



VICTORIA INSTITUTION (COLLEGE)

78-B, ACHARYA PRAFULLA CHANDRA ROAD, KOLKATA-700 009

Phone : 91 33 2350 1959 ■ Fax : 91 33 2360 0046

Website : www.victoriacollege.co.in

5.2.1 Percentage of placement of outgoing students during the last five years

Year	Total
2022-23	18
2021-22	13
2020-21	13
2019-20	31
2018-19	26

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

Year	Name of student who has been placed	Program graduated from	Year of graduation	Name of the employer with contact details	Pay package at appointment (In INR per annum)
2022-2023	Jeshmin khatun	B.A. Hons. (Bengali)	2022	Reliance Projects & Property Management Services	133464
	Sudeshna Chakraborty	B.Sc.in Botany	2022	Research Ace Sol Pvt. Ltd.	165048
	Souradeepa Kundu	B.Sc.in Zoology	2013	Zoological survey of india	779256
	Tuhina Chakraborty	B.Sc.in Zoology	2013	Atomik energy education society	538800
	Moyuri Dey	B.Sc. In Chemistry	2022	Assistant Suprerintendent of post offices	Not shared by student
	Ananya Das	B. Sc. In Economics (H)	2022	S & IB Services	Not shared by student
	Mouparna Sardar	B.Sc. In Mathematics	2022	Bandhan School	Not shared by student
	Pritha Mitra	B.Sc. In Mathematics	2022	Quantum Dynamics	432000
	Anwesha Das	B.Sc. In Mathematics	2022	JDS Public School, Narayanpur	Not shared by student
	Shreya Saha	B.A. in Pol Sc	2022	Satrtrek, Kolkata	174000
	Piya Das	B.A in Sanskrit	2022	Skyview India	144000
	Sumitra Pathak	B.Com	2020	Muthoot Finance Ltd., Kolkata	195000
	Sanjana Gupta	B.Com	2021	Sree Jain Vidyalaya, Kolkata	Not shared by student
	Prama Bose	B.Com	2021	T.K. Sharma Firm, Kolkata	144000
	Guniti Shreya	B.Com	2022	Ircon PB Tollway Limited,	144000
	Nabanita Dutta	B.Com	2022	WIPRO	Not shared by student
	Aditi Chatterjee	B.Com	2020	ICRA Analytics	365000
	Upama Sen	B.COM	2020	Tathya Education Pvt. Limited	Not shared by student

2021-2022	Tanusri Paul	B.A. Hons. (Bengali)	2021	MaybrightT Ventures Private Limited	138000
	Shreyoshi Bhowmick	B.A. Hons. (Bengali)	2021	Pace Setters Business Solutions Pvt. Ltd.	96000
	Disha Aich	B.A. Hons. (Bengali)	2021	Doctors Plus	72000
	Sangeeta Das	B.A. Hons. (Bengali)	2021	Joseph Sriharsha & Mary Indraja Education Soc	96000
	Sreyasi Ghosh	B.A. Hons. (Bengali)	2021	Nexgen Renaissance Pvt. Ltd.	120000
	Arijita Mitra	B.A in English (Honours)	2021	Management)	Not shared by student
	Riniya Das	B.A in English (Honours)	2021	TCS, Kolkata	123000
	Madhumita Paul	Honours	2021	Fino Payments Bank. 02271047000	120000
	Debdatta Chakraborty	B. Sc. In Economics (H)	2021	Research Associate	Not shared by student
	Sukanya Sen	B.Sc Geography Hons.	2021	Xplore-Tech Services Private Limited	120000

	Rima Das	B. Sc. (Pure General)	2021	IDFC Bank	280000
	Payel Halder	B.Sc. In PSYA	2021	Ekalavya (Junior DPS), Narkeldanga, kolkata -	Not shared by student
	Shrabasti Raha	B.Sc. In PSYA	2021	Fusion BPO services company	144000

2020-2021	Mallika Naskar	B.A. Hons. (Bengali)	2020	Government of West Bengal. Child Development	99000
	Sneha Chatterjee	B.A in English (Honours)	2020	Tutopia, Kolkata	Not shared by student
	Nabarupa Sarkar	B.A in English (Honours)	2020	Career Impact, Ichapur	Not shared by student
	Darshana Sarkar	B.A in English (Honours)	2020	Collegedunia Web Pvt.Ltd, Team:CarHP	Not shared by student
	Upakatha Nath	Economics (H)	2020	Associate research analyst at Netscribes	Not shared by student
	Arpita Biswas	B.Sc Geography Hons.	2020	Mount Litera Zee School, Hyderabad - 500009 Ph 0	300000
	Enakshi Chakraborty	B.Sc Geography Hons.	2020	Taurus BPO Services India, Kolkata	102000
	Navanita Lahiri	B. Sc. In Physics (H)	2020	Operation Executive, Infosys	222972
	Dona Dasgupta	B. Sc. In Physics (H)	2020	Operation Executive, Infosys	222972
	Prodorshita Dhar	B.Sc. In PSYA	2020	Aditya Academy (2549-6205)	182000
	Sulagna Banerjee	B.Sc. In PSYA	2020	Sparsha Infertility Centre, 9830666677	102000
	Sanchari Mitra	B.Sc. In PSYA	2020	Blew Minds Consulting LLP Sector 49, Gunigram,	300000
	Prarthana Dutta	B.Sc. In PSYA	2020	HEM Sheela Model School (0343- 2566-850)	240000

2019-2020	Anindita Bhowmik	B.A in English (Honours)	2019	(IWG group) Learning Mate Solutions Pvt. Ltd	Not shared by student
	Suparna Dey	B.A (Hons) in Philosophy	2019	Airport Operations and customer Service	Not shared by student
	Arpita Pramanick	B.A (Hons) in Philosophy	2019	VGM Consultants Private Limited	Not shared by student
	Ritu Mondal	B.A (Hons) in Philosophy	2019	VGM Consultants Private Limited	Not shared by student
	Pallobi Das	History Honours	2019	DCG Data Core Systems (India) Private Limited	Not shared by student
	Snigdha Sil	B.A. in Sanskrit Hons.	2019	Midas Touch Health Care Private Limited	117120
	Anwasha Palit	B.Sc. Botany	2019	N.S.E.C Techno City, Garia,Kolkata- 152	400 per theory class
	Lipi Mondal	B.Sc. Botany	2019	Edudigm	Not shared by student
	Alisha Yeasmin	B.Sc. Chemistry	2019	Limited	401988
	Rajnandini Barai	B.A in Economics	2019	General Baniking Officer, Bank of India	Not shared by student
	Tiyasha Sadhukhan	B.Sc Geography Hons.	2019	DTDC, Prolific HR Consultants (India) Limited	156000
	Jutika Shil	B.Sc Geography Hons.	2019	Wipro , Human Resources Shared Services	450000
	Pallabi Roy	B.Sc Geography Hons.	2019	8274861950	144000
	Srinjoyee Roy	B.Sc Geography Hons.	2019	Sinthee, Kol - 700050	192000
	Khadija Khatun	B.Sc Geography Hons.	2019	18349	440000

