, and if you were at any time found indulging in such act/s, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you and shall be liable to be proceeded against in accordance with its policies, rules, regulations and under the process of applicable laws as may be advised.

You shall not disclose and/or share and/or retain any confidential, business related information of Quess and Client and their employees (including related to their operations and related information), which shall be kept secret and confidential. Breach of this obligation shall be also treated as material breach of your contract and your services will liable to be terminated immediately.

You agree to abide by Insider Trading regulations prescribed by the company in accordance with SEBI's rules, regulations and guidelines as may be applicable to you. Besides that, you also agree to be bound by the other policies of the Company and/or Client you will be deputed including rules and regulations and code of conduct of the company and/or Client, as may modified from time to time, will also be applicable to you. These policies including code of conduct policy and other key policies are available on company's intranet / HR platform.

HOLIDAYS, LEAVES & OTHER BENEFITS:

You will be entitled to paid holidays, leaves and other benefits having regard to the period of your employment as applicable which will be notified to you by the company from time to time.

ADDRESS FOR COMMUNICATION:

The address of communication for the purpose of service of notice and other official communication to the company shall be the registered address of the company. The address of communication and service of notice and other official communication is the address set out as above and your present residential address. . In the event there is a change in your address, you shall inform the same in writing to the Management and that shall be the address last furnished by you, shall be deemed to be sufficient for communication and shall be deemed to be effective on you.

Additionally, any communication sent to your electronic mail (E-mail) id / message on your Mobile phone, shared by you at the time of joining or any amendment thereof, shall be deemed as a valid communication.

BACKGROUND VERIFICATION:

The company reserves the right to have your back ground verified directly or through an outside agency. If on such verification it is found that you have furnished wrong information or concealed any material . You hereby agree and accept to provide the Company / Client to your consent for such background verification.

If any information or declaration given by you to the Company or Client proves to be false or if you are found to have wilfully suppressed any material information, you will be liable to be discharged from the services of the Company without any notice or compensation.

Information, and/or if a material breach (in the Company's opinion) is discovered at any time the contract will be null and void and your services are liable to be terminated immediately. Any any kind of offences at your personal capacity shall be ground of termination at the sole discretion of the Company.

You agree and undertake that you have not been involved in any criminal proceedings and no any criminal case is pending or subsisting against you. Breach of this obligation shall be treated as material breach of your contract and your services will liable to be terminated immediately.

ABSENTEEISM:

You should be regular and punctual in your attendance. If you remain absent for 5 consecutive working days or more without sanction of leave or prior permission or if you over stay sanctioned leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandonment your employment with the company and your services are liable to be terminated accordingly. In any such situation where you haven't reported to duty, your last working day shall be the last day when you were present in the location of your deployment.



Validate offer letter here

QUESS Corp
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.uesscorp.com> | Toll Free No: 1800-572-3333

Offer No: GS10410385
page-04

POLICIES, RULES AND REGULATIONS:

You shall be bound by the applicable Policies, Rules & Regulations framed by the company from time to time in relation to conduct, discipline and other service conditions which will be deemed as Rules, Regulation and order and shall form part and parcel of this Fixed Term Contract of Employment.

OTHER TERMS OF CONTRACT:

In addition to the terms of appointment mentioned above, you are also governed by the standard employment rules of QUESS including privacy, IT and security policies (as per Associate Manual). The combined rules and procedures as contained in this employment contract will constitute the part and parcel of your employment contract and you are required to abide by them in conjunction.

ADHERENCE TO THE APPLICABLE STANDING ORDERS AND SEBI GUIDELINES

You agree to adhere the applicable Standing Orders and SEBI guidelines as may be applicable. Any breach thereof will lead to disciplinary action as per the policy of the Company and/or Client under the process of laws as may be advised having regard to the severity of such violation.

NON-DISCLOSURE UNDERTAKING AND REPRESENTATION

You acknowledge and agree that during the course of your employment with THE INDIA CEMENTS LIMITED (“Client”), you have been entrusted with confidential and proprietary information, including but not limited to business ideas, strategies and business plans, financial data, customer data, trade secrets, other sensitive information or other information which is not available in the public domain (collectively referred to as “Confidential Information”). you understand and hereby undertake the following:

- a. You shall maintain the confidentiality of all Confidential Information after the termination of your employment with Client. You will not, directly, or indirectly, disclose, publish, or make use of any Confidential Information for any purpose.
- b. Upon the termination of your employment with Client, whether voluntary or involuntary, you shall promptly return to Client all documents, records, materials, or any other property containing or pertaining to the Confidential Information and shall not retain any copies or reproductions of or extracts of such materials in any mode, medium or form nor will you use any of such confidential information that you are aware of on account of your employment contract with Client Ltd./group.
- c. You understand that any unauthorized disclosure of Confidential Information may cause irreparable harm to Client, and in the event of breach of this undertaking, Client reserves the right to pursue any and all legal remedies available, including but not limited to initiating criminal action against me. Further you hereby contractually agree to give Client Ltd the right to hold back your full and final settlement and any other formalities as they deem fit in case of any such leakage or potential leakage of such confidential information.
- d. This confidentiality and non-disclosure undertaking shall survive the termination of your employment with Client and shall continue to be binding upon you.

NON-SOLICITATION UNDERTAKING AND REPRESENTATION

- a. During the course of your employment and for a period of 1 year after the termination of your employment, whether voluntary or involuntary, you shall not, directly, or indirectly.
 - i. solicits, entice, or attempt to solicit or entice, any customer or client of Client with whom you had direct contact with or about whom you had knowledge of during your employment, for the purpose of providing products or services that are competitive with those offered by Client.
 - ii. recruit, solicit, or attempt to recruit or solicit any employee or contractor or client of Client directly or indirectly. Provided that companies or entities placing any general recruitment advertisement, and Client employees responding to the same, shall not be deemed to be solicitation.
- b. You understand and acknowledge that any violation of this non-solicitation undertaking may cause harm to Client, and in the event of a breach of this undertaking, Client reserves the right to pursue all legal remedies available.
- c. The non-solicitation undertaking shall survive the termination of your employment with Client and shall continue to be binding upon you for the specified period as may be determined by Client.
- d. You hereby undertake to always comply with the privacy policies and confidentiality policies of the Company as well as be compliant with the Digital Personal Data Protection Act 2023 in your capacity as an employee of the Company and hence follow all necessary policies and practices to this effect.



Validate offer letter here

Compensation Sheet

Offer No : GS10410385

Associate Name : Allwin Jose

Designation : Team Member - Primary Logistics

Location : Sankari West

| Pay Heads | Rs. Monthly Pay | Rs. Annual Pay |
|-----------------------------|-----------------|----------------|
| Basic | 10000 | 120000 |
| House Rent Allowance | 5000 | 60000 |
| City Compensatory Allowance | 5290 | 63478 |
| Statutory Bonus | 583 | 6996 |
| Gross Salary | 20872.86 | 250474 |

| Employer's Contribution | Rs. Monthly Pay | Rs. Annual Pay |
|---------------------------|-----------------|----------------|
| Gratuity | 481 | 5772 |
| Employer Esi | 679 | 8148 |
| Employer Pf | 1950 | 23400 |
| Total Contribution | 3110 | 37320 |
| Cost to Company: (CTC) | 23983 | 287794 |

| Deduction: (Subjected to change) | Rs. Monthly Pay | Rs. Annual Pay |
|----------------------------------|-----------------|------------------|
| Employee Esi | 157 | 1884 |
| Provident Fund | 1800 | 21600 |
| Total Deduction | 1957 | 23484 |
| Net Take Home | 18915.86 | 226990.32 |

Note – Professional Tax, Labour Welfare Fund and Income Tax will applicable as per Statutory compliances.
Bonus is applicable as per the Payment of Bonus Act.

For **Quess Corp Limited**.

Nitin Dave

Nitin Dave
CEO Staffing



Validate offer letter here

QUESS Corp Limited
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quesscopy.com> | Toll Free No: 1800-572-3333

Offer No: GS10410385
page-07

Offer Letter

Dear USIL VIGRAM susil,

Congratulations! We are pleased to confirm that you have been selected to work for **Pon Pure Chemical India Private Limited**. We are delighted to make you the following job offer:

The position we are offering you is that of **Executive - Sales -Chennai** with an annual cost to company of **3,16,320**. This position reports to Meera.

We would like you to start work on **24-Apr-2025**. Please report to Meera for documentation and orientation. On joining, you will be onboard to our HR Portal in which you may be required to upload your documents.

Please sign the enclosed copy of this letter and return it to me within 7 Days of offer to indicate your acceptance of this offer.

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

Annexure- A and B are part of the offer letter which will be binding on you strictly

You're sincerely,

K Sai Prawin



Authorized Signatory

Pon Pure Chemical India Private Limited

Annexure A of Offer letter

1. You have to submit the copies of all certificates and originals for verification on the day of joining. This letter of offer is based on the information furnished in your application for employment and during the interviews you had with us. If any declaration given, or information furnished by you, to the company proves to be false, or if you are found to have willfully suppressed any material information, in such cases, you will be liable to removal from services without any notice.
2. Your services are liable to be transferred, at the sole discretion of Management, in such other capacity as the company may determine, to any department / section, location, associate, sister concern or subsidiary, at any place in India, whether existing today or which may come up in the future. In such a case, you will be governed by the terms and conditions of the service applicable at the new placement location.
3. That you will be on probation for a period of six months. The period of probation can be extended at the discretion of the Management and you will continue to be on probation till an order of confirmation has been issued in writing. If you wish to exit from the company during the probation period for any reason, you have to give 45 days' notice period, in the absence of said notice period, you will not be entitled to get any benefit, including Full and final settlement.
4. Your position is a whole time employment with the Company and you shall devote yourself exclusively to the business and interests of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly, in any other trade or business during your employment with the company. You will also not seek membership of any local or public bodies.
5. You will not, at any time, during the employment or after, without the consent of the Management disclose or divulge or make public, except on legal obligations, any information regarding the Company's affairs or administration or research carried out, whether the same is confided to you or becomes known to you in the course of your service or And you shall never post anything related to the company and your employment in the social media for any reason whatsoever.
6. Your work in the organization will be subject to the rules and regulations of the organization as laid down in relation to conduct, discipline and other you will always be alive to responsibilities and duties attached to your office and conduct yourself accordingly. You must effectively perform to ensure results. You have to read and understand all the policies available in the HRMS, from time to time, violation of any company policy will be amount to termination.

7. Termination of employment.

During the probationary period and any extension thereof, your services may be terminated without giving any notice or salary in lieu thereof. However, on confirmation the services can be terminated from either side by giving 45 (Forty-five days' notice or salary in lieu thereof).

Upon resignation/termination of employment, you will immediately hand over to the Company all correspondence, specifications, formulae, books, documents, market data, cost data, drawings, affects or records belonging to the Company or relating to its business and shall not retain or make copies of these items.

Upon resignation/termination of employment, you will also return all company property, which may be in your possession.

Notwithstanding the above condition, the contract of service may also be terminated because of under mentioned stipulations. This will be without payment of any compensation

- If you fail, refuse or neglect to carry out and perform your duties assigned to you by the for loss of confidence in you by the company for any of the act committed by you.
- If you are found to be guilty of fraud, insubordination or misconduct whether in course of performance of duties entrusted to you or
- If you are found unfit for being entrusted with the responsible work commensurate with your position in consequences of any misconduct, moral * If you commit any act prejudicial to the continuing good relationship between you and the company.
- If you commit breach of any of the terms of this letter of offer
- Absence from the work without approval is not entailed to get any payment or compensation for the period of absence from the work without approval

8. No authority is vested upon you to make any financial commitment and enter into agreements/contracts/understandings of any nature with any second party and third party without seeking the prior permission/approval of the any violation to exceed your specified authority as mentioned will be seriously viewed and termination /appropriate legal action will be taken. All the conditions in the offer letter and the appointment letter will be binding on you during the term of the employment with the company.

Annexure B of offer letter

This is your expected monthly salary structure.

| Pay Component | Monthly Amount | Annual Amount |
|-------------------------|----------------|-----------------|
| Guaranteed | | |
| FIXED | 26,360 | 3,16,320 |
| Basic | 10,525 | 1,26,300 |
| HRA | 5,263 | 63,156 |
| Special Allowance | 5,263 | 63,156 |
| Employer PF | 1,800 | 21,600 |
| Bonus | 3,509 | 42,108 |
| Total Guaranteed | 26,360 | 3,16,320 |
| Total CTC | 26,360 | 3,16,320 |

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to, and after, deduction of TDS, PF, ESI and professional taxes in accordance with applicable laws.



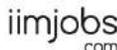
Date: 02/01/2025

PRIVATE AND CONFIDENTIAL

Mr. V. Subramanian Subramanian Venkatesh,
317/17B kattu puthu street, Ambai Road, Mela Karungulam, Tirunelveli-627005,
Palayamkottai, Tamil Nadu

We are pleased to offer you the position of **Senior Executive Corporate Sales** in **Corporate Sales Naukri** with Info Edge India Ltd.

1. This **Letter of Intent** is being issued subject to the following terms:
 - a. You shall join the company on or before **27/01/2025**.
 - b. Accuracy of the testimonials and information provided by you.
 - c. Your being free from any contractual restrictions preventing you from accepting this offer or starting work on above mentioned date.
 - d. Successful background verification and reference check. In the event the background verification is not satisfactory in the sole opinion of the Company, the Company reserves the right to revoke the offer letter at any time without assigning any reason.
2. On your date of joining, you will be issued a formal Appointment Letter.
3. You shall be based in **Trichy** but will serve the company or any of its subsidiaries or associated companies in any location within or outside of India.
4. As an employee of the company, you will receive an annual CTC (Cost to the Company) as mentioned in Annexure.
5. In case you decide to leave the services of the organization, you will be required to give **30** days notice. The organization in its sole discretion can decide to waive off/ reduce the notice period depending upon the exigencies. In such case, you would be required to pay the organization the gross salary for the notice period so reduced/ waived off.
6. You agree that, during the term of this Agreement or any extensions and for a period of two (2) years thereafter, you will keep confidential any information which you obtains from the Company or any of said entities' subsidiaries, sister corporations or concerns, now or hereafter existing or created, concerning their client data properties, assets, content of this letter of intent, particular or detail of products, developing process, technical knowhow, administrative or organizational matters, proprietary assets, source codes, copyrights, business methods, and trade secrets.



Corporate Office : B-8, Sector - 132, Noida - 201301, Tel.: 0120 - 3082000, Fax : 0120-3082095 EMAIL :
webmaster@naukri.com URI : <http://www.infoedge.in> CIN No.: I.74899DI.1995PLC068021

Regd. Office : Ground Floor, 12A, 94, Meghdoot, Nehru Place, New Delhi-110019



7. Upon termination of employment, all company documents, information and property, business cards, office keys must be returned to the office prior to leaving.
8. Mode of Work- Depending on your business requirement and your job role, your work mode can be any one of these - Hybrid, Work From Home or Complete Work From Office. Hybrid mode of work at Infoedge means, you are required to be operational from the city of your work location and should report to office on business predefined 2/3 days a week. You may get in touch with your manager/recruiter regarding confirmation on the same. Irrespective of your work mode you shall adhere to the company wide guidelines to ensure business continuity.

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

Yours sincerely,

I accept the terms and conditions of this letter.

Sharmeen Khalid
Chief Human Resources Officer
Info Edge India Ltd



Corporate Office : B-8, Sector - 132, Noida - 201301, Tel.: 0120 - 3082000, Fax : 0120-3082095 EMAIL :
webmaster@naukri.com URL : <http://www.infoedge.in> CIN No.: I.74899DE.1995PLC068021

Regd. Office : Ground Floor, 12A, 94, Meghdoot, Nehru Place, New Delhi-110019



ANNEXURE

| | | | |
|--|-------------------|---|--|
| Name : V. Subramanian Subramanian Venkatesh | | Designation : Senior Executive Corporate Sales | |
| Location : Trichy | | Band : B1-C | |
| Entitlement | Per Month₹ | Per Annum₹ | |
| Basic Salary | 15,018.00 | 180,216.00 | |
| House Rent Allowance (HRA) | 7,509.00 | 90,108.00 | |
| Special Allowance | 6,789.00 | 81,468.00 | |
| Statutory Bonus | 2257.00 | 27084.00 | |
| Sub Total 1 | 31,573.00 | 378,876.00 | |
| Company's Contribution to PF | 1,800.00 | 21,600.00 | |
| Sub Total 2 | 33,373.00 | 400,476.00 | |
| Annual Entitlement | | | |
| Group Mediciam Insurance ** | | 14,520.00 | |
| Gratuity (Estimated) *** | | 8,668.00 | |
| Sub Total 3 | | 23,188.00 | |
| Gross Annual Fixed (Grand Total) | | 423,664.00 | |
| Annual Variable Pay^ | | 135000 | |
| Total Cost to Company ^^^ (at 100% payout) | | 558,664.00 | |

^^^Total Cost to Company :

Total Cost to Company is a total of Gross Annual Fixed and Annual Variable Pay/Annual Management Bonus/ Annual Tech Bonus at 100% payout as per the figure mentioned above .

****Group Mediciam Insurance :**

You will be entitled to Medical & Accidental Insurance as per the company policy. As per the policy, you are mandatorily covered under the base plan. The annual premium for the base plan is a part of your overall CTC. Apart from the base plan, organization offers multiple flex plans which can be opted basis your requirement. The additional premium for the same is adjusted as a onetime payment from your payroll. Our Mediciam policy gets renewed effective 1st April every year & the revision of premium is subject to renewal terms & conditions.

*****Gratuity :**

You are entitled to retiral benefit of gratuity as per provisions of "Payment of Gratuity Act 1972" The amount indicated is equivalent to 15 days Basic Salary on a base of 26 days in a month, for every completed year as part thereof in excess of Six months. The payment shall be contingent upon continuous Service of 5 years with the company. As per the act, the gratuity payable at the end of service shall not exceed twenty lakh rupees.

Due to change in minimum wages according to "The Minimum Wage Act 1948", there can be a change in the salary components in the Appointment Letter due to salary restructure. There will be zero impact on Total CTC shared in the offer letter.



Corporate Office : B-8, Sector - 132, Noida - 201301, Tel.: 0120 - 3082000, Fax : 0120-3082095 EMAIL : webmaster@naukri.com URL : http://www.infoedge.in CIN No.: I.74899DL1995PLC068021

Regd. Office : Ground Floor, 12A, 94, Meghdoot, Nehru Place, New Delhi-110019



Following statutory deduction will be made from your monthly salary (apart from PF Deduction) to comply with different State & Central Acts :

- Income Tax will be deducted as per slabs specified in IT Act.
- Professional Tax and Labour welfare fund (LWF) will be deducted from your monthly salary if it's applicable in the state in which you are working.
- ESI will be deducted, if your gross salary does not exceed the limit specified in ESI Act for ESI Coverage.

^Annual Variable Pay:

The indicative range of Annual Performance Incentive at your band is Rs. 0/- to Rs. **135000** /-. Please note:

- This amount will be paid on pro-rata basis on the target achievement.
- This is not a guaranteed component of your compensation and that actual pay out shall be calculated based on parameters as fixed for measuring Individual, Department and Company performance.
- The incentive plan will be revised from time to time.

Shameer Mehra



Corporate Office : B-8, Sector - 132, Noida - 201301, Tel.: 0120 - 3082000, Fax : 0120-3082095 EMAIL :
webmaster@naukri.com URI : <http://www.infoedge.in> CIN No.: I.74899DI.1995PL.C068021

Regd. Office : Ground Floor, 12A, 94, Meghdoot, Nehru Place, New Delhi-110019

OFFER LETTER

OL No: LD25-543
2025

Date : 21 January

Dear Amala Dharshini A,

We are thrilled to extend an offer for you to join **Launched** as an Business Development Executive. Our hiring team was thoroughly impressed during the interview process, and we are confident that you will be a great asset to our team.

We eagerly anticipate your contributions and are excited to welcome you to our organization. Below are the key details regarding your employment with **Launched**:

- **Date of Joining:** 15 May 2025
- **OJT Start Date:** 25-May-2025
- **OJT End Date:** 24 November 2025

Training Location: Bangalore

Stipend: INR 20000 per month

Incentives: INR 12000

Target: INR 300000 per month

Pre-Placement Offer: 6+3 LPA LPA (Upon successful completion of training)

I acknowledge the terms and conditions outlined and accept this offer as described. I will join on 15 May 2025.

SIGNATURE: _____ **DATE:** _____ (Candidate's Signature)



This is a system-generated offer letter and does not require a signature.

Training Policy

- By accepting this offer, you confirm your readiness to fulfill the assigned duties with professionalism and adherence to company standards.
- Acceptance of this offer indicates your commitment to work a 9-hour shift from 11 am to 8 pm (including breaks), with one weekly day off (on a weekday).
- During the training period, you will be eligible for benefits available to trainees.
- Should you choose to discontinue the training program for personal reasons, please follow the company's resignation procedures, which require a 1-month notice period. If unable to serve the notice, you will need to compensate for 1 month's stipend, and you will be released from your responsibilities.
- All personal and work-related information shared with **Launched** will be kept confidential. You are expected to refrain from using or sharing this information for personal purposes or with third parties.
- Upon termination or conclusion of your employment, all company property, including documents and electronically stored data, must be returned immediately.
- You must comply with **Launched's** policies and practices, contributing to the mutual development of both you and the company.
- Successful completion of the training period may lead to attractive pre-placement offers from **Launched**.
- The stipend cycle will begin alongside your OJT period.

Please indicate your acceptance of this offer by signing below:

We at **Launched** are excited to have you on board and look forward to a fruitful working relationship.

SIGNATURE: _____ **DATE:** _____ (Candidate's Signature)



This is a system-generated offer letter and does not require a signature.

ANNEXURE

As part of your onboarding process, please bring the following documents with you on your first day:

- A colored copy of the Offer Letter.
- SSLC (X Std) Marks Card & 12th Marks Card.
- Degree/Diploma/Highest qualification certificate along with marks card (if applicable).
- Two passport-sized photographs.
- Scanned copies of PAN Card, Voter ID, and Driving License.
- Bank account details: Bank Name, Your Name as per Bank records, Account Number, and IFSC Code.

Please ensure to bring the original documents for verification, such as education certificates/mark sheets (10th or 12th) or a government-issued ID (PAN Card/Driving License).

SIGNATURE: _____ **DATE:** _____ (Candidate's Signature)



This is a system-generated offer letter and does not require a signature.



OFFER LETTER

OL No: LD25-545
2025

Date : 21 January

Dear Leveil Rahul J,

We are thrilled to extend an offer for you to join **Launched** as an Business Development Executive. Our hiring team was thoroughly impressed during the interview process, and we are confident that you will be a great asset to our team.

We eagerly anticipate your contributions and are excited to welcome you to our organization. Below are the key details regarding your employment with **Launched**:

- **Date of Joining:** 15 May 2025
- **OJT Start Date:** 25-May-2025
- **OJT End Date:** 24 November 2025

Training Location: Bangalore

Stipend: INR 20000 per month

Incentives: INR 12000

Target: INR 300000 per month

Pre-Placement Offer: 6+3 LPA LPA (Upon successful completion of training)

I acknowledge the terms and conditions outlined and accept this offer as described. I will join on 15 May 2025.

SIGNATURE: _____ **DATE:** _____ (Candidate's Signature)



This is a system-generated offer letter and does not require a signature.

Training Policy

- By accepting this offer, you confirm your readiness to fulfill the assigned duties with professionalism and adherence to company standards.
 - Acceptance of this offer indicates your commitment to work a 9-hour shift from 11 am to 8 pm (including breaks), with one weekly day off (on a weekday).
 - During the training period, you will be eligible for benefits available to trainees.
 - Should you choose to discontinue the training program for personal reasons, please follow the company's resignation procedures, which require a 1-month notice period. If unable to serve the notice, you will need to compensate for 1 month's stipend, and you will be released from your responsibilities.
 - All personal and work-related information shared with **Launched** will be kept confidential. You are expected to refrain from using or sharing this information for personal purposes or with third parties.
 - Upon termination or conclusion of your employment, all company property, including documents and electronically stored data, must be returned immediately.
 - You must comply with **Launched's** policies and practices, contributing to the mutual development of both you and the company.
 - Successful completion of the training period may lead to attractive pre-placement offers from **Launched**.
 - The stipend cycle will begin alongside your OJT period.
-

Please indicate your acceptance of this offer by signing below:

We at **Launched** are excited to have you on board and look forward to a fruitful working relationship.

SIGNATURE: _____ **DATE:** _____ (Candidate's Signature)



This is a system-generated offer letter and does not require a signature.

ANNEXURE

As part of your onboarding process, please bring the following documents with you on your first day:

- A colored copy of the Offer Letter.
- SSLC (X Std) Marks Card & 12th Marks Card.
- Degree/Diploma/Highest qualification certificate along with marks card (if applicable).
- Two passport-sized photographs.
- Scanned copies of PAN Card, Voter ID, and Driving License.
- Bank account details: Bank Name, Your Name as per Bank records, Account Number, and IFSC Code.

Please ensure to bring the original documents for verification, such as education certificates/mark sheets (10th or 12th) or a government-issued ID (PAN Card/Driving License).

SIGNATURE: _____ **DATE:** _____ (Candidate's Signature)



This is a system-generated offer letter and does not require a signature.



OFFER LETTER

CSPL\Int.HR\HR -20250320-003

20-Mar-2025

Mr. Sivamani P (CSPLI0119),
Plot No: 123, 1323e, Bharathi Nagar 4th Street, KTC Nagar,
Tirunelveli, Tamilnadu, India 627011

Dear Sivamani P,

We are delighted to appoint you in our organization as Intern, operating out of Chennai from 20-Mar-2025 for a period of three months. Your performance will be reviewed during this period, and you may be offered full time employment.

You will be paid a fixed stipend of INR 15,000/ month (Rupees Fifteen thousand) during internship period.

The internship period may be subject to change based on your performance and business needs.

On confirmation as a Full-time employee Your Total Remuneration (TR) per annum is INR 3,00,000/ (Rupees Three Lakhs) which will be subject to the statutory deductions and will be signing the Employment and Confidentiality Agreement.

The details of this offer letter should be kept confidential and should not be disclosed to any third party.

Please return the signed duplicate copy of this letter on all sheets at the bottom on the right corner to the undersigned as a token of acceptance and acknowledgement.

We welcome you and look forward to a mutually rewarding association.

NB: Refer our email communication 'Offer letter - Carisma Solutions' and your acceptance.

Thanking you,
Yours sincerely,


Badri Narayan
Authorized Signatory




Muthuswamy S R
Authorized Signatory



Carisma Solutions Private Limited

Registered office: 4th Floor, Buhari Towers, No. 4 Moores Road, Thousand Lights, Chennai - 600 006 India

+91 44 2826 0205 | www.carisma-solutions.com.au

CIN: U72400TN2006PTC058804 | GSTIN: 33AACCC7623G1ZY

OL No: AM18524
22-December-2024

Date :

Dear **A. Regish**,

Our hiring team was excited to get to know you during the interview call. It is our pleasure to offer you a position as a **Business Development Associate**. You will be reporting to the office on **07-April-2025**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

Below are the details of your employment with ACADEMOR:

Date of Joining : 07-April-2025

Training Period : **07-April-2025 to 16-April-2025 - (Unpaid)**

On the Job Training Start Date: **17-April-2025**

On the Job Training End Date: **16-October-2025**

Location of Training: Bangalore

Stipend: INR **18000** Per Month and Incentives : INR **12000**

Target: **240000** INR per month.

You will be eligible for a pre-placement offer of **6 to 8 LPA** after the completion of the **on-the-job training period**, subject to your performance throughout its duration.

I have read and understood the terms and conditions, and accepted this offer as set forth above with ACADEMOR, and I will report on **07-April-2025**.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____



Training Policy

- Acceptance of this offer indicates that you agree to perform the given responsibilities with due care and diligence, and in compliance with management norms.
- Your acceptance of this offer also demonstrates your enthusiasm to work a 9-hour shift from 11 AM to 8 PM (including breaks). You will be entitled to one day off per week. Depending on circumstances, we may ask you to stay a little longer after your scheduled logout time.
- If you wish to discontinue the training for personal reasons, you must follow the company's resignation procedures.
- The resignation procedure includes a one-month notice period. If you are unable to serve this notice period, you will be required to pay compensation equal to one month's stipend, and you can then be relieved from the company.
- All your information will be kept safe and confidential by Academor. Similarly, all information acquired during the course of your employment shall remain confidential, and you shall refrain from using it for personal purposes or disclosing it to any third party.
- Upon the conclusion of your employment, you will immediately return all company property, equipment, and documents, including electronically stored information.
- You will need to cooperate with and follow all policies and practices of Academor for both your development and that of Academor.
- Upon successful completion of the training tenure, you will be eligible for exciting pre-placement offers from Academor.
- The stipend cycle will begin concurrently with your On-the-Job Training (OJT).

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____



ANNEXURE

| Sl. No | Particulars |
|--------|---|
| 1. | Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none">• 10th standard or equivalent examination.• 12th standard or equivalent• Graduation• Post-graduation / Doctorate Other relevant educational or skill certifications |
| 2. | One original certificate (10th/12th or Degree Consolidated) for employment documentation |
| 3. | COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS. |
| 4. | PAN Card, Voter ID or Driving Licence Scanned Copy. |
| 5. | Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code. |
| 6. | Mandatory fully covid vaccinated report |

Please bring one original document, either an educational certificate/mark sheet (10th or 12th) or a government-issued ID card (Driving License/PAN Card), for verification.

SIGNATURE: _____

DATE: _____

(Candidate's Signature)



EMPLOYMENT OFFER LETTER

Date: 22.2.2025

Ramalaxmii M
18th, North Utchini Mahali Amman Kovil Street
Palayamkottai, Tirunelveli - 627 002

Dear Ramalaxmii M,

I am pleased to confirm our provisional offer of employment to you for a HR and Operations Executive regular full-time position with NIZCARE PRIVATE LIMITED, effective from 5th March 2025. As discussed, this offer is conditional upon completion of satisfactory references that could include, but is not necessarily limited to, a review of past employment and education records.

The details of our offer, including the terms and conditions of your employment, are attached as Schedule A.

Please take the time to carefully review our offer. This letter, along with the enclosed schedules, outlines the obligations of both Company and yourself with respect to your employment conditions, and is governed by the laws of India. It details the terms and conditions of your employment with Company and will form our agreed upon employment contract with you once signed.

Accepting employment will be conditional upon agreeing to and signing the attached copy of this letter and the attached Schedule(s), initialling each page in the right-hand corner, and returning it to the Human Resource team of Company upon your earliest convenience, but prior to your first day of employment.

Ramalaxmii M, we look forward to welcoming you to the NIZCARE PRIVATE LIMITED team and wish you a successful and rewarding career with us.

Sincerely,



Signing Authority

Name: Dr. Arham

Designation: Chief Operating Officer

I, Ramalaxmii M acknowledge that I have read, understood and accept this offer and the terms and conditions contained in the attached Schedule(s), and agree to be bound by the terms and conditions of employment as outlined therein.

Signature

Date

SCHEDULE A**M/s NIZCARE PRIVATE LIMITED****Terms and Conditions of Employment**

The following outlines the terms and conditions of employment with NIZCARE PRIVATE LIMITED. The Company reserves the right to change these terms and conditions as necessary, with due notice.

Designation

HR and Operations Executive

Your designation is to support our organization's human resources and operational functions. The successful candidate will be responsible for providing administrative support, coordinating HR initiatives, and ensuring seamless day-to-day operations.

Initial Reporting to Mr. Bipin Singh, Chief Business Officer**Responsibilities**

Your primary duties will include but not limited to Recruitment, employee onboarding, HR Record – Keeping, Employee Engagement and policy Administration. A copy of your position description is attached as Schedule “B.”

While employed by the Company, you agree to work on a full-time basis exclusively for the Company and agree that you shall not, while you are employed by the Company, be employed or engaged in any capacity, in promoting, undertaking or carrying on any other business that competes with the Company or interferes or could reasonably interfere with your duties to the Company without our prior written permission.

Compensation

Amount (Rs.1,80,000/-) Per Annum CTC.

Your compensation package includes with food and accommodation sponsored by Nizcare at our Trichy Premises:

Rs. 7500 monthly training fee (5th March 2025 till reporting to Trichy)

Rs. 15000 monthly salary will be given once reported to Trichy

Your salary would be subject to all statutory deductions and Taxes as applicable and consistent with the Statutory laws and Indian Tax regulations. You will be responsible for your Tax liabilities under all applicable Tax Laws and Regulations.

Status***Full-time / Permanent***

You will be required to report at our Trichy **Corporate Office** located at **Nizcare Private Limited, M.A.M Nagar, Siruganur, Trichy, Tamilnadu-621105**. Further, your services are transferable to any place in the country or abroad or to any of the associates/sister concerns or its subsidiary, whether existing or acquired later on, at the sole discretion of the management.

Payroll Schedule

Your salary will be paid to you on a **monthly** basis, less required deductions, through direct deposit to your bank account provided by you to the Company.

Abandonment

Absence from work for a continuous period of three (03) days (*including absence upon leave though applied, but not granted*) or overstayed for a period of three (03) days after expiry of sanction leave, shall make you lose your lien on the job and your services shall be automatically come to an end without any notice or intimation.

Probationary Period

To assess your fit within the Company, the first six (06) months of your employment will constitute a probationary period. At any time during this probationary period, Company may terminate your employment without cause and without advance notice. If this occurs, we would have no further obligation to you, financial or otherwise.

Policies and Standards

Company has established a variety of policies and standards that ensure a safe, enjoyable working environment. During the period of your employment with us, you agree to be bound by these policies and standards, and any future policies and standards that are reasonably introduced by the Company. It is agreed that the introduction and administration of these policies is within the sole discretion of Company and that these policies do form a part of this Agreement. It is agreed that if Company introduces, amends or deletes employment-related policies as conditions warrant that such introduction, deletion or amendment does not constitute a breach of this Agreement.

Assets and Properties

Company may provide you company or company's client owned assets as a part of the services and requirement; you shall be responsible for the care and maintenance of the equipment. You shall have right to use the Company assets only for Company purpose till the last day of your employment at the Company,



upon return of the Assets to the HR department of the Company, full & final settlement shall be settled and paid. In case that the equipment is, damaged, lost, stolen, while outside the office premises, you shall be responsible for its cost for its replacement.

Confidentiality and Intellectual Property

Our offer of employment is conditional upon you agreeing to and abiding by the “*Non-Disclosure and Proprietary Information Agreement.*” Attached *Schedule C.*

Non – Solicitation

You hereby agree that, while you are employed by Company and for three (03) years following the termination of your employment with Company, you will not (i) recruit, attempt to recruit or directly or indirectly participate in the recruitment of, any Company employee or (ii) directly or indirectly solicit, attempt to solicit, canvass or interfere with any customer or supplier of Company in a manner that conflicts with or interferes in the business of Company as conducted with such customer or supplier. This clause forbids an ex-employee from interacting with or soliciting the clients or customers of his previous employer regardless of which party has given the proposition.

Representation

You hereby represent and warrant to Company that you are not party to any written or oral agreement with any third party that would restrict your ability to enter into this Agreement or the Confidentiality and Proprietary Information Agreement or to perform your obligations hereunder and that you will not, by joining Company, breach any non-disclosure, proprietary rights, non-competition, non-solicitation or other covenant in favor of any third party.

Changes to Duties and/or Compensation

If your duties or compensation should change during the course of your employment with Company, the validity of this agreement will not be affected. In addition, if one or more of the provisions in our agreement are deemed void by law, then the remaining provisions will continue in full force and effect.

Resignation

You are free to resign your employment with Company at any time subject to prior written notice period of three (03) *Months* written notice to enable us transition your work.

Termination

Termination by Company:



The Company may, at any time and without notice, terminate you for "cause". Termination by the Company of the Employee for "cause" shall include but not be limited to termination based on any of the following grounds: (a) failure to perform the duties of the Employee's position in a satisfactory manner; (b) fraud, misappropriation, embezzlement or acts of similar dishonesty; (c) conviction of a felony involving moral turpitude; (d) illegal use of drugs or excessive use of alcohol in the workplace; (e) intentional and wilful misconduct that may subject the Company to criminal or civil liability; (f) breach of the Employee's duty of loyalty, including the diversion or usurpation of corporate opportunities properly belonging to the Company; (g) wilful disregard of Company policies and procedures; (h) breach of any of the material terms of this Agreement; and (i) insubordination or deliberate refusal to follow the instructions of the Company.

Termination by the Company Without Cause:

Company may terminate your employment at any time during this agreement by giving 30days notice ("Notice Period"). During the notice period, you must fulfil all assigned duties and responsibilities set forth above and use Failure of Employee to comply with this requirement may result in Termination for Cause described above.

Termination by Employee:

You may terminate his employment at any time during the course of this agreement by giving 60days notice period in writing to the Company. During the notice period, you must fulfil all your duties and responsibilities set forth above and use his best efforts to train and support his replacement, if any. Failure to comply with this requirement may result in withhold of your salary and full and final settlement at Companies sole discretion.

During the Probationary period and or after the end of your probationary period, Company may terminate your employment without cause at any time by providing you with the minimum notice or pay in lieu of such notice (from date of notice till last day of working) and no additional payment shall be liable by the Company.

Immediately upon termination of this Agreement, you shall return all the Assets & Property (papers, documents, software, hardware, Laptop etc.,) belonging to the Company in the possession of you during employment with the Company. Employee is liable to any repercussions for using any outside systems to perform the job.

Governing Law and Jurisdiction and Dispute Resolution

This Agreement shall in all respects be governed and interpreted by, and construed in accordance with the laws of India, and shall be subject to the exclusive jurisdiction of the courts in Chennai.