	Mousumi Biswas	Hons.	2019	Naryana School, Contact no: 8013183328	210000
	Srijeeta Sarkar	Hons.	2019	HDFC Bank, Employee Code : 284033	228000
	Rupsa Banik	B. Sc. In Physics Hons.	2019	Wipro	145000
	Nidhi Gupta	B. Sc. In Physics Hons.	2019	Math, Howrah 711202	240000
	Arpita Chakraborty	B. Sc. In Physics Hons.	2019	Bajaz Alliance	816000
	Jaba Roy Chowdhury	B. Sc. In Physics Hons.	2019	PRM Fincon Services Private Limited	120000
	Sanchaly Roychowdhury	B. Sc. In Physics Hons.	2019	135	180000
	Soyel Mitra	B.Sc. In PSYA	2019	Child in Need Institution (CINI) 9830254920	216000
	Sanjukta Ganguly	B.Sc. In PSYA	2019	Loreto Convent, Asansol. (09564303024)	180000
	Tanya Das	B.Sc. In PSYA	2019	Emo Matrix Services, Noida.	300000
	Ankana Naskar	B.Sc. Zoology	2019	Assistant Branch Post master (GDSMD),	120000
	Anisha Fasih,	B.Sc. Zoology	2019	Balajee Education Pvt. Ltd	480000
	Eman Hasan	B. Com (Honours)	2019	Citicorp Services India Private Limited	421964
	Sutrali Roy Chowdhury	B. Com (Honours)	2019	Ernst and Young	420000
	Ankita Chkraborty	B. Com (Honours)	2019	ICRA Analytics Limited	340877
	Papiya Basak	B. Com (Honours)	2019	ICRA Analytics Limited	Not shared by student

2018-2019	Piyali Kundu	B.A. Hons. (Bengali)	2018	Vivekananda Shiksha Niketan Non Govt. High Scho	69600
	Kathakali Ghosh	B.A in English (Honours)	2018	St. Augustine's Day School, Barrackpore	1,61,196
	Evana Mukherjee	B.A in English (Honours)	2018	Indian Statistical Institute, Kolkata	180000
	Tirtha Gupta	B.A in English (Honours)	2018	SEOWriterz	180000
	Sagnika Chowdhury	B.A in English (Honours)	2018	Prashar Bharati	Not shared by student
	Anwesha Banerjee	Honours	2018	Tata Consultancy Services Ltd. 91 22 67789999	168000
	Ria Saha	Honours	2018	HDB Financial Services. 022 6250 9000	108000
	Dishari Roy	B. Sc. In Economics (H)	2018	Research Associate	Not shared by student
	Nabamita Das	B.Sc Geography Hons.	2018	Propello Innovations Private Limited	230208
	Suparna Podder	B.Sc Geography Hons.	2018	Teleperformance Global Services Private Limited	210252
	Sneha Chakraborty	B.Sc Geography Hons.	2018	(033) 40605688	Not shared by student
	Maitry Biswas	B.Sc Geography Hons.	2018	Excellis IT Private Limited Ph: (033) 4060 1168	264000
	Supriti Mahato	Hons.	2018	Infosys	3,60,000
	Arundhati Deyray	Hons.	2018	LIC	173220
	Moumita Parial	Hons.	2018	Indian Post	300000
	Somashri Middy	Hons.	2018	Indian Post	400000

	Mouparna Sardar	Hons.	2018	The Bandhan School, Taldi	180000
	Debopriya Bagchi	Hons.	2018	Performix.Convonix	550000
	Sohini Ghosal	B. Sc. In Physics Hons.	2018	(https://byjus.com/)	540000
	Abhisweta Bhattacharjee	B.Sc. In PSYA	2018	Trinity College Dublin	200880
	salini Khasnobish	B.Sc. In PSYA	2018	Department of health and family welfare, Govt of W	156000
	Chaiti Chakrabarty	B.Sc. In PSYA	2018	Quess Corp Limited (formerly Ikya Human Capital	Not shared by student
	Shibalika Dutta	B.Sc. In PSYA	2018	Deepani Encore LLP Deepika Tarafdar (947723511	Not shared by student
	Rinki Bar	B.Sc. In PSYA	2018	Bhabna NGO, Baghajatin	Not shared by student
	Riya Paul	B.Sc. In PSYA	2018	Dafodil Hospitals Private limited (033- 4050-	120000
	Atithi Mondal	B.Sc. Zoology	2018	AG-III (Technical) at Food Corporation of India	338400

5.2.1 Percentage of placement of outgoing students during the last five years data matrix

Documents

of

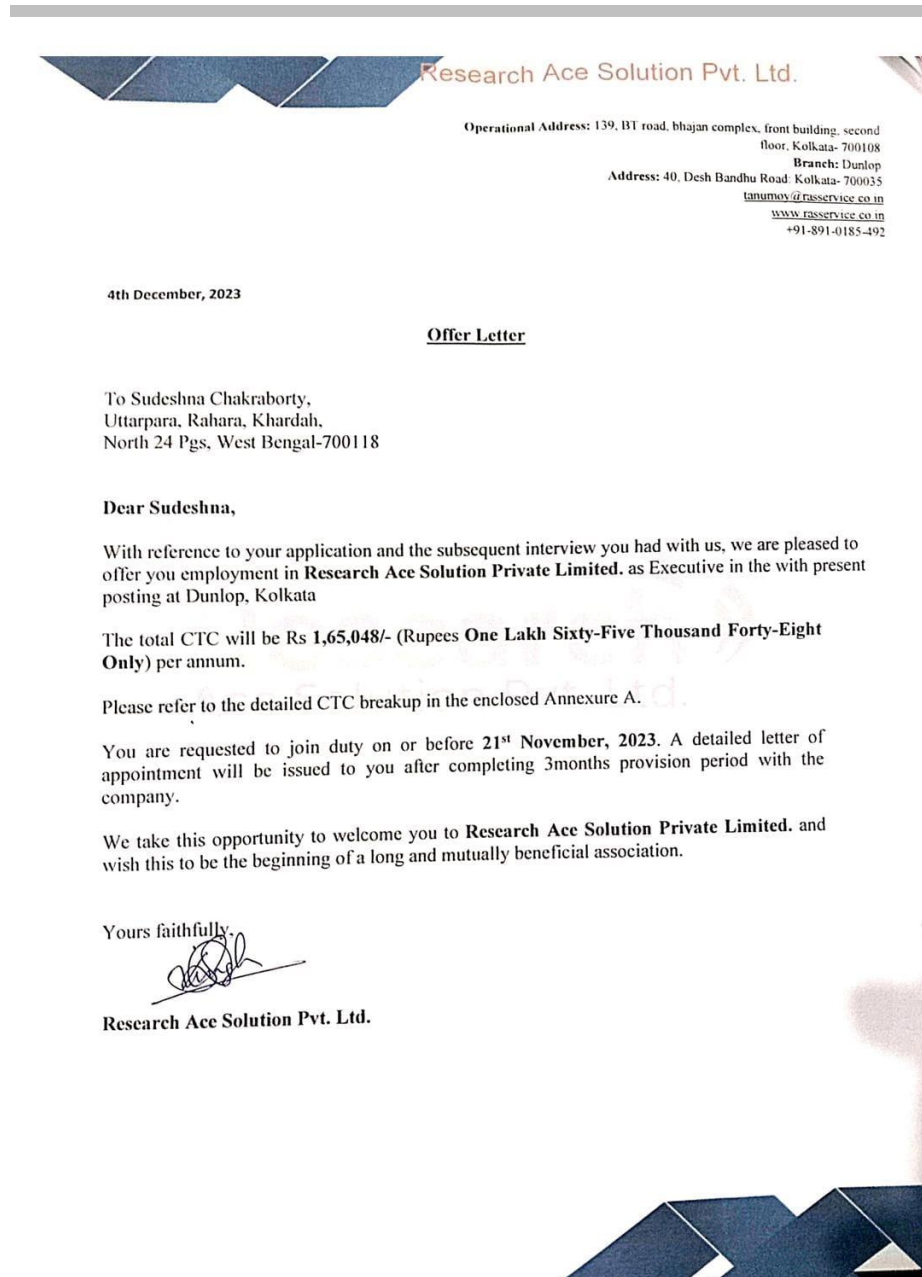
Metric 5.2.1

Academic Year	Documents	No. of Students	Page No.
2022-23	Placement of outgoing students	18	1-18
2021-22	Placement of outgoing students	13	19-46
2020-21	Placement of outgoing students	13	47-67
2019-20	Placement of outgoing students	31	68-135
2018-19	Placement of outgoing students	26	136-170


Jasmin Khatun

Page 1 of 170

Sudeshna Chakrabarti



Souradipa Kundu


 GOVERNMENT OF INDIA
 MINISTRY OF ENVIRONMENT, FORESTS AND CLIMATE CHANGE
 ZOOLOGICAL SURVEY OF INDIA
 KOLKATA

OFFICE ORDER No. 56 /2023

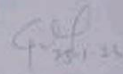
As Ms. Souradeepa Kundu, daughter of Late Bablu Kumar Kundu and a resident of 88(10/10) K. N. Mukherjee Road, K. M. Sadhukhan Rice Mill, PO- Talpukur, PS-Titagarh, Dist.- N 24 Parganas, West Bengal- 700123 [vide Roll No. 2083007895, Category- UR (selected as UR)] has accepted the terms and conditions governing the appointment to the post of Sr. Zoological Assistant as laid down in the offer of appointment to the said post vide letter No. 31-128/2022-Estt./181 dated 03.01.2023, she is hereby appointed, on purely temporary basis to the post of Senior Zoological Assistant in Level-6 in the Pay Matrix (Rs. 35400-112400) at ZSI, Kolkata with effect from 24.01.2023 (FN) and until further order.

2. Consequently, her pay is fixed at Rs. 35400 in Level-6 w.e.f. 24.01.2023 (FN). Besides, she is entitled to get Dearness Allowance and other Allowances as applicable under rules in force and amended from time to time.

3. Ms. Souradeepa Kundu, Senior Zoological Assistant is hereby posted at Reptilia Section, FPS Building, ZSI, Kolkata.

4. The Hindi version of this order is being issued separately.

Date: 24.01.2023


 (CURUPADA MANDAL)
 SCIENTIST 'E'
 &
 HEAD OF OFFICE

Copy to:

2041 1. Ms. Souradeepa Kundu, Sr. Zoological Assistant, Reptilia Section, FPS Building, ZSI, Kolkata with reference to her application, dated 24.01.2023.

2. The O/c, Reptilia Section, ZSI, Kolkata.

3. The Director, BSI, CGO Complex, Salt Lake, Kolkata-64[For information please]

4. The DDO, ZSI, Kolkata.

5. The PAO (BSI/ZSI), Kolkata-20.

6. The AO, ZSI, Kolkata.

7. The Hindi Officer, ZSI, Kolkata.

8. The Stores Officer, ZSI, Kolkata.

9. The O/c, Technical Section, ZSI, Kolkata.

10. The O/c, Library Section, ZSI, Kolkata.

11. The O/c, Field Survey Division, ZSI, Kolkata.

12. The O/c, Publication Division, ZSI, Kolkata.

Tuhina Chakraborty



परमाणु ऊर्जा शिक्षण संस्था
(भारत सरकार के परमाणु ऊर्जा विभाग का स्वायत्त निकाय)
ATOMIC ENERGY EDUCATION SOCIETY
(An Autonomous Body under Department of Atomic Energy, Govt. of India)
दूरभाष सं/ Telephone No.(022) 25565049/25571501



रसीदी स्पीड पोस्ट द्वारा/By Speed Post with A.D.

संदर्भ सं. प.ऊ.शि.सं./भर्ती एवं सतर्कता/टी जी टी /2023/C-291
Ref No. AEES/R&V/TGT/2023/C-291

1st जून, 2023
1st June, 2023

प्रेषक/From,
प्रशासनिक अधिकारी-III/ Administrative Officer-III,
परमाणु ऊर्जा शिक्षण संस्था/ Atomic Energy Education Society (Regd.),
केन्द्रीय कार्यालयवेस्टर्न सेक्टर ./Central Office, Western Sector,
अणुशक्तिनगर/ Anushaktinagarमुंबई ./Mumbai - 400 094

सेवा में/To

Name- MS. TUHINA CHAKRABORTY
Address
518 OLD CALCUTTA ROAD ,
RAHARA MANDIRPARA ,
KHARDAH , P.O- RAHARA ,
P.S- RAHARA NEAR BHUBANESHWARI MANDIR
NORTH 24 PARGANAS
WEST BENGAL (WB) 700118
Email- tuhina.chakraborty272@gmail.com

Mobile No. - 8334063008

विषय: परमाणु ऊर्जा केन्द्रीय विद्यालय, अनुपुरम में प्रशिक्षित स्नातक अध्यापिका (रसायन विज्ञान/जीव विज्ञान) के पद पर नियुक्ति प्रस्ताव।

Sub : Offer of appointment to the post of Trained Graduate Teacher (Chemistry/ Biology) in Atomic Energy Central School, Anupuram



प्रिय महोदय/ महोदया/Dear Sir/Madam,

परमाणु ऊर्जा शिक्षण संस्था आपको सहर्ष सूचित करती है कि आपको परमाणु ऊर्जा केन्द्रीय विद्यालय, अनुपुरम में वेतन मैट्रिक्स के 7 वें लेवल में इन्डेक्स 1 के वेतन रु. 44900/- और नीचे दी गई शर्तों एवं निर्बंधन एवं संलग्न परिशिष्ट में दिए गए सामान्य शर्तों एवं निर्बंधन के तहत परमाणु ऊर्जा शिक्षण संस्था के कर्मचारियों के लिए समय-समय पर यथास्वीकार्य शर्तों पर आपको प्रशिक्षित स्नातक अध्यापिका (रसायन विज्ञान/जीव विज्ञान) के पद पर नियुक्ति के लिए चयनित किया गया है।

Atomic Energy Education Society is pleased to inform you that you have been selected for appointment as a **Trained Graduate Teacher (Chemistry/ Biology)** in the **Atomic Energy Central School, Anupuram** with **Pay of Rs. 44900/- at Index 1 in Level 7 of the Pay Matrix** plus such allowances as may be admissible from time to time to the employees of the Atomic Energy Education Society on the terms and conditions mentioned hereunder and the general terms and conditions stipulated in the Appendix enclosed.

...2/-

Moyuri Dey

DEPARTMENT OF POSTS, INDIA
OFFICE OF THE ASSTT SUPERINTENDENT OF POST OFFICES
SILIGURI SUB DIVISION, SILIGURI - 734001

Memo No:-A1/ASPOs Sig/GDS Attachment/Corr Dated at Siliguri the 17.04.2023

In pursuant of vacant post and for smooth function of Post Offices, following order is issued with immediate effect:-

1. Ms Moyuri Dey, GDSMD, Bagdogra SO will perform the duty of GDS BPM Gossainpur BO in account with Bagdogra SO due to completion of engagement (Superannuation of Service) of Smt. Doli Rani Ghosh, GDSBPM, Gossainpur BO in account with Bagdogra SO w.e.f 17.04.2023 (After noon) until further order.

Necessary charge report should be sent to all concerned.