In the event of any dispute arising howsoever in connection with the interpretation or implementation of this Agreement, the Parties shall attempt to resolve such dispute amicably failing which the dispute shall be referred to arbitration by a single arbitrator mutually appointed by the Parties. The arbitration shall be

governed by the Arbitration and Conciliation Act, 1996. The award by the arbitrator shall be final and binding on the Parties.

Kindly note that any action of yours, contrary to any of the above-mentioned clauses shall render you liable to termination with immediate effect, notwithstanding any other terms and conditions of your appointment.

Yours sincerely,

For **NIZCARE PRIVATE LIMITED**



Signing Authority

Name: Dr. Arham

Designation: Chief Operating Officer

SCHEDULE B**Job Description**

Key Responsibilities but not limited to:

1. Manage recruitment, employee relations, benefits, training, and development, while ensuring compliance with HR policies and procedures.
2. Develop and implement operational processes and procedures to drive efficiency and scalability.
3. Create and maintain employee handbooks, policies, and procedures.
4. Provide operational support, including managing office administration, coordinating travel arrangements, and maintaining records and databases.
5. Collaborate with cross-functional teams to drive business growth, employee engagement, and operational efficiency.
6. Analyze HR and operational metrics to inform business decisions and drive continuous improvement.
7. Maintain confidentiality and handle sensitive information with discretion.
8. Develop and implement employee engagement initiatives to boost morale and motivation.
9. Coordinate company events, seminars, and workshops to promote team building and professional development.
10. Manage vendor relationships and contracts, including IT, facilities, and other operational vendors.
11. Develop and maintain operational reports, dashboards, and analytics.
12. Develop and maintain the company's intranet and internal communication channels.
13. Conduct market research and competitor analysis to inform operational strategies.
14. Ensure compliance with health tech regulations, including data privacy and security.
15. Develop and implement processes for managing electronic health records (EHRs) and other sensitive health data.
16. Collaborate with the development team to ensure operational processes are integrated with health tech platforms.

Annexure I - Employment Details

Tentative Start Date: 05.03.2025 (Date of Joining)

Role: HR and Operations Executive

Salary:(Rs. *Rs.1,80,000/-*) - per Annum

Employment Location: Nizcare Private Limited, M.A.M College of engineering, Siruganur, Trichy, Tamilnadu-621105

Office: Nizcare Private Limited

Working Days and Hours: Monday to Saturday 9am to 6pm

Holidays: Public holiday will be provided as per state rules, and list and holidays shall be informed by HR team on the date of Joining.

Reporting Manager: Chief Business Officer, Mr. Bipin Singh

Non – Disclosure & Proprietary Information Agreement

SCHEDULE C

Employee Covenants

In consideration of employment as an employee or engagement as an independent contractor with **NIZCARE PRIVATE LIMITED** (the “**Company**”), the undersigned (the “**Employee**”) agrees and covenants as follows:

1. **General Acknowledgments:** The Company possesses, or may in the future possess, certain valuable trade secrets, proprietary data and confidential information that has been created, discovered or developed by, or has otherwise become known to, the Company (including, without limitation, information created, discovered, developed by or made known to the Employee in the course of his or her employment by the Company), or in which the Company has proprietary rights (whether by license, assignment or otherwise). All such information, whether known on the date hereof or become known hereafter, is collectively referred to as “**Confidential Information**”, which term shall include, without limitation, trade secrets, unpublished patent / trademark / design applications, processes, formulae, data, know-how, discoveries, developments, designs, improvements, inventions, techniques, laboratory notebooks, marketing, research and development, clinical and business development plans, regulatory filings and correspondence, strategies, forecasts, new products, software, software documentation, unpublished financial statements, budgets, projections, contract terms, licenses, prices, costs and customer and supplier lists; provided, however, that “**Confidential Information**” shall not include information (i) in the public domain by publication through no fault of the Employee or (ii) lawfully received by the Employee from a third party who was under no obligation of confidentiality with respect thereto. In view of the foregoing, the Employee acknowledges that it is reasonable and necessary for the protection of the goodwill and Confidential Information of the Company that he/she undertake the obligations contained in this Agreement regarding his/her conduct during and subsequent to his/her employment by the Company.
2. **Non - Disclosure / Non-Use:** The Employee acknowledges and agrees that all Confidential Information and rights relating thereto shall be and remain the sole and exclusive property of the Company. The Employee, while in the employ of the Company and at all times, thereafter, will not, without the express prior written consent of the Company, directly or indirectly, communicate or divulge to, or use for the benefit of himself/herself or of any person, firm, partnership, entity or corporation, or permit others to use or disclose, any of the Confidential Information. The Employee shall not use Confidential Information in any way or in any capacity other than as an employee of the Company to further the interests of the Company. Notwithstanding the foregoing, the Employee may disclose or use such Confidential Information only to the extent that disclosure or use thereof



is required (1) in the course of his/her employment with the Company and consistent with the promotion of its best interests, or (2) by a court or other governmental agency of competent jurisdiction, provided the Employee promptly notifies the Company and cooperates fully with the Company in obtaining any available protective order or the equivalent thereof prior to the disclosure of such information; provided, further that any Confidential Information shall continue to be subject to this Agreement for other purposes to the extent it is subject to a protective order or the equivalent. The Employee agrees that any property situated on the Employer's premises, including memory sticks and other storage media, filing cabinets or other work areas, is subject to inspection by Company personnel at any time with or without notice. At any time upon request of the Company, and in any event promptly upon termination of his/her employment with the Company, the Employee shall transfer and deliver all documents and other materials relating to the Employee's work for the Company, without retaining any copies, notes or excerpts thereof, in any medium or form. The Employee will destroy any related computer entries on equipment or media not owned by the Company. The Company shall be under no obligation to pay to the Employee any sums of money then due to the Employee from the Company or becoming due thereafter until the Employee has complied with the provisions of this Paragraph 2.

- 3. Ownership of Inventions and Intellectual Property Rights:** The Employee agrees that all activities in which he/she is or will be engaged by the Company during the course of his or her employment with the Company are being conducted for the benefit of the Company. Any and all inventions, designs, creations, conceptions, discoveries, processes, compounds, applications, devices, formulae, and improvements or refinements of current or future Company products or services, whether or not patentable or copyrightable, that the Employee may solely or jointly conceive, discover, make or reduce to practice during the period of his or her employment with the Company or after termination of his or her employment with the Company (*whether or not conceived, discovered, made or reduced to practice by the Employee at the Company's facilities or during regular business hours or utilizing resources of the Company*), and which relate in any way to or arise out of the Company's actual and/or anticipated scientific, development or business activities or products, including planned or proposed activities or products (collectively hereinafter referred to as "**Inventions**"), and the benefits and/or rights resulting thereof, shall be or shall immediately become the sole and exclusive property of the Company. The Employee shall promptly and fully disclose to the Company each such Invention and shall communicate to the Company, without cost or delay, all available information and data with respect thereto to the Company. The Employee further agrees that all original works of authorship, including, but not limited to, any and all reports, protocols, publications, software, systems and writing or compilations of data of every kind and description prepared or devised by the Employee or under his discretion while employed by the Company, and which relate to or arise out of the actual and/or anticipated scientific, development or business activities or products of the Company (collectively hereinafter referred to as "**Works**") shall be the sole and exclusive property of the Company. The Employee acknowledges that all such Works that may be protectable by copyright constitute "**works made for hire**" as that term is defined in the Indian Copyright Act, 1957. The Employee hereby irrevocably assigns any and all rights, title and interest the Employee may have or acquire in such Inventions and/or Works, and benefits and/or rights resulting therefrom, solely and exclusively to the Company. The undersigned acknowledges that the assignment of his/her rights, title and interest in and to any and all such Inventions and/or Works, and benefits and/or rights resulting therefrom, is deemed effective upon conception of such Inventions and/or Works. Notwithstanding the foregoing, the Employee agrees



to execute such instruments of transfer, assignment, conveyance or confirmation and such other documents as the Company may request to evidence, confirm or perfect the assignment of all of the Employee's right, title and interest in and to any Inventions and/or Works.

4. **Securing, Protecting and Enforcing Intellectual Property:** The Employee, without further consideration and upon request by the Company, agrees to cooperate and assist the Company, or its designee, at the Company's expense, in every reasonable way to secure, protect and enforce the Company's rights in the Inventions and/or Works and any copyrights, patents, trademarks, trade secrets, mask work rights or other intellectual property rights in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto and the execution of any and all applications, specifications, oaths, assignments and all other instruments and/or documents that the Company may deem necessary in order to secure, protect and enforce such rights. In the event the Company is unable, after reasonable effort, to secure the Employee's signature on any assignments, letters patent, copyright or other analogous protection relating to an Invention and/or Work, for whatever reason, the Employee hereby irrevocably designates and appoints the Company, and its duly authorized officers and agents, as the Employee's agent and attorney-in-fact, to act for and in his/her behalf and stead to execute and file any such instruments and/or documents and to do all other lawfully permitted acts to further the ownership, prosecution and issuance of letters patent, copyright or other analogous protection thereon with the same legal force and effect as if executed by the Employee. This power of attorney is coupled with an interest on the part of the Company and is irrevocable.
5. **Absence of Restrictions Upon Disclosure and Competition:** The Employee represents and warrants that: (i) his/her performance of all of the terms of this Agreement and as an employee of the Company does not and will not breach any agreement to (A) keep in confidence proprietary information or trade secrets acquired by him/her in confidence or in trust prior to his/her employment by the Company, or (B) refrain from competing, directly or indirectly, with the business of any previous employer or other party; (ii) the Employee has returned all documents and materials belonging to any of his/her former employers; (iii) the Employee will not disclose to the Company or induce any of the Company's employees to use proprietary information or trade secrets of any of his/her former employers; and (iv) the Employee has not entered into, and hereby agrees that he/she will not enter into, any agreement either written or oral in conflict herewith.
6. **Pre-Existing Employee Materials:** The Company acknowledges that the Employee has or may have ownership rights in inventions, patents, patent applications, discoveries, processes, compounds, applications, devices, and formulae, works of authorship, including, but not limited to, any and all reports, protocols, publications, software, systems and writing or compilations of data of every kind and description prepared or devised by him or her prior to his or her employment with the Company (hereinafter collectively referred to as "**Pre-Existing Employee Materials**") and that such Pre-Existing Employee Materials are or may be embodied in various documents, publications or digital form. The Employee represents and warrants that he/she has identified in writing and attached as **Exhibit A** to this Agreement any and all Pre-Existing Employee Materials in which the Employee claims, and intends to retain, ownership rights (hereinafter "**Employee-Owned Materials**"). To the extent that the Employee, in the course of his or her employment, or anyone



working at the Employee's direction, directly or indirectly incorporates any and/or all Employee-Owned Materials in any creation of the Company, the Employee hereby grants to the Company, and the Company shall have, a non-exclusive, royalty-free, irrevocable, perpetual, sub-licensable, worldwide license to make, have made, import, use and sell such incorporated Employee-Owned Materials as part of or in connection with such Company creations. In addition, the Employee agrees that, in the event that the Employee intends to sell or license any such incorporated Employee-Owned Materials, the Employee will give the Company sixty (60) days prior notice of the proposed transfer of rights in such incorporated Employee-Owned Materials, including in the notice reasonable specificity as to the substance of Employee-Owned Materials to be transferred, together with evidence reasonably satisfactory to the Company that only Employee-Owned Materials are included in the proposed transfer.

7. **Confidential Information of Third Parties:** The Employee acknowledges that the Company has received and in the future will receive from third parties their confidential or proprietary information subject to a duty on the Company's part to maintain the confidentiality of such information and, in some cases, to use it only for certain limited purposes. The Employee agrees that he/she owes the Company and such third parties, while in the employ of the Company and at all times thereafter, a duty to hold all such third-party confidential or proprietary information in the strictest confidence and not to disclose it to any person, firm or corporation (except in a manner that is consistent with the Company's agreement with the third party) or use it for the benefit of anyone other than the Company or such third party (consistent with the Company's agreement with the third party), unless expressly authorized in writing to act otherwise by an officer of the Company.
8. **Non-Solicitation:** The Employee agrees that, while in the employ of the Company and for a period of three (03) years following the end of his/her employment with the Company, the Employee will not, without the express prior written consent of the Company, either directly or indirectly, for himself/herself or through, on behalf of or in conjunction with any other person, persons, partnership or corporation: (i) divert or attempt to divert any business or any customer of the Company to any competitor by direct or indirect inducements or otherwise; or (ii) employ or seek to employ or engage as an independent contractor any person who is at that time employed by the Company, or otherwise to induce such person to leave his or her employment thereafter. This particular covenant prevents an ex-employee from dealing or soliciting the clients or customers of his/her former employee; regardless of which party has given the proposition. It also prevents the employee from soliciting his/her colleagues to quit the job for example trying to recruit them away from the organization.
9. **Miscellaneous:**
 - 9.1 **Certain Remedies:** The parties agree that any breach of this Agreement by the Employee would cause substantial and irreparable harm to the Company for which the Company would have no adequate remedy at law and for which an award of monetary damages would be wholly inadequate. In the event of any such breach or threatened breach, the Company shall have the right to an injunction, specific performance or other equitable relief, in addition to any other



legal rights or remedies which it may have available, and the Employee shall be responsible for the Company's costs and expenses, including, without limitation, reasonable attorneys' fees and court costs, incurred in enforcing any of the covenants of this Agreement.

9.2 **Notification:** The Employee hereby consents to the Company's notification, during and at any time after the termination or expiration of Employee's employment with the Company, of any employer or other third party of the Company's rights and his/her obligations under this Agreement.

9.3 **Severability:** Each provision of this Agreement shall be treated as a separate and independent clause, and the unenforceability of any one clause shall in no way impair the enforceability of any of the other clauses herein.

9.4 **Survival, Assignment and Benefit:** This Agreement may not be assigned by Employee. The terms of this Agreement shall survive the termination of the Employee's employment by the Company and shall inure to the benefit of and be binding upon the parties hereto and their respective successors, heirs and assigns. The Employee expressly consents to be bound by the provisions of this Agreement for the benefit of the Company or any subsidiary or affiliate thereof to whose employ the Employee may be transferred without the necessity that this Agreement be re-signed at the time of such transfer.

9.5 **Entire Agreement:** The Employee acknowledges receipt of this Agreement and agrees that with respect to the subject matter hereof it contains the entire understanding and agreement with the Company, superseding any previous oral or written communication, representation, understanding or agreement with the Company or any representative thereof.

9.6 **Amendments and Waiver:** This Agreement may not be altered, modified, or waived in whole or in part, except in writing, signed by the Employee and the Company. No failure or delay by either party in exercising any rights, power, or remedy under this Agreement shall operate as a waiver of any such right, power, or remedy. The Employee agrees that any change or changes in his or her duties, salary or compensation after the signing of the Agreement shall not affect the validity or scope of this Agreement.

9.7 **Governing Law and Forum:** This Agreement shall in all respects be governed and controlled by the laws of India without application of its choice of law principles, and all claims and/or

lawsuits in connection with this Agreement must be brought in the Courts of Chennai, and both parties hereby submit to the jurisdiction and venue of mentioned court.

THE EMPLOYEE HEREBY ACKNOWLEDGES THAT HE/SHE HAS READ THE FOREGOING AGREEMENT AND UNDERSTANDS AND AGREES TO EACH AND EVERY PROVISION:

Dated: _____ *Employee Signature:* _____

Agreed to Accepted By

NIZCARE PRIVATE LIMITED

Sincerely,



Signing Authority

Name: Dr. Arham

Designation: Chief Operating Officer

OFFER LETTER

OL No: LD25-544
2025

Date : 21 January

Dear Jerlin Infancia. P,

We are thrilled to extend an offer for you to join **Launched** as an Business Development Executive. Our hiring team was thoroughly impressed during the interview process, and we are confident that you will be a great asset to our team.

We eagerly anticipate your contributions and are excited to welcome you to our organization. Below are the key details regarding your employment with **Launched**:

- **Date of Joining:** 15 May 2025
- **OJT Start Date:** 25-May-2025
- **OJT End Date:** 24 November 2025

Training Location: Bangalore

Stipend: INR 20000 per month

Incentives: INR 12000

Target: INR 300000 per month

Pre-Placement Offer: 6+3 LPA LPA (Upon successful completion of training)

I acknowledge the terms and conditions outlined and accept this offer as described. I will join on 15 May 2025.

SIGNATURE: _____ **DATE:** _____ (Candidate's Signature)



This is a system-generated offer letter and does not require a signature.

Training Policy

- By accepting this offer, you confirm your readiness to fulfill the assigned duties with professionalism and adherence to company standards.
- Acceptance of this offer indicates your commitment to work a 9-hour shift from 11 am to 8 pm (including breaks), with one weekly day off (on a weekday).
- During the training period, you will be eligible for benefits available to trainees.
- Should you choose to discontinue the training program for personal reasons, please follow the company's resignation procedures, which require a 1-month notice period. If unable to serve the notice, you will need to compensate for 1 month's stipend, and you will be released from your responsibilities.
- All personal and work-related information shared with **Launched** will be kept confidential. You are expected to refrain from using or sharing this information for personal purposes or with third parties.
- Upon termination or conclusion of your employment, all company property, including documents and electronically stored data, must be returned immediately.
- You must comply with **Launched's** policies and practices, contributing to the mutual development of both you and the company.
- Successful completion of the training period may lead to attractive pre-placement offers from **Launched**.
- The stipend cycle will begin alongside your OJT period.

Please indicate your acceptance of this offer by signing below:

We at **Launched** are excited to have you on board and look forward to a fruitful working relationship.

SIGNATURE: _____ **DATE:** _____ (Candidate's Signature)



This is a system-generated offer letter and does not require a signature.

ANNEXURE

As part of your onboarding process, please bring the following documents with you on your first day:

- A colored copy of the Offer Letter.
- SSLC (X Std) Marks Card & 12th Marks Card.
- Degree/Diploma/Highest qualification certificate along with marks card (if applicable).
- Two passport-sized photographs.
- Scanned copies of PAN Card, Voter ID, and Driving License.
- Bank account details: Bank Name, Your Name as per Bank records, Account Number, and IFSC Code.

Please ensure to bring the original documents for verification, such as education certificates/mark sheets (10th or 12th) or a government-issued ID (PAN Card/Driving License).

SIGNATURE: _____ **DATE:** _____ (Candidate's Signature)



This is a system-generated offer letter and does not require a signature.



EMPLOYMENT OFFER LETTER

Date: 22.2.2025

Harshitha J,
36/3, 12th Street Balabakiya Nagar,
Tirunelveli Junction

Dear Harshitha J,

I am pleased to confirm our provisional offer of employment to you for a HR and marketing executive for a regular full-time position with NIZCARE PRIVATE LIMITED, effective from March 5th 2025. As discussed, this offer is conditional upon completion of satisfactory references that could include, but is not necessarily limited to, a review of past employment and education records.

The details of our offer, including the terms and conditions of your employment, are attached as Schedule A.

Please take the time to carefully review our offer. This letter, along with the enclosed schedules, outlines the obligations of both Company and yourself with respect to your employment conditions, and is governed by the laws of India. It details the terms and conditions of your employment with Company and will form our agreed upon employment contract with you once signed.

Accepting employment will be conditional upon agreeing to and signing the attached copy of this letter and the attached Schedule(s), initialling each page in the right-hand corner, and returning it to the Human Resource team of Company upon your earliest convenience, but prior to your first day of employment.

Harshitha J, we look forward to welcoming you to the NIZCARE PRIVATE LIMITED team and wish you a successful and rewarding career with us.

Sincerely,



Signing Authority

Name: Dr. Arham

Designation: Chief Operating Officer

I, Harshitha J acknowledge that I have read, understood and accept this offer and the terms and conditions contained in the attached Schedule(s), and agree to be bound by the terms and conditions of employment as outlined therein.

Signature

Date

SCHEDULE A**M/s NIZCARE PRIVATE LIMITED****Terms and Conditions of Employment**

The following outlines the terms and conditions of employment with NIZCARE PRIVATE LIMITED. The Company reserves the right to change these terms and conditions as necessary, with due notice.

Designation

HR and Marketing Executive

Your designation is to support our organization's HR and Marketing Functions. The successful candidate will be responsible for supporting our human resources and marketing functions, ensuring the effective execution of HR initiatives and marketing strategies.

Initial Reporting to Mr. Bipin Singh, Chief Business Officer**Responsibilities**

Your primary duties will include but not limited to Recruitment, Employee Onboarding, HR Record-Keeping, Employee Engagement, Policy Administration, Digital Marketing, Content Creation, Brand Management, Event Planning and Analytics and Reporting. A copy of your position description is attached as Schedule "B."

While employed by the Company, you agree to work on a full-time basis exclusively for the Company and agree that you shall not, while you are employed by the Company, be employed or engaged in any capacity, in promoting, undertaking or carrying on any other business that competes with the Company or interferes or could reasonably interfere with your duties to the Company without our prior written permission.

Compensation*Amount (Rs.240000/-) Per Annum CTC.*

Your compensation package includes with food and accommodation sponsored by Nizcare at our Trichy Premises:

- Training Period (March 5th, 2025 - Trichy reporting date): ₹7,500/month
- Probationary Period (6 months post-Trichy reporting): ₹15,000/month

- Post-Probation (after 6 months): ₹20,000/month

Your salary would be subject to all statutory deductions and Taxes as applicable and consistent with the Statutory laws and Indian Tax regulations. You will be responsible for your Tax liabilities under all applicable Tax Laws and Regulations.

Status

Full-time / Permanent

You will be required to report at our Trichy *Corporate Office* located at **Nizcare Private Limited, M.A.M Nagar, Siruganur, Trichy, Tamilnadu-621105**. Further, your services are transferable to any place in the country or abroad or to any of the associates/sister concerns or its subsidiary, whether existing or acquired later on, at the sole discretion of the management.

Payroll Schedule

Your salary will be paid to you on a **monthly** basis, less required deductions, through direct deposit to your bank account provided by you to the Company.

Abandonment

Absence from work for a continuous period of three (03) days (*including absence upon leave though applied, but not granted*) or overstayed for a period of three (03) days after expiry of sanction leave, shall make you lose your lien on the job and your services shall be automatically come to an end without any notice or intimation.

Probationary Period

To assess your fit within the Company, the first six (06) months of your employment will constitute a probationary period. At any time during this probationary period, Company may terminate your employment without cause and without advance notice. If this occurs, we would have no further obligation to you, financial or otherwise.

Policies and Standards

Company has established a variety of policies and standards that ensure a safe, enjoyable working environment. During the period of your employment with us, you agree to be bound by these policies and standards, and any future policies and standards that are reasonably introduced by the Company. It is agreed that the introduction and administration of these policies is within the sole discretion of Company and that these policies do form a part of this Agreement. It is agreed that if Company introduces, amends or deletes employment-related policies as conditions warrant that such introduction, deletion or amendment does not constitute a breach of this Agreement.



Assets and Properties

Company may provide you company or company's client owned assets as a part of the services and requirement; you shall be responsible for the care and maintenance of the equipment. You shall have right to use the Company assets only for Company purpose till the last day of your employment at the Company, upon return of the Assets to the HR department of the Company, full & final settlement shall be settled and paid. In case that the equipment is, damaged, lost, stolen, while outside the office premises, you shall be responsible for its cost for its replacement.

Confidentiality and Intellectual Property

Our offer of employment is conditional upon you agreeing to and abiding by the "*Non-Disclosure and Proprietary Information Agreement.*" Attached *Schedule C.*

Non – Solicitation

You hereby agree that, while you are employed by Company and for three (03) years following the termination of your employment with Company, you will not (i) recruit, attempt to recruit or directly or indirectly participate in the recruitment of, any Company employee or (ii) directly or indirectly solicit, attempt to solicit, canvass or interfere with any customer or supplier of Company in a manner that conflicts with or interferes in the business of Company as conducted with such customer or supplier. This clause forbids an ex-employee from interacting with or soliciting the clients or customers of his previous employer regardless of which party has given the proposition.

Representation

You hereby represent and warrant to Company that you are not party to any written or oral agreement with any third party that would restrict your ability to enter into this Agreement or the Confidentiality and Proprietary Information Agreement or to perform your obligations hereunder and that you will not, by joining Company, breach any non-disclosure, proprietary rights, non-competition, non-solicitation or other covenant in favor of any third party.

Changes to Duties and/or Compensation

If your duties or compensation should change during the course of your employment with Company, the validity of this agreement will not be affected. In addition, if one or more of the provisions in our agreement are deemed void by law, then the remaining provisions will continue in full force and effect.

Resignation

You are free to resign your employment with Company at any time subject to prior written notice period of three (03) *Months* written notice to enable us transition your work.



Termination

Termination by Company:

The Company may, at any time and without notice, terminate you for "cause". Termination by the Company of the Employee for "cause" shall include but not be limited to termination based on any of the following grounds: (a) failure to perform the duties of the Employee's position in a satisfactory manner; (b) fraud, misappropriation, embezzlement or acts of similar dishonesty; (c) conviction of a felony involving moral turpitude; (d) illegal use of drugs or excessive use of alcohol in the workplace; (e) intentional and wilful misconduct that may subject the Company to criminal or civil liability; (f) breach of the Employee's duty of loyalty, including the diversion or usurpation of corporate opportunities properly belonging to the Company; (g) wilful disregard of Company policies and procedures; (h) breach of any of the material terms of this Agreement; and (i) insubordination or deliberate refusal to follow the instructions of the Company.

Termination by the Company Without Cause:

Company may terminate your employment at any time during this agreement by giving 30days notice ("Notice Period"). During the notice period, you must fulfil all assigned duties and responsibilities set forth above and use Failure of Employee to comply with this requirement may result in Termination for Cause described above.

Termination by Employee:

You may terminate his employment at any time during the course of this agreement by giving 60days notice period in writing to the Company. During the notice period, you must fulfil all your duties and responsibilities set forth above and use his best efforts to train and support his replacement, if any. Failure to comply with this requirement may result in withhold of your salary and full and final settlement at Companies sole discretion.

During the Probationary period and or after the end of your probationary period, Company may terminate your employment without cause at any time by providing you with the minimum notice or pay in lieu of such notice (from date of notice till last day of working) and no additional payment shall be liable by the Company.

Immediately upon termination of this Agreement, you shall return all the Assets & Property (papers, documents, software, hardware, Laptop etc..) belonging to the Company in the possession of you during employment with the Company. Employee is liable to any repercussions for using any outside systems to perform the job.

Governing Law and Jurisdiction and Dispute Resolution

This Agreement shall in all respects be governed and interpreted by, and construed in accordance with the laws of India, and shall be subject to the exclusive jurisdiction of the courts in Chennai.



Nizcare

Nizcare Private Limited

No:49, Raja Colony,
Collector Office Road,
Trichy - 620001, Tamilnadu.

In the event of any dispute arising howsoever in connection with the interpretation or implementation of this Agreement, the Parties shall attempt to resolve such dispute amicably failing which the dispute shall be referred to arbitration by a single arbitrator mutually appointed by the Parties. The arbitration shall be governed by the Arbitration and Conciliation Act, 1996. The award by the arbitrator shall be final and binding on the Parties.

Kindly note that any action of yours, contrary to any of the above-mentioned clauses shall render you liable to termination with immediate effect, notwithstanding any other terms and conditions of your appointment.

Yours sincerely,

For **NIZCARE PRIVATE LIMITED**

Signing Authority

Name: Dr. Arham

Designation: Chief Operating Officer



SCHEDULE B

Job Description

Key Responsibilities but not limited to:

1. Manage recruitment, employee relations, benefits, training, and development, while ensuring compliance with HR policies and procedures.
2. Develop and execute marketing strategies and campaigns to drive business growth and engagement.
3. Create engaging content, manage social media, and generate leads to support business objectives.
4. Provide operational support, including managing office administration, coordinating travel arrangements, and maintaining records and databases.
5. Collaborate with cross-functional teams to drive business growth, employee engagement, and operational efficiency.
6. Analyze HR and marketing metrics to inform business decisions and drive continuous improvement.
7. Maintain confidentiality and handle sensitive information with discretion.
8. Develop and implement employee engagement initiatives to boost morale and motivation.
9. Coordinate company events, seminars, and workshops to promote team building and professional development.
10. Implement and manage employee recognition and reward programs.
11. Develop and maintain the company's intranet and internal communication channels.
12. Conduct market research and competitor analysis to inform marketing strategies.

Annexure I - Employment Details

Tentative Start Date: March 5th 2025 (Date of Joining)

Role: HR and Marketing Executive

Salary:(Rs. *Rs.2,40,000/-*) - per Annum

Employment Location: Nizcare Private Limited, M.A.M College of engineering, Siruganur, Trichy, Tamilnadu-621105

Office: Nizcare Private Limited

Working Days and Hours: Monday to Saturday 9am to 6pm

Holidays: Public holiday will be provided as per state rules, and list and holidays shall be informed by HR team on the date of Joining.

Reporting Manager: Mr. Bipin Singh, Chief business officer

Deliverables:

Daily work status reports with time hours sent along with daily task performed to Project Manager (PM)

Weekly status reports and timecards sent to PM for approval and CC.

Non – Disclosure & Proprietary Information Agreement**SCHEDULE C*****Employee Covenants***

In consideration of employment as an employee or engagement as an independent contractor with **NIZCARE PRIVATE LIMITED** (the “**Company**”), the undersigned (the “**Employee**”) agrees and covenants as follows:

1. **General Acknowledgments:** The Company possesses, or may in the future possess, certain valuable trade secrets, proprietary data and confidential information that has been created, discovered or developed by, or has otherwise become known to, the Company (including, without limitation, information created, discovered, developed by or made known to the Employee in the course of his or her employment by the Company), or in which the Company has proprietary rights (whether by license, assignment or otherwise). All such information, whether known on the date hereof or become known hereafter, is collectively referred to as “**Confidential Information**”, which term shall include, without limitation, trade secrets, unpublished patent / trademark / design applications, processes, formulae, data, know-how, discoveries, developments, designs, improvements, inventions, techniques, laboratory notebooks, marketing, research and development, clinical and business development plans, regulatory filings and correspondence, strategies, forecasts, new products, software, software documentation, unpublished financial statements, budgets, projections, contract terms, licenses, prices, costs and customer and supplier lists; provided, however, that “**Confidential Information**” shall not include information (i) in the public domain by publication through no fault of the Employee or (ii) lawfully received by the Employee from a third party who was under no obligation of confidentiality with respect thereto. In view of the foregoing, the Employee acknowledges that it is reasonable and necessary for the protection of the goodwill and Confidential Information of the Company that he/she undertake the obligations contained in this Agreement regarding his/her conduct during and subsequent to his/her employment by the Company.
2. **Non - Disclosure / Non-Use:** The Employee acknowledges and agrees that all Confidential Information and rights relating thereto shall be and remain the sole and exclusive property of the Company. The Employee, while in the employ of the Company and at all times, thereafter, will not, without the express prior written consent of the Company, directly or indirectly, communicate or divulge to, or use for the benefit of himself/herself or of any person, firm, partnership, entity or corporation, or permit others to use or disclose, any of the Confidential Information. The Employee shall not use Confidential Information in any way or in any capacity other than as an employee of the Company to further the interests of the Company. Notwithstanding the foregoing, the Employee may disclose or use such Confidential Information only to the extent that disclosure or use thereof



is required (1) in the course of his/her employment with the Company and consistent with the promotion of its best interests, or (2) by a court or other governmental agency of competent jurisdiction, provided the Employee promptly notifies the Company and cooperates fully with the Company in obtaining any available protective order or the equivalent thereof prior to the disclosure of such information; provided, further that any Confidential Information shall continue to be subject to this Agreement for other purposes to the extent it is subject to a protective order or the equivalent. The Employee agrees that any property situated on the Employer's premises, including memory sticks and other storage media, filing cabinets or other work areas, is subject to inspection by Company personnel at any time with or without notice. At any time upon request of the Company, and in any event promptly upon termination of his/her employment with the Company, the Employee shall transfer and deliver all documents and other materials relating to the Employee's work for the Company, without retaining any copies, notes or excerpts thereof, in any medium or form. The Employee will destroy any related computer entries on equipment or media not owned by the Company. The Company shall be under no obligation to pay to the Employee any sums of money then due to the Employee from the Company or becoming due thereafter until the Employee has complied with the provisions of this Paragraph 2.

- 3. Ownership of Inventions and Intellectual Property Rights:** The Employee agrees that all activities in which he/she is or will be engaged by the Company during the course of his or her employment with the Company are being conducted for the benefit of the Company. Any and all inventions, designs, creations, conceptions, discoveries, processes, compounds, applications, devices, formulae, and improvements or refinements of current or future Company products or services, whether or not patentable or copyrightable, that the Employee may solely or jointly conceive, discover, make or reduce to practice during the period of his or her employment with the Company or after termination of his or her employment with the Company (*whether or not conceived, discovered, made or reduced to practice by the Employee at the Company's facilities or during regular business hours or utilizing resources of the Company*), and which relate in any way to or arise out of the Company's actual and/or anticipated scientific, development or business activities or products, including planned or proposed activities or products (collectively hereinafter referred to as "**Inventions**"), and the benefits and/or rights resulting thereof, shall be or shall immediately become the sole and exclusive property of the Company. The Employee shall promptly and fully disclose to the Company each such Invention and shall communicate to the Company, without cost or delay, all available information and data with respect thereto to the Company. The Employee further agrees that all original works of authorship, including, but not limited to, any and all reports, protocols, publications, software, systems and writing or compilations of data of every kind and description prepared or devised by the Employee or under his discretion while employed by the Company, and which relate to or arise out of the actual and/or anticipated scientific, development or business activities or products of the Company (collectively hereinafter referred to as "**Works**") shall be the sole and exclusive property of the Company. The Employee acknowledges that all such Works that may be protectable by copyright constitute "**works made for hire**" as that term is defined in the Indian Copyright Act, 1957. The Employee hereby irrevocably assigns any and all rights, title and interest the Employee may have or acquire in such Inventions and/or Works, and benefits and/or rights resulting therefrom, solely and exclusively to the Company. The undersigned acknowledges that the assignment of his/her rights, title and interest in and to any and all such Inventions and/or Works, and benefits and/or rights resulting therefrom, is deemed effective upon conception of such Inventions and/or Works. Notwithstanding the foregoing, the Employee agrees



to execute such instruments of transfer, assignment, conveyance or confirmation and such other documents as the Company may request to evidence, confirm or perfect the assignment of all of the Employee's right, title and interest in and to any Inventions and/or Works.

4. **Securing, Protecting and Enforcing Intellectual Property:** The Employee, without further consideration and upon request by the Company, agrees to cooperate and assist the Company, or its designee, at the Company's expense, in every reasonable way to secure, protect and enforce the Company's rights in the Inventions and/or Works and any copyrights, patents, trademarks, trade secrets, mask work rights or other intellectual property rights in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto and the execution of any and all applications, specifications, oaths, assignments and all other instruments and/or documents that the Company may deem necessary in order to secure, protect and enforce such rights. In the event the Company is unable, after reasonable effort, to secure the Employee's signature on any assignments, letters patent, copyright or other analogous protection relating to an Invention and/or Work, for whatever reason, the Employee hereby irrevocably designates and appoints the Company, and its duly authorized officers and agents, as the Employee's agent and attorney-in-fact, to act for and in his/her behalf and stead to execute and file any such instruments and/or documents and to do all other lawfully permitted acts to further the ownership, prosecution and issuance of letters patent, copyright or other analogous protection thereon with the same legal force and effect as if executed by the Employee. This power of attorney is coupled with an interest on the part of the Company and is irrevocable.
5. **Absence of Restrictions Upon Disclosure and Competition:** The Employee represents and warrants that: (i) his/her performance of all of the terms of this Agreement and as an employee of the Company does not and will not breach any agreement to (A) keep in confidence proprietary information or trade secrets acquired by him/her in confidence or in trust prior to his/her employment by the Company, or (B) refrain from competing, directly or indirectly, with the business of any previous employer or other party; (ii) the Employee has returned all documents and materials belonging to any of his/her former employers; (iii) the Employee will not disclose to the Company or induce any of the Company's employees to use proprietary information or trade secrets of any of his/her former employers; and (iv) the Employee has not entered into, and hereby agrees that he/she will not enter into, any agreement either written or oral in conflict herewith.
6. **Pre-Existing Employee Materials:** The Company acknowledges that the Employee has or may have ownership rights in inventions, patents, patent applications, discoveries, processes, compounds, applications, devices, and formulae, works of authorship, including, but not limited to, any and all reports, protocols, publications, software, systems and writing or compilations of data of every kind and description prepared or devised by him or her prior to his or her employment with the Company (hereinafter collectively referred to as "**Pre-Existing Employee Materials**") and that such Pre-Existing Employee Materials are or may be embodied in various documents, publications or digital form. The Employee represents and warrants that he/she has identified in writing and attached as **Exhibit A** to this Agreement any and all Pre-Existing Employee Materials in which the Employee claims, and intends to retain, ownership rights (hereinafter "**Employee-Owned Materials**"). To the extent that the Employee, in the course of his or her employment, or anyone



working at the Employee's direction, directly or indirectly incorporates any and/or all Employee-Owned Materials in any creation of the Company, the Employee hereby grants to the Company, and the Company shall have, a non-exclusive, royalty-free, irrevocable, perpetual, sub-licensable, worldwide license to make, have made, import, use and sell such incorporated Employee-Owned Materials as part of or in connection with such Company creations. In addition, the Employee agrees that, in the event that the Employee intends to sell or license any such incorporated Employee-Owned Materials, the Employee will give the Company sixty (60) days prior notice of the proposed transfer of rights in such incorporated Employee-Owned Materials, including in the notice reasonable specificity as to the substance of Employee-Owned Materials to be transferred, together with evidence reasonably satisfactory to the Company that only Employee-Owned Materials are included in the proposed transfer.

7. **Confidential Information of Third Parties:** The Employee acknowledges that the Company has received and in the future will receive from third parties their confidential or proprietary information subject to a duty on the Company's part to maintain the confidentiality of such information and, in some cases, to use it only for certain limited purposes. The Employee agrees that he/she owes the Company and such third parties, while in the employ of the Company and at all times thereafter, a duty to hold all such third-party confidential or proprietary information in the strictest confidence and not to disclose it to any person, firm or corporation (except in a manner that is consistent with the Company's agreement with the third party) or use it for the benefit of anyone other than the Company or such third party (consistent with the Company's agreement with the third party), unless expressly authorized in writing to act otherwise by an officer of the Company.
8. **Non-Solicitation:** The Employee agrees that, while in the employ of the Company and for a period of three (03) years following the end of his/her employment with the Company, the Employee will not, without the express prior written consent of the Company, either directly or indirectly, for himself/herself or through, on behalf of or in conjunction with any other person, persons, partnership or corporation: (i) divert or attempt to divert any business or any customer of the Company to any competitor by direct or indirect inducements or otherwise; or (ii) employ or seek to employ or engage as an independent contractor any person who is at that time employed by the Company, or otherwise to induce such person to leave his or her employment thereafter. This particular covenant prevents an ex-employee from dealing or soliciting the clients or customers of his/her former employee; regardless of which party has given the proposition. It also prevents the employee from soliciting his/her colleagues to quit the job for example trying to recruit them away from the organization.
9. **Miscellaneous:**
 - 9.1 **Certain Remedies:** The parties agree that any breach of this Agreement by the Employee would cause substantial and irreparable harm to the Company for which the Company would have no adequate remedy at law and for which an award of monetary damages would be wholly inadequate. In the event of any such breach or threatened breach, the Company shall have the right to an injunction, specific performance or other equitable relief, in addition to any other



legal rights or remedies which it may have available, and the Employee shall be responsible for the Company's costs and expenses, including, without limitation, reasonable attorneys' fees and court costs, incurred in enforcing any of the covenants of this Agreement.

9.2 **Notification:** The Employee hereby consents to the Company's notification, during and at any time after the termination or expiration of Employee's employment with the Company, of any employer or other third party of the Company's rights and his/her obligations under this Agreement.

9.3 **Severability:** Each provision of this Agreement shall be treated as a separate and independent clause, and the unenforceability of any one clause shall in no way impair the enforceability of any of the other clauses herein.

9.4 **Survival, Assignment and Benefit:** This Agreement may not be assigned by Employee. The terms of this Agreement shall survive the termination of the Employee's employment by the Company and shall inure to the benefit of and be binding upon the parties hereto and their respective successors, heirs and assigns. The Employee expressly consents to be bound by the provisions of this Agreement for the benefit of the Company or any subsidiary or affiliate thereof to whose employ the Employee may be transferred without the necessity that this Agreement be re-signed at the time of such transfer.

9.5 **Entire Agreement:** The Employee acknowledges receipt of this Agreement and agrees that with respect to the subject matter hereof it contains the entire understanding and agreement with the Company, superseding any previous oral or written communication, representation, understanding or agreement with the Company or any representative thereof.

9.6 **Amendments and Waiver:** This Agreement may not be altered, modified, or waived in whole or in part, except in writing, signed by the Employee and the Company. No failure or delay by either party in exercising any rights, power, or remedy under this Agreement shall operate as a waiver of any such right, power, or remedy. The Employee agrees that any change or changes in his or her duties, salary or compensation after the signing of the Agreement shall not affect the validity or scope of this Agreement.

9.7 **Governing Law and Forum:** This Agreement shall in all respects be governed and controlled by the laws of India without application of its choice of law principles, and all claims and/or

lawsuits in connection with this Agreement must be brought in the Courts of Chennai, and both parties hereby submit to the jurisdiction and venue of mentioned court.

THE EMPLOYEE HEREBY ACKNOWLEDGES THAT HE/SHE HAS READ THE FOREGOING AGREEMENT AND UNDERSTANDS AND AGREES TO EACH AND EVERY PROVISION:

Dated: _____ *Employee Signature:* _____

Agreed to Accepted By

NIZCARE PRIVATE LIMITED

Sincerely,



Signing Authority

Name: Dr. Arham

Designation: Chief Operating Officer



Date: 11/04/2025

To
Ms. Shinolin Ratna T.L
Plot No. 4 Apollo Colony Extension, Nehru Nagar, Perumalpuram, Tirunelveli Tirunelveli
Tirunelveli

Dear Shinolin ,

Sub: **Intimation of Selection at Tata Power**

We are pleased to inform that you have been Selected by Tata Power for the role of FY26- Executive Trainee- HR .

This offer is subject to you clearing the qualifying examination in your 10th, 12th and Graduation with a **First Class (60%)**, not having an active backlog and being certified medically fit by our Chief Medical Officer. You would be informed regarding the medical examination in due course of time. Detailed appointment letter will be sent separately.

In case you join Tata Power before your results are announced and you do not clear the qualifying examination of this course with an overall First Class (60%), then your appointment shall stand terminated and withdrawn forthwith.

Please refer to the **Annexure A** for the detailed compensation breakup.

We would request you to please confirm and sign the acceptance of the offer in writing in order to enable us to make necessary arrangements at our end.

Thanking you,
Yours faithfully,

For Tata Power Company Limited

Salima Valjee
Group Head - Cadre Management, Employer Branding & Talent Acquisition CF&I

TATA POWER

The Tata Power Company Limited

Corporate Center 34 Sant Tukaram Road Carnac Bunder Mumbai 400 009

Registered Office Bombay House 24 Homi Mody Street Mumbai 400 001

Website : www.tatapower.com Email: tatapower@tatapower.com CIN:L28920MH1919PLC000567



ANNEXURE 'A'

| <i>Strictly Private & Confidential</i> | | | |
|--|---|--------------------|-----------------|
| Annexure A: Compensation (Allowances & Benefits) | | | |
| Name: | | Shinolin Ratna T.L | |
| Sl. | Compensation Details (in INR) | Monthly | Annual |
| I | Basic Pay | 20,880 | 2,50,560 |
| II | Fixed Allowances | 950 | 11,400 |
| III | Superannuation Allowance | 3,132 | 37,584 |
| IV | Flexi Allowances (Allocable) [80% of Basic Pay] | 16,704 | 2,00,448 |
| A (I+II+III+IV) | Fixed Compensation | 41,666 | 4,99,992 |
| V | Retirals | 3,510 | 42,120 |
| | Provident Fund | 2,506 | 30,072 |
| | Gratuity | 1,004 | 12,048 |
| VI | Performance Pay at P5 Rating | 15,660 | 1,87,920 |
| | Performance Pay at P4 Rating | 13,920 | 1,67,040 |
| | Performance Pay at P3 Rating | 10,440 | 1,25,280 |
| B(A+V+VI) | Cost to Company at P5 Rating | 60,836 | 7,30,032 |
| | Cost to Company at P4 Rating | 59,096 | 7,09,152 |
| | Cost to Company at P3 Rating | 55,616 | 6,67,392 |



The Tata Power Company Limited
 Corporate Center 34 Sant Tukaram Road Carnac Bunder Mumbai 400 009
 Registered Office Bombay House 24 Homi Mody Street Mumbai 400 001
 Website : www.tatapower.com Email: tatapower@tatapower.com CIN:L28920MH1919PLC000567



| VII | Other Non-Cash Benefits * | |
|-----|--|-------------------|
| | Insurance Benefits (*indicative amounts) | Annual |
| 1 | Group Medclaim (GMC) Premium (Coverage – Sum Insured Rs.5 Lacs) | 20060 |
| 2 | Group Term Life Insurance (GTLI) Premium (Coverage - 1 X CTC with a minimum threshold of Rs.25 lakh to a maximum of 50 lakh) | 7198 |
| 3 | Group Personal Accident (GPA) Insurance Premium (Coverage - 2 X CTC with a minimum threshold of Rs.25 lakh to a maximum of 2 Crore) | 200 |
| | Other Benefits (*indicative amounts) | |
| 4 | Annual Leave Encashment @ 15 days in a year | 13268 |
| 5 | Cellular Phone Set & Data Device (Maximum Combined annual) | 4500 |
| 6 | Voice Services Bill reimbursement | 4800 |
| 7 | Data Services Bill reimbursement | 6000 |
| 8 | Housing Benefit | As per Co. Policy |

Notes:

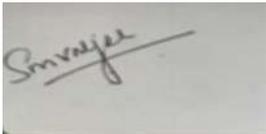
1) Benefits (over and above the CTC) are based on role, work location & division and are governed by the Company Policy in force or as amended from time to time and/or any statutory norms, if applicable.

2) Housing benefit [Hostel Accommodation or Company Leased Accommodation facility (based on approval where there is no hostel accommodation)] is available, based on the Housing Benefits policy of the company, in order to support housing needs. Self-House Maintenance Allowance (SHMA) is payable if Hostel Accommodation or Company Leased Accommodation facility is not opted for as per Housing Benefits policy of the company and depending upon the class of city of base location.

** Deduction from Salary in case of Hostel Accommodation or Company Leased or Owned Accommodation and calculation of SHMA (wherever applicable) will be as per Company Policy in force or as amended from time to time. The same may change from time to time depending upon change in Housing Policy, Location and Grade.

3) Breakup of Applicable Fixed Allowances in INR (Sl. II)

- Food Coupons / Allowance (pm) - 500
- Additional HRA (pm) - 550
- Total Fixed All. (pm) - 900



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4) You will be eligible for Provident Fund, Superannuation Fund and Gratuity benefits as per the Company schemes in force & as amended, altered or modified from time to time. Retirals consist of Provident Fund (12% of Basic Pay) and Gratuity (4.81% of Basic Pay) subject to applicable statutory norms or Company Policy in force or as amended from time to time, as applicable. You may choose to contribute to the Company Superannuation Fund or receive the Superannuation Allowance (15% of Basic salary) as a monthly cash component subject to taxation under prevailing tax laws (SI. III).

5) Flexi Allowance (Allocable) as indicated above is a lump sum amount which can be claimed over various salary heads (as per company policy in force or as amended from time to time), as per choice of the employee subject to limits specified under prevailing rules / tax laws. Perquisite Tax, if any, under the below salary heads shall be borne by you:

- a) House Rent Allowance (HRA) - In case company accommodation is provided, your total Flexible Allowances will be lower by 15% of your basic per month, or to the extent as per the applicable policy for the location. In that case, no HRA amount can be claimed against this head if Company accommodation is provided.
- b) Residential Telephone Reimbursement – Up to Rs. 350/- per month.
- c) National Pension Scheme
- d) Education Aid / Hostel Subsidy
- e) Leave Travel Assistance

After allocation of your flexible allowance over the above heads, if there is any balance amount left within your eligible limit, the same will be paid to you as Balance Cash.

6) Annual Performance Pay is at the discretion of Management and dependent on individual performance as well as other factors as determined by the Company from time to time. The amounts depicted above are at Performance Rating P5, P4 and P3 and at an Organization Performance Multiplier (OPM) of 1.00. The same will change depending on Individual and Company performance. Individuals are rated on a 5-point scale P1 – P5, P5 being the highest (SI. VII). Performance pay is payable on confirmation of services.

7) All other benefits including LCA, Project Allowances, etc are applicable based on the location of posting and are subject to policy provisions or norms thereof.

8) Executive health check-up facility is available once every 1/2/3 years, based on the age. Medical facilities are provided as per Health & Wellness Policy. Medical services like Top-Up Insurance & v-OPD can be availed on chargeable basis.

9) Allowances & Benefits applicable would be governed as per compensation structure agreed between you and the company subject to prevailing company rules and as amended from time to time.

Compensation details are private and confidential. Recipient is requested not to discuss the contents/details of compensation with anyone within or outside the organization except with designate authorities.

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OFFER LETTER

OL No: LD25-542
2025

Date : 21 January

Dear Maria Antony Raveena R,

We are thrilled to extend an offer for you to join **Launched** as an Business Development Executive. Our hiring team was thoroughly impressed during the interview process, and we are confident that you will be a great asset to our team.

We eagerly anticipate your contributions and are excited to welcome you to our organization. Below are the key details regarding your employment with **Launched**:

- **Date of Joining:** 15 May 2025
- **OJT Start Date:** 25-May-2025
- **OJT End Date:** 24 November 2025

Training Location: Bangalore

Stipend: INR 20000 per month

Incentives: INR 12000

Target: INR 300000 per month

Pre-Placement Offer: 6+3 LPA LPA (Upon successful completion of training)

I acknowledge the terms and conditions outlined and accept this offer as described. I will join on 15 May 2025.

SIGNATURE: _____ **DATE:** _____ (Candidate's Signature)



This is a system-generated offer letter and does not require a signature.

Training Policy

- By accepting this offer, you confirm your readiness to fulfill the assigned duties with professionalism and adherence to company standards.
 - Acceptance of this offer indicates your commitment to work a 9-hour shift from 11 am to 8 pm (including breaks), with one weekly day off (on a weekday).
 - During the training period, you will be eligible for benefits available to trainees.
 - Should you choose to discontinue the training program for personal reasons, please follow the company's resignation procedures, which require a 1-month notice period. If unable to serve the notice, you will need to compensate for 1 month's stipend, and you will be released from your responsibilities.
 - All personal and work-related information shared with **Launched** will be kept confidential. You are expected to refrain from using or sharing this information for personal purposes or with third parties.
 - Upon termination or conclusion of your employment, all company property, including documents and electronically stored data, must be returned immediately.
 - You must comply with **Launched's** policies and practices, contributing to the mutual development of both you and the company.
 - Successful completion of the training period may lead to attractive pre-placement offers from **Launched**.
 - The stipend cycle will begin alongside your OJT period.
-

Please indicate your acceptance of this offer by signing below:

We at **Launched** are excited to have you on board and look forward to a fruitful working relationship.

SIGNATURE: _____ **DATE:** _____ (Candidate's Signature)



This is a system-generated offer letter and does not require a signature.

ANNEXURE

As part of your onboarding process, please bring the following documents with you on your first day:

- A colored copy of the Offer Letter.
- SSLC (X Std) Marks Card & 12th Marks Card.
- Degree/Diploma/Highest qualification certificate along with marks card (if applicable).
- Two passport-sized photographs.
- Scanned copies of PAN Card, Voter ID, and Driving License.
- Bank account details: Bank Name, Your Name as per Bank records, Account Number, and IFSC Code.

Please ensure to bring the original documents for verification, such as education certificates/mark sheets (10th or 12th) or a government-issued ID (PAN Card/Driving License).

SIGNATURE: _____ **DATE:** _____ (Candidate's Signature)



This is a system-generated offer letter and does not require a signature.



Offer Letter

Dear MOHAMED AADHIL ZUBAIR M,

Congratulations! We are pleased to confirm that you have been selected to work for **Pon Pure Chemical India Private Limited**. We are delighted to make you the following job offer:

The position we are offering you is that of **Executive - Sales -Chennai** with an annual cost to company of **3,16,320**. This position reports to Meera.

We would like you to start work on **24-Apr-2025**. Please report to Meera for documentation and orientation. On joining, you will be onboard to our HR Portal in which you may be required to upload your documents.

Please sign the enclosed copy of this letter and return it to me within 7 Days of offer to indicate your acceptance of this offer.

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

Annexure- A and B are part of the offer letter which will be binding on you strictly

You're sincerely,

K Sai Prawin



Authorized Signatory

Pon Pure Chemical India Private Limited

Annexure A of Offer letter

1. You have to submit the copies of all certificates and originals for verification on the day of joining. This letter of offer is based on the information furnished in your application for employment and during the interviews you had with us. If any declaration given, or information furnished by you, to the company proves to be false, or if you are found to have willfully suppressed any material information, in such cases, you will be liable to removal from services without any notice.
2. Your services are liable to be transferred, at the sole discretion of Management, in such other capacity as the company may determine, to any department / section, location, associate, sister concern or subsidiary, at any place in India, whether existing today or which may come up in the future. In such a case, you will be governed by the terms and conditions of the service applicable at the new placement location.
3. That you will be on probation for a period of six months. The period of probation can be extended at the discretion of the Management and you will continue to be on probation till an order of confirmation has been issued in writing. If you wish to exit from the company during the probation period for any reason, you have to give 45 days' notice period, in the absence of said notice period, you will not be entitled to get any benefit, including Full and final settlement.
4. Your position is a whole time employment with the Company and you shall devote yourself exclusively to the business and interests of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly, in any other trade or business during your employment with the company. You will also not seek membership of any local or public bodies.
5. You will not, at any time, during the employment or after, without the consent of the Management disclose or divulge or make public, except on legal obligations, any information regarding the Company's affairs or administration or research carried out, whether the same is confided to you or becomes known to you in the course of your service or And you shall never post anything related to the company and your employment in the social media for any reason whatsoever.
6. Your work in the organization will be subject to the rules and regulations of the organization as laid down in relation to conduct, discipline and other you will always be alive to responsibilities and duties attached to your office and conduct yourself accordingly. You must effectively perform to ensure results. You have to read and understand all the policies available in the HRMS, from time to time, violation of any company policy will be amount to termination.

7. Termination of employment.

During the probationary period and any extension thereof, your services may be terminated without giving any notice or salary in lieu thereof. However, on confirmation the services can be terminated from either side by giving 45 (Forty-five days' notice or salary in lieu thereof).

Upon resignation/termination of employment, you will immediately hand over to the Company all correspondence, specifications, formulae, books, documents, market data, cost data, drawings, affects or records belonging to the Company or relating to its business and shall not retain or make copies of these items.

Upon resignation/termination of employment, you will also return all company property, which may be in your possession.

Notwithstanding the above condition, the contract of service may also be terminated because of under mentioned stipulations. This will be without payment of any compensation

- If you fail, refuse or neglect to carry out and perform your duties assigned to you by the for loss of confidence in you by the company for any of the act committed by you.
- If you are found to be guilty of fraud, insubordination or misconduct whether in course of performance of duties entrusted to you or
- If you are found unfit for being entrusted with the responsible work commensurate with your position in consequences of any misconduct, moral * If you commit any act prejudicial to the continuing good relationship between you and the company.
- If you commit breach of any of the terms of this letter of offer
- Absence from the work without approval is not entailed to get any payment or compensation for the period of absence from the work without approval

8. No authority is vested upon you to make any financial commitment and enter into agreements/contracts/understandings of any nature with any second party and third party without seeking the prior permission/approval of the any violation to exceed your specified authority as mentioned will be seriously viewed and termination /appropriate legal action will be taken. All the conditions in the offer letter and the appointment letter will be binding on you during the term of the employment with the company.

Annexure B of offer letter

This is your expected monthly salary structure.

| Pay Component | Monthly Amount | Annual Amount |
|-------------------------|----------------|-----------------|
| Guaranteed | | |
| FIXED | 26,360 | 3,16,320 |
| Basic | 10,525 | 1,26,300 |
| HRA | 5,263 | 63,156 |
| Special Allowance | 5,263 | 63,156 |
| Employer PF | 1,800 | 21,600 |
| Bonus | 3,509 | 42,108 |
| Total Guaranteed | 26,360 | 3,16,320 |
| Total CTC | 26,360 | 3,16,320 |

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to, and after, deduction of TDS, PF, ESI and professional taxes in accordance with applicable laws.

OL No: AM18532
22-December-2024

Date :

Dear **R. Meenakshi Sundaram**,

Our hiring team was excited to get to know you during the interview call. It is our pleasure to offer you a position as a **Business Development Associate**. You will be reporting to the office on **07-April-2025**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

Below are the details of your employment with ACADEMOR:

Date of Joining : 07-April-2025

Training Period : **07-April-2025 to 16-April-2025 - (Unpaid)**

On the Job Training Start Date: **17-April-2025**

On the Job Training End Date: **16-October-2025**

Location of Training: Bangalore

Stipend: INR **18000** Per Month and Incentives : INR **12000**

Target: **240000** INR per month.

You will be eligible for a pre-placement offer of **6 to 8 LPA** after the completion of the **on-the-job training period**, subject to your performance throughout its duration.

I have read and understood the terms and conditions, and accepted this offer as set forth above with ACADEMOR, and I will report on **07-April-2025**.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____



Training Policy

- Acceptance of this offer indicates that you agree to perform the given responsibilities with due care and diligence, and in compliance with management norms.
- Your acceptance of this offer also demonstrates your enthusiasm to work a 9-hour shift from 11 AM to 8 PM (including breaks). You will be entitled to one day off per week. Depending on circumstances, we may ask you to stay a little longer after your scheduled logout time.
- If you wish to discontinue the training for personal reasons, you must follow the company's resignation procedures.
- The resignation procedure includes a one-month notice period. If you are unable to serve this notice period, you will be required to pay compensation equal to one month's stipend, and you can then be relieved from the company.
- All your information will be kept safe and confidential by Academor. Similarly, all information acquired during the course of your employment shall remain confidential, and you shall refrain from using it for personal purposes or disclosing it to any third party.
- Upon the conclusion of your employment, you will immediately return all company property, equipment, and documents, including electronically stored information.
- You will need to cooperate with and follow all policies and practices of Academor for both your development and that of Academor.
- Upon successful completion of the training tenure, you will be eligible for exciting pre-placement offers from Academor.
- The stipend cycle will begin concurrently with your On-the-Job Training (OJT).

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____



ANNEXURE

| Sl. No | Particulars |
|--------|---|
| 1. | Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none">• 10th standard or equivalent examination.• 12th standard or equivalent• Graduation• Post-graduation / Doctorate Other relevant educational or skill certifications |
| 2. | One original certificate (10th/12th or Degree Consolidated) for employment documentation |
| 3. | COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS. |
| 4. | PAN Card, Voter ID or Driving Licence Scanned Copy. |
| 5. | Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code. |
| 6. | Mandatory fully covid vaccinated report |

Please bring one original document, either an educational certificate/mark sheet (10th or 12th) or a government-issued ID card (Driving License/PAN Card), for verification.

SIGNATURE: _____

DATE: _____

(Candidate's Signature)



OL No: AM18525
22-December-2024

Date :

Dear **M. Anto George**,

Our hiring team was excited to get to know you during the interview call. It is our pleasure to offer you a position as a **Business Development Associate**. You will be reporting to the office on **07-April-2025**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

Below are the details of your employment with ACADEMOR:

Date of Joining : 07-April-2025

Training Period : **07-April-2025 to 16-April-2025 - (Unpaid)**

On the Job Training Start Date: **17-April-2025**

On the Job Training End Date: **16-October-2025**

Location of Training: Bangalore

Stipend: INR **18000** Per Month and Incentives : INR **12000**

Target: **240000** INR per month.

You will be eligible for a pre-placement offer of **6 to 8 LPA** after the completion of the **on-the-job training period**, subject to your performance throughout its duration.

I have read and understood the terms and conditions, and accepted this offer as set forth above with ACADEMOR, and I will report on **07-April-2025**.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____



Training Policy

- Acceptance of this offer indicates that you agree to perform the given responsibilities with due care and diligence, and in compliance with management norms.
- Your acceptance of this offer also demonstrates your enthusiasm to work a 9-hour shift from 11 AM to 8 PM (including breaks). You will be entitled to one day off per week. Depending on circumstances, we may ask you to stay a little longer after your scheduled logout time.
- If you wish to discontinue the training for personal reasons, you must follow the company's resignation procedures.
- The resignation procedure includes a one-month notice period. If you are unable to serve this notice period, you will be required to pay compensation equal to one month's stipend, and you can then be relieved from the company.
- All your information will be kept safe and confidential by Academor. Similarly, all information acquired during the course of your employment shall remain confidential, and you shall refrain from using it for personal purposes or disclosing it to any third party.
- Upon the conclusion of your employment, you will immediately return all company property, equipment, and documents, including electronically stored information.
- You will need to cooperate with and follow all policies and practices of Academor for both your development and that of Academor.
- Upon successful completion of the training tenure, you will be eligible for exciting pre-placement offers from Academor.
- The stipend cycle will begin concurrently with your On-the-Job Training (OJT).

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____



ANNEXURE

| Sl. No | Particulars |
|--------|---|
| 1. | Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none">• 10th standard or equivalent examination.• 12th standard or equivalent• Graduation• Post-graduation / Doctorate Other relevant educational or skill certifications |
| 2. | One original certificate (10th/12th or Degree Consolidated) for employment documentation |
| 3. | COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS. |
| 4. | PAN Card, Voter ID or Driving Licence Scanned Copy. |
| 5. | Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code. |
| 6. | Mandatory fully covid vaccinated report |

Please bring one original document, either an educational certificate/mark sheet (10th or 12th) or a government-issued ID card (Driving License/PAN Card), for verification.

SIGNATURE: _____

DATE: _____

(Candidate's Signature)



HO/HR/TA/269610700

Date:13/02/2025

Mr. R Karthia balan ,
2L/1panniyashankar nagar , Ambasaduram , Tirunelveli , Tamil Nadu, 626401

Dear Mr. R Karthia balan ,

Sub: Provisional Offer Letter

With reference to your application and further to the interview and/or subsequent discussion you had with us, we are pleased to offer you the position of **'Executive Trainee' - Grade 'B1'**.

By joining ESAF BANK, you will be part of a fast-paced and socially dedicated team that works together to provide 'Joy of Banking to Everyone'. Also, you are committing to the Bank's **vision** of being India's leading social Bank that offers equal opportunities for the whole society through universal access and financial deepening, thus promoting financial inclusion, livelihood and economic development as a whole. In turn, Bank will be providing you with every opportunity to learn, grow and stretch to the highest level of your ability and potential.

The details of the offer are as follows, and shall be confidential.

You will be on training for a period of 12 months, which may be extended or regularized based on your performance and the successful completion of training will be followed by six months' probation. Your service in the Bank will be confirmed subject to your performance being satisfactory during the probationary period.

Your remuneration will be as follows:

1. Annual Salary would be Rs. 425000.0
2. Apart from the above, you will be eligible for Performance Incentive/ Pay as per Bank's policy, applicable to the Role/Grade.

The emoluments mentioned above are payable as per the policies of the bank, after effecting appropriate and applicable statutory deductions if any.

You shall be eligible for TA & DA and other payments as applicable to the grade, in line with the Bank's policy.

Your initial posting will be at any branch/office anywhere in India. However, the Bank reserves the right to transfer you to any Office / Department / Branch of the Bank, in India, that is in existence / or may come into existence at a future date, based on the Bank's business requirements.

You shall give the acceptance of the offer and of the above terms and conditions of employment on receipt of this letter. This offer letter is valid for 7 days from the date of this letter, for acceptance. This offer shall be effective from the date of your joining the Bank.

Your performance will be reviewed on a regular basis as per the performance parameters appropriate to the position mentioned. You will be governed by the rules, regulations and policies laid down by the **ESAF Bank** from time to time, and as applicable to your position.

Notwithstanding anything contained herein, if you are found to be indulging in any act of commission/omission that may be prejudicial to the interests of the Bank, violation of its code of conduct and/or policies, such act shall warrant disciplinary action, as deemed fit by the Bank.

Your appointment is subject to the necessary verifications / NOCs / receipt of Experience and Conduct certificate from your present/previous employers and receiving satisfactory references.

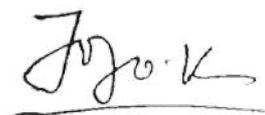
The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and in case of any dispute arising out of the same, the Courts at Thrissur will have exclusive jurisdiction.

You are requested to submit the below documents at the time of joining:

- Annexure 1 ([link](#))
- Medical Certificate ([link](#))
- Self Declaration of Medical Fitness ([link](#))
- Annexure 4 ([link](#))

We welcome you to ESAF Small Finance Bank and look forward to your valuable contribution in scaling **ESAF Bank** to greater heights.

Yours sincerely,



Jojo K
Chief Manager

| Compensation Particular | Monthly | Annual |
|---|--------------|-----------------|
| (A) Fixed Monthly Pay - EARNINGS | | |
| Basic Pay | 12400 | 148800.0 |
| House Rent Allowance | 2480 | 29760.0 |
| Dearness Allowance | 2000 | 24000.0 |
| Conveyance Allowance | 0 | 0.0 |
| Medical Allowance | 0 | 0.0 |
| Periodicals / Self Development Allowance | 0 | 0.0 |
| Food allowance/Coupons | 0 | 0.0 |
| LTA | 0 | 0.0 |
| Special Allowance | 14866 | 178396.0 |
| Total (A) | 31746 | 380956.0 |
| Fixed Monthly Pay - DEDUCTIONS | | |
| Provident Fund - Employee | 1728 | 20736.0 |
| Professional Tax | 0 | 0.0 |
| Charity Fund | 124 | 1488.0 |
| ESWT Fund Contribution | 124 | 1488.0 |
| ESWT Membership - Rs.1000/- ** | 0 | 0.0 |
| Let Them Smile (Voluntary) | 0 | 0.0 |
| Staff Advance (if taken) | 0 | 0.0 |
| Death Fund | 0 | 0.0 |
| TDS | 0 | 0.0 |
| Total Recovery | 1976 | 23712.0 |
| Net Salary | 29770 | 357244.0 |
| (B) Annual Pay | | |
| Bonus | 583 | 7000.0 |
| Total (B) | 583 | 7000.0 |
| (C) Retiral & Other Benefits (Employer Contribution) | | |
| Provident Fund - Employer | 1728 | 20736.0 |
| Medical Insurance | 667 | 8000.0 |
| Leave Surrender | 0 | 0.0 |
| Gratuity | 692 | 8308.0 |
| Total (C) | 3087 | 37044.0 |
| Cost To Company (A+B+C) | 35417 | 425000.0 |

1. Incentives are paid to Employees in Business Stream as approved from time to time
2. Performance Pay upto 10% of Gross will be paid to staff in other Streams based on Bank's, Department's and Individual's annual performance
3. Employees Deposit Linked Insurance Scheme on Normal Death.
4. Group Term Life Insurance (for spouse also)

5. Death Benefit from Staff Welfare Trust
6. Future Gratuity benefits.
7. ESAF CUG facility.
8. Car Component as per Car Policy of the Bank
9. Changes as per bank policy will be incorporated time to time
10. You will be eligible for an outstation allowance of India ₹ per month.
11. You will be eligible for a metro allowance of 0 ₹ per month.

NB: 1. Employee has an option of contributing 1% of the basic salary towards charity fund meant for charitable activities conducted by ESAF foundation on monthly basis.

2. 1% of Basic salary will be deducted towards ESAF Staff Welfare Fund meant for the employees of ESAF group

3. Applicable TDS will be effected on the salary.

4. The allowance mentioned above are indicative and will be disbursed based on the fulfilment of the criteria as mentioned in the HR Benefits Manual of the Bank. The Management reserves the right to change or withdraw any allowances without any prior notice.

ESAF SMALL FINANCE BANK LIMITED

RBI License no: MUM 124, CIN: U65990KL2016PLCO45669

Registered & Corporate Office: ESAF Small Finance Bank Limited, Building No. VII/83/8, ESAF Bhavan,
Mannuthy, Thrissur- Palakad National Highway, Thrissur- 680 651, Kerala

Ph. No: 0487 7123456, 123457, Email: customercare@esafbank.com, www.esafbank.com

OL No: AM18526
22-December-2024

Date :

Dear **K. Sridevi**,

Our hiring team was excited to get to know you during the interview call. It is our pleasure to offer you a position as a **Business Development Associate**. You will be reporting to the office on **07-April-2025**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

Below are the details of your employment with ACADEMOR:

Date of Joining : 07-April-2025

Training Period : **07-April-2025 to 16-April-2025 - (Unpaid)**

On the Job Training Start Date: **17-April-2025**

On the Job Training End Date: **16-October-2025**

Location of Training: Bangalore

Stipend: INR **18000** Per Month and Incentives : INR **12000**

Target: **240000** INR per month.

You will be eligible for a pre-placement offer of **6 to 8 LPA** after the completion of the **on-the-job training period**, subject to your performance throughout its duration.

I have read and understood the terms and conditions, and accepted this offer as set forth above with ACADEMOR, and I will report on **07-April-2025**.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____



Training Policy

- Acceptance of this offer indicates that you agree to perform the given responsibilities with due care and diligence, and in compliance with management norms.
- Your acceptance of this offer also demonstrates your enthusiasm to work a 9-hour shift from 11 AM to 8 PM (including breaks). You will be entitled to one day off per week. Depending on circumstances, we may ask you to stay a little longer after your scheduled logout time.
- If you wish to discontinue the training for personal reasons, you must follow the company's resignation procedures.
- The resignation procedure includes a one-month notice period. If you are unable to serve this notice period, you will be required to pay compensation equal to one month's stipend, and you can then be relieved from the company.
- All your information will be kept safe and confidential by Academor. Similarly, all information acquired during the course of your employment shall remain confidential, and you shall refrain from using it for personal purposes or disclosing it to any third party.
- Upon the conclusion of your employment, you will immediately return all company property, equipment, and documents, including electronically stored information.
- You will need to cooperate with and follow all policies and practices of Academor for both your development and that of Academor.
- Upon successful completion of the training tenure, you will be eligible for exciting pre-placement offers from Academor.
- The stipend cycle will begin concurrently with your On-the-Job Training (OJT).

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____



ANNEXURE

| Sl. No | Particulars |
|--------|---|
| 1. | Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none">• 10th standard or equivalent examination.• 12th standard or equivalent• Graduation• Post-graduation / Doctorate Other relevant educational or skill certifications |
| 2. | One original certificate (10th/12th or Degree Consolidated) for employment documentation |
| 3. | COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS. |
| 4. | PAN Card, Voter ID or Driving Licence Scanned Copy. |
| 5. | Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code. |
| 6. | Mandatory fully covid vaccinated report |

Please bring one original document, either an educational certificate/mark sheet (10th or 12th) or a government-issued ID card (Driving License/PAN Card), for verification.

SIGNATURE: _____

DATE: _____

(Candidate's Signature)



OFFER LETTER

OL No: TN33383

Date : 3 January 2025

Dear **V. Kiawsalya Jeyalakshmi**,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **TEACHNOOK** as an **Business Development Associate**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with TEACHNOOK:

Date of Joining : 22 January 2025

Training Period : **22 January 2025 to 31-January-2025 - (Unpaid)**

OJT Start Date: **1-February-2025**

OJT End Date: **31-July-2025**

Location of Training: Bangalore

Stipend: INR **18000** Per Month

Incentives : INR **12000**

Target: **280000** INR per month.

Pre - Placement Offer :- **6 + 3 LPA (After Completion of Training)**

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Teachnook, and will report on **22 January 2025**.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____

This is a system generated offer letter and doesn't require any signature

Training Policy

- Acceptance of this offer shows that you agree and are ready to perform the given responsibilities with due care and diligence; and in compliance with the management norms.
- The acceptance of this offer also shows your enthusiasm to work on a 9 hour shift from 11 am to 8pm (including breaks). You will be entitled to one day weekly off(On a weekday).
- During the training period you will receive all the benefits that are entitled for trainees.
- At any time if you wish to discontinue the training due to personal reasons , you will have to follow the company's resignation procedures.
 - Resignation procedure includes:- 1 month of notice period. In case, you won't be able to serve the notice period you would be required to pay a compensation equal to 1 month stipend and you can be relieved from the company.
- All your information will be safe and confidential with Teachnook. Similarly, all the information acquired during the course of your employment shall remain confidential and you shall refrain from using it for your own purpose or from disclosing it to any third party.
- Upon conclusion of your employment, you will immediately return all of its property, equipment and documents including electronically stored information.
- You will have to cooperate with and follow all policies and practices of Teachnook for both yours and Teachnook's development.
- Post successful completion of the Training tenure, you will be prone to exciting pre-placement offers from Teachnook.
- The stipend cycle will start along with your OJT.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____

This is a system generated offer letter and doesn't require any signature

ANNEXURE

As a part of the joining process, you are requested to carry with you the following documents on the day of joining.

Photocopies of

- 1 coloured copy of Offer Letter.
- SSLC (X Std) Marks Card & 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID & Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.

Please bring the original documents either education certificates / mark sheets (10th or 12th) or Government issued ID Card (Driving Licence/ PAN Card) for verification.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____

This is a system generated offer letter and doesn't require any signature

OL No: AM18527
22-December-2024

Date :

Dear **I. Arul Bastin**,

Our hiring team was excited to get to know you during the interview call. It is our pleasure to offer you a position as a **Business Development Associate**. You will be reporting to the office on **07-April-2025**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

Below are the details of your employment with ACADEMOR:

Date of Joining : 07-April-2025

Training Period : **07-April-2025 to 16-April-2025 - (Unpaid)**

On the Job Training Start Date: **17-April-2025**

On the Job Training End Date: **16-October-2025**

Location of Training: Bangalore

Stipend: INR **18000** Per Month and Incentives : INR **12000**

Target: **240000** INR per month.

You will be eligible for a pre-placement offer of **6 to 8 LPA** after the completion of the **on-the-job training period**, subject to your performance throughout its duration.

I have read and understood the terms and conditions, and accepted this offer as set forth above with ACADEMOR, and I will report on **07-April-2025**.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____



Training Policy

- Acceptance of this offer indicates that you agree to perform the given responsibilities with due care and diligence, and in compliance with management norms.
- Your acceptance of this offer also demonstrates your enthusiasm to work a 9-hour shift from 11 AM to 8 PM (including breaks). You will be entitled to one day off per week. Depending on circumstances, we may ask you to stay a little longer after your scheduled logout time.
- If you wish to discontinue the training for personal reasons, you must follow the company's resignation procedures.
- The resignation procedure includes a one-month notice period. If you are unable to serve this notice period, you will be required to pay compensation equal to one month's stipend, and you can then be relieved from the company.
- All your information will be kept safe and confidential by Academor. Similarly, all information acquired during the course of your employment shall remain confidential, and you shall refrain from using it for personal purposes or disclosing it to any third party.
- Upon the conclusion of your employment, you will immediately return all company property, equipment, and documents, including electronically stored information.
- You will need to cooperate with and follow all policies and practices of Academor for both your development and that of Academor.
- Upon successful completion of the training tenure, you will be eligible for exciting pre-placement offers from Academor.
- The stipend cycle will begin concurrently with your On-the-Job Training (OJT).