सहायक अधीक्षक डाकघर, Asstt. Supt. of Post offices
सिलीगुड़ी उप मंडल Siliguri Sub Division
सिलीगुड़ी-734001/ Siliguri -734001

Copy to :-

1) The Supdt of Post Offices, Darjeeling Division-734101- for information and approval please.
2. The Head Post Master, Siliguri-734001- **Drawing Office Maintenance allowances as per Division Office letter No. A1/Misc/Corr-Part-II dated 11.01.2023.**
2) The SPM/Bagdogra SO. - 734014. for information.
✓ 3) Official Concerned
4) O/c.

सहायक अधीक्षक डाकघर, Asstt. Supt. of Post offices
सिलीगुड़ी उप मंडल Siliguri Sub Division
सिलीगुड़ी-734001/ Siliguri -734001

Ananya Das

S&IB®

A SYMBOL OF TRUST

S&IB SERVICES PRIVATE LIMITED

Trusted since 1985 • An ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 ISO 27001:2013 Certified Co



CIN : U74999WB2008PTC121637

SIB/3216/2023/RB

October 04, 2023

Contract of Traineeship at S&IB Services Pvt. Ltd.

1.	Name and address of Employer	: S&IB Services Pvt. Ltd., 1 Adyanath Saha Road, Lake Town, Kolkata-700048
2.	Training Location	: S&IB Services Pvt. Ltd., 1 Adyanath Saha Road, Lake Town, Kolkata-700048
3.	(a) Name of Trainee (Block Letters)	: MS. ANANYA DAS ECODE: 716453 (Mob. No. – 7439752980)
	(b) Father's Name	: MR. GOUTAM DAS
4.	Residential Address	: T.N BANERJEE ROAD, VTC: PANIHATI (M), NORTH 24 PGS, 700114
5.	Duration of Training Contract	: SIX MONTHS
6.	(a) Name and Address of Guardian	: MR. GOUTAM DAS T.N BANERJEE ROAD, VTC: PANIHATI (M), NORTH 24 PGS, 700114
	(b) Relationship with Trainee	: FATHER

7. Terms and Conditions of Contract of Traineeship:

01) That your Traineeship will be for the specific period from 04.10.2023 to 31.03.2023 or earlier, if the Contract subsisting between us and our esteemed client is terminated.

02) That your Traineeship will automatically come to an end on the expiry of the above specified period or determination of Contract subsisting between us and our esteemed client whichever is earlier, and no notice or notice-pay or retrenchment compensation will be paid to you by the Management.

03) That you will neither have any right nor lien on the job held by you. Also, you will not claim for regular employment even if there is such vacancy for the post held by you or otherwise.

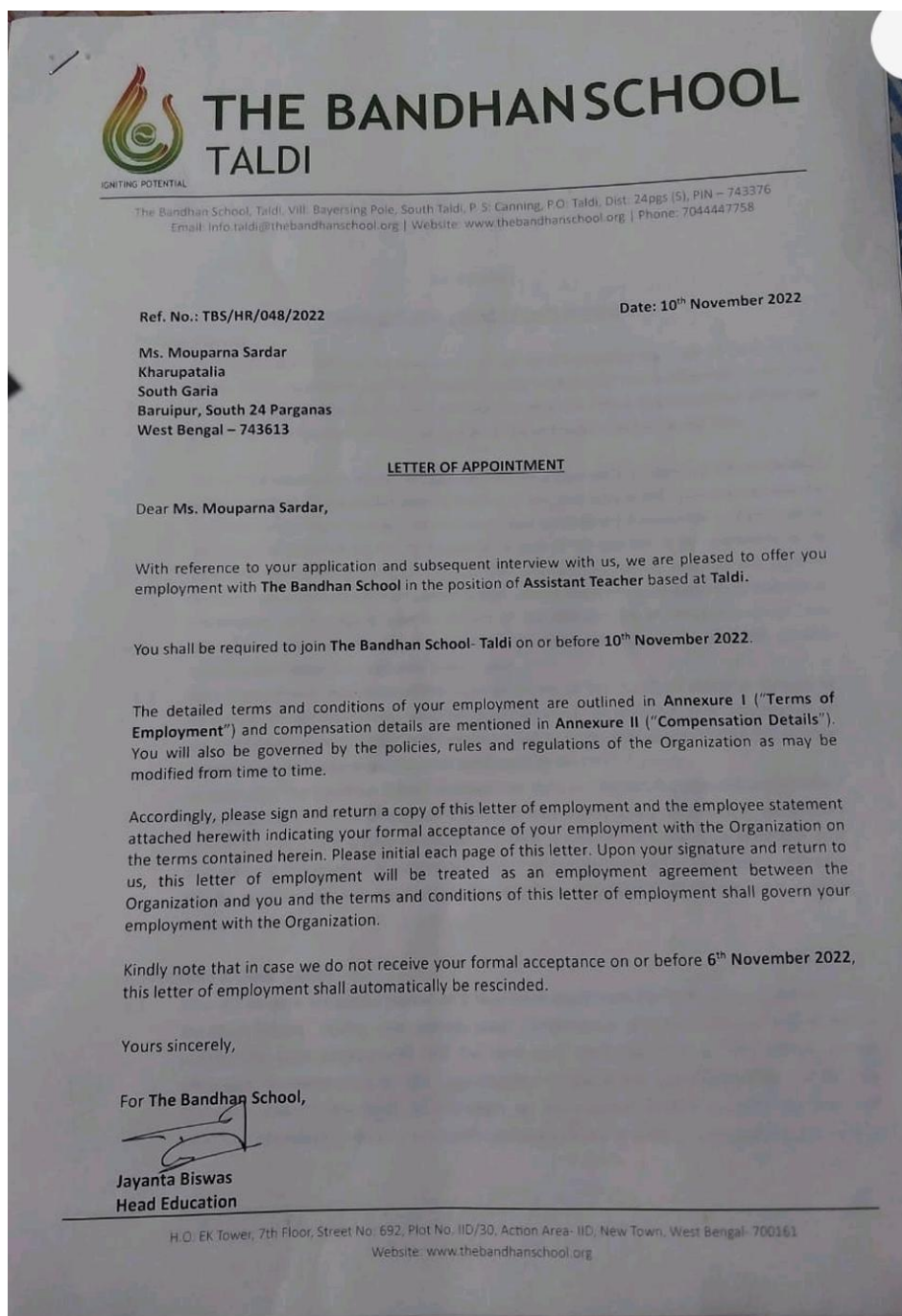
04) That your Contract Traineeship shall be subject to termination any time even earlier than the above specified period of Training by serving notice for 30 (Thirty) days from either side. You will be released only after handing over full charges of your Office to your In-charge / Departmental Head and after getting clearance from all the concerned Departments.

05) That your Contract Traineeship is liable to be terminated at any time earlier than the above specific period of Training and in that event no compensation or remaining Stipend for un-expired contractual period of Traineeship will be payable by the Management.

06) That you are advised to undergo training at our Bill & Wage Department at 1, Adyanath Saha Road, Kolkata – 700 048 until further advice.

S&IB House, 1 Adyanath Saha Road, Kolkata 700 048 Phone : 033 2569 2800-2849 (50 Lines)
Fax: 033 2521 7181 Email: sib@sibservices.in Web: www.sibservices.in

Mouparna Sardar



Pritha Mitra

**Letter of Intent/Job offer**

Quantum Dynamics SAS
114 Traverse Le Mee
13008, Marseille, France
shivom.aggarwal@qd-corp.com

Pritha Mitra
8, P.C Road, Ghola Busstand,
Sodepur, Kolkata - 700111
prithamitra208@gmail.com

Date - 02nd February 2023

Dear Pritha,

We intend to recruit you to join us as a Data Science Intern starting 03rd February 2023 to join our India team. If we are very happy with your performance in the probation with us and would like to continue working with you in the long-run.