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____



ANNEXURE

| Sl. No | Particulars |
|--------|---|
| 1. | Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none">• 10th standard or equivalent examination.• 12th standard or equivalent• Graduation• Post-graduation / Doctorate Other relevant educational or skill certifications |
| 2. | One original certificate (10th/12th or Degree Consolidated) for employment documentation |
| 3. | COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS. |
| 4. | PAN Card, Voter ID or Driving Licence Scanned Copy. |
| 5. | Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code. |
| 6. | Mandatory fully covid vaccinated report |

Please bring one original document, either an educational certificate/mark sheet (10th or 12th) or a government-issued ID card (Driving License/PAN Card), for verification.

SIGNATURE: _____

DATE: _____

(Candidate's Signature)





07th May 2025

Androo Janish D
Chennai, Tamil Nadu

STRICTLY PRIVATE AND CONFIDENTIAL

Dear Androo Janish D,

Greetings from Nexus Innovative Solutions Private Limited!!

With reference to your application and the subsequent interview/s you had with Nexus Innovative Solutions Private Limited, we are pleased to make you an offer of employment for the position of **Executive - Business Development** in our organisation. Some key details are below:

| | |
|----------------------|---|
| Position: | Executive - Business Development |
| Date of Joining: | 19 th May 2025 |
| Compensation (CTC): | Gross compensation of ₹ 2,82,849/- (Rupees Two Lakh and Eighty-Two Thousand Eight Hundred and Forty-Nine Rupees Only) . per annum. Incentives are additional and are not guaranteed part of the remuneration. Please see the detailed breakup in Appendix A. |
| Location of posting: | Your place of work is Chennai . However, your services may be required, or you may be assigned to any other location where the Company or its associates, conducts business. |
| Probation: | 6 months from the Date of Joining |
| Office hours: | 9:00 am to 6:00 pm |
| Work week: | We work 6 days a week |
| Notice period: | In case of resignation, during the probation period of 6 months, you will have to serve 14 days notice period and after the probation period you will have to serve 90 days notice period. Nexus has a right to terminate your employment on the basis of and not limited to non-adherence to Nexus HR policies, code of conduct rules or non-performance on the job. |



NOTE: The following Appendices are part of your offer of employment. Please read them carefully before you send an email acceptance of our offer.

| | |
|-------------------|--|
| Appendix A | Salary Break-up |
| Appendix B | General Terms and conditions of this offer |
| Appendix C | Documents to be submitted |
| Appendix D | IPR Agreement |
| Appendix E | Non-Disclosure and Conflict of Interest Agreement |

To take this offer forward, please follow the steps below:

1. Your detailed salary breakup is given in Appendix A. Please review and call us to clarify any queries that you may have.
2. It is important that you read all terms of this employment carefully in Appendix B. Please feel free to speak to us to clarify any point mentioned.
3. We request you to send us an email to confirm your acceptance clearly mentioning the date of joining. Your email acceptance will be considered as legally binding.
4. A signed copy of this letter will be required on the Date of Joining. It will be considered as your acceptance of employment and will honour all the attached Appendices.
5. Please arrange to furnish the documents mentioned in Appendix C. You can scan and email the documents to us. Your timely on-boarding depends on the timely submission of these documents. The originals are required on the Date of Joining for verification.

The details in this letter are strictly confidential and should not be shared with anyone.

We take this opportunity to welcome you to the Nexus family.

For Nexus Innovative Solutions Private Limited

Satish Kumar D
Director

Agreed to and accepted:

Name: Androo Janish D

Signature:

Place:

Date:



Appendix A

SALARY BREAK-UP:

Please note the following:

1. The Salary mentioned in the offer letter is gross annual or CTC (Cost-to-Company). Net payable or take home will depend on statutory and other deductions like PF, ESI, Medclaim, Personal insurance, TDS, etc. Details in the table below.
2. Incentives are additional and will be at the Company's discretion. The individual and Company performance are considered for the respected financial year and is subject to change.
3. Gratuity is payable as per the payment of Gratuity Act 1972, upon eligibility.

| Particulars | Amount |
|-------------------------------------|-------------------|
| Basic | ₹ 10,639 |
| HRA | ₹ 5,320 |
| Transport Allowance | ₹ 0 |
| Medical Allowance | ₹ 0 |
| Special Allowance | ₹ 5,318 |
| Auditor Gross | ₹ 21,277 |
| EPF Employer Contribution 12% | ₹ 1,277 |
| ESI Contribution for Employee 0.75% | ₹ 0 |
| Net Payable | ₹ 20,000 |
| ER PF CONTRI 3.67% | ₹ 390 |
| ER FPF CONTRI 8.33% | ₹ 886 |
| A/c No.2 (0.5%) | ₹ 53 |
| A/c No.21 (0.5%) | ₹ 53 |
| A/c No.22 (0.005% /0.1%) | ₹ 0 |
| ESI Contribution for Employer 3.25% | ₹ 0 |
| Medi-claim | ₹ 340 |
| Personal Accident Insurance | ₹ 60 |
| CTC p.m. | ₹ 23,059 |
| CTC p.a. | ₹ 2,76,708 |
| Gratuity | ₹ 6,141 |
| Final CTC Total p.a. | ₹ 2,82,849 |

*Professional Tax will be deducted from your payroll as per prevailing rates at that time.

*Tax deducted at source (TDS)- Income Tax will be calculated and deducted based on your gross taxable income.



Appendix B

GENERAL TERMS AND CONDITIONS:

1. Policies

Your work in the Company will be subject to the rules and regulations of the Company that will be laid down as Policies from time to time.

2. Location

Your work location is **Chennai**, but the company may decide to relocate you to any of the other offices or location where the Company or its associates, conducts business from time to time.

3. Date of Joining

Your date of joining will be 19th May 2025.

4. Remuneration

Your fixed monthly gross remuneration will be **₹23,059/-** (Rupees Twenty-Three Thousand and Fifty-Nine only).

5. Incentives

You will be eligible for performance incentive based on your performance, Company performance during the financial year. ***Please note that the performance incentives are not guaranteed part of your compensation.*** If confirmed, this will be paid during the annual performance appraisal cycle. In case the period of employment is less than a year, the amount will be computed on a pro-rata basis.

6. Performance Appraisal

Your first cycle of annual appraisal will be initiated upon 12 months of employment, at the completion of probation. Please note that your immediate supervisor will conduct reviews monthly.

7. Working Hours

The Company works 6 days a week and work hours are from 9:00 am to 6:00 pm. You will be expected to attend office and work during these hours. You are expected to understand your responsibilities and deliverables and may be required to work additional hours from time to time, depending on requirement.

8. Annual leave

You will be eligible for Privilege Leave & Casual /Sick Leave as per Company's policy. Leave should be applied on ESS and mutually agreed between you and your immediate supervisor. For an employee who has joined after 1st January, leave will be allotted on a pro-rata basis.



9. Probation

You will be on probation for a **period of 6 months** and may be confirmed on satisfactory completion of probation automatically. The period of probation can be extended for a further period at the discretion of the Company which will be communicated to you in writing.

10. Notice period

As an employee, you are required to provide 90 days notice period or salary in lieu of the same, in case you decide to leave your association with our Company after the probation period. In case of resignation, during the probation period of 6 months, you will have to serve 14 days' notice period or salary in lieu of the same.

11. Termination

During the period of probation, either party is free to terminate the services by giving a notice of such intent for a period of 30 days. In the event your service is terminated for misconduct or conflict of interest, you will be terminated with immediate effect. Any dispute arising out of this appointment shall be subject to the jurisdiction of the courts in Chennai City only.

12. Personal information

As an employee, it is your responsibility to provide accurate personal information. Please note that Company will not be responsible for incorrect information updated while registering for ESI, Mediclaim or Personal Insurance. In case of change of status or change in personal information, please submit the amendment with proof within 3 days of such a change. The personal information should be accurately updated in ESS.

13. Background checks

Company may arrange conduct to background checks of employees, at their discretion. If the information provided by you is incorrect, the Company would take appropriate action, even leading to termination.

14. Statutory Benefits

Provident Fund will be deducted from your salary as per EPF Act. A matching amount will be contributed by the Company to your Provident Fund. These components are governed by the statutory laws applicable from time to time.

Gratuity will be paid to the employees as per Gratuity Act 1972 and would be governed by the relevant statutory laws as may be applicable from time to time.

15. Health Insurance

You will be covered as per the existing Mediclaim Insurance Policy provided by the Company.

16. Personal Accident Insurance

You will be covered as per existing Group Personal Accident Insurance Plan provided by the Company.



Appendix C

DOCUMENTS REQUIRED FOR COMPLETING JOINING FORMALITIES:

Please scan and email the following documents to hr@nexusi.in or send by courier/post to our office addressed to HR department.

1. Copy of your updated CV
2. Copy of your PAN card.
3. Copy of your Aadhar card (This is mandatory)
4. Proof of identity - Aadhar / passport/ driving license/ voter's id/ college exam admit card
5. Academic & Professional certificates (Xerox copies).
6. Bike RC & Insurance
7. Driving License copy
8. Relieving certificate from last employer
9. Last pay slip drawn.
10. Proof of age (Copy of birth certificate/ school leaving certificate)
11. Photocopy of offer letter accepted and signed by you.
12. Name and contact information of 2 references
13. Bank Passbook copy or Cheque leaf (with IFSC code)

DOCUMENTS TO BE COMPLETED ON THE DATE OF JOINING:

1. ESS personal information update
2. Provident Fund declaration and transfer form
3. Bank application form
4. ESI registration, if applicable
5. Mediclaim
6. Personal Insurance
7. Please bring recent passport size photographs - 2

Please ensure you bring along Aadhar card information for your nominees and consent for the below:" I hereby give consent to Nexus for sharing my Aadhaar details to EPFO for the purpose of establishing my identity for registration and various benefits under EPF & MP Act and its schemes. I being the Aadhaar holder is aware that information provided by me will be used for authenticating identity through Aadhaar Authentication system for the purpose stated above and no other purpose."

Name: **Androo Janish D**

Place:

Signature:

Date:



Appendix D

INTELLECTUAL PROPERTY RIGHTS

1. As an employee, you may in the course of the employment with Nexus Innovative Solutions Private Limited conceive, develop or contribute to material or information related to the Business of the Company. This may include without limitation any concept, ideas, inventions (whether or not patentable), hardware, know-how, marketing plans, designs, techniques, documentation, records software or technical documentation. This may include, but is not limited to, financials, billing records, unannounced products and services, sales and marketing data and employee records. This may be stored in any form or media and will be referred to as "**Proprietary information**".
2. The Company shall exclusively own all Proprietary information which is thus conceived, developed or contributed in the course of employment.
3. This does not assume that the Proprietary information may have been conceived or developed during any time of the day which is the normal work hours nor that they were developed at the Company's premises or through the use of the Company's property and/or assets. If such material or information relates to the Business of the Company, then they shall be considered as Proprietary information and be governed by this Agreement
4. As an employee of Nexus Innovative Solutions Private Limited, you shall keep full and accurate records accessible at all times to the Company relating to all Proprietary information and shall promptly disclose and deliver to the Company all Proprietary information, during your tenure with the Company or in the event of separation or termination.

I agree and accept the clauses mentioned above.

Name: **Androo Janish D**

Place:

Signature:

Date:



Appendix E

NON-DISCLOSURE AND CONFLICT OF INTEREST AGREEMENT

1. Confidentiality:

As part of your employment, you will acquire or develop confidential and proprietary information concerning the company, products & services, clients, vendors and end users. You will develop working relationships with company's clients, vendors, end users and employees. The confidential matter thus stated and IPR (Intellectual Propriety Rights) as stated in the previous Appendix is for the Nexus's exclusive benefit.

It is expected that during your employment and thereafter, you will not directly or indirectly use or disclose any confidential matter except for the sole benefit of Nexus. Upon the conclusion of your employment, you will promptly return all documents and information (including computer generated or stored information) concerning the company or its customers and employees.

2. Non-Solicitation:

You agree that during your tenure with the Company and for a period of a year thereafter, you shall not directly or indirectly, solicit for employment, advice or for business dealings. Business dealings should not be in an area Nexus is working in or is planning to work.

You also agree not to solicit, persuade, hire or employ any employee of Nexus. You will not knowingly permit any person or entity that employs you or that is directly or indirectly controlled by you to engage in any of the conduct prohibited by this Non-Solicitation section.

3. Non-Compete:

You agree that, you will not directly or indirectly work for, own, invest in or direct or aid any company or person, for a period of one year after the termination of this agreement, which will work or plan to work in similar area or project, which may bring that organisation or person in direct competition with Nexus.

You also agree that you will not directly or indirectly work with an existing client or vendor of Nexus, for a period of one year after the termination of this agreement. You shall not convert business opportunities, which are reasonably anticipated to be of interest to the company, for your own benefit, nor divert them for the benefit of others.

4. No Conflict Obligations:

You shall not be employed gainfully elsewhere or take a part-time job, while you are still working for Nexus, without written consent from the Management.

I agree and accept the clauses mentioned above.

Name: **Androo Janish D**

Place:

Signature:

Date:

EMPLOYMENT OFFER LETTER

Date: 22.2.2025

Thangarani M,
11/15 Subash Chandra Bose Street,
Singikulam, Tirunelveli - 627152

Dear Thangarani M,

I am pleased to confirm our provisional offer of employment to you for a Digital Marketing Executive regular full-time position with NIZCARE PRIVATE LIMITED, effective from March 5th 2025. As discussed, this offer is conditional upon completion of satisfactory references that could include, but is not necessarily limited to, a review of past employment and education records.

The details of our offer, including the terms and conditions of your employment, are attached as Schedule A.

Please take the time to carefully review our offer. This letter, along with the enclosed schedules, outlines the obligations of both Company and yourself with respect to your employment conditions, and is governed by the laws of India. It details the terms and conditions of your employment with Company and will form our agreed upon employment contract with you once signed.

Accepting employment will be conditional upon agreeing to and signing the attached copy of this letter and the attached Schedule(s), initialling each page in the right-hand corner, and returning it to the Human Resource team of Company upon your earliest convenience, but prior to your first day of employment.

Thangarani M, we look forward to welcoming you to the NIZCARE PRIVATE LIMITED team and wish you a successful and rewarding career with us.

Sincerely,



Signing Authority

Name: Dr. Arham

Designation: Chief Operating Officer

I, Thangarani M acknowledge that I have read, understood and accept this offer and the terms and conditions contained in the attached Schedule(s), and agree to be bound by the terms and conditions of employment as outlined therein.

Signature

Date

SCHEDULE A**M/s NIZCARE PRIVATE LIMITED****Terms and Conditions of Employment**

The following outlines the terms and conditions of employment with NIZCARE PRIVATE LIMITED. The Company reserves the right to change these terms and conditions as necessary, with due notice.

Designation

Digital Marketing Executive

Your designation is to support our organization's Digital Marketing Functions. The successful candidate will be responsible for developing, implementing, and managing our digital marketing strategies to drive brand awareness, engagement, and conversions.

Initial Reporting to Mr. Bipin Singh, Chief Business Officer**Responsibilities**

Your primary duties will include but not limited to Digital Marketing Strategy, Content Creation, Social Media Management, Email Marketing, Search Engine Optimization, Paid Advertising and Analytics and Reporting. A copy of your position description is attached as Schedule "B."

While employed by the Company, you agree to work on a full-time basis exclusively for the Company and agree that you shall not, while you are employed by the Company, be employed or engaged in any capacity, in promoting, undertaking or carrying on any other business that competes with the Company or interferes or could reasonably interfere with your duties to the Company without our prior written permission.

Compensation*Amount (Rs.1,80,000/-) Per Annum CTC.*

Your compensation package includes with food and accommodation sponsored by Nizcare at our Trichy Premises:

Rs. 7500 monthly training fee (5th March 2025 till reporting to Trichy)

Rs. 15000 monthly salary will be given once reported to Trichy

Your salary would be subject to all statutory deductions and Taxes as applicable and consistent with the Statutory laws and Indian Tax regulations. You will be responsible for your Tax liabilities under all applicable Tax Laws and Regulations.

Status***Full-time / Permanent***

You will be required to report at our Trichy **Corporate Office** located at **Nizcare Private Limited, M.A.M Nagar, Siruganur, Trichy, Tamilnadu-621105**. Further, your services are transferable to any place in the country or abroad or to any of the associates/sister concerns or its subsidiary, whether existing or acquired later on, at the sole discretion of the management.

Payroll Schedule

Your salary will be paid to you on a **monthly** basis, less required deductions, through direct deposit to your bank account provided by you to the Company.

Abandonment

Absence from work for a continuous period of three (03) days (*including absence upon leave though applied, but not granted*) or overstayed for a period of three (03) days after expiry of sanction leave, shall make you lose your lien on the job and your services shall be automatically come to an end without any notice or intimation.

Probationary Period

To assess your fit within the Company, the first six (06) months of your employment will constitute a probationary period. At any time during this probationary period, Company may terminate your employment without cause and without advance notice. If this occurs, we would have no further obligation to you, financial or otherwise.

Policies and Standards

Company has established a variety of policies and standards that ensure a safe, enjoyable working environment. During the period of your employment with us, you agree to be bound by these policies and standards, and any future policies and standards that are reasonably introduced by the Company. It is agreed that the introduction and administration of these policies is within the sole discretion of Company and that these policies do form a part of this Agreement. It is agreed that if Company introduces, amends or deletes employment-related policies as conditions warrant that such introduction, deletion or amendment does not constitute a breach of this Agreement.



Assets and Properties

Company may provide you company or company's client owned assets as a part of the services and requirement; you shall be responsible for the care and maintenance of the equipment. You shall have right to use the Company assets only for Company purpose till the last day of your employment at the Company, upon return of the Assets to the HR department of the Company, full & final settlement shall be settled and paid. In case that the equipment is, damaged, lost, stolen, while outside the office premises, you shall be responsible for its cost for its replacement.

Confidentiality and Intellectual Property

Our offer of employment is conditional upon you agreeing to and abiding by the "*Non-Disclosure and Proprietary Information Agreement.*" Attached *Schedule C.*

Non – Solicitation

You hereby agree that, while you are employed by Company and for three (03) years following the termination of your employment with Company, you will not (i) recruit, attempt to recruit or directly or indirectly participate in the recruitment of, any Company employee or (ii) directly or indirectly solicit, attempt to solicit, canvass or interfere with any customer or supplier of Company in a manner that conflicts with or interferes in the business of Company as conducted with such customer or supplier. This clause forbids an ex-employee from interacting with or soliciting the clients or customers of his previous employer regardless of which party has given the proposition.

Representation

You hereby represent and warrant to Company that you are not party to any written or oral agreement with any third party that would restrict your ability to enter into this Agreement or the Confidentiality and Proprietary Information Agreement or to perform your obligations hereunder and that you will not, by joining Company, breach any non-disclosure, proprietary rights, non-competition, non-solicitation or other covenant in favor of any third party.

Changes to Duties and/or Compensation

If your duties or compensation should change during the course of your employment with Company, the validity of this agreement will not be affected. In addition, if one or more of the provisions in our agreement are deemed void by law, then the remaining provisions will continue in full force and effect.

Resignation

You are free to resign your employment with Company at any time subject to prior written notice period of three (03) *Months* written notice to enable us transition your work.

Termination**Termination by Company:**

The Company may, at any time and without notice, terminate you for "cause". Termination by the Company of the Employee for "cause" shall include but not be limited to termination based on any of the following grounds: (a) failure to perform the duties of the Employee's position in a satisfactory manner; (b) fraud, misappropriation, embezzlement or acts of similar dishonesty; (c) conviction of a felony involving moral turpitude; (d) illegal use of drugs or excessive use of alcohol in the workplace; (e) intentional and wilful misconduct that may subject the Company to criminal or civil liability; (f) breach of the Employee's duty of loyalty, including the diversion or usurpation of corporate opportunities properly belonging to the Company; (g) wilful disregard of Company policies and procedures; (h) breach of any of the material terms of this Agreement; and (i) insubordination or deliberate refusal to follow the instructions of the Company.

Termination by the Company Without Cause:

Company may terminate your employment at any time during this agreement by giving 30days notice ("Notice Period"). During the notice period, you must fulfil all assigned duties and responsibilities set forth above and use Failure of Employee to comply with this requirement may result in Termination for Cause described above.

Termination by Employee:

You may terminate his employment at any time during the course of this agreement by giving 60days notice period in writing to the Company. During the notice period, you must fulfil all your duties and responsibilities set forth above and use his best efforts to train and support his replacement, if any. Failure to comply with this requirement may result in withhold of your salary and full and final settlement at Companies sole discretion.

During the Probationary period and or after the end of your probationary period, Company may terminate your employment without cause at any time by providing you with the minimum notice or pay in lieu of such notice (from date of notice till last day of working) and no additional payment shall be liable by the Company.

Immediately upon termination of this Agreement, you shall return all the Assets & Property (papers, documents, software, hardware, Laptop etc..) belonging to the Company in the possession of you during employment with the Company. Employee is liable to any repercussions for using any outside systems to perform the job.

Governing Law and Jurisdiction and Dispute Resolution

This Agreement shall in all respects be governed and interpreted by, and construed in accordance with the laws of India, and shall be subject to the exclusive jurisdiction of the courts in Chennai.



Nizcare

Nizcare Private Limited

No:49, Raja Colony,
Collector Office Road,
Trichy - 620001, Tamilnadu.

In the event of any dispute arising howsoever in connection with the interpretation or implementation of this Agreement, the Parties shall attempt to resolve such dispute amicably failing which the dispute shall be referred to arbitration by a single arbitrator mutually appointed by the Parties. The arbitration shall be governed by the Arbitration and Conciliation Act, 1996. The award by the arbitrator shall be final and binding on the Parties.

Kindly note that any action of yours, contrary to any of the above-mentioned clauses shall render you liable to termination with immediate effect, notwithstanding any other terms and conditions of your appointment.

Yours sincerely,

For **NIZCARE PRIVATE LIMITED**

Signing Authority

Name: Dr. Arham

Designation: Chief Operating Officer

SCHEDULE B**Job Description**

Key Responsibilities but not limited to:

1. Develop and execute comprehensive digital marketing strategies to achieve business objectives.
2. Conduct market research and analyze industry trends to inform digital marketing strategies.
3. Create high-quality, engaging content for social media, email, and website channels.
4. Manage and maintain social media presence across multiple platforms.
5. Develop and execute email marketing campaigns to drive conversions and engagement.
6. Optimize website content for SEO and user experience.
7. Develop and execute paid advertising campaigns across social media, search engines, and other digital channels.
8. Monitor and analyze digital marketing metrics to inform future strategies.
9. Provide regular reporting and insights to stakeholders.

Annexure I - Employment Details

Tentative Start Date: March 5th 2025 (Date of Joining)

Role: Digital Marketing Executive

Salary:(Rs. *Rs.1,80,000/-*) - per Annum

Employment Location: Nizcare Private Limited, M.A.M College of engineering, Siruganur, Trichy, Tamilnadu-621105

Office: Nizcare Private Limited

Working Days and Hours: Monday to Saturday 9am to 6pm

Holidays: Public holiday will be provided as per state rules, and list and holidays shall be informed by HR team on the date of Joining.

Reporting Manager: Mr. Bipin Singh, Chief business officer

Non – Disclosure & Proprietary Information Agreement

SCHEDULE C

Employee Covenants

In consideration of employment as an employee or engagement as an independent contractor with **NIZCARE PRIVATE LIMITED** (the “**Company**”), the undersigned (the “**Employee**”) agrees and covenants as follows:

1. **General Acknowledgments:** The Company possesses, or may in the future possess, certain valuable trade secrets, proprietary data and confidential information that has been created, discovered or developed by, or has otherwise become known to, the Company (including, without limitation, information created, discovered, developed by or made known to the Employee in the course of his or her employment by the Company), or in which the Company has proprietary rights (whether by license, assignment or otherwise). All such information, whether known on the date hereof or become known hereafter, is collectively referred to as “**Confidential Information**”, which term shall include, without limitation, trade secrets, unpublished patent / trademark / design applications, processes, formulae, data, know-how, discoveries, developments, designs, improvements, inventions, techniques, laboratory notebooks, marketing, research and development, clinical and business development plans, regulatory filings and correspondence, strategies, forecasts, new products, software, software documentation, unpublished financial statements, budgets, projections, contract terms, licenses, prices, costs and customer and supplier lists; provided, however, that “**Confidential Information**” shall not include information (i) in the public domain by publication through no fault of the Employee or (ii) lawfully received by the Employee from a third party who was under no obligation of confidentiality with respect thereto. In view of the foregoing, the Employee acknowledges that it is reasonable and necessary for the protection of the goodwill and Confidential Information of the Company that he/she undertake the obligations contained in this Agreement regarding his/her conduct during and subsequent to his/her employment by the Company.
2. **Non - Disclosure / Non-Use:** The Employee acknowledges and agrees that all Confidential Information and rights relating thereto shall be and remain the sole and exclusive property of the Company. The Employee, while in the employ of the Company and at all times, thereafter, will not, without the express prior written consent of the Company, directly or indirectly, communicate or divulge to, or use for the benefit of himself/herself or of any person, firm, partnership, entity or corporation, or permit others to use or disclose, any of the Confidential Information. The Employee shall not use Confidential Information in any way or in any capacity other than as an employee of the Company to further the interests of the Company. Notwithstanding the foregoing, the Employee may disclose or use such Confidential Information only to the extent that disclosure or use thereof



is required (1) in the course of his/her employment with the Company and consistent with the promotion of its best interests, or (2) by a court or other governmental agency of competent jurisdiction, provided the Employee promptly notifies the Company and cooperates fully with the Company in obtaining any available protective order or the equivalent thereof prior to the disclosure of such information; provided, further that any Confidential Information shall continue to be subject to this Agreement for other purposes to the extent it is subject to a protective order or the equivalent. The Employee agrees that any property situated on the Employer's premises, including memory sticks and other storage media, filing cabinets or other work areas, is subject to inspection by Company personnel at any time with or without notice. At any time upon request of the Company, and in any event promptly upon termination of his/her employment with the Company, the Employee shall transfer and deliver all documents and other materials relating to the Employee's work for the Company, without retaining any copies, notes or excerpts thereof, in any medium or form. The Employee will destroy any related computer entries on equipment or media not owned by the Company. The Company shall be under no obligation to pay to the Employee any sums of money then due to the Employee from the Company or becoming due thereafter until the Employee has complied with the provisions of this Paragraph 2.

- 3. Ownership of Inventions and Intellectual Property Rights:** The Employee agrees that all activities in which he/she is or will be engaged by the Company during the course of his or her employment with the Company are being conducted for the benefit of the Company. Any and all inventions, designs, creations, conceptions, discoveries, processes, compounds, applications, devices, formulae, and improvements or refinements of current or future Company products or services, whether or not patentable or copyrightable, that the Employee may solely or jointly conceive, discover, make or reduce to practice during the period of his or her employment with the Company or after termination of his or her employment with the Company (*whether or not conceived, discovered, made or reduced to practice by the Employee at the Company's facilities or during regular business hours or utilizing resources of the Company*), and which relate in any way to or arise out of the Company's actual and/or anticipated scientific, development or business activities or products, including planned or proposed activities or products (collectively hereinafter referred to as "**Inventions**"), and the benefits and/or rights resulting thereof, shall be or shall immediately become the sole and exclusive property of the Company. The Employee shall promptly and fully disclose to the Company each such Invention and shall communicate to the Company, without cost or delay, all available information and data with respect thereto to the Company. The Employee further agrees that all original works of authorship, including, but not limited to, any and all reports, protocols, publications, software, systems and writing or compilations of data of every kind and description prepared or devised by the Employee or under his discretion while employed by the Company, and which relate to or arise out of the actual and/or anticipated scientific, development or business activities or products of the Company (collectively hereinafter referred to as "**Works**") shall be the sole and exclusive property of the Company. The Employee acknowledges that all such Works that may be protectable by copyright constitute "**works made for hire**" as that term is defined in the Indian Copyright Act, 1957. The Employee hereby irrevocably assigns any and all rights, title and interest the Employee may have or acquire in such Inventions and/or Works, and benefits and/or rights resulting therefrom, solely and exclusively to the Company. The undersigned acknowledges that the assignment of his/her rights, title and interest in and to any and all such Inventions and/or Works, and benefits and/or rights resulting therefrom, is deemed effective upon conception of such Inventions and/or Works. Notwithstanding the foregoing, the Employee agrees



to execute such instruments of transfer, assignment, conveyance or confirmation and such other documents as the Company may request to evidence, confirm or perfect the assignment of all of the Employee's right, title and interest in and to any Inventions and/or Works.

4. **Securing, Protecting and Enforcing Intellectual Property:** The Employee, without further consideration and upon request by the Company, agrees to cooperate and assist the Company, or its designee, at the Company's expense, in every reasonable way to secure, protect and enforce the Company's rights in the Inventions and/or Works and any copyrights, patents, trademarks, trade secrets, mask work rights or other intellectual property rights in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto and the execution of any and all applications, specifications, oaths, assignments and all other instruments and/or documents that the Company may deem necessary in order to secure, protect and enforce such rights. In the event the Company is unable, after reasonable effort, to secure the Employee's signature on any assignments, letters patent, copyright or other analogous protection relating to an Invention and/or Work, for whatever reason, the Employee hereby irrevocably designates and appoints the Company, and its duly authorized officers and agents, as the Employee's agent and attorney-in-fact, to act for and in his/her behalf and stead to execute and file any such instruments and/or documents and to do all other lawfully permitted acts to further the ownership, prosecution and issuance of letters patent, copyright or other analogous protection thereon with the same legal force and effect as if executed by the Employee. This power of attorney is coupled with an interest on the part of the Company and is irrevocable.
5. **Absence of Restrictions Upon Disclosure and Competition:** The Employee represents and warrants that: (i) his/her performance of all of the terms of this Agreement and as an employee of the Company does not and will not breach any agreement to (A) keep in confidence proprietary information or trade secrets acquired by him/her in confidence or in trust prior to his/her employment by the Company, or (B) refrain from competing, directly or indirectly, with the business of any previous employer or other party; (ii) the Employee has returned all documents and materials belonging to any of his/her former employers; (iii) the Employee will not disclose to the Company or induce any of the Company's employees to use proprietary information or trade secrets of any of his/her former employers; and (iv) the Employee has not entered into, and hereby agrees that he/she will not enter into, any agreement either written or oral in conflict herewith.
6. **Pre-Existing Employee Materials:** The Company acknowledges that the Employee has or may have ownership rights in inventions, patents, patent applications, discoveries, processes, compounds, applications, devices, and formulae, works of authorship, including, but not limited to, any and all reports, protocols, publications, software, systems and writing or compilations of data of every kind and description prepared or devised by him or her prior to his or her employment with the Company (hereinafter collectively referred to as "**Pre-Existing Employee Materials**") and that such Pre-Existing Employee Materials are or may be embodied in various documents, publications or digital form. The Employee represents and warrants that he/she has identified in writing and attached as **Exhibit A** to this Agreement any and all Pre-Existing Employee Materials in which the Employee claims, and intends to retain, ownership rights (hereinafter "**Employee-Owned Materials**"). To the extent that the Employee, in the course of his or her employment, or anyone



working at the Employee's direction, directly or indirectly incorporates any and/or all Employee-Owned Materials in any creation of the Company, the Employee hereby grants to the Company, and the Company shall have, a non-exclusive, royalty-free, irrevocable, perpetual, sub-licensable, worldwide license to make, have made, import, use and sell such incorporated Employee-Owned Materials as part of or in connection with such Company creations. In addition, the Employee agrees that, in the event that the Employee intends to sell or license any such incorporated Employee-Owned Materials, the Employee will give the Company sixty (60) days prior notice of the proposed transfer of rights in such incorporated Employee-Owned Materials, including in the notice reasonable specificity as to the substance of Employee-Owned Materials to be transferred, together with evidence reasonably satisfactory to the Company that only Employee-Owned Materials are included in the proposed transfer.

7. **Confidential Information of Third Parties:** The Employee acknowledges that the Company has received and in the future will receive from third parties their confidential or proprietary information subject to a duty on the Company's part to maintain the confidentiality of such information and, in some cases, to use it only for certain limited purposes. The Employee agrees that he/she owes the Company and such third parties, while in the employ of the Company and at all times thereafter, a duty to hold all such third-party confidential or proprietary information in the strictest confidence and not to disclose it to any person, firm or corporation (except in a manner that is consistent with the Company's agreement with the third party) or use it for the benefit of anyone other than the Company or such third party (consistent with the Company's agreement with the third party), unless expressly authorized in writing to act otherwise by an officer of the Company.
8. **Non-Solicitation:** The Employee agrees that, while in the employ of the Company and for a period of three (03) years following the end of his/her employment with the Company, the Employee will not, without the express prior written consent of the Company, either directly or indirectly, for himself/herself or through, on behalf of or in conjunction with any other person, persons, partnership or corporation: (i) divert or attempt to divert any business or any customer of the Company to any competitor by direct or indirect inducements or otherwise; or (ii) employ or seek to employ or engage as an independent contractor any person who is at that time employed by the Company, or otherwise to induce such person to leave his or her employment thereafter. This particular covenant prevents an ex-employee from dealing or soliciting the clients or customers of his/her former employee; regardless of which party has given the proposition. It also prevents the employee from soliciting his/her colleagues to quit the job for example trying to recruit them away from the organization.
9. **Miscellaneous:**
 - 9.1 **Certain Remedies:** The parties agree that any breach of this Agreement by the Employee would cause substantial and irreparable harm to the Company for which the Company would have no adequate remedy at law and for which an award of monetary damages would be wholly inadequate. In the event of any such breach or threatened breach, the Company shall have the right to an injunction, specific performance or other equitable relief, in addition to any other



legal rights or remedies which it may have available, and the Employee shall be responsible for the Company's costs and expenses, including, without limitation, reasonable attorneys' fees and court costs, incurred in enforcing any of the covenants of this Agreement.

9.2 **Notification:** The Employee hereby consents to the Company's notification, during and at any time after the termination or expiration of Employee's employment with the Company, of any employer or other third party of the Company's rights and his/her obligations under this Agreement.

9.3 **Severability:** Each provision of this Agreement shall be treated as a separate and independent clause, and the unenforceability of any one clause shall in no way impair the enforceability of any of the other clauses herein.

9.4 **Survival, Assignment and Benefit:** This Agreement may not be assigned by Employee. The terms of this Agreement shall survive the termination of the Employee's employment by the Company and shall inure to the benefit of and be binding upon the parties hereto and their respective successors, heirs and assigns. The Employee expressly consents to be bound by the provisions of this Agreement for the benefit of the Company or any subsidiary or affiliate thereof to whose employ the Employee may be transferred without the necessity that this Agreement be re-signed at the time of such transfer.

9.5 **Entire Agreement:** The Employee acknowledges receipt of this Agreement and agrees that with respect to the subject matter hereof it contains the entire understanding and agreement with the Company, superseding any previous oral or written communication, representation, understanding or agreement with the Company or any representative thereof.

9.6 **Amendments and Waiver:** This Agreement may not be altered, modified, or waived in whole or in part, except in writing, signed by the Employee and the Company. No failure or delay by either party in exercising any rights, power, or remedy under this Agreement shall operate as a waiver of any such right, power, or remedy. The Employee agrees that any change or changes in his or her duties, salary or compensation after the signing of the Agreement shall not affect the validity or scope of this Agreement.

9.7 **Governing Law and Forum:** This Agreement shall in all respects be governed and controlled by the laws of India without application of its choice of law principles, and all claims and/or

lawsuits in connection with this Agreement must be brought in the Courts of Chennai, and both parties hereby submit to the jurisdiction and venue of mentioned court.

THE EMPLOYEE HEREBY ACKNOWLEDGES THAT HE/SHE HAS READ THE FOREGOING AGREEMENT AND UNDERSTANDS AND AGREES TO EACH AND EVERY PROVISION:

Dated: _____ *Employee Signature:* _____

Agreed to Accepted By

NIZCARE PRIVATE LIMITED

Sincerely,



Signing Authority

Name: Dr. Arham

Designation: Chief Operating Officer

OL No: AM18534
22-December-2024

Date :

Dear **KS Mohamed Syith,**

Our hiring team was excited to get to know you during the interview call. It is our pleasure to offer you a position as a **Business Development Associate**. You will be reporting to the office on **07-April-2025**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

Below are the details of your employment with ACADEMOR:

Date of Joining : 07-April-2025

Training Period : **07-April-2025 to 16-April-2025 - (Unpaid)**

On the Job Training Start Date: **17-April-2025**

On the Job Training End Date: **16-October-2025**

Location of Training: Bangalore

Stipend: INR **18000** Per Month and Incentives : INR **12000**

Target: **240000** INR per month.

You will be eligible for a pre-placement offer of **6 to 8 LPA** after the completion of the **on-the-job training period**, subject to your performance throughout its duration.

I have read and understood the terms and conditions, and accepted this offer as set forth above with ACADEMOR, and I will report on **07-April-2025**.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____



Training Policy

- Acceptance of this offer indicates that you agree to perform the given responsibilities with due care and diligence, and in compliance with management norms.
- Your acceptance of this offer also demonstrates your enthusiasm to work a 9-hour shift from 11 AM to 8 PM (including breaks). You will be entitled to one day off per week. Depending on circumstances, we may ask you to stay a little longer after your scheduled logout time.
- If you wish to discontinue the training for personal reasons, you must follow the company's resignation procedures.
- The resignation procedure includes a one-month notice period. If you are unable to serve this notice period, you will be required to pay compensation equal to one month's stipend, and you can then be relieved from the company.
- All your information will be kept safe and confidential by Academor. Similarly, all information acquired during the course of your employment shall remain confidential, and you shall refrain from using it for personal purposes or disclosing it to any third party.
- Upon the conclusion of your employment, you will immediately return all company property, equipment, and documents, including electronically stored information.
- You will need to cooperate with and follow all policies and practices of Academor for both your development and that of Academor.
- Upon successful completion of the training tenure, you will be eligible for exciting pre-placement offers from Academor.
- The stipend cycle will begin concurrently with your On-the-Job Training (OJT).

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____



ANNEXURE

| Sl. No | Particulars |
|--------|---|
| 1. | Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none">• 10th standard or equivalent examination.• 12th standard or equivalent• Graduation• Post-graduation / Doctorate Other relevant educational or skill certifications |
| 2. | One original certificate (10th/12th or Degree Consolidated) for employment documentation |
| 3. | COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS. |
| 4. | PAN Card, Voter ID or Driving Licence Scanned Copy. |
| 5. | Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code. |
| 6. | Mandatory fully covid vaccinated report |

Please bring one original document, either an educational certificate/mark sheet (10th or 12th) or a government-issued ID card (Driving License/PAN Card), for verification.

SIGNATURE: _____

DATE: _____

(Candidate's Signature)





Sundara Pandian <prsundarapandian@gmail.com>

Fwd: Employment Offer Mail - Mr.Ashok Thangaperumal

1 message

Ashok <3082ashok@gmail.com>

Wed, Apr 16, 2025 at 8:57 AM

To: Sundara Pandian <prsundarapandian@gmail.com>

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

From: **People & Purpose - Blackstone Shipping** <people-purpose@blackstoneshipping.com>

Date: Tue, Apr 15, 2025, 6:01 PM

Subject: Employment Offer Mail - Mr. Thangaperumal

To: 3082ashok@gmail.com <3082ashok@gmail.com>

Cc: Densingh Blackstone Shipping <s.densingh@blackstoneshipping.com>, Pauline Blackstone Shipping <a.pauline@blackstoneshipping.com>, Employee Experience - Blackstone Shipping <employee-experience@blackstoneshipping.com>

Dear Ashok Thangaperumal,

We are delighted to extend an offer of employment to you for the position of **Junior Executive – Customer Service – GCC at Blackstone Shipping Private Limited**. After a thorough selection process, we believe you will be a valuable addition to our team.

Please find the details of your offer below:

Designation: Junior Executive

Department: Customer Service – GCC - EU

Salary Structure: **CTC INR 219,916 p.a.**Date of Joining: 2nd May 2025

Location: Tuticorin GCC

Reporting To: Mr. S. Densingh, Assistant General Manager

| S.No | Components | Per Month (INR) | Per Annum (INR) |
|-------------------|---|------------------|-------------------|
| A | EARNINGS | | |
| 1 | Basic Salary | 5,447.00 | 65,364.00 |
| 2 | HRA | 2,724.00 | 32,688.00 |
| 3 | Conveyance Allowance | 1,600.00 | 19,200.00 |
| 4 | Medical Reimbursement | 654.00 | 7,848.00 |
| 5 | Leave Travel Allowance | 327.00 | 3,924.00 |
| 6 | Special Allowance | 2,865.00 | 34,380.00 |
| | Gross | 13,617.00 | 163,404.00 |
| | TOTAL EARNINGS (A) | 13,617.00 | 163,404.00 |
| B | OTHER BENEFITS | | |
| 1 | Employer EPF Contribution | 1,307.16 | 15,686.00 |
| 2 | Employer ESIC Contribution | 443.00 | 5,316.00 |
| 3 | Gratuity*** | 261.00 | 3,132.00 |
| 4 | Medical & Hospitalisation group Insurance | 215.17 | 2,582.00 |
| 5 | Personal Accident Insurance | 29.00 | 348.00 |
| 6 | Statutory / Festive Bonus* | 454.00 | 5,448.00 |
| | TOTAL OTHER BENEFITS (B) | 2,709.33 | 32,512.00 |
| C | VARIABLE PAY | | |
| | Night Shift Meal Allowance** | 2,000.00 | 24,000.00 |
| D | COST TO COMPANY (A+B+C) | 18,326.33 | 219,916.00 |
| Deductions | | | |
| 1 | Employee EPF Contribution | 1,307.16 | 15,686.00 |
| 2 | Employee ESIC Contribution | 102.00 | 1,224.00 |
| 3 | Professional Tax Employee | 208.00 | 2,500.00 |
| 4 | Gratuity*** | 261.00 | 3,132.00 |
| 5 | Medical & Hospitalisation group Insurance | 215.17 | 2,582.00 |
| 6 | Personal Accident Insurance | 29.00 | 348.00 |
| 7 | Income Tax (TDS)**** | - | - |

*Bonus Details

1. Statutory Bonus

- Employees eligible for statutory bonuses will receive them as per the **Bonus Act, of 1965**.
- Eligibility: Employees with a basic salary below **INR 21,000**.
- Calculation:
 - **8.33%** of basic salary OR
 - **8.33%** of the minimum wage (whichever is higher).
- Employees with a basic salary exceeding INR 21,000 are not eligible for statutory bonuses but may receive festival bonuses.

2. Festival Bonus

- The festival bonus will be paid at the **discretion and approval of the Management**, based on the company's financial performance.
- Employees eligible for statutory bonuses may also receive the festival bonus, subject to management's discretion.

** BO Shift Allowance

BO Shift Allowance - This is a late evening meal allowance provided for employees working in our Back Office @ INR 100 per worked day. This does not include weekends, absences, leave, and weekly off or any other non-working days. An average of 20 working days are considered to arrive at this calculation. However, actual pay-out in the payslip will be made basis actual number of worked days as per attendance records.

*****Gratuity** - Gratuity is payable as per the provisions under the Gratuity Act, 1972

****** Income Tax Deduction (TDS)**

- Income tax will be deducted at source (TDS) based on the **gross salary earnings** of the employee during the financial year.
- Deductions will follow the applicable income tax slabs and rules under the **Income Tax Act, of 1961**.
- Tax rates and slabs are subject to change with amendments to tax laws.
- The company will ensure compliance with prevailing tax laws during the financial year.

-
List of documents to be submitted upon acceptance of the offer and atleast 3 working days before the joining date. Your official appointment letter will be provided on your joining day, upon submission of the requested documents.

-
The following documents are to be made available in original along with one set of photocopies. The original documents will be returned after verifying the photocopies.

Past Employment (If applicable)

- Offer letter
- Relieving letter
- Last Salary Revision letter
- Last 3 month's Salary Slips

Education Details

- Provisional Certificate
- All Education Mark sheet & Qualification Certificates.

Identity & Address Proof (All the documents are Mandatory)

- Aadhar Card
- Pan Card
- Driving License
- Copy of House Rent Agreement / Electricity / Telephone Bill / Ration card / Passport – Anyone

Age Proof

- Birth certificate or
- School/College leaving certificate

Passport size Photographs with white background (4 Nos) Blood Group Proof (Lab Report)

Cancelled Cheque leaf with a name or Bank Passbook photocopy - 2 Copies.

Please review the details of your offer. The offer made vide this mail is only valid for "7 days" from the date of issue.

To accept this offer, kindly acknowledge the mail. If you have any questions or need further clarification, feel free to reach out to us.

We are excited about the prospect of you joining our team and contributing to our success.

Thanks & Regards,



Mary Dominica P

Manager-People Function(People & Purpose)

Blackstone Shipping Private Limited

Temple Steps, 9th Floor, Block No.1,UNIT "A",No.184-187, Anna Salai, Little Mount,Chennai - 600015

M. +91 73050 61888 | GST. 33AAICB8190P1Z2

E. people-purpose@blackstoneshipping.com | W. www.blackstoneshipping.com

23 Offices - 12 Countries

Global Offices: Antwerp | Rotterdam | London | Singapore | New Jersey | Dhaka | Dubai | Dusseldorf | Hamburg | Tema | Lome | Abidjan

India Offices: Chennai | Tuticorin | Mumbai | Bengaluru | Coimbatore | Jodhpur | Mundra | Tada | New Delhi | Cochin | Hyderabad



Disclaimer

All Blackstone Shipping services are undertaken subject to Blackstone Shipping Terms and Conditions of Trading. These may exclude or limit our liability in the event of claims for loss, damage and delay to cargo or otherwise and provide for all disputes to be arbitrated. Please view and download our Terms and Conditions of Trading from our website, <https://blackstoneshipping.com/terms&conditions.html>. Unless proven otherwise they will be deemed accepted.

WCA/GAA Membership ID: I29482

2 attachments

| Sl.No | Comments | Pre-Media (INR) | Post-Media (INR) |
|-------------------------|---|-----------------|------------------|
| A. EARNINGS | | | |
| 1 | Basic Salary | 1,117,500 | 107,303.00 |
| 2 | DA | 2,714,000 | 13,000.00 |
| 3 | Dearness Allowance | 1,000,000 | 19,200.00 |
| 4 | Medical Reimbursement | 100,000 | 2,800.00 |
| 5 | Leave Travel Allowance | 127,000 | 3,524.00 |
| 6 | Special Allowance | 1,000,000 | 11,890.00 |
| 7 | Bank | 1,304,700 | 101,814.00 |
| 8 | PROFIT SHARING (%) | 10,000,000 | 1,000,000.00 |
| B. CONTRIBUTIONS | | | |
| 1 | Employee PF Contribution | 1,100,000 | 11,000.00 |
| 2 | Employee EDLI Contribution | 100,000 | 1,000.00 |
| 3 | Employee Gratuity | 1,000,000 | 1,000.00 |
| 4 | Medical & Hospitalization Group Insurance | 1,117,500 | 1,000.00 |
| 5 | Provision of Medical Insurance | 100,000 | 1,000.00 |
| 6 | Provision of Life Insurance | 1,000,000 | 1,000.00 |
| 7 | PROFIT SHARING BENEFIT (%) | 1,100,000 | 11,000.00 |
| C. EMPLOYEE PAY | | | |
| 1 | Basic Salary & Allowance | 1,000,000 | 11,000.00 |
| 2 | PROFIT SHARING (%) | 10,000,000 | 1,000,000.00 |
| D. EMPLOYEE TAX | | | |
| 1 | Employee PF Contribution | 1,100,000 | 11,000.00 |
| 2 | Employee EDLI Contribution | 100,000 | 1,000.00 |
| 3 | Provision of Life Insurance | 1,000,000 | 1,000.00 |
| 4 | Employee Gratuity | 1,000,000 | 1,000.00 |
| 5 | Medical & Hospitalization Group Insurance | 1,117,500 | 1,000.00 |
| 6 | Provision of Medical Insurance | 100,000 | 1,000.00 |
| 7 | Provision of Life Insurance | 1,000,000 | 1,000.00 |
| 8 | Income Tax (TDS) | 1,000,000 | 1,000.00 |

image005.png 171K



image006.png 169K



Sundara Pandian <prsundarapandian@gmail.com>

Fwd: Employment Offer Mail - Mr. Joshua Panimaya Raj

1 message

joshua jos <josjoshua608@gmail.com>
To: Sundara Pandian <prsundarapandian@gmail.com>

Wed, Apr 16, 2025 at 12:15 PM

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

From: **People & Purpose - Blackstone Shipping** <people-purpose@blackstoneshipping.com>

Date: Tue, 15 Apr, 2025, 6:02 pm

Subject: Employment Offer Mail - Mr. Joshua Panimaya Raj

To: josjoshua608@gmail.com <josjoshua608@gmail.com>Cc: Densingh Blackstone Shipping <s.densingh@blackstoneshipping.com>, Pauline Blackstone Shipping <a.pauline@blackstoneshipping.com>, Employee Experience - Blackstone Shipping <employee-experience@blackstoneshipping.com>

Dear Joshua Panimaya Raj,

We are delighted to extend an offer of employment to you for the position of **Junior Executive – Customer Service - GCC at Blackstone Shipping Private Limited**. After a thorough selection process, we believe you will be a valuable addition to our team.

Please find the details of your offer below:

Designation: Junior Executive

Department: Customer Service – GCC- EU

Salary Structure: **CTC INR 219,916 p.a.**Date of Joining: 2nd May 2025

Location: Tuticorin GCC

Reporting To: Mr. S. Densingh, Assistant General Manager

| S.No | Components | Per Month (INR) | Per Annum (INR) |
|-------------------|---|------------------|-------------------|
| A | EARNINGS | | |
| 1 | Basic Salary | 5,447.00 | 65,364.00 |
| 2 | HRA | 2,724.00 | 32,688.00 |
| 3 | Conveyance Allowance | 1,600.00 | 19,200.00 |
| 4 | Medical Reimbursement | 654.00 | 7,848.00 |
| 5 | Leave Travel Allowance | 327.00 | 3,924.00 |
| 6 | Special Allowance | 2,865.00 | 34,380.00 |
| | Gross | 13,617.00 | 163,404.00 |
| | TOTAL EARNINGS (A) | 13,617.00 | 163,404.00 |
| B | OTHER BENEFITS | | |
| 1 | Employer EPF Contribution | 1,307.16 | 15,686.00 |
| 2 | Employer ESIC Contribution | 443.00 | 5,316.00 |
| 3 | Gratuity*** | 261.00 | 3,132.00 |
| 4 | Medical & Hospitalisation group Insurance | 215.17 | 2,582.00 |
| 5 | Personal Accident Insurance | 29.00 | 348.00 |
| 6 | Statutory / Festive Bonus* | 454.00 | 5,448.00 |
| | TOTAL OTHER BENEFITS (B) | 2,709.33 | 32,512.00 |
| C | VARIABLE PAY | | |
| | Night Shift Meal Allowance** | 2,000.00 | 24,000.00 |
| D | COST TO COMPANY (A+B+C) | 18,326.33 | 219,916.00 |
| Deductions | | | |
| 1 | Employee EPF Contribution | 1,307.16 | 15,686.00 |
| 2 | Employee ESIC Contribution | 102.00 | 1,224.00 |
| 3 | Professional Tax Employee | 208.00 | 2,500.00 |
| 4 | Gratuity*** | 261.00 | 3,132.00 |
| 5 | Medical & Hospitalisation group Insurance | 215.17 | 2,582.00 |
| 6 | Personal Accident Insurance | 29.00 | 348.00 |
| 7 | Income Tax (TDS)**** | - | - |

*Bonus Details

1. Statutory Bonus

- Employees eligible for statutory bonuses will receive them as per the **Bonus Act, of 1965**.
- Eligibility: Employees with a basic salary below **INR 21,000**.
- Calculation:
 - **8.33%** of basic salary OR
 - **8.33%** of the minimum wage (whichever is higher).
- Employees with a basic salary exceeding INR 21,000 are not eligible for statutory bonuses but may receive festival bonuses.

2. Festival Bonus

- The festival bonus will be paid at the **discretion and approval of the Management**, based on the company's financial performance.
- Employees eligible for statutory bonuses may also receive the festival bonus, subject to management's discretion.

** BO Shift Allowance

BO Shift Allowance - This is a late evening meal allowance provided for employees working in our Back Office @ INR 100 per worked day. This does not include weekends, absences, leave, and weekly off or any other non-working days. An average of 20 working days are considered to arrive at this calculation. However, actual pay-out in the payslip will be made basis actual number of worked days as per attendance records.

*****Gratuity** - Gratuity is payable as per the provisions under the Gratuity Act, 1972

****** Income Tax Deduction (TDS)**

- Income tax will be deducted at source (TDS) based on the **gross salary earnings** of the employee during the financial year.
- Deductions will follow the applicable income tax slabs and rules under the **Income Tax Act, of 1961**.
- Tax rates and slabs are subject to change with amendments to tax laws.
- The company will ensure compliance with prevailing tax laws during the financial year.

-
List of documents to be submitted upon acceptance of the offer and at least 3 working days before the joining date. Your official appointment letter will be provided on your joining day, upon submission of the requested documents.

-
The following documents are to be made available in original along with one set of photocopies. The original documents will be returned after verifying the photocopies.

Past Employment (If applicable)

- Offer letter
- Relieving letter
- Last Salary Revision letter
- Last 3 month's Salary Slips

Education Details

- Provisional Certificate
- All Education Mark sheet & Qualification Certificates.

Identity & Address Proof (All the documents are Mandatory)

- Aadhar Card
- Pan Card
- Driving License
- Copy of House Rent Agreement / Electricity / Telephone Bill / Ration card / Passport – Anyone

Age Proof

- Birth certificate or
- School/College leaving certificate

Passport size Photographs with white background (4 Nos) Blood Group Proof (Lab Report)

Cancelled Cheque leaf with a name or Bank Passbook photocopy - 2 Copies.

Please review the details of your offer. The offer made vide this mail is only valid for "7 days" from the date of issue.

To accept this offer, kindly acknowledge the mail. If you have any questions or need further clarification, feel free to reach out to us.

We are excited about the prospect of you joining our team and contributing to our success.

Thanks & Regards,



Mary Dominica P
 Manager-People Function(People & Purpose)
Blackstone Shipping Private Limited
 Temple Steps, 9th Floor, Block No.1,UNIT "A",No.184-187, Anna Salai, Little Mount,Chennai - 600015
 M. +91 73050 61888 | GST. 33AAICB8190P1Z2
 E. people-purpose@blackstoneshipping.com | W. www.blackstoneshipping.com

23 Offices - 12 Countries
 Global Offices: Antwerp | Rotterdam | London | Singapore | New Jersey | Dhaka | Dubai | Dusseldorf | Hamburg | Tema | Lome | Abidjan
 India Offices: Chennai | Tuticorin | Mumbai | Bengaluru | Coimbatore | Jodhpur | Mundra | Tada | New Delhi | Cochin | Hyderabad



Disclaimer
 All Blackstone Shipping services are undertaken subject to Blackstone Shipping Terms and Conditions of Trading. These may exclude or limit our liability in the event of claims for loss, damage and delay to cargo or otherwise and provide for all disputes to be arbitrated. Please view and download our Terms and Conditions of Trading from our website, <https://blackstoneshipping.com/terms&conditions.html>. Unless proven otherwise they will be deemed accepted.

WCA/GAA Membership ID: I29482

2 attachments

| Code | Comments | Pre-Media (INR) | Pre-Media (USD) |
|--|----------|-----------------|-----------------|
| A. EARNINGS | | | |
| 1. Basic Salary | | 1,117,500 | 167,363.00 |
| 2. Bonus | | 2,714,000 | 412,600.00 |
| 3. Dearness Allowance | | 1,200,000 | 182,250.00 |
| 4. Medical Reimbursement | | 245,000 | 36,750.00 |
| 5. Leave Travel Allowance | | 127,000 | 19,050.00 |
| 6. Special Allowance | | 1,000,000 | 150,000.00 |
| 7. Bonus | | 1,344,700 | 201,610.00 |
| TOTAL EARNINGS (A) | | 10,848,200 | 1,653,623.00 |
| B. CONTRIBUTIONS | | | |
| 1. Employee PPF Contribution | | 1,100,000 | 165,000.00 |
| 2. Employee PF Contribution | | 1,00,000 | 15,000.00 |
| 3. Employee Gratuity | | 1,10,000 | 16,500.00 |
| 4. Medical & Hospitalization (Group Insurance) | | 1,15,117 | 17,267.50 |
| 5. Provident Fund Contribution | | 70,000 | 10,500.00 |
| 6. Employee Pension Scheme | | 1,10,000 | 16,500.00 |
| TOTAL CONTRIBUTIONS (B) | | 2,395,117 | 358,767.50 |
| C. EMPLOYEE PAY | | | |
| 1. Single Shift Work Allowance | | 1,000,000 | 150,000.00 |
| TOTAL EMPLOYEE PAY (C) | | 10,848,200 | 1,653,623.00 |
| D. EMPLOYEE BENEFITS | | | |
| 1. Employee PPF Contribution | | 1,100,000 | 165,000.00 |
| 2. Employee PF Contribution | | 1,00,000 | 15,000.00 |
| 3. Provident Fund Contribution | | 1,10,000 | 16,500.00 |
| 4. Gratuity | | 1,10,000 | 16,500.00 |
| 5. Medical & Hospitalization (Group Insurance) | | 1,15,117 | 17,267.50 |
| 6. Provident Fund Contribution | | 70,000 | 10,500.00 |
| 7. Employee Pension Scheme | | 1,10,000 | 16,500.00 |

image001.png
171K



image002.png
168K

OL No: AM18531
22-December-2024

Date :

Dear **S. Apollo Jesus**,

Our hiring team was excited to get to know you during the interview call. It is our pleasure to offer you a position as a **Business Development Associate**. You will be reporting to the office on **07-April-2025**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

Below are the details of your employment with ACADEMOR:

Date of Joining : 07-April-2025

Training Period : **07-April-2025 to 16-April-2025 - (Unpaid)**

On the Job Training Start Date: **17-April-2025**

On the Job Training End Date: **16-October-2025**

Location of Training: Bangalore

Stipend: INR **18000** Per Month and Incentives : INR **12000**

Target: **240000** INR per month.

You will be eligible for a pre-placement offer of **6 to 8 LPA** after the completion of the **on-the-job training period**, subject to your performance throughout its duration.

I have read and understood the terms and conditions, and accepted this offer as set forth above with ACADEMOR, and I will report on **07-April-2025**.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____



Training Policy

- Acceptance of this offer indicates that you agree to perform the given responsibilities with due care and diligence, and in compliance with management norms.
- Your acceptance of this offer also demonstrates your enthusiasm to work a 9-hour shift from 11 AM to 8 PM (including breaks). You will be entitled to one day off per week. Depending on circumstances, we may ask you to stay a little longer after your scheduled logout time.
- If you wish to discontinue the training for personal reasons, you must follow the company's resignation procedures.
- The resignation procedure includes a one-month notice period. If you are unable to serve this notice period, you will be required to pay compensation equal to one month's stipend, and you can then be relieved from the company.
- All your information will be kept safe and confidential by Academor. Similarly, all information acquired during the course of your employment shall remain confidential, and you shall refrain from using it for personal purposes or disclosing it to any third party.
- Upon the conclusion of your employment, you will immediately return all company property, equipment, and documents, including electronically stored information.
- You will need to cooperate with and follow all policies and practices of Academor for both your development and that of Academor.
- Upon successful completion of the training tenure, you will be eligible for exciting pre-placement offers from Academor.
- The stipend cycle will begin concurrently with your On-the-Job Training (OJT).

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____



ANNEXURE

| Sl. No | Particulars |
|--------|--|
| 1. | Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none"> ● 10th standard or equivalent examination. ● 12th standard or equivalent ● Graduation ● Post-graduation / Doctorate Other relevant educational or skill certifications |
| 2. | One original certificate (10th/12th or Degree Consolidated) for employment documentation |
| 3. | COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS. |
| 4. | PAN Card, Voter ID or Driving Licence Scanned Copy. |
| 5. | Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code. |
| 6. | Mandatory fully covid vaccinated report |

Please bring one original document, either an educational certificate/mark sheet (10th or 12th) or a government-issued ID card (Driving License/PAN Card), for verification.

SIGNATURE: _____

DATE: _____

(Candidate's Signature)



OL No: AM18530
22-December-2024

Date :

Dear **S. Vishva Harini**,

Our hiring team was excited to get to know you during the interview call. It is our pleasure to offer you a position as a **Business Development Associate**. You will be reporting to the office on **07-April-2025**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

Below are the details of your employment with ACADEMOR:

Date of Joining : 07-April-2025

Training Period : **07-April-2025 to 16-April-2025 - (Unpaid)**

On the Job Training Start Date: **17-April-2025**

On the Job Training End Date: **16-October-2025**

Location of Training: Bangalore

Stipend: INR **18000** Per Month and Incentives : INR **12000**

Target: **240000** INR per month.

You will be eligible for a pre-placement offer of **6 to 8 LPA** after the completion of the **on-the-job training period**, subject to your performance throughout its duration.

I have read and understood the terms and conditions, and accepted this offer as set forth above with ACADEMOR, and I will report on **07-April-2025**.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____



Training Policy

- Acceptance of this offer indicates that you agree to perform the given responsibilities with due care and diligence, and in compliance with management norms.
- Your acceptance of this offer also demonstrates your enthusiasm to work a 9-hour shift from 11 AM to 8 PM (including breaks). You will be entitled to one day off per week. Depending on circumstances, we may ask you to stay a little longer after your scheduled logout time.
- If you wish to discontinue the training for personal reasons, you must follow the company's resignation procedures.
- The resignation procedure includes a one-month notice period. If you are unable to serve this notice period, you will be required to pay compensation equal to one month's stipend, and you can then be relieved from the company.
- All your information will be kept safe and confidential by Academor. Similarly, all information acquired during the course of your employment shall remain confidential, and you shall refrain from using it for personal purposes or disclosing it to any third party.
- Upon the conclusion of your employment, you will immediately return all company property, equipment, and documents, including electronically stored information.
- You will need to cooperate with and follow all policies and practices of Academor for both your development and that of Academor.
- Upon successful completion of the training tenure, you will be eligible for exciting pre-placement offers from Academor.
- The stipend cycle will begin concurrently with your On-the-Job Training (OJT).

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____



ANNEXURE

| Sl. No | Particulars |
|--------|---|
| 1. | Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none">• 10th standard or equivalent examination.• 12th standard or equivalent• Graduation• Post-graduation / Doctorate Other relevant educational or skill certifications |
| 2. | One original certificate (10th/12th or Degree Consolidated) for employment documentation |
| 3. | COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS. |
| 4. | PAN Card, Voter ID or Driving Licence Scanned Copy. |
| 5. | Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code. |
| 6. | Mandatory fully covid vaccinated report |

Please bring one original document, either an educational certificate/mark sheet (10th or 12th) or a government-issued ID card (Driving License/PAN Card), for verification.

SIGNATURE: _____

DATE: _____

(Candidate's Signature)



HO/HR/TA/269613700

Date:13/02/2025

Ms. Rigana ,
Pirambuvayal, Sevvaipettai Post, Sivagangai, Tamil Nadu, 623402

Dear Ms. Rigana ,

Sub: Provisional Offer Letter

With reference to your application and further to the interview and/or subsequent discussion you had with us, we are pleased to offer you the position of **'Executive Trainee' - Grade 'B1'**.

By joining ESAF BANK, you will be part of a fast-paced and socially dedicated team that works together to provide 'Joy of Banking to Everyone'. Also, you are committing to the Bank's **vision** of being India's leading social Bank that offers equal opportunities for the whole society through universal access and financial deepening, thus promoting financial inclusion, livelihood and economic development as a whole. In turn, Bank will be providing you with every opportunity to learn, grow and stretch to the highest level of your ability and potential.

The details of the offer are as follows, and shall be confidential.

You will be on training for a period of 12 months, which may be extended or regularized based on your performance and the successful completion of training will be followed by six months' probation. Your service in the Bank will be confirmed subject to your performance being satisfactory during the probationary period.

Your remuneration will be as follows:

1. Annual Salary would be Rs. 425000.0
2. Apart from the above, you will be eligible for Performance Incentive/ Pay as per Bank's policy, applicable to the Role/Grade.

The emoluments mentioned above are payable as per the policies of the bank, after effecting appropriate and applicable statutory deductions if any.

You shall be eligible for TA & DA and other payments as applicable to the grade, in line with the Bank's policy.

Your initial posting will be at any branch/office anywhere in India. However, the Bank reserves the right to transfer you to any Office / Department / Branch of the Bank, in India, that is in existence / or may come into existence at a future date, based on the Bank's business requirements.

You shall give the acceptance of the offer and of the above terms and conditions of employment on receipt of this letter. This offer letter is valid for 7 days from the date of this letter, for acceptance. This offer shall be effective from the date of your joining the Bank.

Your performance will be reviewed on a regular basis as per the performance parameters appropriate to the position mentioned. You will be governed by the rules, regulations and policies laid down by the **ESAF Bank** from time to time, and as applicable to your position.

Notwithstanding anything contained herein, if you are found to be indulging in any act of commission/omission that may be prejudicial to the interests of the Bank, violation of its code of conduct and/or policies, such act shall warrant disciplinary action, as deemed fit by the Bank.

Your appointment is subject to the necessary verifications / NOCs / receipt of Experience and Conduct certificate from your present/previous employers and receiving satisfactory references.

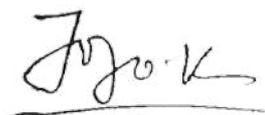
The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and in case of any dispute arising out of the same, the Courts at Thrissur will have exclusive jurisdiction.

You are requested to submit the below documents at the time of joining:

- Annexure 1 ([link](#))
- Medical Certificate ([link](#))
- Self Declaration of Medical Fitness ([link](#))
- Annexure 4 ([link](#))

We welcome you to ESAF Small Finance Bank and look forward to your valuable contribution in scaling **ESAF Bank** to greater heights.

Yours sincerely,



Jojo K
Chief Manager

| Compensation Particular | Monthly | Annual |
|---|--------------|-----------------|
| (A) Fixed Monthly Pay - EARNINGS | | |
| Basic Pay | 12400 | 148800.0 |
| House Rent Allowance | 2480 | 29760.0 |
| Dearness Allowance | 2000 | 24000.0 |
| Conveyance Allowance | 0 | 0.0 |
| Medical Allowance | 0 | 0.0 |
| Periodicals / Self Development Allowance | 0 | 0.0 |
| Food allowance/Coupons | 0 | 0.0 |
| LTA | 0 | 0.0 |
| Special Allowance | 14866 | 178396.0 |
| Total (A) | 31746 | 380956.0 |
| Fixed Monthly Pay - DEDUCTIONS | | |
| Provident Fund - Employee | 1728 | 20736.0 |
| Professional Tax | 0 | 0.0 |
| Charity Fund | 124 | 1488.0 |
| ESWT Fund Contribution | 124 | 1488.0 |
| ESWT Membership - Rs.1000/- ** | 0 | 0.0 |
| Let Them Smile (Voluntary) | 0 | 0.0 |
| Staff Advance (if taken) | 0 | 0.0 |
| Death Fund | 0 | 0.0 |
| TDS | 0 | 0.0 |
| Total Recovery | 1976 | 23712.0 |
| Net Salary | 29770 | 357244.0 |
| (B) Annual Pay | | |
| Bonus | 583 | 7000.0 |
| Total (B) | 583 | 7000.0 |
| (C) Retiral & Other Benefits (Employer Contribution) | | |
| Provident Fund - Employer | 1728 | 20736.0 |
| Medical Insurance | 667 | 8000.0 |
| Leave Surrender | 0 | 0.0 |
| Gratuity | 692 | 8308.0 |
| Total (C) | 3087 | 37044.0 |
| Cost To Company (A+B+C) | 35417 | 425000.0 |

1. Incentives are paid to Employees in Business Stream as approved from time to time
2. Performance Pay upto 10% of Gross will be paid to staff in other Streams based on Bank's, Department's and Individual's annual performance
3. Employees Deposit Linked Insurance Scheme on Normal Death.
4. Group Term Life Insurance (for spouse also)

5. Death Benefit from Staff Welfare Trust
6. Future Gratuity benefits.
7. ESAF CUG facility.
8. Car Component as per Car Policy of the Bank
9. Changes as per bank policy will be incorporated time to time
10. You will be eligible for an outstation allowance of 0₹ per month.
11. You will be eligible for a metro allowance of 0₹ per month.

NB: 1. Employee has an option of contributing 1% of the basic salary towards charity fund meant for charitable activities conducted by ESAF foundation on monthly basis.

2. 1% of Basic salary will be deducted towards ESAF Staff Welfare Fund meant for the employees of ESAF group

3. Applicable TDS will be effected on the salary.

4. The allowance mentioned above are indicative and will be disbursed based on the fulfilment of the criteria as mentioned in the HR Benefits Manual of the Bank. The Management reserves the right to change or withdraw any allowances without any prior notice.

ESAF SMALL FINANCE BANK LIMITED

RBI License no: MUM 124, CIN: U65990KL2016PLCO45669

Registered & Corporate Office: ESAF Small Finance Bank Limited, Building No. VII/83/8, ESAF Bhavan,
Mannuthy, Thrissur- Palakad National Highway, Thrissur- 680 651, Kerala

Ph. No: 0487 7123456, 123457, Email: customercare@esafbank.com, www.esafbank.com

OL No: AM18533
22-December-2024

Date :

Dear **B Vaishnavi**,

Our hiring team was excited to get to know you during the interview call. It is our pleasure to offer you a position as a **Business Development Associate**. You will be reporting to the office on **07-April-2025**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

Below are the details of your employment with ACADEMOR:

Date of Joining : 07-April-2025

Training Period : **07-April-2025 to 16-April-2025 - (Unpaid)**

On the Job Training Start Date: **17-April-2025**

On the Job Training End Date: **16-October-2025**

Location of Training: Bangalore

Stipend: INR **18000** Per Month and Incentives : INR **12000**

Target: **240000** INR per month.

You will be eligible for a pre-placement offer of **6 to 8 LPA** after the completion of the **on-the-job training period**, subject to your performance throughout its duration.

I have read and understood the terms and conditions, and accepted this offer as set forth above with ACADEMOR, and I will report on **07-April-2025**.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____



Training Policy

- Acceptance of this offer indicates that you agree to perform the given responsibilities with due care and diligence, and in compliance with management norms.
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- If you wish to discontinue the training for personal reasons, you must follow the company's resignation procedures.
- The resignation procedure includes a one-month notice period. If you are unable to serve this notice period, you will be required to pay compensation equal to one month's stipend, and you can then be relieved from the company.
- All your information will be kept safe and confidential by Academor. Similarly, all information acquired during the course of your employment shall remain confidential, and you shall refrain from using it for personal purposes or disclosing it to any third party.
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- The stipend cycle will begin concurrently with your On-the-Job Training (OJT).

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____



ANNEXURE

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| 2. | One original certificate (10th/12th or Degree Consolidated) for employment documentation |
| 3. | COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS. |
| 4. | PAN Card, Voter ID or Driving Licence Scanned Copy. |
| 5. | Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code. |
| 6. | Mandatory fully covid vaccinated report |

Please bring one original document, either an educational certificate/mark sheet (10th or 12th) or a government-issued ID card (Driving License/PAN Card), for verification.

SIGNATURE: _____

DATE: _____

(Candidate's Signature)





10th Jan, 2025

R. Naveen

Chennai

Dear R. Naveen

Congratulations!! We are delighted to make you an offer with IndiaMART InterMesh Ltd.

Designation : **Executive- Client Acquisition**
Date of joining : **17th Feb 2025**
Base Location : **Chennai/Egmore 1**

We are pleased to offer you the position of “**Executive-Client Acquisition**”. We are confident that your skills, experience, and enthusiasm will make a valuable contribution to our team.

1. Your Gross Salary is as below,

- First 6 months - ₹27,500/month
- Next 6 months - ₹30,000/month

Break-up is given in Annexure -I.

In addition to the above, you will be entitled to ₹25,000 upon completion of 9 months from the date of joining subject to your continuous employment at the time of disbursement.

2. You shall be reporting to work at 9.00 am on the day of joining. This job requires you to work from the office on all working days as per your working location. As informed, your place of posting shall be Chennai/Egmore 1.
3. You will be governed by the Company rules, as amended from time to time. You will be entitled to leave and other benefits in accordance with such rules applicable from time to time.
4. A detailed “Letter of Appointment” setting out terms and conditions of your appointment shall be issued to you after your completing the joining formalities.
5. If you have any questions or require further clarification about the terms of this offer till your joining date, please do not hesitate to contact **Amanpreet Kaur @7973776079.**



Please Note – Your offer has been made based on the information furnished by you. We will verify the authenticity of such information using various means including services of background verification agencies. Company reserves the right to revoke the offer and your appointment at any time in case we discover discrepancies in your declarations.

You are requested to sign below in token of your acceptance of the terms and conditions of this letter of intent and return the duplicate copy duly signed by you to us.

We are very excited about you joining us & we look forward to having you with IndiaMART Intermesh Ltd.

Sincerely yours,

For IndiaMART Intermesh Ltd.

A handwritten signature in blue ink that reads 'Perna'.

Perna Hajela
AVP-Human Resources

SIGNATURE
(_____)

Annexure – I

Name: R. Naveen

Designation – Executive– Client Acquisition

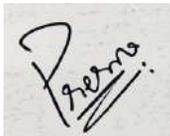
| Annual Gross Salary | | |
|---|---------------------|--------------------|
| Details | Monthly (Rs) | Annual (Rs) |
| First 6 Months salary | 27,500 | 1,65,000 |
| salary 7 Months Onwards | 30,000 | 1,80,000 |
| Retention Bonus on completion of 9 months | | 25,000 |
| Total Earning Potential** | | 3,70,000* |

* The above does not include the conveyance payout and incentives.

* Income Tax will be deducted from salary as per Government specified rules.

** Subject to being live and active in system.

For IndiaMART Intermesh Ltd.



Prerna Hajela
AVP-Human Resources

SIGNATURE
(_____)



10th Jan, 2025

P.Elben

Rodrigo

Chennai

Dear P. Elben

Congratulations!! We are delighted to make you an offer with IndiaMART InterMesh Ltd.

Designation : **Executive- Client Acquisition**
Date of joining : **17th Feb 2025**
Base Location : **Chennai/Egmore 1**

We are pleased to offer you the position of “**Executive-Client Acquisition**”. We are confident that your skills, experience, and enthusiasm will make a valuable contribution to our team.

1. Your Gross Salary is as below,

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Break-up is given in Annexure -I.