The prescribed total stipend for the role is Rs. 30,000 per month. In addition, a 10% bonus paid every 3 months based on performance.

At our company, we offer internship for 3 months with 1 month extension depending on your performance. After the completion of internship and graduation, full time contract may be extended based on your performance.

Please provide a copy of following documents to finalize the contract and other administrative aspects:

- Passport, PAN card, Aadhar card
- Academic transcripts of your degree

We will share the copy of the internship agreement within 7 working days for your review.

We welcome you to our team and looking forward to working with you.

Pritha Mitra
1/02/2023

Shivom Aggarwal
Président
Quantum Dynamics SAS


3

Quantum Dynamics
Computer systems and software consulting. SAS au capital of 100,000 €
Head office: 114 Traverse Le Mee, 13008 Marseille, France
RCS Aix-en-Provence 885306233 - code 7490B

Anwesa Das



Shreya Saha


1

Sector V, 3rd floor, Godrej
 Genesis, Kolkata- Salt Lake City,
 Bidhan Nagar, North Twenty Four
 Parganas, West Bengal, 700091
 T +91 33 6612 6710
 www.startek.com

Date: 14-Aug-2023

Name: Shreya Saha
Kolkata

Dear Shreya,

Appointment Letter

It gives us immense pleasure in offering you an appointment in our organization with effect from your date of joining (14-Aug-2023) on the following terms and conditions:

- Position Details:** You are designated as **Executive in Operations in Band 5 (SC Level)** and will be based at **Kolkata**.
- Compensation & Benefits:** Your compensation shall be as follows:

Compensation Components	Amount (INR Per Month)	Amount (INR Per Annum)
Basic Salary	7,341	88,093
House Rent Allowance	4,894	58,729
Sub-Total	12,235	146,822
Bonus as per Payment of Bonus Act *	986	11,835
Sub-Total	986	11,835
Provident Fund (Employer Contribution)	881	10,571
Employee State Insurance (Employer Contribution)	398	4,772
Sub-Total	1,279	15,343
Total Cost To Company	14,500	174,000

* Payable quarterly by 10th July for 1st quarter (April, May & June), by 10th October for 2nd quarter (July, August & September), by 10th January for 3rd quarter (October, November & December), by 10th April for 4th Quarter (January, February & March) towards bonus payment in advance for every Financial Year.

Note: Group Personal Accident Insurance, Hospitalization Expenses Reimbursement Scheme are guided by Company rules

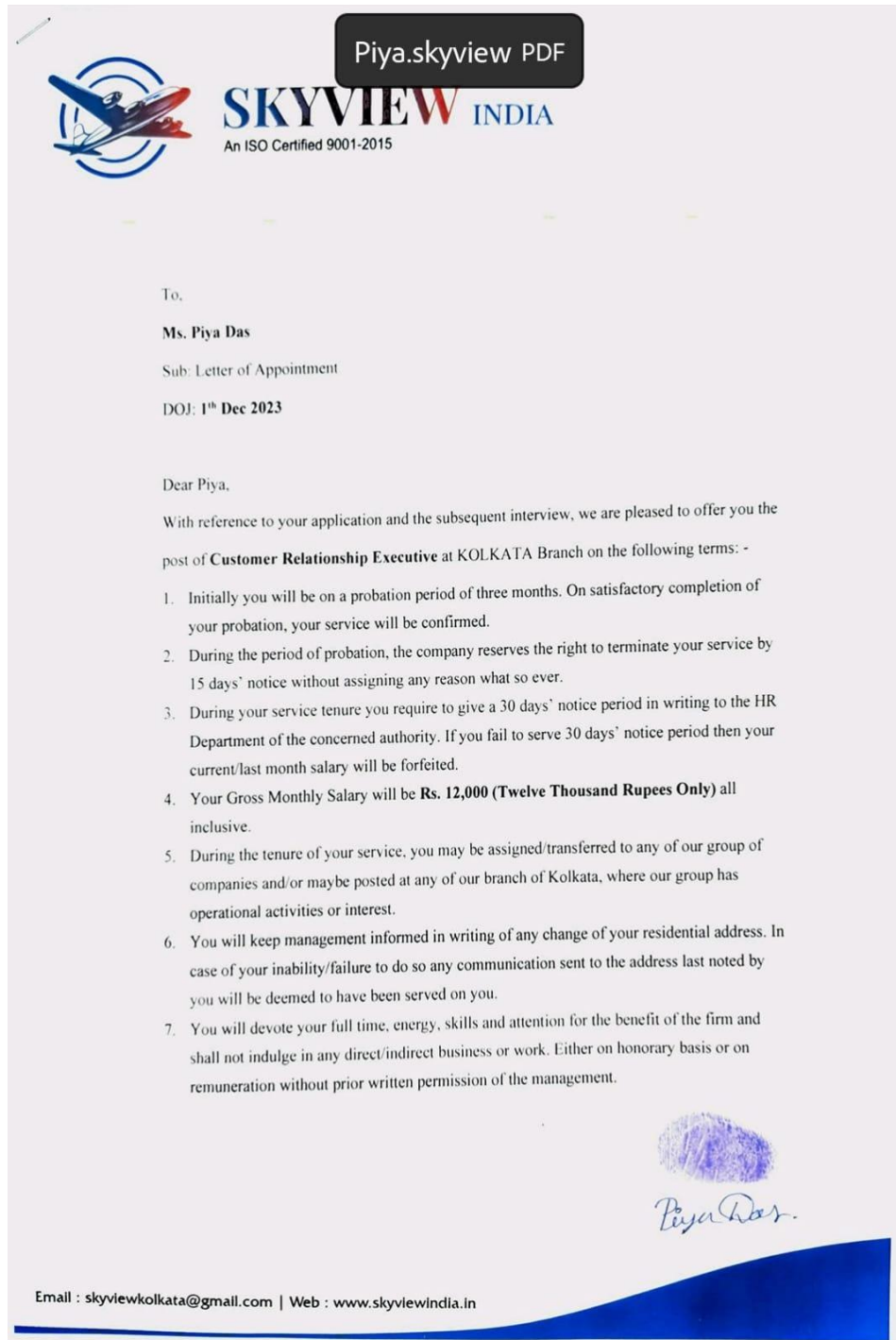
The Company reserves the right to change the structure from time to time. You will be entitled to benefits such as Provident Fund and Gratuity in accordance with the laws of land and / or per company policy. Your remuneration is purely a matter between yourself and the Company and has been arrived on the basis of your job, skills specific background and professional merit. You will be expected to maintain this information and any changes made therein from time to time as personal and confidential. All forms of compensation referred to in this letter are subject to TDS as per law.

- Transferability:** Your services are liable to be transferred to any other Departments / Divisions / Office / Subsidiary of the company, anywhere in India or abroad. Notwithstanding your appointment in this company, your services may be assigned by the Company at its sole discretion to any other associate company. You will be expected to attend the office during the working hours/shifts as may be decided by the Company. The working hours/shift could change periodically, or you may be required to work from home in accordance with "Remote Work Policy" depending on the job requirements.
- Confidentiality, Non-Disclosure etc.:** You are required to maintain the highest order of discipline and secrecy as regards the work of the Company and/or its subsidiaries or Associate Companies and in case of any breach of discipline/trust, your services may be terminated by the Company with immediate effect. All inventions, improvements, discoveries made by you either alone or with any other persons will become the sole property of the Company. You will ensure that patent protections are obtained for such inventions/improvements and discoveries in India or elsewhere and hand over the same to the Company. You shall not, while in the employment of the company be engaged in any other employment, business whatsoever or hold any office of profit or accept any other emoluments without prior consent of the company in writing.