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3. You will be governed by the Company rules, as amended from time to time. You will be entitled to leave and other benefits in accordance with such rules applicable from time to time.
4. A detailed “Letter of Appointment” setting out terms and conditions of your appointment shall be issued to you after your completing the joining formalities.
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Please Note – Your offer has been made based on the information furnished by you. We will verify the authenticity of such information using various means including services of background verification agencies. Company reserves the right to revoke the offer and your appointment at any time in case we discover discrepancies in your declarations.

You are requested to sign below in token of your acceptance of the terms and conditions of this letter of intent and return the duplicate copy duly signed by you to us.

We are very excited about you joining us & we look forward to having you with IndiaMART InterMesh Ltd.

Sincerely yours,

For IndiaMART InterMesh Ltd.

Prerna Hajela
AVP-Human Resources

SIGNATURE
(_____)

Annexure – I

Name: P. Elben Rodrigo
Designation – Executive– Client Acquisition

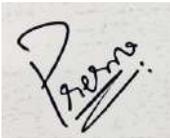
| Annual Gross Salary | | |
|---|---------------------|--------------------|
| Details | Monthly (Rs) | Annual (Rs) |
| First 6 Months salary | 27,500 | 1,65,000 |
| salary 7 Months Onwards | 30,000 | 1,80,000 |
| Retention Bonus on completion of 9 months | | 25,000 |
| Total Earning Potential** | | 3,70,000* |

* The above does not include the conveyance payout and incentives.

* Income Tax will be deducted from salary as per Government specified rules.

** Subject to being live and active in system.

For IndiaMART Intermesh Ltd.



Prerna Hajela
AVP-Human Resources

SIGNATURE
(_____)

Offer Letter

Dear CHANDRA PRIYAN D,

Congratulations! We are pleased to confirm that you have been selected to work for **Pon Pure Chemical India Private Limited**. We are delighted to make you the following job offer:

The position we are offering you is that of **Executive - Sales -Chennai** with an annual cost to company of **3,16,320**. This position reports to Meera.

We would like you to start work on **24-Apr-2025**. Please report to Meera for documentation and orientation. On joining, you will be onboard to our HR Portal in which you may be required to upload your documents.

Please sign the enclosed copy of this letter and return it to me within 7 Days of offer to indicate your acceptance of this offer.

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

Annexure- A and B are part of the offer letter which will be binding on you strictly

You're sincerely,

K Sai Prawin



Authorized Signatory

Pon Pure Chemical India Private Limited

Annexure A of Offer letter

1. You have to submit the copies of all certificates and originals for verification on the day of joining. This letter of offer is based on the information furnished in your application for employment and during the interviews you had with us. If any declaration given, or information furnished by you, to the company proves to be false, or if you are found to have willfully suppressed any material information, in such cases, you will be liable to removal from services without any notice.
2. Your services are liable to be transferred, at the sole discretion of Management, in such other capacity as the company may determine, to any department / section, location, associate, sister concern or subsidiary, at any place in India, whether existing today or which may come up in the future. In such a case, you will be governed by the terms and conditions of the service applicable at the new placement location.
3. That you will be on probation for a period of six months. The period of probation can be extended at the discretion of the Management and you will continue to be on probation till an order of confirmation has been issued in writing. If you wish to exit from the company during the probation period for any reason, you have to give 45 days' notice period, in the absence of said notice period, you will not be entitled to get any benefit, including Full and final settlement.
4. Your position is a whole time employment with the Company and you shall devote yourself exclusively to the business and interests of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity, or be interested directly or indirectly, in any other trade or business during your employment with the company. You will also not seek membership of any local or public bodies.
5. You will not, at any time, during the employment or after, without the consent of the Management disclose or divulge or make public, except on legal obligations, any information regarding the Company's affairs or administration or research carried out, whether the same is confided to you or becomes known to you in the course of your service or And you shall never post anything related to the company and your employment in the social media for any reason whatsoever.
6. Your work in the organization will be subject to the rules and regulations of the organization as laid down in relation to conduct, discipline and other you will always be alive to responsibilities and duties attached to your office and conduct yourself accordingly. You must effectively perform to ensure results. You have to read and understand all the policies available in the HRMS, from time to time, violation of any company policy will be amount to termination.

7. Termination of employment.

During the probationary period and any extension thereof, your services may be terminated without giving any notice or salary in lieu thereof. However, on confirmation the services can be terminated from either side by giving 45 (Forty-five days' notice or salary in lieu thereof).

Upon resignation/termination of employment, you will immediately hand over to the Company all correspondence, specifications, formulae, books, documents, market data, cost data, drawings, affects or records belonging to the Company or relating to its business and shall not retain or make copies of these items.

Upon resignation/termination of employment, you will also return all company property, which may be in your possession.

Notwithstanding the above condition, the contract of service may also be terminated because of under mentioned stipulations. This will be without payment of any compensation

- If you fail, refuse or neglect to carry out and perform your duties assigned to you by the for loss of confidence in you by the company for any of the act committed by you.
- If you are found to be guilty of fraud, insubordination or misconduct whether in course of performance of duties entrusted to you or
- If you are found unfit for being entrusted with the responsible work commensurate with your position in consequences of any misconduct, moral * If you commit any act prejudicial to the continuing good relationship between you and the company.
- If you commit breach of any of the terms of this letter of offer
- Absence from the work without approval is not entailed to get any payment or compensation for the period of absence from the work without approval

8. No authority is vested upon you to make any financial commitment and enter into agreements/contracts/understandings of any nature with any second party and third party without seeking the prior permission/approval of the any violation to exceed your specified authority as mentioned will be seriously viewed and termination /appropriate legal action will be taken. All the conditions in the offer letter and the appointment letter will be binding on you during the term of the employment with the company.

Annexure B of offer letter

This is your expected monthly salary structure.

| Pay Component | Monthly Amount | Annual Amount |
|-------------------------|----------------|-----------------|
| Guaranteed | | |
| FIXED | 26,360 | 3,16,320 |
| Basic | 10,525 | 1,26,300 |
| HRA | 5,263 | 63,156 |
| Special Allowance | 5,263 | 63,156 |
| Employer PF | 1,800 | 21,600 |
| Bonus | 3,509 | 42,108 |
| Total Guaranteed | 26,360 | 3,16,320 |
| Total CTC | 26,360 | 3,16,320 |

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to, and after, deduction of TDS, PF, ESI and professional taxes in accordance with applicable laws.

OL No: AM18529
22-December-2024

Date :

Dear **K. Deeba**,

Our hiring team was excited to get to know you during the interview call. It is our pleasure to offer you a position as a **Business Development Associate**. You will be reporting to the office on **07-April-2025**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

Below are the details of your employment with ACADEMOR:

Date of Joining : 07-April-2025

Training Period : **07-April-2025 to 16-April-2025 - (Unpaid)**

On the Job Training Start Date: **17-April-2025**

On the Job Training End Date: **16-October-2025**

Location of Training: Bangalore

Stipend: INR **18000** Per Month and Incentives : INR **12000**

Target: **240000** INR per month.

You will be eligible for a pre-placement offer of **6 to 8 LPA** after the completion of the **on-the-job training period**, subject to your performance throughout its duration.

I have read and understood the terms and conditions, and accepted this offer as set forth above with ACADEMOR, and I will report on **07-April-2025**.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____



Training Policy

- Acceptance of this offer indicates that you agree to perform the given responsibilities with due care and diligence, and in compliance with management norms.
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- The resignation procedure includes a one-month notice period. If you are unable to serve this notice period, you will be required to pay compensation equal to one month's stipend, and you can then be relieved from the company.
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- The stipend cycle will begin concurrently with your On-the-Job Training (OJT).

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____



ANNEXURE

| Sl. No | Particulars |
|--------|---|
| 1. | Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none">• 10th standard or equivalent examination.• 12th standard or equivalent• Graduation• Post-graduation / Doctorate Other relevant educational or skill certifications |
| 2. | One original certificate (10th/12th or Degree Consolidated) for employment documentation |
| 3. | COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS. |
| 4. | PAN Card, Voter ID or Driving Licence Scanned Copy. |
| 5. | Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code. |
| 6. | Mandatory fully covid vaccinated report |

Please bring one original document, either an educational certificate/mark sheet (10th or 12th) or a government-issued ID card (Driving License/PAN Card), for verification.

SIGNATURE: _____

DATE: _____

(Candidate's Signature)



EMPLOYMENT OFFER LETTER

Date: 22.2.2025

Atshaya S
Plot no.2, Srinagar Street, thachanallur, Tirunelveli

Dear Atshaya S,

I am pleased to confirm our provisional offer of employment to you for a HR and Operations Executive regular full-time position with NIZCARE PRIVATE LIMITED, effective from 5th March 2025. As discussed, this offer is conditional upon completion of satisfactory references that could include, but is not necessarily limited to, a review of past employment and education records.

The details of our offer, including the terms and conditions of your employment, are attached as Schedule A.

Please take the time to carefully review our offer. This letter, along with the enclosed schedules, outlines the obligations of both Company and yourself with respect to your employment conditions, and is governed by the laws of India. It details the terms and conditions of your employment with Company and will form our agreed upon employment contract with you once signed.

Accepting employment will be conditional upon agreeing to and signing the attached copy of this letter and the attached Schedule(s), initialling each page in the right-hand corner, and returning it to the Human Resource team of Company upon your earliest convenience, but prior to your first day of employment.

Atshaya, we look forward to welcoming you to the NIZCARE PRIVATE LIMITED team and wish you a successful and rewarding career with us.

Sincerely,



Signing Authority

Name: Dr. Arham

Designation: Chief Operating Officer

I, Atshaya S acknowledge that I have read, understood and accept this offer and the terms and conditions contained in the attached Schedule(s), and agree to be bound by the terms and conditions of employment as outlined therein.

Signature

Date

SCHEDULE A**M/s NIZCARE PRIVATE LIMITED****Terms and Conditions of Employment**

The following outlines the terms and conditions of employment with NIZCARE PRIVATE LIMITED. The Company reserves the right to change these terms and conditions as necessary, with due notice.

Designation

HR and Operations Executive

Your designation is to support our organization's human resources and operational functions. The successful candidate will be responsible for providing administrative support, coordinating HR initiatives, and ensuring seamless day-to-day operations.

Initial Reporting to Mr. Bipin Singh, Chief Business Officer**Responsibilities**

Your primary duties will include but not limited to Recruitment, employee onboarding, HR Record – Keeping, Employee Engagement and policy Administration. A copy of your position description is attached as Schedule “B.”

While employed by the Company, you agree to work on a full-time basis exclusively for the Company and agree that you shall not, while you are employed by the Company, be employed or engaged in any capacity, in promoting, undertaking or carrying on any other business that competes with the Company or interferes or could reasonably interfere with your duties to the Company without our prior written permission.

Compensation

Amount (Rs.1,80,000/-) Per Annum CTC.

Your compensation package includes with food and accommodation sponsored by Nizcare at our Trichy Premises:

Rs. 7500 monthly training fee (5th March 2025 till reporting to Trichy)

Rs. 15000 monthly salary will be given once reported to Trichy

Your salary would be subject to all statutory deductions and Taxes as applicable and consistent with the Statutory laws and Indian Tax regulations. You will be responsible for your Tax liabilities under all applicable Tax Laws and Regulations.

Status***Full-time / Permanent***

You will be required to report at our Trichy **Corporate Office** located at **Nizcare Private Limited, M.A.M Nagar, Siruganur, Trichy, Tamilnadu-621105**. Further, your services are transferable to any place in the country or abroad or to any of the associates/sister concerns or its subsidiary, whether existing or acquired later on, at the sole discretion of the management.

Payroll Schedule

Your salary will be paid to you on a **monthly** basis, less required deductions, through direct deposit to your bank account provided by you to the Company.

Abandonment

Absence from work for a continuous period of three (03) days (*including absence upon leave though applied, but not granted*) or overstayed for a period of three (03) days after expiry of sanction leave, shall make you lose your lien on the job and your services shall be automatically come to an end without any notice or intimation.

Probationary Period

To assess your fit within the Company, the first six (06) months of your employment will constitute a probationary period. At any time during this probationary period, Company may terminate your employment without cause and without advance notice. If this occurs, we would have no further obligation to you, financial or otherwise.

Policies and Standards

Company has established a variety of policies and standards that ensure a safe, enjoyable working environment. During the period of your employment with us, you agree to be bound by these policies and standards, and any future policies and standards that are reasonably introduced by the Company. It is agreed that the introduction and administration of these policies is within the sole discretion of Company and that these policies do form a part of this Agreement. It is agreed that if Company introduces, amends or deletes employment-related policies as conditions warrant that such introduction, deletion or amendment does not constitute a breach of this Agreement.

Assets and Properties

Company may provide you company or company's client owned assets as a part of the services and requirement; you shall be responsible for the care and maintenance of the equipment. You shall have right to use the Company assets only for Company purpose till the last day of your employment at the Company,



upon return of the Assets to the HR department of the Company, full & final settlement shall be settled and paid. In case that the equipment is, damaged, lost, stolen, while outside the office premises, you shall be responsible for its cost for its replacement.

Confidentiality and Intellectual Property

Our offer of employment is conditional upon you agreeing to and abiding by the “*Non-Disclosure and Proprietary Information Agreement.*” Attached *Schedule C.*

Non – Solicitation

You hereby agree that, while you are employed by Company and for three (03) years following the termination of your employment with Company, you will not (i) recruit, attempt to recruit or directly or indirectly participate in the recruitment of, any Company employee or (ii) directly or indirectly solicit, attempt to solicit, canvass or interfere with any customer or supplier of Company in a manner that conflicts with or interferes in the business of Company as conducted with such customer or supplier. This clause forbids an ex-employee from interacting with or soliciting the clients or customers of his previous employer regardless of which party has given the proposition.

Representation

You hereby represent and warrant to Company that you are not party to any written or oral agreement with any third party that would restrict your ability to enter into this Agreement or the Confidentiality and Proprietary Information Agreement or to perform your obligations hereunder and that you will not, by joining Company, breach any non-disclosure, proprietary rights, non-competition, non-solicitation or other covenant in favor of any third party.

Changes to Duties and/or Compensation

If your duties or compensation should change during the course of your employment with Company, the validity of this agreement will not be affected. In addition, if one or more of the provisions in our agreement are deemed void by law, then the remaining provisions will continue in full force and effect.

Resignation

You are free to resign your employment with Company at any time subject to prior written notice period of three (03) *Months* written notice to enable us transition your work.

Termination

Termination by Company:

The Company may, at any time and without notice, terminate you for "cause". Termination by the Company of the Employee for "cause" shall include but not be limited to termination based on any of the following grounds: (a) failure to perform the duties of the Employee's position in a satisfactory manner; (b) fraud, misappropriation, embezzlement or acts of similar dishonesty; (c) conviction of a felony involving moral turpitude; (d) illegal use of drugs or excessive use of alcohol in the workplace; (e) intentional and wilful misconduct that may subject the Company to criminal or civil liability; (f) breach of the Employee's duty of loyalty, including the diversion or usurpation of corporate opportunities properly belonging to the Company; (g) wilful disregard of Company policies and procedures; (h) breach of any of the material terms of this Agreement; and (i) insubordination or deliberate refusal to follow the instructions of the Company.

Termination by the Company Without Cause:

Company may terminate your employment at any time during this agreement by giving 30days notice ("Notice Period"). During the notice period, you must fulfil all assigned duties and responsibilities set forth above and use Failure of Employee to comply with this requirement may result in Termination for Cause described above.

Termination by Employee:

You may terminate his employment at any time during the course of this agreement by giving 60days notice period in writing to the Company. During the notice period, you must fulfil all your duties and responsibilities set forth above and use his best efforts to train and support his replacement, if any. Failure to comply with this requirement may result in withhold of your salary and full and final settlement at Companies sole discretion.

During the Probationary period and or after the end of your probationary period, Company may terminate your employment without cause at any time by providing you with the minimum notice or pay in lieu of such notice (from date of notice till last day of working) and no additional payment shall be liable by the Company.

Immediately upon termination of this Agreement, you shall return all the Assets & Property (papers, documents, software, hardware, Laptop etc.,) belonging to the Company in the possession of you during employment with the Company. Employee is liable to any repercussions for using any outside systems to perform the job.

Governing Law and Jurisdiction and Dispute Resolution

This Agreement shall in all respects be governed and interpreted by, and construed in accordance with the laws of India, and shall be subject to the exclusive jurisdiction of the courts in Chennai.

In the event of any dispute arising howsoever in connection with the interpretation or implementation of this Agreement, the Parties shall attempt to resolve such dispute amicably failing which the dispute shall be referred to arbitration by a single arbitrator mutually appointed by the Parties. The arbitration shall be

governed by the Arbitration and Conciliation Act, 1996. The award by the arbitrator shall be final and binding on the Parties.

Kindly note that any action of yours, contrary to any of the above-mentioned clauses shall render you liable to termination with immediate effect, notwithstanding any other terms and conditions of your appointment.

Yours sincerely,

For **NIZCARE PRIVATE LIMITED**



Signing Authority

Name: Dr. Arham

Designation: Chief Operating Officer

SCHEDULE B**Job Description**

Key Responsibilities but not limited to:

1. Manage recruitment, employee relations, benefits, training, and development, while ensuring compliance with HR policies and procedures.
2. Develop and implement operational processes and procedures to drive efficiency and scalability.
3. Create and maintain employee handbooks, policies, and procedures.
4. Provide operational support, including managing office administration, coordinating travel arrangements, and maintaining records and databases.
5. Collaborate with cross-functional teams to drive business growth, employee engagement, and operational efficiency.
6. Analyze HR and operational metrics to inform business decisions and drive continuous improvement.
7. Maintain confidentiality and handle sensitive information with discretion.
8. Develop and implement employee engagement initiatives to boost morale and motivation.
9. Coordinate company events, seminars, and workshops to promote team building and professional development.
10. Manage vendor relationships and contracts, including IT, facilities, and other operational vendors.
11. Develop and maintain operational reports, dashboards, and analytics.
12. Develop and maintain the company's intranet and internal communication channels.
13. Conduct market research and competitor analysis to inform operational strategies.
14. Ensure compliance with health tech regulations, including data privacy and security.
15. Develop and implement processes for managing electronic health records (EHRs) and other sensitive health data.
16. Collaborate with the development team to ensure operational processes are integrated with health tech platforms.

Annexure I - Employment Details

Tentative Start Date: 05.03.2025 (Date of Joining)

Role: HR and Operations Executive

Salary:(Rs. *Rs.1,80,000/-*) - per Annum

Employment Location: Nizcare Private Limited, M.A.M College of engineering, Siruganur, Trichy, Tamilnadu-621105

Office: Nizcare Private Limited

Working Days and Hours: Monday to Saturday 9am to 6pm

Holidays: Public holiday will be provided as per state rules, and list and holidays shall be informed by HR team on the date of Joining.

Reporting Manager: Chief Business Officer, Mr. Bipin Singh

Non – Disclosure & Proprietary Information Agreement**SCHEDULE C*****Employee Covenants***

In consideration of employment as an employee or engagement as an independent contractor with **NIZCARE PRIVATE LIMITED** (the “**Company**”), the undersigned (the “**Employee**”) agrees and covenants as follows:

1. **General Acknowledgments:** The Company possesses, or may in the future possess, certain valuable trade secrets, proprietary data and confidential information that has been created, discovered or developed by, or has otherwise become known to, the Company (including, without limitation, information created, discovered, developed by or made known to the Employee in the course of his or her employment by the Company), or in which the Company has proprietary rights (whether by license, assignment or otherwise). All such information, whether known on the date hereof or become known hereafter, is collectively referred to as “**Confidential Information**”, which term shall include, without limitation, trade secrets, unpublished patent / trademark / design applications, processes, formulae, data, know-how, discoveries, developments, designs, improvements, inventions, techniques, laboratory notebooks, marketing, research and development, clinical and business development plans, regulatory filings and correspondence, strategies, forecasts, new products, software, software documentation, unpublished financial statements, budgets, projections, contract terms, licenses, prices, costs and customer and supplier lists; provided, however, that “**Confidential Information**” shall not include information (i) in the public domain by publication through no fault of the Employee or (ii) lawfully received by the Employee from a third party who was under no obligation of confidentiality with respect thereto. In view of the foregoing, the Employee acknowledges that it is reasonable and necessary for the protection of the goodwill and Confidential Information of the Company that he/she undertake the obligations contained in this Agreement regarding his/her conduct during and subsequent to his/her employment by the Company.
2. **Non - Disclosure / Non-Use:** The Employee acknowledges and agrees that all Confidential Information and rights relating thereto shall be and remain the sole and exclusive property of the Company. The Employee, while in the employ of the Company and at all times, thereafter, will not, without the express prior written consent of the Company, directly or indirectly, communicate or divulge to, or use for the benefit of himself/herself or of any person, firm, partnership, entity or corporation, or permit others to use or disclose, any of the Confidential Information. The Employee shall not use Confidential Information in any way or in any capacity other than as an employee of the Company to further the interests of the Company. Notwithstanding the foregoing, the Employee may disclose or use such Confidential Information only to the extent that disclosure or use thereof



is required (1) in the course of his/her employment with the Company and consistent with the promotion of its best interests, or (2) by a court or other governmental agency of competent jurisdiction, provided the Employee promptly notifies the Company and cooperates fully with the Company in obtaining any available protective order or the equivalent thereof prior to the disclosure of such information; provided, further that any Confidential Information shall continue to be subject to this Agreement for other purposes to the extent it is subject to a protective order or the equivalent. The Employee agrees that any property situated on the Employer's premises, including memory sticks and other storage media, filing cabinets or other work areas, is subject to inspection by Company personnel at any time with or without notice. At any time upon request of the Company, and in any event promptly upon termination of his/her employment with the Company, the Employee shall transfer and deliver all documents and other materials relating to the Employee's work for the Company, without retaining any copies, notes or excerpts thereof, in any medium or form. The Employee will destroy any related computer entries on equipment or media not owned by the Company. The Company shall be under no obligation to pay to the Employee any sums of money then due to the Employee from the Company or becoming due thereafter until the Employee has complied with the provisions of this Paragraph 2.

- 3. Ownership of Inventions and Intellectual Property Rights:** The Employee agrees that all activities in which he/she is or will be engaged by the Company during the course of his or her employment with the Company are being conducted for the benefit of the Company. Any and all inventions, designs, creations, conceptions, discoveries, processes, compounds, applications, devices, formulae, and improvements or refinements of current or future Company products or services, whether or not patentable or copyrightable, that the Employee may solely or jointly conceive, discover, make or reduce to practice during the period of his or her employment with the Company or after termination of his or her employment with the Company (*whether or not conceived, discovered, made or reduced to practice by the Employee at the Company's facilities or during regular business hours or utilizing resources of the Company*), and which relate in any way to or arise out of the Company's actual and/or anticipated scientific, development or business activities or products, including planned or proposed activities or products (collectively hereinafter referred to as "**Inventions**"), and the benefits and/or rights resulting thereof, shall be or shall immediately become the sole and exclusive property of the Company. The Employee shall promptly and fully disclose to the Company each such Invention and shall communicate to the Company, without cost or delay, all available information and data with respect thereto to the Company. The Employee further agrees that all original works of authorship, including, but not limited to, any and all reports, protocols, publications, software, systems and writing or compilations of data of every kind and description prepared or devised by the Employee or under his discretion while employed by the Company, and which relate to or arise out of the actual and/or anticipated scientific, development or business activities or products of the Company (collectively hereinafter referred to as "**Works**") shall be the sole and exclusive property of the Company. The Employee acknowledges that all such Works that may be protectable by copyright constitute "**works made for hire**" as that term is defined in the Indian Copyright Act, 1957. The Employee hereby irrevocably assigns any and all rights, title and interest the Employee may have or acquire in such Inventions and/or Works, and benefits and/or rights resulting therefrom, solely and exclusively to the Company. The undersigned acknowledges that the assignment of his/her rights, title and interest in and to any and all such Inventions and/or Works, and benefits and/or rights resulting therefrom, is deemed effective upon conception of such Inventions and/or Works. Notwithstanding the foregoing, the Employee agrees



to execute such instruments of transfer, assignment, conveyance or confirmation and such other documents as the Company may request to evidence, confirm or perfect the assignment of all of the Employee's right, title and interest in and to any Inventions and/or Works.

4. **Securing, Protecting and Enforcing Intellectual Property:** The Employee, without further consideration and upon request by the Company, agrees to cooperate and assist the Company, or its designee, at the Company's expense, in every reasonable way to secure, protect and enforce the Company's rights in the Inventions and/or Works and any copyrights, patents, trademarks, trade secrets, mask work rights or other intellectual property rights in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto and the execution of any and all applications, specifications, oaths, assignments and all other instruments and/or documents that the Company may deem necessary in order to secure, protect and enforce such rights. In the event the Company is unable, after reasonable effort, to secure the Employee's signature on any assignments, letters patent, copyright or other analogous protection relating to an Invention and/or Work, for whatever reason, the Employee hereby irrevocably designates and appoints the Company, and its duly authorized officers and agents, as the Employee's agent and attorney-in-fact, to act for and in his/her behalf and stead to execute and file any such instruments and/or documents and to do all other lawfully permitted acts to further the ownership, prosecution and issuance of letters patent, copyright or other analogous protection thereon with the same legal force and effect as if executed by the Employee. This power of attorney is coupled with an interest on the part of the Company and is irrevocable.
5. **Absence of Restrictions Upon Disclosure and Competition:** The Employee represents and warrants that: (i) his/her performance of all of the terms of this Agreement and as an employee of the Company does not and will not breach any agreement to (A) keep in confidence proprietary information or trade secrets acquired by him/her in confidence or in trust prior to his/her employment by the Company, or (B) refrain from competing, directly or indirectly, with the business of any previous employer or other party; (ii) the Employee has returned all documents and materials belonging to any of his/her former employers; (iii) the Employee will not disclose to the Company or induce any of the Company's employees to use proprietary information or trade secrets of any of his/her former employers; and (iv) the Employee has not entered into, and hereby agrees that he/she will not enter into, any agreement either written or oral in conflict herewith.
6. **Pre-Existing Employee Materials:** The Company acknowledges that the Employee has or may have ownership rights in inventions, patents, patent applications, discoveries, processes, compounds, applications, devices, and formulae, works of authorship, including, but not limited to, any and all reports, protocols, publications, software, systems and writing or compilations of data of every kind and description prepared or devised by him or her prior to his or her employment with the Company (hereinafter collectively referred to as "**Pre-Existing Employee Materials**") and that such Pre-Existing Employee Materials are or may be embodied in various documents, publications or digital form. The Employee represents and warrants that he/she has identified in writing and attached as **Exhibit A** to this Agreement any and all Pre-Existing Employee Materials in which the Employee claims, and intends to retain, ownership rights (hereinafter "**Employee-Owned Materials**"). To the extent that the Employee, in the course of his or her employment, or anyone



working at the Employee's direction, directly or indirectly incorporates any and/or all Employee-Owned Materials in any creation of the Company, the Employee hereby grants to the Company, and the Company shall have, a non-exclusive, royalty-free, irrevocable, perpetual, sub-licensable, worldwide license to make, have made, import, use and sell such incorporated Employee-Owned Materials as part of or in connection with such Company creations. In addition, the Employee agrees that, in the event that the Employee intends to sell or license any such incorporated Employee-Owned Materials, the Employee will give the Company sixty (60) days prior notice of the proposed transfer of rights in such incorporated Employee-Owned Materials, including in the notice reasonable specificity as to the substance of Employee-Owned Materials to be transferred, together with evidence reasonably satisfactory to the Company that only Employee-Owned Materials are included in the proposed transfer.

7. **Confidential Information of Third Parties:** The Employee acknowledges that the Company has received and in the future will receive from third parties their confidential or proprietary information subject to a duty on the Company's part to maintain the confidentiality of such information and, in some cases, to use it only for certain limited purposes. The Employee agrees that he/she owes the Company and such third parties, while in the employ of the Company and at all times thereafter, a duty to hold all such third-party confidential or proprietary information in the strictest confidence and not to disclose it to any person, firm or corporation (except in a manner that is consistent with the Company's agreement with the third party) or use it for the benefit of anyone other than the Company or such third party (consistent with the Company's agreement with the third party), unless expressly authorized in writing to act otherwise by an officer of the Company.
8. **Non-Solicitation:** The Employee agrees that, while in the employ of the Company and for a period of three (03) years following the end of his/her employment with the Company, the Employee will not, without the express prior written consent of the Company, either directly or indirectly, for himself/herself or through, on behalf of or in conjunction with any other person, persons, partnership or corporation: (i) divert or attempt to divert any business or any customer of the Company to any competitor by direct or indirect inducements or otherwise; or (ii) employ or seek to employ or engage as an independent contractor any person who is at that time employed by the Company, or otherwise to induce such person to leave his or her employment thereafter. This particular covenant prevents an ex-employee from dealing or soliciting the clients or customers of his/her former employee; regardless of which party has given the proposition. It also prevents the employee from soliciting his/her colleagues to quit the job for example trying to recruit them away from the organization.
9. **Miscellaneous:**
 - 9.1 **Certain Remedies:** The parties agree that any breach of this Agreement by the Employee would cause substantial and irreparable harm to the Company for which the Company would have no adequate remedy at law and for which an award of monetary damages would be wholly inadequate. In the event of any such breach or threatened breach, the Company shall have the right to an injunction, specific performance or other equitable relief, in addition to any other



legal rights or remedies which it may have available, and the Employee shall be responsible for the Company's costs and expenses, including, without limitation, reasonable attorneys' fees and court costs, incurred in enforcing any of the covenants of this Agreement.

9.2 **Notification:** The Employee hereby consents to the Company's notification, during and at any time after the termination or expiration of Employee's employment with the Company, of any employer or other third party of the Company's rights and his/her obligations under this Agreement.

9.3 **Severability:** Each provision of this Agreement shall be treated as a separate and independent clause, and the unenforceability of any one clause shall in no way impair the enforceability of any of the other clauses herein.

9.4 **Survival, Assignment and Benefit:** This Agreement may not be assigned by Employee. The terms of this Agreement shall survive the termination of the Employee's employment by the Company and shall inure to the benefit of and be binding upon the parties hereto and their respective successors, heirs and assigns. The Employee expressly consents to be bound by the provisions of this Agreement for the benefit of the Company or any subsidiary or affiliate thereof to whose employ the Employee may be transferred without the necessity that this Agreement be re-signed at the time of such transfer.

9.5 **Entire Agreement:** The Employee acknowledges receipt of this Agreement and agrees that with respect to the subject matter hereof it contains the entire understanding and agreement with the Company, superseding any previous oral or written communication, representation, understanding or agreement with the Company or any representative thereof.

9.6 **Amendments and Waiver:** This Agreement may not be altered, modified, or waived in whole or in part, except in writing, signed by the Employee and the Company. No failure or delay by either party in exercising any rights, power, or remedy under this Agreement shall operate as a waiver of any such right, power, or remedy. The Employee agrees that any change or changes in his or her duties, salary or compensation after the signing of the Agreement shall not affect the validity or scope of this Agreement.

9.7 **Governing Law and Forum:** This Agreement shall in all respects be governed and controlled by the laws of India without application of its choice of law principles, and all claims and/or

lawsuits in connection with this Agreement must be brought in the Courts of Chennai, and both parties hereby submit to the jurisdiction and venue of mentioned court.

THE EMPLOYEE HEREBY ACKNOWLEDGES THAT HE/SHE HAS READ THE FOREGOING AGREEMENT AND UNDERSTANDS AND AGREES TO EACH AND EVERY PROVISION:

Dated: _____ *Employee Signature:* _____

Agreed to Accepted By

NIZCARE PRIVATE LIMITED

Sincerely,



Signing Authority

Name: Dr. Arham

Designation: Chief Operating Officer

OL No: AM18528
22-December-2024

Date :

Dear **B. Bala Ajitesh,**

Our hiring team was excited to get to know you during the interview call. It is our pleasure to offer you a position as a **Business Development Associate**. You will be reporting to the office on **07-April-2025**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

Below are the details of your employment with ACADEMOR:

Date of Joining : 07-April-2025

Training Period : **07-April-2025 to 16-April-2025 - (Unpaid)**

On the Job Training Start Date: **17-April-2025**

On the Job Training End Date: **16-October-2025**

Location of Training: Bangalore

Stipend: INR **18000** Per Month and Incentives : INR **12000**

Target: **240000** INR per month.

You will be eligible for a pre-placement offer of **6 to 8 LPA** after the completion of the **on-the-job training period**, subject to your performance throughout its duration.

I have read and understood the terms and conditions, and accepted this offer as set forth above with ACADEMOR, and I will report on **07-April-2025**.

SIGNATURE: _____

(Candidate's Signature)

DATE: _____



Training Policy

- Acceptance of this offer indicates that you agree to perform the given responsibilities with due care and diligence, and in compliance with management norms.
- Your acceptance of this offer also demonstrates your enthusiasm to work a 9-hour shift from 11 AM to 8 PM (including breaks). You will be entitled to one day off per week. Depending on circumstances, we may ask you to stay a little longer after your scheduled logout time.
- If you wish to discontinue the training for personal reasons, you must follow the company's resignation procedures.
- The resignation procedure includes a one-month notice period. If you are unable to serve this notice period, you will be required to pay compensation equal to one month's stipend, and you can then be relieved from the company.
- All your information will be kept safe and confidential by Academor. Similarly, all information acquired during the course of your employment shall remain confidential, and you shall refrain from using it for personal purposes or disclosing it to any third party.
- Upon the conclusion of your employment, you will immediately return all company property, equipment, and documents, including electronically stored information.
- You will need to cooperate with and follow all policies and practices of Academor for both your development and that of Academor.
- Upon successful completion of the training tenure, you will be eligible for exciting pre-placement offers from Academor.
- The stipend cycle will begin concurrently with your On-the-Job Training (OJT).

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____



ANNEXURE

| Sl. No | Particulars |
|--------|---|
| 1. | Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none">• 10th standard or equivalent examination.• 12th standard or equivalent• Graduation• Post-graduation / Doctorate Other relevant educational or skill certifications |
| 2. | One original certificate (10th/12th or Degree Consolidated) for employment documentation |
| 3. | COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS. |
| 4. | PAN Card, Voter ID or Driving Licence Scanned Copy. |
| 5. | Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code. |
| 6. | Mandatory fully covid vaccinated report |

Please bring one original document, either an educational certificate/mark sheet (10th or 12th) or a government-issued ID card (Driving License/PAN Card), for verification.

SIGNATURE: _____

DATE: _____

(Candidate's Signature)





Date: 09-05-2025

Mr. Arun Sankar,

Approved

OFFER OF EMPLOYMENT

Dear Mr. Arun,

We refer to your application and subsequent discussion you had with us regarding employment with us.

We really enjoyed the interaction with you and are pleased to confirm our offer of employment to you (subject to satisfactory medical examination) as **Sales Executive - Construction Chemicals**, Grade **FL2** in our **Retail (Construction Chemicals)** function.

Our agreed compensation along with the perks, benefits etc. are spelt out in the annexure attached hereto.

Your initial posting will be in **Tirunelveli** but please note that your services are subject to transfer to any location across the country in any of our Branches/factories if the company so desires.

Your association with **Berger Paints India Limited** will be subject to a background check in line with Berger's background check policy. Post your joining if the background check reveals unfavorable results, you will be liable to disciplinary action including termination of service without notice.

If the terms & conditions set out herein are acceptable to you, please provide us your acceptance along with your date of joining which should be on or before **16-05-2025**.

The formal letter of appointment will be issued to you at the time of your joining the Organization.

We look forward to the prospect of a long and mutually rewarding professional relationship.

Yours faithfully,

FOR BERGER PAINTS INDIA LIMITED

(RANJAN BANERJEE)
GROUP HEAD - HR

Encl. a) Annexure

BERGER PAINTS INDIA LIMITED

Berger House, 129, Park Street, Kolkata - 700 017, Phone : 2229 9724-28, 2229 6005-06, Fax : 91-33-2249 9009/9729, www.bergerpaints.com
CIN - L51434WB1923PLC004793, E-mail : consumerfeedback@bergerindia.com



| BERGER PAINTS INDIA LTD | | | |
|-------------------------|-----------------|---------------|------------------------------|
| Compensation Details | | | |
| Name: | Mr. Arun Sankar | Grade: | FL2 |
| Location: | Tirunelveli | Function/Sub- | Retail - Construction Chemic |

| SALARY COMPUTATION | | | |
|--------------------------------------|-----------|-----------------|---------------|
| Components | | Per Annum | Per Month |
| FIXED SALARY & ALLOWANCES | | | |
| Basic Salary | Rs | 253200 | 21100 |
| House Rent Allowance | Rs | 25320 | 2110 |
| Special Allowance | Rs | 270768 | 22564 |
| LTA | Rs | 21100 | 1758 |
| Total Monthly Rate (A) | Rs | 5,70,388 | 47,532 |
| RETIRALS | | | |
| PF | Rs | 30384 | 2532 |
| Gratuity | Rs | 12179 | 1015 |
| Total (B) | Rs | 42,563 | 3,547 |
| PERQUISITES | | | |
| Cellphone Monthly Reimbursable | Rs | 6000 | 500 |
| Total (C) | Rs | 6,000 | 500 |
| VARIABLE PAY | | | |
| Sales or Performance Incentives | Rs | 250000 | 20834 |
| Market Working Allowance | Rs | 90000 | 7500 |
| Total (D) | Rs | 3,40,000 | 28,334 |
| Gross (CTC) | Rs | 9,58,951 | 79,913 |

Note:

- Additional benefits extended by the company policy is Group Medclaim Insurance coverage as per grade for self and immediate family.
- Sales Incentive is a variable component and is calculated based on optimal performance of individual on certain value, volume, collection targets achieved on quarterly basis. The indicated figure is on a full year term based on an assumption that you will earn 100% incentive. The actual pay out shall be based on achieved performance levels on specified performance parameters and is payable only if an individual is on the rolls of the company during the time of each pay out as per rules.

Maximum Sales Incentive Earned by Officer Grade employees in 2022-23:

| | |
|----------|----------|
| Officers | 6,94,566 |
|----------|----------|

- Two-wheeler shall be allotted as per company scheme and individual grade entitlement.
- Leave entitlement in a year: As applicable in the Factories/Depots as per local rules.

BERGER PAINTS INDIA LIMITED

Date: 01/05/2025

To
Ms. S. Salha Fathima Rihana,
13/B, Paulrawther Street, Palayamkottai,
Tirunelveli,
Email: ssfathi2020@gmail.com,
Phone: +91 93442 62978.

Subject: Offer of Employment

Dear Ms. Rihana,

We are pleased to offer you the position of Business Development Executive at ActionCOACH, based in Tirunelveli. Your skills in team coordination, data management, and your academic background in Finance and Operations have impressed us, and we believe you will be a valuable addition to our team.

Terms of Employment:

- Position: Business Development Executive
- Start Date: 05-05-2025
- Location: 1A/ T14, 4th Floor, Sivanthipatti Road, Maharajanagar, Tirunelveli, Tamil Nadu,
- Reporting To: H Mohamed Riaz/MD
- Salary: ₹15 Thousand per month (CTC), payable as per company norms
- Working Hours: Monday to Saturday, 9:00 AM – 6:00 PM

This offer is contingent upon your acceptance and verification of the submitted documents. Further details regarding HR policies and onboarding procedures will be shared upon your confirmation.

Please confirm your acceptance by signing and returning a copy of this letter by 05/05/2025.

We look forward to welcoming you to ActionCOACH and wish you every success in your new role.

Warm regards,



Authorized Signatory
Action COACH



Sundara Pandian <prsundarapandian@gmail.com>

Fwd: Offer Letter Final - Pon Pure Chemicals Group - Management Trainee- Marketing - Chennai

1 message

23PBA144 MARIS MUKESH <23pba144marismukesh@gmail.com>
To: Sundara Pandian <prsundarapandian@gmail.com>

Wed, Jan 22, 2025 at 7:12 PM

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

From: **Deiveegan John** <deiveegan.j@pure-chemical.com>

Date: Wed, 22 Jan 2025 at 7:03 PM

Subject: Offer Letter Final - Pon Pure Chemicals Group - Management Trainee- Marketing - Chennai

To: <23pba144marismukesh@gmail.com>

Cc: <u.keerthivarman@pure-chemical.com>

Dear Maris Mukesh

Congratulations !!!! Further to our discussions, we wish to inform that your candidature has been selected for the position of **Management Trainee – Marketing** based at **Chennai Location**

You will be reporting to **Mr.Arumugam (Manager – Product)**

Note – You will be Under Off role once you clear your Exams and Submit your Degree Certificate and company will be Providing you the Stipend of **Rs 23490 -/- Gross Monthly** once you Cleared all the Exams and Submit the Results

We will take you on role and provide you the below Break up

| Salary Structure | | |
|------------------|---------|--------|
| Components | Monthly | Yearly |
| Basic | 11745 | 140940 |
| HRA | 5873 | 70476 |
| SPL | 5873 | 70476 |
| AHRA | 0 | 0 |
| CCA | 0 | 0 |

| | | |
|--------------|-------|--------|
| Data Card | 0 | 0 |
| Gross Salary | 23491 | 281892 |
| Employer PF | 1800 | 21600 |
| Employer ESI | 0 | 0 |
| Bonus | 3915 | 46982 |
| CTC | 29206 | 350472 |

| | |
|-----------------------|-------|
| Approximate Take Home | 21691 |
|-----------------------|-------|

Kindly confirm the date of joining by tomorrow EOD.

Thanks and regards,

Deiveegan John

Assistant Manager - HRBP

Pon Pure Chemicals Group

No. 32, 15th Main Road, AnnaNagar, Chennai - 600 040, TamilNadu

www.pure-chemical.com

Email: deiveegan.j@pure-chemical.com

Mobile number:+91 7305689994



Disclaimer: The information contained herein (including any accompanying documents) is confidential and is intended solely for the addressee(s). If you have erroneously received this message, please immediately delete it and notify the sender. Also, if you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or taking any action in reliance on the contents of this message or any accompanying document is strictly prohibited and is unlawful. E-mails may contain viruses; before opening attachments please check them for viruses and defects. The organisation is not responsible for any damage caused by a virus or alteration of the e-mail by a third party or otherwise. The contents of this message may not necessarily represent the views or policies of the company.



LITTLE FLOWER

Matric.Hr.Sec.(Model) School
Cheranmahadevi Road, Tirunelveli Town.

PH: 0462-2334771



Name : **K.MENAKASELVI**

Designation : **TEACHER**

DOB : **23.04.2002**

Blood Group : **O+ve**

Address : 168, KARUVELAN KUNDRU STREET,
PETTAI,
TIRUNELVELI.

Mobile No: **8754150917**

2025-2026

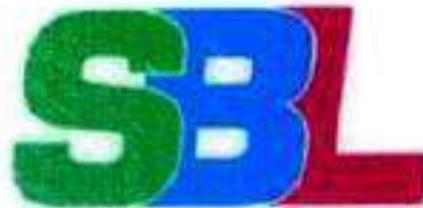
Principal



M Samsu Nisha

I 14197

Blood Group : A+ve



Success through Partnership

KNOWLEDGE SERVICES PRIVATE LIMITED,

No - B6, S.V.Complex, NGO- 'B' Colony,

Truthiyin Kottai Church Opp, Near New Bus Stand,

Tirunelveli - 627 007, Mob: 90359 49696

E-mail: info@sblcorp.com



M Maheswari

I 14193

Blood Group : O+ve



Success through Partnership

SBL KNOWLEDGE SERVICES PRIVATE LIMITED,

No - B6, S V Complex, NGD- 'B' Colony,

Thuthiyin Kottai Church Opp, Near New Bus Stand

Tirunelveli - 627 007 Mob 90359 49696

E-mail info@sblcorp.com



Anbu Priya Darshini D

Employee No. : 90105803

Ananda M. Mathiyasingh

Issuing Authority





**GOVERNMENT ARTS AND
SCIENCE COLLEGE**

MANUR, TIRUNELVELI DISTRICT - 627201.

Phone No. : 0462 - 2917903



BG
⊙ +ve

S. DHARANI
COMMERCE (PTA)
2025 - 2028

DOB : 07.07.2002

Cell No. : 8870719427

Mr.M. Samyraj
33, Rajadran Nagar 1st Street
Palayamkottai
Tirunelveli-627002


Principal

STUDENT IDENTITY CARD

Welcome letter from **Ulagi** Inbox



HRD <hrd@acloud.host>
to me

Wed, 3 Dec 2025, 21:47 ☆ 😊

Welcome Letter

Welcome to Ulagi – Your Journey Begins Here!

Hello David,

Warmest congratulations and thank you for becoming a part of our team!

We're thrilled to welcome you to the **Ulagi family**. Your skills and talents will undoubtedly contribute to our shared success, and we're excited to have you on board.

Please find your initial login credentials below:

**MANONMANIAM SUNDARANAR
UNIVERSITY COLLEGE**



Govindaperi,
Cheranmahadevi(Tk) - 627414

Ph: 04634 263313

STAFF IDENTITY CARD



S.F. MARIYAM ASHIFA
Assistant Professor of Chemistry

**35 Sayan Tharagan Street
Melapalayam
Tirunelveli Dist. - 627005
Cell: 8870168461**

Principal

03/05/2003 A +ve

TP SOLAR LTD CONTRACTOR EMPLOYEE ENTRY PASS

| | |
|---|--|
| Name of the ^{Company} Contractor: TPS | |
| Pass No: 5421 | Name: Satanya |
|  | Father's Name: Palraj |
| | D.O.B: 13/03/2003 |
| | Blood Group: AB +ve |
| | Designation: Operator |
| | Valid From / To: 18/11/25 to 18/11/26 |
| Permitted Area: Module | |
| | P. Saranji Card Holder Sign |
| Employer's Sign | [Signature] Authorised Sign |

Rev.Fr. PROMILDON LOBO N.

Director



Director : (+91) 84387 26648

(+91) 84387 36648

Office : (+91) 90424 68049

ST. JOSEPH'S CHARITY INSTITUTE

(A Unit of Tuticorin Diocesan Association No: 127)

Adaikalapuram – 628 217, Thoothukudi District, Tamil Nadu, S. India

www.sjc.org.in | st_joseph_1854@yahoo.co.in

1. Child Welfare Home - Specialized Adoption Agency (SAA)
2. Home for Destitute Children (Unit I & Unit II)
3. Boys' Home for Children
4. Girls' Home for Children
5. After Care Home (Above 18 Years)
6. St. Joseph's Mentally Ill Home (MI)
7. St. Joseph's Intellectually Disabled Home (MR)
8. Home for the Aged (Men and Women)
9. St. Joseph's Primary School
10. St. Mary's Middle School
11. St. Joseph's Hr. Sec. School
12. St. Joseph's Type-Writing Institute
13. St. Anne's Teacher Training Institute
14. St. Joseph's Industrial School (TTC)
15. St. Joseph's Computer Centre
16. St. Francis Xavier Rescue Home

Ref:

APPOINTMENT LETTER

Date: 17.06.2025

To,

Mr. S. Karthikeyan
Social Worker,
St. Joseph charity institute,
Adaikalapuram, Thoothukudi
Ph: 7639362853

Dear Mr. Karthikeyan,

We are glad to offer you the position of Social Worker in the Specialised Adoption Agency (SAA) at St. Joseph Charity Institute, Adaikalapuram. Your appointment is based on your qualifications, passion for child welfare, and commitment to social service.

You will be reporting directly to the Director, Rev. Fr. Promildon Lobo, and your duties will primarily involve working with prospective adoptive parents, conducting home studies, preparing child reports, maintaining adoption records, coordinating with District Child Protection Units (DCPU), and supporting children through the adoption process in accordance with the guidelines set by the Central Adoption Resource Authority (CARA).

Designation: Social Worker – Specialised Adoption Agency

Reporting Officer: Director – Rev. Fr. Promildon Lobo

Location: St. Joseph Charity Institute, Adaikalapuram

Yours sincerely,

DIRECTOR
ST. JOSEPH'S CHARITY INSTITUTE
ADAIKALAPURAM - 628217
THOOTHUKUDI DISTRICT

CHILDREN CHARITABLE TRUST

ID No: CCT/CBE/23

Enrolment date: 17.06.2025

Mr. N. ABHILASH

Sub: Appointment Letter for the Post of Tirunelveli District PROGRAMME CO-ORDINATOR

Agreement renewal appointment from 1st April 2025 to 31st March 2026.

We are pleased to offer you an appointment as "PROGRAMME CO-ORDINATOR", in our Home located in (Perambalur/Coimbatore/**Outreach**) in a respective place on the following terms and conditions:

Your Probation will be for a period of Three months.

- A. Your (CTC) would be (as per HR norms) and the break-up of the CTC is as follows:
- B. The Candidate Must Submit any one of the Original Certificate to the Management** the time of your relieving it's handed back to you.
- C. In year you will have **15 days annual leaves including 12 casual leaves**. All leave request be informed in earlier time to the management or to the responsible person.
- D. The salary of the staff is confidential hence you are requested not to reveal the same to others. And **the salary will be paid by the following month within 6 days.**
- E. One-month prior information must for your relieving the Job.**
- F. Be flexible in the management transfer for the arability of the organization and for its growth.

Congratulations on your appointment and enter into the family of Children Charitable Trust.

Bring your knowledge to integrate with our service to promote better society. We look forward to years of fruitful cooperation and success.

For CHILDREN CHARITABLE TRUST



President

Employee Signature

CHILDREN CHARITABLE TRUST

Date:

OFFER LETTER

Date: 19-09-2025

To,

Mr. Rahul U
85/49 B, Kamarajar street,
Polikarai, Cheranmahadevi,
Tirunelveli.

Dear Rahul U,

We are delighted to offer you the position of **HR Recruiter cum Marketing Coordinator** at **Steps N Storeyz**, after carefully reviewing your skills and experience, we firmly believe that you will add great value to our team.

Your expertise and enthusiasm will play a significant role in our continued growth and success.

Position Details:

- **Job Title: HR Recruiter cum Marketing Coordinator**
- **Start Date: 19-09-2025**

We are excited to welcome you onboard and look forward to seeing you thrive in your new role. More details regarding your employment terms will be shared separately.

Job Description:

As the **Recruiter**, your primary responsibilities will include:

Roles and responsibilities

- Update job descriptions per the growing requirements of the job or a new role.
- Screening candidates by reviewing resumes, cover letters, and applications to shortlist the potential employees.
- Negotiate terms and conditions such as compensation, benefits.
- Create and maintain a database of candidates and those who join and left the organization.

Steps N Storeyz Housing Pvt Ltd

Registered Office: #25, SSPDL, ALPHA CITY, Gamma Block, 3rd Floor, Navalur, Chennai - 600130 | **EmailID:** stepsnstoreyz@gmail.com

- Facilitate offer discussions, negotiate salary terms, and ensure smooth onboarding of new hires.

This **Dual** role is vital in supporting the strategic direction of our **HR Recruiter cum Marketing Coordinator** within the company. We believe your skills and experience make you ideally suited for this opportunity, and we are excited about the contributions you will bring to our organization.

Compensation & Benefits:

1. **Salary:** You will receive a salary of **15,000/- plus incentives** paid monthly.
2. **Bonus:** You will be eligible for an annual performance-based bonus, subject to company performance and individual contribution.

Probation Period:

You will be on 6month Probation from the date of joining. Your probation will be confirmed at the end of months or maybe extended/terminated subject to an appraisal of your performance by the Management.

Work Location:

Your primary workplace will be **Steps N Storeyz, Navalur Chennai**, although travel or remote work may be required based on business needs.

Work Hours:

- You will be expected to work Monday to Saturday, from **9:30 AM to 6:00 PM**, with flexibility based on business requirements.
- Specific working hours will be confirmed with your direct supervisor.

Conditions of Employment:

This offer is contingent upon:

- ✓ Successful completion of all background and reference checks.
- ✓ Agreement to our company's policies and procedures.

We are excited about the potential for you to contribute. Should you accept this offer, you will be joining a **dynamic and dedicated team** committed to achieving excellence.

Steps N Storeyz Housing Pvt Ltd

Registered Office: #25, SSPDL, ALPHA CITY, Gamma Block, 3rd Floor, Navalur, Chennai -

600130 | **EmailID:** stepsnstoreyz@gmail.com

Schedule I - Compensation Details

Salary Structure (per month in Rs.)

| NAME: Rahul U, | |
|--|---------|
| POSITION: HR Recruiter cum Marketing Coordinator | |
| LOCATION: Navalur, Chennai | |
| COMPONENTS | AMOUNT |
| Basic Salary | 9,000/- |
| House Rent Allowances | 4,500/- |
| Travel Allowances | 1,050/- |
| Special Allowances | 450/- |
| GROSS SALARY | 15000/- |

Note: You will receive a salary with incentives, and all other benefits forming part of your remuneration package subject to, and after, deduction of tax at source in accordance with applicable law.

Acceptance of Offer:

If you accept this offer, kindly sign this letter as confirmation of your acceptance.

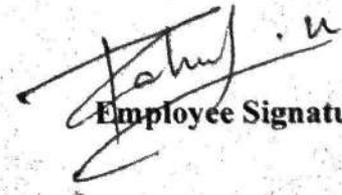
We look forward to welcoming you to **Steps N Storeyz** and working together towards a successful future.

Authorized Signatory,

Steps N Storeyz Housing Private Limited
Operation Manager


Authorized Signatory

Date: 19-09-2025


Employee Signature

Steps N Storeyz Housing Pvt Ltd

Registered Office: #25, SSPDL, ALPHA CITY, Gamma Block, 3rd Floor, Navalur, Chennai -

600130 | EmailID: stepsnstoreyz@gmail.com

Shreeji

Translogistics Ltd.

CUSTOMS 'BONDED' CARGO CARRIERS



Raja Kani

Cargo Executive

Valid from 01.01.2025 to 31.12.2026

Deepti

Issuing Authority

M-23, 3rd Floor, Menzies Aviation (Bengaluru) Pvt. Ltd.
International Cargo Terminal, Kempegowda
International Airport Limited, Devanahally, Bengaluru- 560 300.
Mobile: +91 9448031360 / 74062 96550



MOUNT CARMEL
MATRIC HR.SEC.SCHOOL



A. JOYCHRISTY_{M.A}
PT Assistant

29.11.2002

B-

100 B/1, RC CHURCH ST,
MYLAPURAM

☎ 9360679071


PRINCIPAL

14/4b, Alangulam Main Road, Thalarkulam
Mukkudal-627601, Tirunelveli Dist
☎ 04633-290161, 9791724664



with the blessings of Smt Valammal

VEL'S VIDHYALAYA
PALAYAMKOTTAI



MS.SHELEENA ASHLYN A
TEACHER



10269



PAAVAI

GROUP OF SCHOOLS

RESIDENTIAL-CUM-DAY SCHOOL | CBSE & MATRIC

PAAVAI VIDHYA NAGAR, NAMAKKAL.



JESINTH SALOMI.G

TEACHER

PRINCIPAL





Entudio Pvt Ltd

Date : August 12, 2025

To :

Mr. Rahul Prakash M

S/o, Michealraja,
258A, North Street,
Talarkulam Singamparai Po,
Tirunelveli Rural,
Tamil Nadu - 627601

Subject: Confirmation of Employment – Technical Analyst

Dear Mr. Rahul Prakash M,

We are pleased to inform you that based on your performance and contribution during your internship and training with Entudio Private Limited, we would like to offer you a full-time position as **Technical Analyst** in our organization.

Details of your appointment are as follows:

- 1. Designation:** Technical Analyst
- 2. Date of Joining as Full - Time Employee:** Immediate after completion of training
- 3. Location:** Tirunelveli, Tamil Nadu
- 4. Compensation:** Rs.3,00,000 (Rupees Three Lakh only) per annum (CTC – Cost to Company), inclusive of all statutory benefits as per company policy.
- 5. Employment Type:** Full-time, permanent.
- 6. Working Hours:** As per company norms.
- 7. Other Benefits:** As per company policy.

Your internship and training period with us will be considered as part of your learning and orientation phase. From your joining date as a permanent employee, you will be entitled to all benefits applicable to your role as per the company's policies.

You are expected to maintain strict confidentiality of all company information, adhere to professional standards, and comply with all company rules and regulations. Any breach of confidentiality, misuse of company property, or violation of policy will result in strict disciplinary action, including possible termination and legal proceedings.

We look forward to your continued contributions in driving our projects and innovations forward. Kindly sign and return a copy of this letter as confirmation of your acceptance.

+91 80157 99755

www.entudio.com

+91 88707 95518

20-A, Perumal West Car Street, Palayamkottai, Tirunelveli - 627002.



Entudio Pvt Ltd

For Entudio Private Limited,

Mahakrishnan T
Managing Director
Entudio Private Limited

Acknowledgement & Acceptance

I, Rahul Prakash M, acknowledge and accept the offer for the position of Technical Analyst at Entudio Private Limited under the terms and conditions stated above.

Signature: _____

Name: Rahul Prakash M

Date: _____



+91 80157 99755

www.entudio.com

+91 88707 95518

20-A, Perumal West Car Street, Palayamkottai, Tirunelveli - 627002.

05-11-2025

To,
Mr. Ephraim Daniel Raj S
Tirunelveli

Dear Mr. Ephraim Daniel Raj,

OFFER LETTER

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as **Jr. Developer**.

Terms and Conditions:

1. Compensation Package: For the initial three months, you will be working as Consultant in our establishment. Your salary package during this tenure will be **Rs. 9,000.00/pm**. From the 4th month you will be moved to payroll (PF & ESI benefits) and your net salary will be revised to **Rs. 12,000/pm**
 2. You will be reporting to Project Lead and your essential facts about the job will be discussed and your progress will be monitored by your reporting authority.
 3. Probation: You will be on probation for a period of three months and after successful completion of which you may be considered for a permanent position or otherwise informed.
 - A. In case of termination during the probation period, the company is liable to give one-month prior notice and if you resign during the probation period, you are liable to give 30 days' notice.
 4. Termination after confirmation:
 - A. On successful completion of the probation period and upon our offering you a permanent employment, the employment shall be terminable by either party by giving 60 days' notice or payment of salary in lieu thereof.
 - B. If you remain absent from work without any intimation and permission for a continuous period of five working days or more, you shall be deemed to have resigned, your employment with us, with effect from the day you complete 5 working days of such absence.
 - C. Insubordination, indiscipline, dishonesty or negligence of duty.
 - D. You're being unable to attend to your duties effectively on account of prolonged ill health.
 5. Transfer: Your initial place of posting will be at Tirunelveli. You are liable to be transferred to another department, post or place in any part of the world, where the management may establish its office later. Upon such transfer, the rules and regulations of service applicable to such post or at the place of transfer will become applicable to you.
1. Responsibility and Accountability: You will be briefed about these separately upon your joining. You will have the responsibility to carry out duties for efficient and economical operation in the areas, which are being assigned to you now or subsequently.



2. Increment linked to performance, will be at sole discretion of the management.
3. You shall not be allowed to take out any material from the company premises or bring into the premises any material without the written permission of the Management.
4. Company will monitor and audit Internet access for the purposes of assuring system security, proper usage, and for performance impact. The employee has no rights of privacy in their use of the Internet and must adhere to the Internet usage policy set in the company.
5. The designation assigned to you is subject to change depending upon the nature of work assigned to you from time to time.
6. Details of your remuneration should be treated as strictly personal and confidential and should not be shared with any other employee of the company.
7. The nature of job calls for shift work arrangements; under such circumstances you may be expected to work on shifts as may be assigned depending upon the projects.
8. Tax Liability:
 - a. The taxability of allowances / reimbursements is to be considered in the light of the tax laws prevailing at the relevant time. In case any tax has to be recovered from any of the reimbursements because of changes made by the Government it will be recovered from your salary.
 - b. Income tax, professional tax and all other taxes to be deducted at source statutorily from your pay as applicable from time to time. However, it will be entirely your responsibility for payment of all other taxes.
9. You will work within the framework of the organizational structure, policies and directions as laid down by the Management. Other terms and conditions of your employment, which have not been exclusively dealt with or not covered under this offer of appointment will always be in accordance with the HR Manual, policies of the company, as applicable to you, existing at this point of time and /or amended, introduced, implemented from time.

The offer of appointment letter is not to be changed, corrected, modified or terminated unless it is changed in writing, and signed by the parties hereto.

For Transforma Pvt Ltd

TRANSFORMA PVT LTD
Friends Square
Plot No: 55, 11nd Floor
V.V. Nagar, V.M. Chatram
Tirunelveli - 627011
Ph: 0462 - 2521666

Sasirekha
Sr. HR Associate

I agree and accept employment and will report for duty on:

Date:

Signature:

ST. XAVIER'S COLLEGE

(AUTONOMOUS)

PALAYAMKOTTAI - 627 002

Phone: 0462 2560744, 4264301

Website : www.stxavierstn.edu.in



IDENTITY CARD



MS. P. JENIFER KIRUBA

Data Analyst





P MAHARAJA
Software Developer

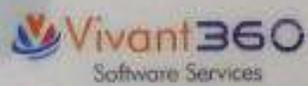
Emp.# 900 641

 2002

 B+ve

 63801 91746

 19/2 ,Sivan Kovil South
Mada Street, Palayamkottai,
Tirunelveli - 627 002



178 Perumalpuram Main Road,
Tirunelveli - 627007.

ANGELO



2025-2026

MATRIC. HR. SEC. SCHOOL

Palayamkottai-2

STAFF ID



V. MEENA NANDHINI
BT ASSISTANT M.SC.,

J. Shivanarayana

Principal

Anni Judy Remina 23PCS02



Office : B-183-184, Nr. Madhur Dairy, "K" Road, Sector-25, G.I.D.C., Gandhinagar-382 025.
Phone : (O) 079 - 66707777, E-mail : security@cosmosgroup.in, cspaliwal@cosmosgroup.in
Website : www.cosmosgroup.in, www.mycosmosjobs.com,

Appointment letter

Date:26/07/2025

To,

Ms. ANNI JUDY REMINA T

Address: 11TH STREET, THOOTHUKUDI, CHIDAMNAGAR, TAMIL NADU-628008

Dear,

Ms. ANNI JUDY REMINA T

With reference to your application for employment and the subsequent interview you had with us, we are pleased to offer you employment on contractual basis for a specific period on the following terms and conditions at our client's office.

1. You will be appointed as designation **Executive – Operations** commencing on date of joining 28/07/2025.
2. You shall be reporting to Client location assigned to you and based at our Location office. However, the Management reserves its right to transfer your services to any other office/branch of the Company or Associate Company anywhere in India as may be decided and required.
3. Your Salary is as per Annexure 1. We shall be the sole decision maker to modify / revise your remuneration structure at any time without adversely affecting your annual salary.
4. Your address as indicated in your application for appointment shall be deemed to be correct for sending any communication address to you at the given address shall be deemed to have been served upon you.
5. All the job instruction will be given by our client's Supervisors/In charge. In conjunction with our approval and you shall adhere to the same.
6. You will be covered under Provident Fund Account and all statutory compliance as applicable.
7. You shall be governed by the rule of the company in respect of hours of work and holidays as well as the provisions pertaining to leave. In year you shall be entitled for 21 days of leave.



Gopal

SO



+91 7449016863



gopals@
bergerindia.com

BERGER PAINTS INDIA LIMITED

No. 200- E /2/1, THIRUCHENDUR ROAD
SAMATHANAPURAM, PALAYAMKOTTAI

TIRUNELVELI 627002

www.bergerpaints.com

07 Nov, 2025

MUTHU RAM

1/80 Krishnan Kovil street, MelaMunneerpallam, Tirnelveli.

Dear MUTHU,

Congratulations!! We are delighted to make you an offer with IndiaMART Intermesh Ltd.

| | |
|------------------------|-------------------------|
| Designation | Executive |
| Date of Joining | 10 Nov, 2025 |
| CTC on offer | 4,27,176 |
| Base Location | Chennai/Egmore 1 |

We are pleased to offer you the position of “Executive - Client Acquisition”. We are confident that your skills, experience, and enthusiasm will make a valuable contribution to our team.

1. Your Annual Compensation shall be INR 4,27,176 (Four Lakhs Twenty Seven Thousand One Hundred and Seventy Six only). The detailed Compensation Structure is attached herewith as “Annexure – I”.
2. You shall be reporting to work at 9.00 am on the day of joining. This job requires you to work from the office on all working days as per your working location. As informed, your place of posting shall be Chennai/Egmore 1.
3. You will be governed by the Company rules, as amended from time to time. You will be entitled to leave and other benefits in accordance with such rules applicable from time to time.
4. A detailed “Letter of Appointment” setting out terms and conditions of your appointment shall be issued to you subsequent to your completing the joining formalities.
5. If you have any questions or require further clarification about the terms of this offer till your joining date, please do not hesitate to contact Amanpreet Kaur 7973776079.
6. City Compensatory Allowance is a special allowance paid while your working Location is Bangalore or Mumbai.
7. In case you are transferred to any other city then this component will no longer be applicable to you and will be removed from your salary structure effective your date of transfer.

Please Note – Your offer has been made based on the information furnished by you. We will verify the authenticity of such information using various means including services of background verification agencies. Company reserves the right to revoke the offer and your appointment at any time in case we discover discrepancies in your declarations.

You are requested to sign below in token of your acceptance of the terms and conditions of this letter of intent and return the duplicate copy duly signed by you to us.

We are very excited about you joining us & we look forward to having you with IndiaMART InterMESH Ltd.

Sincerely yours,

For IndiaMART InterMESH Ltd



Madhup Agrawal
National Head - HR

Name: MUTHU RAM
Designation: Executive

Annexure – I

| S. No | Salary Component | Monthly | Annual |
|-------------------------------|--------------------------------|---------------|-----------------|
| | Components | In INR | In INR |
| 1 | Basic | 21,010 | 2,52,120 |
| 2 | House Rent Allowance | 8,990 | 1,07,880 |
| | Total Fixed Pay - I | 30,000 | 3,60,000 |
| | Effective CTC | 30,000 | 3,60,000 |
| Employee Benefits - II | | | |
| 1 | Conveyance Payout | 3,750 | 45,000 |
| 2 | Gratuity | 1,010 | 12,120 |
| 3 | Cost Towards Insurance Premium | 838 | 10,056 |
| | Total CTC (I+II) | 35,598 | 4,27,176 |

- Gratuity- Is payable as per the Payment of Gratuity Act, 1972.
- Conveyance Payout - This is paid weekly based on the number of meetings.
- iLEAP Education Program- Up-to 80% of the course fee (upto Rs 1 Lac) can be claimed every year upon successful course completion
- Cost Towards Insurance Premium on Health Insurance, Accidental Insurance and Term Life Insurance as per the policy of the Company from time to time.



Date: 26-08-2025

Mr. Vandt M,

Approved

OFFER OF EMPLOYMENT

Dear Mr. Vandt,

We refer to your application and subsequent discussion you had with us regarding employment with us.

We really enjoyed the interaction with you and are pleased to confirm our offer of employment to you (subject to satisfactory medical examination) as **Sales Trainee**, Grade **FL3T** in our **Retail (Sales)** function.

Our agreed compensation along with the perks, benefits etc. are spelt out in the annexure attached hereto.

Your initial posting will be in **Tirunelveli** but please note that your services are subject to transfer to any location across the country in any of our Branches/factories if the company so desires.

Your association with **Berger Paints India Limited** will be subject to a background check in line with Berger's background check policy. Post your joining if the background check reveals unfavourable results, you will be liable to disciplinary action including termination of service without notice.

If the terms & conditions set out herein are acceptable to you, please provide us your acceptance along with your date of joining which should be on or before **01-09-2025**.

The formal letter of appointment will be issued to you at the time of your joining the Organization.

We look forward to the prospect of a long and mutually rewarding professional relationship.
Yours faithfully,

FOR BERGER PAINTS INDIA LIMITED

(RANJAN BANERJEE)
GROUP HEAD - HR

Encl. a) Annexure

BERGER PAINTS INDIA LIMITED

Berger House, 129, Park Street, Kolkata - 700 017, Phone : 2229 9724-28, 2229 6005-06, Fax : 91-33-2249 9009/9729, www.bergerpaints.com
CIN - L51434WB1923PLC004793, E-mail : consumerfeedback@bergerindia.com



| BERGER PAINTS INDIA LTD | | | |
|-------------------------|-------------|---------------|----------------|
| Compensation Details | | | |
| Name: | Mr. Vandi | M | Grade: FL3T |
| Location: | Tirunelveli | Function/Sub- | Retail - Sales |

| SALARY COMPUTATION | | | |
|--------------------------------------|-----------|-----------------|---------------|
| Components | | Per Annum | Per Month |
| FIXED SALARY & ALLOWANCES | | | |
| Basic Salary | Rs | 253200 | 21100 |
| House Rent Allowance | Rs | 25320 | 2110 |
| Special Allowance | Rs | 70000 | 5833 |
| LTA | Rs | 21100 | 1758 |
| Total Monthly Rate (A) | Rs | 3,69,620 | 30,801 |
| RETIRALS | | | |
| PF | Rs | 30384 | 2532 |
| Gratuity | Rs | 12179 | 1015 |
| Total (B) | Rs | 42,563 | 3,547 |
| PERQUISITES | | | |
| Cellphone Monthly Reimbursable | Rs | 6000 | 500 |
| Total (C) | Rs | 6,000 | 500 |
| VARIABLE PAY | | | |
| Sales or Performance Incentives | Rs | 180000 | 15000 |
| Market Working Allowance | Rs | 60000 | 5000 |
| Total (D) | Rs | 2,40,000 | 20,000 |
| RETENTION BONUS | | | |
| Retention Bonus | Rs | 50000 | 4167 |
| Total (C) | Rs | 50000 | 4167 |
| Gross (CTC) | Rs | 7,08,183 | 59,016 |

NOTE:

1. Sales / Performance Incentive is a variable component and is calculated based on optimal performance of individual on certain value, volume, collection targets achieved on quarterly basis. The indicated figure is on a full year term, based on an assumption that you will earn 100% incentive. The actual pay out shall be based on achieved performance levels on specified performance parameters and is payable only if an individual is on the rolls of the company during the time of each pay out as per rules.
2. Additional benefits extended by the Company as per company policies are Group Medclaim Insurance Coverage as per grade, applicable for self & Group Personal Accident Insurance Policy as per grade, applicable for self.
3. Leave entitlement in a year: As applicable in the factories / depots as per Company rules. Paid Leave Entitlement in a year: 15 days contingency leave during the year long training period.
4. *Market Working Allowance shall have two components, i.e. Basic & Excellence, each having separate criteria.
5. **This is a Onetime payout only and shall not be payable thereafter. Retention bonus is payable on completion of two years of employment.
6. This Retention Bonus is payable only if an individual is active and on the roll of the company during the time of payout.

FOR BERGER PAINTS INDIA LIMITED

(RANJAN BANERJEE)

BERGER PAINTS INDIA LIMITED

Berger House, 129, Park Street, Kolkata - 700 017, Phone : 2229 9724-28, 2229 6005-06, Fax : 91-33-2249 9009/9729, www.bergerpaints.com
CIN - L51434WB1923PLC004793, E-mail : consumerfeedback@bergerindia.com



GROUP HEAD - HR

BERGER PAINTS INDIA LIMITED

Berger House, 129, Park Street, Kolkata - 700 017, Phone : 2229 9724-28, 2229 6005-06, Fax : 91-33-2249 9009/9729, www.bergerpaints.com
CIN - L51434WB1923PLC004793, E-mail : consumerfeedback@bergerindia.com



INDIA • UAE
SINCE 1925

OFFER LETTER

DATE: 25.05.2025

To,
MR.PARIYERUM PERUMAL S
PATHAMADAI, TIRUNELEVELI.

Congratulation...!

We are pleased to extend you an offer of Employment with "BHIMA JEWELLERY TIRUNELVELI" based on your application submitted and subsequent interview you had with us. Details of the Terms and Conditions of the offer are as below.

1. You will be designated as "HR EXECUTIVE " and will be based at our Bhima Jewellery.
2. Your date of commencement of employment will be on 28.05.2025
3. You will be on probation for a period of 3 Months from the date of joining.
4. Your salary will be Monthly Rs.20,000/- GROSS (Rupees TWENTY THOUSAND Only).

Please bring along the below listed documents / details on your day of joining.

- a. All Educational qualification certificates (Copy).
- b. ID Proof Copy (Aadhar, PAN Card & Driving License).
- c. Recent passport size photos (2 Nos).
- d. Resignation letter from the previous employer.
- e. Relieving letter & Salary Certificate from your previous employer.
- f. Last 3 months pay slips from your previous employer.

You are requested to kindly confirm to us as a token of your acceptance. We look forward to you having a long and fruitful relationship with Bhima Jewellery.



FOR BHIMA JEWELLERY

AUTHORISED SIGNATORY

Acceptance I accept your offer and understood the above mentioned and confirm that I would be joining on the mentioned date.

MR.PARIYERUM PERUMAL S

No: 28 A/3, S.N High Road, Sripuram, Tirunelveli – 627001. Ph : 0462 4356777,4210777

E-mail : bhimagoldtv@gmail.com Website : www.bhima.com

INDIA • UAE



Date: 07-10-2025

Mr. Abishek G,

OFFER OF EMPLOYMENT

Dear Mr. Abishek,

We refer to your application and subsequent discussion you had with us regarding employment with us.

We really enjoyed the interaction with you and are pleased to confirm our offer of employment to you (subject to satisfactory medical examination) as **Senior Sales Executive - Urban Markets**, Grade **FL3** in our **Retail (Urban Markets)** function.

Our agreed compensation along with the perks, benefits etc. are spelt out in the annexure attached hereto.

Your initial posting will be in **Madurai** but please note that your services are subject to transfer to any location across the country in any of our Branches/factories if the company so desires.

Your association with **Berger Paints India Limited** will be subject to a background check in line with Berger's background check policy. Post your joining if the background check reveals unfavourable results, you will be liable to disciplinary action including termination of service without notice.

If the terms & conditions set out herein are acceptable to you, please provide us your acceptance along with your date of joining which should be on or before **13-10-2025**.

The formal letter of appointment will be issued to you at the time of your joining the Organization.

We look forward to the prospect of a long and mutually rewarding professional relationship.