Contd...

Registered Office: LG-A-5 to 8, Lower Ground Floor, Art Guild House, Phoenix Market City, L.B.S Marg, Kurla (W), Mumbai - 400070, India
 T +91 22 6880 0600 | www.startek.com
 CIN No. U74999MH2017PTC291578

Piya Das



Sumitra Pathak


MUTHOOT FINANCE LIMITED
The Muthoot Group, M. G. George Muthoot Towers, Alaknanda, New Delhi-110019
Ph :011 46697777, Website :www.muthootgroup.com

1

Employee Code: DF44366
Ms. Sumitra Pathak
1/24 S.S ROAD EXTENSION RISHRA,
PRAVASH NAGAR , SERAMPUR UTTARPARA,
HOOGHLY , WEST BENGAL , 712249.

Date : 03/04/2023

Sub:- LETTER OF APPOINTMENT

Dear Ms. Sumitra Pathak,


With reference to your application dated 28/02/2023, and subsequent interview you had with us, we are pleased to appoint you in our organization as **CUSTOMER CARE EXECUTIVE** with effect from 03/04/2023 on the following terms and conditions:

1. You shall be initially on probation for a period of One (1) year, which may be extended for such further period(s), as the Organization may in its sole and absolute discretion, deem fit and proper. You shall not be deemed to be confirmed in the services of the Organization, after the completion of the said probationary period or the extended probationary period, unless you are specifically informed in writing to that effect, by the Organization. During the probationary period, your services can be terminated at any time, without assigning any reason. However, you can also leave the employment by serving one month notice or by paying one month salary in lieu of said notice.
2. You will be paid a monthly consideration of Salary Defined below during your probationary period and the said salary / pay shall be inclusive of Basic Pay, Dearness Allowance and Special Allowance. Please take note that the Performance Allowance is a special allowance and the management has the right to withdraw the Performance Allowance without notice in case you are not performing well according to the expectations of the management. During the probationary period, you shall not be entitled to any other allowance, pay or cash benefit or any other privileges or benefits

Gross Monthly Salary: **Rs.16250 (Sixteen Thousand Two Hundred Fifty Only)**
Detailed Salary break up is attached as annexure.

3. If you successfully complete the probationary period or the extended probationary period then on confirmation of your placement by an order in writing, you may be placed in such regular salary / pay scale as the organization deems fit and thereafter alone you shall be entitled to such other benefits as are ordered to be granted to you by the organization, subject to satisfactory job performance, conduct, etc., and no benefit thereof shall accrue as of right.
4. While in the employment of our organization, you shall not accept any other employment whatsoever either for remuneration or otherwise, nor shall you directly or indirectly engage yourself in any trade, business or occupation whatsoever and shall devote your full time and energy in discharging your duties faithfully, sincerely, efficiently and diligently and to the best of your ability and make best efforts to use your knowledge and skill in the continuation and development of our organization's business and activities.
5. You will work in the Section /Department/Branch, wherever you are placed and will do to the satisfaction of the organization such work as is given to you from time to time, by your superiors. You shall also work extra time and on days of weekly / paid holidays for the organization, whenever called upon to do so.
6. Your services shall be liable to be transferred from one post to another, from one job to another, from one Department to another or to any of the organization's Branches, Offices, or workplaces or sites which are situated in India, whether at present they are in existence or not or to such Branches or offices or workplaces or sites which may be opened in future.
7. Your appointment shall be subject to your being declared medically fit by the Medical Practitioner specified by the organization. In the event of your being declared medically unfit, your appointment shall stand nullified as if you were never in the employment of the organization.
8. You shall not take any papers, books, computer software, materials, documents or any other property of the organization out of the work premises, nor shall you in any way at any time/s disclose, divulge to anybody or make public any information or matter concerning the activities, accounts, transactions, dealings, trade/business secrets / customer information / product details / schemes / employee information, or information relating to or of the organization or its business or otherwise, whether the same may be confided in you or become known to you in the course of your placement or otherwise, not only during your placement, but even after you cease to be in the placement of our organization. You shall be responsible for and shall take proper care of all books, computer software, materials, documents or any other property, etc., generally and specifically entrusted to you. In case you are found involved in leakage of any kind of information / fraudulent act / unlawful activity or misconduct aforesaid Legal action will be taken against you besides termination of services and recovery of loss assessed by the company.

Sumitra Pathak (DF44366)
DOT - 03/04/23
S. Pathak



Sanjana Gupta



SHREE JAIN VIDYALAYA

(Under the Auspices of Shree S.S. Jain Sabha)

18/D Phusraj Bachhawat Path (Sukeas Lane), Kolkata-700 001

Phone : 2242-4958, 3028-4958

E-mail - sjvcal@yahoo.com, Website : www.sjvidyalaya.com

W.B. Board of Secondary Edu. Index No. AI-058 • W.B. Council of H.S. Edu. Index No. 101193

1

Date: 01.04.2023.

To
Ms. Sanjana Gupta,
2/1B, Neogi Pukur Bye Lane,
Kolkata-700 014.

Dear Ms. Sanjana Gupta,

This has the reference to your application for Teacher in this institution, the interview thereafter. I have the pleasure in offering you an appointment in our school as an **Asst. Teacher contract basis for 11 (Eleven) months with effect from 1st April, 2023 to 28th February, 2024.**

You will be offered a consolidated salary of 11,000/- (Rupees Eleven thousand only) per month.

You are required to follow the terms and conditions of appointment as an Asst. Teacher of Shree Jain Vidyalyaya, Kolkata.

1. You will be on contract for a period of 11 (Eleven) months commencing from the date of joining. The period of contract is further liable to be extended, solely at the discretion of the Managing Committee. During or at the expiry of the said period of contract or the extended period of contract, the Managing Committee shall have the right to terminate your services without any notice or without assigning any reason.
2. You will be entitled to the benefits of leave and Provident Fund as per the rules of the school in force from time to time.
3. You are entitled to 12 (Twelve) days of casual leave, in a calendar year on pro rata basis.
4. Casual leave may be affixed or prefixed to any holiday or Sunday but the total period including the holiday or Sunday shall not exceed 5 days at time. Sundays and holidays falling within the period of casual leave shall not be counted as part of the casual leave.
5. Casual leave shall not be affixed or prefixed to any school vacation (Summer, Puja, Christmas, etc) or long holidays of more than two days.

Prama Bose

CA **T. K. SHARMA**
Chartered Accountants

Phone: +91-96814-21993
033-4003-2493
Email: ca.tksharma@gmail.com

Head Office: Second floor, 10 Gost Place(East), Above Kanpur Leather House, Beside The Lali Eastern Hotel, Kolkata - 700049, W.B, India
Branch Office: Unique Pearl, Ground floor, Room No- 1, Sukanta Pally, Naagana, Rajarhat, West Bengal, Kolkata- 700077

To,

Date: 01/12/2023

MS. PRAMA BOSE

Address: NARAYANPUR, TENTULTALA (RABITIRTHA) P.O. - RAJARHAT-GOPALPUR, P.S. - NARAYANPUR

DIST: NORTH 24 PARGANAS, PIN: 700136

Offer Letter

Dear, PRAMA BOSE

This has in reference to your application and subsequent interview you had with us; we are pleased to offer you at our office in **Chinar Park Branch** ON **01/12/2023**.

Your employment shall be on following terms and conditions:

1. Basic Detail:

Employee Name : PRAMA BOSE

Address : NARAYANPUR, TENTULTALA (RABITIRTHA) P.O. - RAJARHAT - GOPALPUR, P.S. - NARAYANPUR PIN - 700136

(With proof 1 copy)

Contact No : 7595029758

Email Id : pramabose324@gmail.com

Joining Date : 01/12/2023

Designation : C.R.M

Place of joining : CHINAR PARK BRANCH

Basic Salary : 12,000/-

Working Day : Monday to Saturday

Parent No : 9903322465

Reference details : TANUJ SIR

Guniti Shreya

**IRCON PB TOLLWAY LIMITED**

(A Wholly Owned Subsidiary of Ircon International Limited)
A Government of India Undertaking
CIN NO. U45400DL2014GOI272220



No.IrconPBTTL/1034/Fin/CMA Trainee/02

Dated: 19.02.24

Ms. Guniti Shreya

SAI Co Ope Housing Society RP Gupta
Path Titagarah Po Titagarah Kolkata.

Subject: Offer of engagement as CMA Trainee in Ircon PB Tollway Limited on fixed stipend basis.

Please refer to your application for CMA Trainee and subsequent appearance in the Interview for the purpose. We are glad to inform that you have been selected for Practical Training in this company as CMA Trainee at a monthly fixed stipend of Rs. 11,000/- (Eleven thousand only) which will be all- inclusive cost to company. The engagement will come into effect from the date of joining. The following are the terms and conditions of this engagement:

1. The training period will be for 3 (three) years with one month leave per year without pay (for bi-annual exams). The training will be extended for excess leave if any
2. In case you qualify your final exam of CMA during training the stipend shall be increased to Rs 12,000/- (Twelve thousand only) subject to submission of documentary evidence. No other perks or benefits would be admissible except mentioned above.
3. The trainee will have no claim whatsoever or right to employment on any post of this company and they will have to follow all the rules and discipline as required during the period of training
4. You are advised to join the company within 10 (Ten) days from date of this letter.


(Vinod Prasad)
CFO/IrconPBTTL

Regd. and Corporate Office: C-4, District Centre, Saket, New Delhi-110017, India
Phone : 011-29565666, Fax : 011-26522000
e-mail id: busi.info.irconpbtlt@gmail.com

Nabanita Dutta



APPOINTMENT LETTER

22 March, 2023

Dear **Nabanita Dutta**,

This is with reference to discussion you had with us recently. We are pleased to offer you the position of a **Process Associate** on the following terms:

1. Place of Employment and Timing:

1. Your initial place of work will be at **IN-WB-Kolkata**. However, your services are transferable, and may be assigned, after reasonable notice, to any location in India or abroad where the company or its affiliates conducts business. The duties to be performed by you hereunder shall be performed in such locations as are reasonably necessary or appropriate to carry out your duties hereunder, subject to reasonable travel requirements on behalf of the Company from time to time.
2. You will be expected to attend office - except when traveling on business during working hours/shifts as may be decided by the Company.

2. Compensation and Benefits:

1. Compensation. As compensation for services to be rendered pursuant to this letter, the Company shall pay you an annual basic salary of **Rs 68000**. Other allowances / reimbursements as due to you are detailed in Annexure I.
2. You will be provided with a Comprehensive Medical Insurance and will also be covered under the Group Personal Accident Insurance, while on Company business.
3. You will be provided with Retirement Benefits namely, Provident Fund and Gratuity, in accordance with the laws of the country, and/or, as per company policy.
4. Your compensation shall be reviewed on the basis of merit and will be at the sole discretion of the company.

3. Reimbursement of Expenses:

The Company will reimburse you for reasonable travel, and other business expenses incurred in connection with the performance of your duties hereunder, in accordance with the policy of the Company with respect thereto.

Signed by Nabanita Dutta | nabanitadutta958@gmail.com | 22-03-2023 02:37:29 PM IST | 157.40.199.153

Aditi Chatterjee

**ICRA ANALYTICS LIMITED**
(Formerly known as ICRA Online Limited)

1

23rd February 2023**Ms. Aditi Chatterjee**

D/O - Goutam Chatterjee,
Pandit Sarada Banerjee Road, Panihati (M),
North 24 Parganas, West Bengal, PIN - 700111

Dear Aditi,

Sub: Offer of appointment for the post of Senior Associate Analyst

We are pleased to offer you an appointment with **ICRA Analytics Ltd** (formerly ICRA Online Ltd) (as **Senior Associate Analyst** based at **Kolkata** office of the Company. However, you are liable to be transferred to any office of the Company at the discretion of the management. 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 management are within your capacity to discharge and you will forthwith undertake to discharge those duties with diligence and care. This offer would be subject to the following terms and conditions:

1. Compensation

Your Annual Pay will be **Rs 3,65,004 (Three Lakhs Sixty Five Thousand and Four only)**. The Break-up of the same is attached as **Annexure I**.

Your salary may be revised from time to time at the discretion of the management. Your compensation is subject to deduction of tax at source as applicable under the tax laws. Your salary is confidential and should be discussed with your finance and human resources department only.

2. Joining and Probation Period

Your joining and working with ICRA Analytics Ltd. will be subject to successful completion of Background Verification and Drug Test, as per policy of the Company.

You shall be on probation for a period of six months and your continuation in service thereafter, shall depend on your performance in the Company. The probation period may also be extended further, based on the feedback / inputs from Line / Reporting Manager / Group/ Sector / LoB Head. Your performance shall be evaluated during this period by the supervisor(s) / reporting manager(s).

You shall be communicated about your confirmation, probation extension or termination based on the feedback through an official letter.

Ver 3.5

Infinity Benchmark, 17th & 18th Floors,
Plot G1, Block GP, Sector -V, Salt Lake,
Kolkata - 700 091, WB, INDIA

Boardline: +91 33 40170100
Fax: +91 33 40170101
CIN No: U72900WB1999PLC109180


Website: www.icraanalytics.com
Email: contact@icraanalytics.com

Registered Office: Infinity Benchmark, 17th Floor, Plot G1, Block GP, Sector - V, Salt Lake, Kolkata - 700 091, WB, INDIA | Boardline: +91-33-40170100

RISK MANAGEMENT • MARKET DATA • KNOWLEDGE SERVICES • CONSULTING • GRADING AND RISK ASSESSMENT SERVICES



Upama Sen



Tathya Education Pvt. Ltd.
CIN : U74900WB2009PTC135058
Regd. Office: 27/1, Jhamapukur Lane, Kolkata-700009
Website: www.tathyaeducation.com

Ref. No. ASBV/2023-24 Date: 03/06/2023

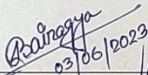
To
Miss Upama Sen,
C B 11/2, Rail Pukur Road,
Deshbandhu Nagar, Rajarhat Gopalpur,
24 Parganas (N), WB - 700059


Sub: Engagement Letter

Sir/Madam,

You are hereby engaged to work as a computer faculty on a contractual basis in Annada Sundari Hindu Balika Vidyapeeth. Kindly report the school on a regular basis.

Regards,
For Tathya Education Pvt. Ltd.