Yours faithfully,

FOR BERGER PAINTS INDIA LIMITED

(RANJAN BANERJEE)
GROUP HEAD - HR

Encl. a) Annexure

BERGER PAINTS INDIA LIMITED

Berger House, 129, Park Street, Kolkata - 700 017, Phone : 2229 9724-28, 2229 6005-06, Fax : 91-33-2249 9009/9729, www.bergerpaints.com
CIN - L51434WB1923PLC004793, E-mail : consumerfeedback@bergerindia.com



| BERGER PAINTS INDIA LTD | | | |
|-------------------------|---------------|------------------------|------------------------|
| Compensation Details | | | |
| Name: | Mr. Abishek G | Grade: | FL3 |
| Location: | Madurai | Function/Sub-Function: | Retail - Urban Markets |

| SALARY COMPUTATION | | | |
|--------------------------------------|-----------|-----------------|---------------|
| Components | | Per Annum | Per Month |
| FIXED SALARY & ALLOWANCES | | | |
| Basic Salary | Rs | 253200 | 21100 |
| House Rent Allowance | Rs | 25320 | 2110 |
| Special Allowance | Rs | 70000 | 5833 |
| LTA | Rs | 21100 | 1758 |
| Total Monthly Rate (A) | Rs | 3,69,620 | 30,802 |
| RETIRALS | | | |
| PF | Rs | 30384 | 2532 |
| Gratuity | Rs | 12179 | 1015 |
| Total (B) | Rs | 42,563 | 3,547 |
| PERQUISITES | | | |
| Cellphone Monthly Reimbursable | Rs | 6000 | 500 |
| Total (C) | Rs | 6,000 | 500 |
| VARIABLE PAY | | | |
| Sales or Performance Incentives | Rs | 180000 | 15000 |
| Market Working Allowance | Rs | 60000 | 5000 |
| Total (D) | Rs | 2,40,000 | 20,000 |
| RETENTION BONUS | | | |
| Retention Bonus | Rs | 50,000 | 4167 |
| Total (C) | Rs | 50,000 | 4167 |
| Gross (CTC) | Rs | 7,08,183 | 59,015 |

NOTE:

1. Sales / Performance Incentive is a variable component and is calculated based on optimal performance of individual on certain value, volume, collection targets achieved on quarterly basis. The indicated figure is on a full year term, based on an assumption that you will earn 100% incentive. The actual pay out shall be based on achieved performance levels on specified performance parameters and is payable only if an individual is on the rolls of the company during the time of each pay out as per rules.
2. Additional benefits extended by the Company as per company policies are Group Medclaim Insurance Coverage as per grade, applicable for self & Group Personal Accident Insurance Policy as per grade, applicable for self.
3. Leave entitlement in a year: As applicable in the factories / depots as per Company rules. Paid Leave Entitlement in a year: 15 days contingency leave during the year long training period.
4. *Market Working Allowance shall have two components, i.e. Basic & Excellence, each having separate criteria.
5. **This is a Onetime payout only and shall not be payable thereafter. Retention bonus is payable on completion of two years of employment.
6. This Retention Bonus is payable only if an individual is active and on the roll of the company during the time of payout.

FOR BERGER PAINTS INDIA LIMITED

(RANJAN BANERJEE)
GROUP HEAD - HR

BERGER PAINTS INDIA LIMITED

Berger House, 129, Park Street, Kolkata - 700 017, Phone : 2229 9724-28, 2229 6005-06, Fax : 91-33-2249 9009/9729, www.bergerpaints.com
CIN - L51434WB1923PLC004793, E-mail : consumerfeedback@bergerindia.com

08 Aug, 2025

ALFRED WILSON M

39w1 Main Road,T Sindalai Cherry,

Dear ALFRED,

Congratulations!! We are delighted to make you an offer with IndiaMART Intermesh Ltd.

| | |
|------------------------|---------------------------|
| Designation | Executive |
| Date of Joining | 11 Aug, 2025 |
| CTC on offer | 4,00,008 |
| Base Location | Chennai/Vadapalani |

We are pleased to offer you the position of “Executive - Sales & Servicing”. We are confident that your skills, experience, and enthusiasm will make a valuable contribution to our team.

1. Your Annual Compensation shall be INR 4,00,008 (Four Lakhs Eight only). The detailed Compensation Structure is attached herewith as “Annexure – I”.
2. You shall be reporting to work at 9.00 am on the day of joining. This job requires you to work from the office on all working days as per your working location. As informed, your place of posting shall be Chennai/Vadapalani.
3. You will be governed by the Company rules, as amended from time to time. You will be entitled to leave and other benefits in accordance with such rules applicable from time to time.
4. A detailed “Letter of Appointment” setting out terms and conditions of your appointment shall be issued to you subsequent to your completing the joining formalities.
5. If you have any questions or require further clarification about the terms of this offer till your joining date, please do not hesitate to contact Amanpreet Kaur 7973776079.

Please Note – Your offer has been made based on the information furnished by you. We will verify the authenticity of such information using various means including services of background verification agencies. Company reserves the right to revoke the offer and your appointment at any time in case we discover discrepancies in your declarations.

You are requested to sign below in token of your acceptance of the terms and conditions of this letter of intent and return the duplicate copy duly signed by you to us.

We are very excited about you joining us & we look forward to having you with IndiaMART InterMESH Ltd.

Sincerely Yours,

For IndiaMART InterMESH Ltd



Madhup Agrawal
National Head - HR

Name: ALFRED WILSON M
Designation: Executive

Annexure – I

| S. No | Salary Component | Monthly | Annual |
|----------------------------|----------------------|---------------|-----------------|
| Salary-Break up (1) | | In INR | In INR |
| 1 | Basic | 21,010 | 2,52,120 |
| 2 | House Rent Allowance | 10,505 | 1,26,060 |
| 3 | Executive Allowance | 1,819 | 21,828 |
| Monthly Fixed Total | | 33,334 | 4,00,008 |
| Effective CTC | | 33,334 | 4,00,008 |

Human Resources Development Department
Head Office, 57 V.E.Road,
Thoothukudi - 628002.
Phone: 0461 - 2321932 (E), 2321929 (E)
Extn. 204,205,213,219,237.
Email: personnel@tmbank.in
CIN: L65110TN1921PLC091908



Ref.No.HO.HRD.CLK.54.TUT-55/ 2 2024-25

28.04.2025

AROCKIA GRACELET. A
St. Xavier's College (Autonomous),
Palayamkottai - 627002.

Dear AROCKIA GRACELET. A

PROVISIONAL OFFER FOR APPOINTMENT AS PROBATIONARY CLERK

Greetings from Tamilnad Mercantile Bank Ltd., This is with reference to the personal interview held on 23.01.2025, at Thoothukudi. We are pleased to offer you the **provisional appointment** as probationary clerk on the following terms and conditions:

Salary and other Emoluments:

1. The emoluments during the period of probation will be Salary ₹27,000/- and other allowance of ₹6,750/- (at present 25% of Salary). The present total fixed pay is ₹33,750/- per month. In addition you are eligible for a variable pay of 40% of Salary which is based on your performance under certain performance parameters fixed by the bank.
2. Annual increment will be based on Annual Review as a percentage of Salary and it will commence during the month of April on successful completion of probationary period.
3. You shall contribute to the Staff Defined Contributory Pension Scheme i.e NPS – at present 10 % of Salary. You should open NPS account, through our Bank within two weeks from the date of joining.
4. You are eligible for Gratuity as applicable under Gratuity Act.
5. You are eligible for one day Casual Leave for each calendar month during the probationary period.
6. The applicable leave and other benefits will accrue to you from the date of confirmation only.
7. You are eligible for Group Medical Insurance for self and family members*. After confirmation you are eligible for Staff Vehicle loan, Staff Car loan, Computer loan and Special Over draft.

****Terms and conditions apply***



Human Resources Development Department
Head Office, 57 V.E.Road,
Thoothukudi - 628002.
Phone: 0461 - 2321932 (E), 2321929 (E)
Ext: 204,209,213,219,237.
Email: personnel@tmbank.in
CIN: L65110TN1921PLC001908



Ref.No.HO.HRD.CLK.54.TUT-55/ 2 2024-25

28.04.2025

RUBALAKSHMI S

St. Xavier's College (Autonomous),
Palayamkottai - 627002.

Dear RUBALAKSHMI, S

PROVISIONAL OFFER FOR APPOINTMENT AS PROBATIONARY CLERK

Greetings from Tamilnad Mercantile Bank Ltd., This is with reference to the personal interview held on 23.01.2025, at Thoothukudi. We are pleased to offer you the **provisional appointment** as probationary clerk on the following terms and conditions:

Salary and other Emoluments:

1. The emoluments during the period of probation will be Salary ₹27,000/- and other allowance of ₹6,750/- (at present 25% of Salary). The present total fixed pay is ₹33,750/- per month. In addition you are eligible for a variable pay of 40% of Salary which is based on your performance under certain performance parameters fixed by the bank.
2. Annual increment will be based on Annual Review as a percentage of Salary and it will commence during the month of April on successful completion of probationary period.
3. You shall contribute to the Staff Defined Contributory Pension Scheme i.e NPS – at present 10 % of Salary. You should open NPS account, through our Bank within two weeks from the date of joining.
4. You are eligible for Gratuity as applicable under Gratuity Act.
5. You are eligible for one day Casual Leave for each calendar month during the probationary period.
6. The applicable leave and other benefits will accrue to you from the date of confirmation only.
7. You are eligible for Group Medical Insurance for self and family members*. After confirmation you are eligible for Staff Vehicle loan, Staff Car loan, Computer loan and Special Over draft.

**Terms and conditions apply*



KAAVIAN

KAAVIAN SYSTEMS PVT. LTD.

Khivraj Complex 3 -1st Floor 480 Anna Salai
Nandanam, Chennai 600 035. TN, India
t. +91-44-67488100 www.kaaviansys.com



FELIX ROSARIO. S

KAVN0934

Mobile: +91 9025186969 Blood Group: B + ve

TERMS OF ENGAGEMENT

This Terms of Engagement ("**Agreement**") is made and agreed on **February 6, 2025** ("**Effective Date**") by and between

SKILL SOFTWARE, INC, a company incorporated in Delaware, USA, having its corporate office at 200 Continental Drive, Newark, Suite 401, Newark, DE 19713, **USA** (hereinafter referred to as the "**Company**" which expression unless repugnant to the context or meaning thereof shall mean and include its successors and assigns);

AND

Muthu Raj, residing at **16E Pillaiyar Kovil North Street, Meenakshipuram, Tirunelveli - 627001, Tamil Nadu, India**, being engaged as "**Consultant**".

The Company and the Consultant are hereinafter collectively referred to as the "**Parties**" and individually as "**Party**".

WHEREAS

- A. The Company is engaged inter alia in the business of developing software applications through innovative designing and technically superior development methods ("**Business**");
- B. The Consultant has represented to the Company that he has considerable knowledge, qualifications, and experience.
- C. Based on the representations made by the Consultant, the Company intends to engage the Consultant, to render certain services on an exclusive basis in connection with the Business and the Software products/services of the Company ("**Products**") and the Consultant, has agreed to the same;
- D. Consequently, in consideration of the mutual promises and covenants and for good and valuable consideration mentioned herein, the Parties wish to record the terms and conditions pursuant to which the Company shall engage Consultant, to perform the Services (defined below) in accordance with the terms of this Agreement.

NOW THEREFORE IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AND THIS AGREEMENT WITNESSETH AS UNDER:

1. APPOINTMENT AND TERM OF APPOINTMENT

- 1.1. Subject to the terms and conditions of this Agreement, the Company hereby engages the services of Consultant, with effect from **Effective Date** for a period of eleven (11) months and Consultant hereby accepts such appointment, subject to the terms and conditions of this Agreement ("**Term**"). The Term of the Agreement shall be auto-renewed unless terminated by prior notice of one (1) month.

- 1.2. The Consultant shall devote his time, based on the workflow, to the performance of Services under this Agreement and such other duties and responsibilities that will be assigned to him by the Company, from time to time.
- 1.3. Further, the Consultant, shall be accessible on calls and/or e-mails for the performance of the Services that will be assigned by the Company from time to time during the Term.
- 1.4. The Company may terminate this Agreement with immediate effect at any time during or at the end of the internship period. In such event the Company's only liability to the Executive will be in respect of unpaid remuneration or expenses.

2. DUTIES AND RESPONSIBILITIES

- 2.1. During the Term, the Consultant shall provide certain services as specifically detailed in **Annexure A** below (“**Services**”). The Consultant shall work in close coordination with the concerned executives of the Company for the performance of Services hereunder.
- 2.2. During the Term, the Consultant, while providing the Services, shall be responsible for the following:
 - 2.2.1. Acting at all times in good faith in fulfilling the objects of the Company, keeping in mind the best interest and benefit of the Company and its members;
 - 2.2.2. Assisting the Company in upholding and enhancing its goodwill and reputation for high standard business conduct;
 - 2.2.3. Using his best efforts in performing all duties and responsibilities and exercise

3. FINANCIAL TERMS

- 3.1. Company shall pay to the Consultant the compensation of **INR 15,000** (Rs. Fifteen Thousand) Per Month (subject to statutory deduction, if any, applicable) for the first three (3) months – which is the duration of the probation period, according to the terms of this Agreement. Company shall pay the applicable compensation before **7th day** of every month. All amounts due hereunder shall be payable in funds denominated in INR. The financial terms will be revised periodically, based on performance.
- 3.2. Company will reimburse Consultant for any pre-approved, reasonable and documented out-of-pocket expenses directly incurred in the performance of the service hereunder, provided that Company shall have no obligation to reimburse Consultant for any individual expense or group of related expenses that exceed any limits INR 1,000 except as otherwise approved by Company in advance in writing. Inventor expenses shall be invoiced at cost and without markup. Consultant shall submit written expense

reports to Company in the form specified by the Company for all such expenses, and shall provide the Company with original receipts and all other documentation reasonably requested by Company. Expense reports must be submitted no later than thirty (30) days after the month in which they are incurred or they shall be deemed paid.

- 3.3.** If Company is required by any competent taxing authority to withhold taxes from payments made to Consultant hereunder, then Company may deduct such withholding tax from such payments, and if such withholding is made, Company shall pay such tax to the taxing authority on behalf of Consultant. All payments to Consultant are gross payments (other than to the extent that Company elects to make withholdings), and Consultant (and not Company) is responsible for all income tax, social security payments, and disability insurance tax and other applicable taxes.

4. REPRESENTATIONS, WARRANTIES & UNDERTAKINGS

- 4.1.** Consultant, hereby represents, warrants and undertakes to the Company that:

- 4.1.1. The Consultant is under no obligation or restriction under law or otherwise, nor will he assume any such obligation or restriction that does or would in any way interfere or conflict with, or that does or would present a conflict of interest concerning, the Services to be performed by Consultant, under this Agreement.
- 4.1.2. This Agreement has been duly executed and delivered by Consultant, and constitutes the legal, valid and binding obligations of Consultant, and enforceable against him in accordance with the terms herein;
- 4.1.3. The Consultant has the requisite and necessary experience, resources and expertise to perform the Services diligently and efficiently under this Agreement, and that he is not a party to any other agreement that would in any way conflict with or restrict his ability to perform the Services hereunder.
- 4.1.4. The performance of this Agreement does not and will not breach (i) any agreement to keep in confidence, information acquired by Consultant, in confidence or in trust, (ii) any agreement to assign to any third party, inventions made by Consultant, or (iii) any agreement not to compete against the business of any third party.

- 4.2.** Company hereby represents and warrants to Consultant, that:

- 4.2.1. It is a Company duly organized and validly existing under the laws of the State of Delaware and has full legal right, power and authority to enter into this Agreement and to perform its obligations hereunder.

- 4.2.2. This Agreement has been duly authorized by all necessary corporate action of the Company, has been executed by its duly authorized representatives and constitutes a legal, valid and binding obligation, enforceable in accordance with its terms.
- 4.2.3. The execution, delivery and performance of this Agreement by the Company, does not violate any provisions of its memorandum and articles of association.

5. INTELLECTUAL PROPERTY

- 5.1. The Consultant acknowledges that he may have access to the Intellectual Property owned or licensed by the Company, in course of his engagement with the Company. “**Intellectual Property**” shall mean any and all (i) inventions and discoveries; patents; patent applications, whether published or unpublished; whether or not reduced to writing; copyrightable works; copyrights; copyright applications; copyright registrations; trademarks; licenses (software or otherwise), information, processes and similar proprietary rights, protocols; and trade secrets, including technical and non-technical information, (ii) whether or not patented or patentable or registered or registrable under patent, copyright, trademark or similar statute that are owned by any Company and (iii) rights in, under, or to any and all of the foregoing.
- 5.2. The Consultant agrees that all Intellectual Property that arises out of or is based upon any Confidential Information or Third-Party Confidential Information (defined below) made available to Consultant, or to which he had access in the course of, or by virtue of, the Services rendered pursuant to this Agreement shall automatically belong to the Company and Consultant, shall not have any claims in respect thereto. It is however agreed that his undertaking shall in no way affect Consultant, right to make use of the general knowledge, knowledge in the public domain and skills, which Consultant, has independently acquired prior to his engagement with the Company. For purposes of this Agreement, the term “Proprietary Rights” shall mean any and all rights under or in connection with any patents, patent applications, copyrights, copyright applications, mask works, trade secrets and other intellectual property rights with respect to Intellectual Property.
- 5.3. The Consultant hereby assigns to the Company and/or such other person or persons as the Company shall designate in writing as beneficial owner, by way of assignment, all present and future Intellectual Property developed by Consultant, pursuant to this Agreement, and all the rights and title of Consultant, in and to all such Intellectual Property. Consultant, acknowledges that his remuneration and all consideration paid to him by the Company under this Agreement includes compensation for the assignment to the Company of these Intellectual Property rights.
- 5.4. The Consultant hereby waives and quits claims to the Company, any and all claims of any nature whatsoever that Consultant, may now or hereafter have for infringement of any Proprietary Rights assigned hereunder to the Company. The obligations of Consultant, under this Clause are without prejudice, and are in addition to, any other obligations or duties of Consultant, whether express or

implied or imposed by applicable law, to assign to the Company all assigned inventions and all Proprietary Rights.

6. CONFIDENTIALITY

- 6.1.** “Confidential Information” of the Company shall mean information whether intangible or embodied in tangible form that is not publicly available and the unauthorized publication of which reasonably would be considered prejudicial to the Disclosing Party’s interests. By way of example and not limitation, Confidential Information may include information derived from or pertaining to any and all techniques; sketches; drawings; models; trade secret and know-how; processes; algorithms; software programs; software source documents; source codes; design details, and specifications; engineering information; Financial information; customer lists; business forecasts; sales and merchandising; marketing plans; and business strategies Derivative Inventions (as defined below); and IP of the Company. Information disclosed orally or visually or observed during visits and identified at that time as confidential shall be considered Confidential Information.
- 6.2.** Consultant shall hold in trust and shall not use, disseminate, copy, reverse engineer or disclose any Confidential Information in any manner whatsoever to any natural person or legal entity, except agreed in writing by the Company, and shall hold and maintain the Confidential Information in strictest confidence.
- 6.3.** Consultant acknowledges and agrees that the Consultant may have received, or may receive in the future, confidential or proprietary information from third parties (“Third-Party Confidential Information”) to use it only for certain limited purposes. During the Term and thereafter, Consultant shall hold Third-Party Confidential Information in the strictest confidence and will not use or disclose to anyone any Third- Party Confidential Information, unless expressly authorized in writing by the Company.
- 6.4.** Consultant hereby agrees to indemnify Disclosing Party against any and all losses, damages, claims, expenses, and attorneys' fees (excluding consequential and indirect losses) incurred or suffered by Disclosing Party as a result of a breach of this Agreement by Consultant.
- 6.5.** Consultant’s obligations under this Agreement shall not apply as to any particular Confidential Information if the Consultant can show, by at least a preponderance of the evidence, that such particular Confidential Information:
 - a.** was generally publicly available through no fault of Consultant at or prior to the Effective Date;
 - b.** was rightfully in Consultant’s possession being received from a third party free of any obligation of confidentiality at or prior to the Effective Date;
 - c.** was developed by Consultant independently of, and without reference to, any disclosure to Consultant under this Agreement;
 - d.** becomes generally publicly available, where upon such information shall only thereafter not be considered Confidential Information; or

- e. was disclosed by Consultant in response to a valid order by a court or other governmental body, was otherwise required to be disclosed by law, or was necessary to be disclosed in order to establish the rights of either Party under this Agreement, provided such disclosure was limited to the extent so required and provided that Consultant gave Company as much advance notice as practicable in order to permit Company to obtain confidential treatment or a protective order for such disclosure by Consultant.

6.6. Use; No Rights

- a. Contact shall use the Confidential Information solely for the Purpose and shall not in any way use the Confidential Information to the detriment of the Company. The Consultant shall use the Confidential Information subject to compliance with the applicable provisions of the General Data Protection Regulation ((EU) 2016/679) including any other data protection or privacy laws as may be applicable in the competent jurisdiction.
- b. Notwithstanding any provision in this Agreement to the contrary, no explicit or implicit rights in, under, or to any Confidential Information of Company are as signed, transferred, licensed, or otherwise conveyed herein to Consultant. Any and all rights in, under, or to any invention that is conceived, singly or jointly with others, by Consultant based at least in part on, or resulting at least in part from, the disclosure by Company of any Confidential Information to Consultant under this Agreement (“**Derivative Invention**”) shall be exclusively owned by Company and shall be deemed part of the IP of Company.
- c. Consultant agrees to reasonably cooperate with Company, with respect to the procurement, maintenance, and enforcement of protection for any Derivative Invention; and to sign any and all documents that Company may reasonably deem necessary or desirable in order to protect Company’s rights and interests in any Derivative Invention, including without limitation, any declarations, oaths, assignments, quit claims, powers of attorney, and papers.
- d. The Consultant shall not acquire any proprietary interest in or right to Company’s Confidential Information, and the Confidential Information (including but not limited to all intellectual property rights and goodwill included in any Confidential Information) shall at all times remain the sole property of the Company.

7. TERMINATION

- 7.1. Notwithstanding anything contained in this Agreement, either Party may terminate this Agreement by giving to the other Party written notice of **Thirty (30)** days of its intention to do so.
- 7.2. Notwithstanding anything contained in this Agreement, the Company may forthwith terminate this Agreement for Cause. For purposes hereof, “Cause” shall mean, but not be

limited to: (i) any material breach by Consultant, of the performance of his duties and responsibilities towards the Company which remains uncured for a period of 10 (ten) days from the notification of such breach; or (ii) any disclosure by Consultant, to any person or entity, other than to the Company or an affiliate of the Company and its respective directors, officers and employees, of any Confidential Information or trade secrets of the Company or any of its affiliates; or (iii) non-compliance of any provisions of the applicable laws or regulations; or (iv) any act or omission or offence committed by Consultant, involving moral turpitude or fraud, as determined after conducting appropriate inquiry and investigation; (v) any insolvency proceedings are initiated against him or he becomes incapable of discharging his debts.

7.3. The Parties undertake that upon termination of this Agreement for any reason, neither Party shall, at any time make any untrue or misleading statements in relation to the other Party after the termination of this Agreement. Neither Party shall represent itself as being directly or indirectly engaged by or in any way connected with or interested in the other Party.

7.4. In the event of termination of the Agreement, Clauses 5 (Intellectual Property), 6 (Confidentiality), 6 (Termination), 8 (No Use of Name, Etc.), 9 (Return of Property and Co-operation), 10.1 (Indemnification) and 10.5 (Dispute Resolution) hereof shall survive and continue to remain in full force and effect.

8. NO USE OF NAME, ETC.

Unless otherwise required in order to comply with any provision of applicable law, the Company shall have the right to use the name of Consultant, or any adaptation thereof in any advertising, promotional or sales literature provided that the Company shall intimate Consultant, of such usage. Without the prior written consent of the Company, Consultant, shall not, directly or indirectly represent, whether on his behalf or on behalf of any other person, that Consultant, is then still in any way connected or associated with the Company.

9. RETURN OF PROPERTY AND CO-OPERATION

9.1. Upon termination/expiry of the Agreement, the Consultant shall immediately return to the Company any and all books, hardware, documents, correspondence, materials, records, and the like pertaining to the Business and affairs of the Company, received by the Consultant from the Company pursuant to this Agreement.

9.2. Consultant, shall extend requisite co-operation to the Company to ensure a smooth transition of his duties and responsibilities to such person as may be nominated/appointed by the Company.

10. MISCELLANEOUS

This Agreement shall be governed and construed in accordance with the laws of the State of

Delaware, and the courts in the State of Delaware shall have exclusive jurisdiction in case of any disputes arising out of or in connection with this Agreement.

10.1. Indemnification

- 10.1.1. Consultant, shall indemnify and hold harmless the Company, its directors, employees, and personnel, against all costs, charges, expenses, losses, damages, liabilities or claims suffered by the Company, directly or indirectly, on account of any willful default, misconduct, negligence, fraud, violation of applicable laws or any breach of the terms of this Agreement by him.
- 10.1.2. Notwithstanding what is stated herein, except for liability with respect to the confidentiality clauses of this Agreement, in no event will either Party be liable to the other Party for any punitive, special, incidental, indirect or consequential damages of any kind (including without limitation loss of revenues or profits) in connection with this Agreement, even if the Party who is liable has been informed in advance of the possibility of such damages, except when such damages are caused by the fraud, misrepresentation, gross negligence or willful misconduct of the Party.

10.2. No- Conflict

Consultant shall not enter into any agreement with any person or entity that would conflict with the terms and conditions of this Agreement, and shall not violate any applicable laws in the performance of its obligations under this Agreement. Consultant hereby agrees that for a period commencing on the execution date hereof and ending on the Termination Date, and thereafter, through the later period ending on the first anniversary of the Termination Date, the Consultant shall not work, directly or indirectly, as an employee, agent, Consultant, stockholder, director, co-partner or in any other individual or representative capacity, own, operate, manage, control, engage in, invest in or participate in any manner in, act as a Consultant or advisor to, render services for (alone or in association with any person, firm, corporation or entity), or otherwise assist any person or entity (other than the Company) that engages in or owns, invests in, operates, manages or controls any venture or enterprise that directly or indirectly engages or propose to engage in any element of the Business of the SKILL SOFTWARE INC.

10.3. Non-Solicitation

As described above, the Consultant acknowledges and agrees that the Company Confidential Information includes information relating to the Company employees, advisors, contractors, Consultants, customers, clients and others and that the Consultant will not use or disclose such Confidential Information except as authorized by Consultant. The Consultant further agrees, for the term of this Agreement and three (3) years thereafter (the "Restricted Period"), that the Consultant will not approach Company's employees, advisors, contractors, Consultants, customers, clients and others for any commercial engagement. The company will have the right to recover any or

all commercial gains that are in contravention of this clause. During the terms of the agreement with SKILL SOFTWARE, INC, the Consultant will not solicit and accept any other form of engagement, including consulting or part-time or full-time employment, for developing and providing servicing relating to HR technology product which deals with HR training, and HR certification.

10.4. Amendments

No modification or amendment to this Agreement and no waiver of any of the terms or conditions hereof, shall be valid or binding unless made in writing and duly executed by both the Parties. Headings of this Agreement are for reference only and shall not affect its interpretation.

10.5. Assignment

Consultant, shall not assign any of his rights under this Agreement, or delegate the performance of any of his duties hereunder, without the prior written consent of the Company. This Agreement may be assigned by the Company to any affiliate of the Company and to a successor of its business to which this Agreement relates (whether by purchase or otherwise).

10.6. Reservation of Rights

No forbearance, indulgence or relaxation or inaction by any Party at any time to require performance of any of the provisions of this Agreement shall in any way affect, diminish or prejudice the right of such Party to require performance of that provision. Any waiver or acquiescence by any Party of any breach of any of the provisions of this Agreement shall not be construed as a waiver or acquiescence of any right under or arising out of this Agreement or of the subsequent breach, or acquiescence to or recognition of rights other than as expressly stipulated in this Agreement.

10.7. Dispute Resolution

In the event of any dispute or difference between the Parties hereto in respect of or in any respect concerning or connected with interpretation or implementation of this Agreement or arising out of this Agreement, such dispute or difference shall be referred to arbitration to be conducted by a sole arbitrator mutually appointed by the Parties.

The seat and venue of the arbitration shall be exclusively in Wilmington. The arbitration shall be conducted in English. The award of the sole arbitrator shall be final and binding upon the Parties.

10.8. Governing Laws & Jurisdiction

This Agreement shall be governed and construed in accordance with the substantive laws of the State of Delaware without reference to any choice or conflict of laws, rules or provisions that would result in the application of the substantive law of any other jurisdiction. Subject to the provisions of Clause 10.7 above, the courts of Wilmington shall

have exclusive jurisdiction in case of any matter arising out of or in connection with this Agreement.

10.9. Entirety

This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof, to the exclusion of, and shall supersede all prior agreements, terms sheets, understandings and assurances, either written or oral relating to the subject matter of this Agreement. This Agreement may be executed by electronic means(including .pdf) and in any number of counterparts, each of which when executed and delivered, shall constitute an original, but all of which together shall constitute one agreement binding on the Parties. In the event that any provision of this Agreement should be held unenforceable by a court of competent jurisdiction, such court is hereby authorized to amend such provision so as to be enforceable to the fullest extent permitted by law, and all remaining provisions shall continue in full force without being impaired or invalidated in any way.

10.10. Notices

Notices, demands or other communication required or permitted to be given or made under this Agreement, shall be in writing and delivered personally or sent by courier or by email to the intended recipient at their address set forth in this Agreement, or to such other address or email address, as either Party may from time to time duly notify to the other.

10.11. Relationship

This Agreement is executed by the Parties on a principal-to-principal basis, and nothing in this Agreement shall be deemed to result in or be construed as creating any partnership, agency, joint venture or employer-employee relationship between the Parties. Accordingly, Consultant, shall have no claims against the Company hereunder or otherwise for vacation pay, sick leave, retirement benefits, worker’s compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE CAUSED THIS AGREEMENT TO BE DULY EXECUTED

| | |
|------------------------------|----------------------|
| Skill Software, Inc. | Consultant |
| By: Ranjith Sivaraman | By: Muthu Raj |
| Title: President | |
| Signature: | Signature: |
| Date: | Date: |

Annexure - A

(Description of Services)

Consultant, shall work in conjunction with the designated executives of the Company, and shall perform services, which includes but not limited to:

- Track project activities and deliverables using JIRA, Trello, or internal tools
- Assist in preparing weekly reports and executive summaries
- Participate in sprint calls, client meetings, and retrospectives
- Manage task lists and follow up on pending actions
- Help refine requirements and document workflows
- Coordinate with software engineers, QA, and design teams
- Escalate risks or delays to appropriate stakeholders
- Maintain knowledge repositories and SOPs



Zeeyes
Artificial Intelligence Labs



Gokula Krishnan GK

Associate Software Engineer

Date of Birth : 10/08/2002

Blood group : O +ve

Contact : 638581575

Email : gokulakrishnangk@zeeyes.ai

A16, North Main Road, NGO Colony, Tirunelveli, 627007

SRK TAX AUDIT



18A/49A, Hong Kong Plaza, Tamil salai, Tuticorin-628002

Phone: 9597860882

Email id: srktaxaudit@yahoo.com

APPOINTMENT LETTER

To

Ms. AROCKIA GRACELET A

SUB: Appointment Letter

Dear Arockia Gracelet,

We are pleased to inform you that you are hereby appointed to the position of **Junior GST Assistant** with **SRK TAX AUDIT**, based on your application and subsequent interview. We are confident that your experience and skills will be an asset to our team.

The terms and conditions of your appointment are as follows:

1. Designation: Junior GST Assistant
2. Date of Joining: 06/09/2025
3. Working Hours: 10.00 to 6.30

You are required to abide by all company rules, policies, and procedures that may be modified from time to time. This offer is contingent upon the successful completion of background verification and submission of required documents.

We welcome you to join the Company and would be happy if you can sign the duplicate copy of the letter in token of your acceptance of the offer of employment with the Company.

.....
If you have any question, please clarify from the undersigned.

With Warm Regards

L.Sibi Rajkumaran.BE.,CMA.,CA
Proprietor

SRK TAX AUDIT

Date:

Place: Tuticorin



LITTLE FLOWER

Matric.Hr.Sec.(Model) School
Cheranmahadevi Road, Tirunelveli Town.

PH: 0462-2334771



Name : I. THEANMOZHI M.COM.,

Designation : TEACHER

DOB : 06.03.2003

Blood Group : B+ve

Address : 36/841 28TH CROSS STREET,
SHANTHINAGAR,
PALAYAM KOTTAI,
TIRUNELVELI.

Mobile No: 9843736314

2025-2026

Principal

Ref: TSL\HR\2772

19/05/2025

Ms. Rajeshwari V
D/O, Venkadesh,
140 B, 15th Cross Street,
NGOA Colony - Palayamkottai,
Tirunelveli,
Tamil Nadu – 627007.
Mobile – 9444991978

Dear Rajeshwari,

Sub: Offer for Internship

It is our pleasure to extend the offer for internship at TVS Srichakra Limited. The Internship assignment will be in **Legal & Secretarial Department**.

Following are the details of the internship assignment offered to you.

1. Your base location for Internship will be **Madurai**.
2. Stipend offered will be **INR 15,000/- per month** to take care of all your incidental expenses (including food, travel, stay et. al.). However, in case there is a need to travel for official purpose to another location, all expenses will be fully reimbursed by the company
3. The period of internship will be **19-May-2025 to 18-February-2027**.
4. During the internship period, you are expected to adhere to the code of conduct and guidelines for interns (**attached herewith**)
5. Please do signify your acceptance to this offer by sending a duly signed scanned copy through e-mail.

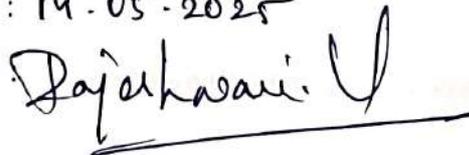
For TVS SRICHAKRA LIMITED



RATHNA JANANI S P
SENIOR MANAGER – HR

Accepted and probable date of joining : **19-05-2025**

Signature of the applicant



TVS Srichakra Limited

CIN: L25111TN1982PLC009414

Regd. Office: TVS Building, 7-B West Veli Street, Madurai - 625 001, Tamil Nadu, India.

Tel: +91 0452 2356400. Fax: +91 0452 2443466 | www.tvseurogrip.com

Manufacturing Unit: Vellaripatti, Melur Taluk, Madurai - 625 122, India. Tel: +91 452 2443300

A TVS MOBILITY GROUP COMPANY



CODE OF CONDUCT AND OTHER GUIDELINES FOR PROJECT INTERNS

- The internship assignment will be allotted based on Company's needs / requirements.
- Formal dress code is must within Company premises.
- Interns should follow office timings i.e. 9.00 am to 6.00 pm.
- Interns should wear their ID card provided while in the factory / head office.
- Cell phone/Camera is strictly prohibited inside the company without prior permission from HR.
- Project report submission should be in both hard & soft copies mode.
- Interns should cooperate with the security department in case frisking is done at the main gate.

Safety Guidelines

- The company emphasizes safety as a top priority value. It is expected that the interns will be careful and responsible in their actions and movement. Certain precautions like wearing full sleeve shirts (for males) / churidar (for females) and shoes for Project / In-plant / field work need to be followed.
- Touching running machines, moving in-between the machinery without proper supervision are strictly prohibited.

Decorum & Etiquette

- Interns should display professionalism during their project and their behavior and approach should be befitting the Institution they represent and in tune with the cultural etiquettes of the organization.
- Any breach of the same will be taken seriously.

Organization Guide & Reports

- Interns will be attached to designated executives (referred hereafter as 'guides') during the course of their internship with us. They are expected to share their progress and learnings at mutually agreed frequency with their guides.

Facilities

- System support would be given to the project intern depending on the usage / need.

Leave / Leaving early

- In case the interns wish to avail leave or to leave early, they can take prior approval from their respective guides and share with HR.

Canteen & Transport facilities

- Project Interns during the period of their project can have breakfast and lunch in the factory on payment at prevailing rates.
- Transportation will be arranged for the interns to and from factory.

Report Submission

- Prior to the completion of internship, the interns are expected to submit a detailed report to their project guides. In case there is a specific format for report submission indicated by their respective institutions, the same can be followed.

Project Completion Certificate

- Project completion certificate would be issued by TVS Srichakra after ascertaining the feedback from guides.

-----XXXXXXXXXX-----



PUSHPALATA
BRITISH
INTERNATIONAL
SCHOOL



STAFF IDENTITY CARD

KIRUBA V

TEACHING

D/O VARATHARAJAN
NO 28, VM CHATHRAM ROAD,
MEENAKSHI NAGAR, TIRUNELVELI-627011

9345495232



VISVESVARAYA INDUSTRIAL & TECHNOLOGICAL MUSEUM
[National Council of Science Museums]
Rasturba Road, Bengaluru-560 001

No.16(18)/SC/VITM/A&B/2024-25/588

Dated:11.08.2025

OFFICE MEMORANDUM

Sub : Engagement of Science Communicator.

Ms. Swetha P G., D/o Sri Parasram M informed that based on the recommendations of the Evaluation Committee which met at District Science Centre, Davanagere on 25.06.2025, the Director, VISVESVARAYA INDUSTRIAL & TECHNOLOGICAL MUSEUM, BENGALURU has been pleased to offer her engagement as "Science Communicator" on a fixed consolidated stipend of Rs. 35,000/- per month on the following terms and conditions:

Duration:

The engagement will be initially for a period of one year only, which may be extended for a further period of one year based on her satisfactory performance during the period of first year. Her engagement as Science Communicator may, however, be terminated at any time without any notice and without assigning any reason at the discretion of the Director, VITM, Bengaluru.

Stipend:

The consolidated monthly stipend Rs. 35,000/- will be paid during the period of training. No other allowance or any GPF/GPP benefit or pension etc. is admissible.

Casual Leave:

Casual leave will be admissible to her at the rate of 8 days per year and no other kind of leave is admissible.

Travelling Allowance:

1. No T.A. will be admissible either for joining as Science Communicator or at its termination.
2. For journey on tour during her tenure as Science Communicator, TADA as per rules will be admissible.

Conditions for engagement of Science Communicator:

- a. She will have to produce a certificate of medical fitness from a Govt./State Medical Officer not lower than a Sub-Assistant Surgeon or a Registered Medical Practitioner.
- b. A sum of Rs.1,000/- will be deposited in Cash as caution money by her as security against tools, etc. loaned to her. This money is not admissible after satisfactory completion of the training period. She is entitled to draw the stipend after she has deposited the caution money and any shortfall in the caution money will be adjusted against the stipend of the first month.