03/06/2023
Authorized Signature



Phone : 9123346167

Tanusri Paul



TANUSRI PAUL

Employee ID : MVPL- 003318
Blood Group : A+
Date of Joining : 3-Jan-2022
Department : Operations
Emergency Cont. No : 8584909973

Issuing Authority
MAYBRIGHT VENTURES PRIVATE LIMITED

Tanusri Paul

To Tanusri Paul

Date: 01-01-2022

Sub- Offer of Employment: Maybright Ventures Private Limited and its subsidiaries

Dear Tanusri,

On behalf of Maybright Ventures Private Limited and its subsidiaries, we are very pleased to issue this offer letter for the position of **Operation Executive**. You shall be deputed at PS Srijan Corporate Park, Tower 1, 12th Floor, Unit No. - 1204, 2, EP & GP, Sector V, Bellurmagur. This offer letter outlines only the basic terms which are not exhaustive and does not include the detailed terms and conditions of your employment. This offer is subject to your acceptance of terms of the employment agreements referenced below and is contingent on a candidature reference and successful completion of the background check done by the Company.

Joining Date and Salary

Unless we mutually agree otherwise in writing, you will commence employment on **03-01-2022**. Your starting salary will be INR. 14,000 (One Lakh Forty Three Thousand Eight Hundred only) per annum, payable in accordance with the Company's standard payroll practice and subject to applicable withholding taxes. The detailed compensation breakup is given in the enclosed Annexure. Your base salary is inclusive of both the employer's and the employee's provident fund contributions. Your salary will compensate you for all hours worked, excluding payments for any overtime. You will be eligible for a yearly performance assessment and salary adjustments as per the company's policy.

On acceptance of this offer letter, your employment will be conditional on, and subject to, the terms of a written employment agreement between you and the Company (the "Employment Agreement").

The employment confirmation is dependent on the successful completion of the training certification. If the Employee fails to clear the Training Certification, the employment agreement shall stand void and the employment shall be terminated with immediate effect.

You will be on probation for a period of 3 months. You or the Company may terminate the employment agreement at any time with a minimum of 1 month notice.

Irrespective of the background check conducted by the Company, in case you are not an Indian national and required to obtain applicable visa/ work permit/ authorization or permission from appropriate government authorities to work in the country, you are required to ensure all such permissions are obtained before commencement of employment and submit a copy to the Company. The validity of the offer letter shall cease to effect, if it is found that you do not have required work permit / authorization / visa, as the case may be, to work in India.

If you wish to accept employment with the Company, please indicate so by either by accepting the offer online on the Portal (Data is mentioned in the email) or by sending an email confirmation to Human Capital Department. In case you do not confirm your acceptance on the terms of employment as given in this letter of employment within 48 Hours from the date of issuance, then the offer of employment shall stand rescinded. The Company also reserves the right to withdraw this offer of employment made to you, before your acceptance of the same.

This offer is valid subject to you submitting all the documents listed in this letter as well as a positive reference. You shall be required to either upload following documents or bring the same on your date of joining.

1. Copy of Aadhaar Card
2. Copy of PAN Card
3. Your Professional and academic qualification certificate(s) - 10th Standard onwards



CIN: U74900WB2016PTC0208209

Registered Office: PS Srijan Corporate Park, Unit- 1204, Tower- 1, Plot- 02, Street No. 25, GP Block, Sector V, Kolkata - 700091, India

Phone: 033 66452430 Email: compliance@mpokket.com Website: www.mpokket.com

4. Details of your last revised compensation e.g your last Pay-slip
5. Form 16 from your previous employer/ salary certificates
6. One cancelled cheque (Name Imprinted) or Cancelled cheque with Passbook
7. 4 Passport Size Photographs (To Carry on your date of joining)
8. AAN Card Copy and EPF Passbook Copy Wishing you success in your career with us.

We are very excited about the possibility of you joining us. We hope that you will accept this offer and look forward to a productive and mutually beneficial working relationship. Please let us know if we can answer any questions for you about any of the matters outlined above.

Thanks & Regards,

For Maybright Ventures Private Limited and its subsidiaries,

Sushmita Majumdar

Lead, Human Resource

Annual CTC Breaking

SALARY COMPUTATION		
Components	Per Annum	Per Month
Basic	35950	2996
HRA	17975	1498
Conveyance	19200	1600
Statutory Bonus	12000	1000
Special Allowance	47947	3995
Esic	4325	360
Provident Fund	4314	360
PF Admin	360	30
Gratuity	1729	144
Total Fixed CTC	143600	11983

Notes: - The components of the compensation indicated above may be modified by the Employer in accordance with its standard payroll practices. Please read the policies on joining and you will also get a detailed understanding during the induction.

1. The performance component, if any, which is a part of your cost to the company, shall be declared for all employees on a pro-rata basis from the date of joining of the respective appraisal year. The performance bonus policy shall be applicable to only those employees who are active employees and not in the resigned or serving notice period status on the date of the pay out. The existing performance bonus policy of the company is subject to changes

2. All tax implications arising out of your salary structure shall be borne by you

3. Your salary is strictly confidential, and you should not disclose it to anyone without prior permission of the Company in writing

4. **Gratuity:** Payment will be made as per Payment of Gratuity Act and is part of the CTC

5. **Group Mediclaim Policy:** You will be eligible for Mediclaim Benefit, as per Company Group Mediclaim Policy. You can enroll yourself and your family (Spouse + 2 Kids)

6. **Group Accidental Policy & Group Term Life Policy:** You will be eligible as per the company policy



CIN: U74600WB2019PTC020208

Registered Office: PS-5/34 Corporate Park, Unit- 1004, Tower- I, Plot- 02, Street No. 25, GP Block, Sector V, Kolkata - 700091, India

Phone: 033 66432430 | Email: compliance@mpokket.com | Website: www.mpokket.com



MAYBRIGHT VENTURES PVT. LTD.

THIS IS SYSTEM GENERATED LETTER AND DOES NOT REQUIRE SIGNATURE

Declaration

I, Tanusri Paul declare that arrangement of computer system (desktop/laptop) and broadband internet connection will solely be borne by me (own cost) during work from home. Power/Electricity failure and failure in internet connectivity shall come under my purview.

Working from home will be the sole discretion of the company. Absence of required infrastructure may lead to low performance levels and company reserves the rights to take appropriate decisions.

I hereby accept the same by accepting this offer letter.

Congratulations! Please sign mPokket's Offer Letter

Inbox

Tanusri Paul



mPokket 12:53 am

to me ▾



Hi **Tanusri Paul**,

Everyone you have interviewed with joins me in congratulating and welcoming you into the **mPokket's** family. We are pleased to extend the employment offer to you.

Please formally accept or decline this offer by **2 January 2022**, so that we could take the necessary subsequent actions. This is a send-only email address, please do not reply to this email and the offer link expires on submitting the offer letter. Should you have any questions, please contact your recruiter.

To view offer letter,

[Click Here](#)

Regards,
HR Team,
mPokket



Shreyoshi Bhowmick PACE SETTERS

BUSINESS SOLUTIONS PVT. LTD.

Mr. / Miss. SHREYOSHI BHOWMICK
Rippon, Kolkata

Dated, 17-05-2022

Subject: Letter of Intent

Dear Shreyoshi,

With reference to your application and subsequent interview you had with us, we have pleasure in issuing this Letter of Intent to you for appointment as **AGENT - CALL CENTRE**.

This Letter of Intent shall entitle you attend a Training Program. You are required to join the Training at our office at Kolkata and same will start from 18th May'22. Please note that number of days for which Training to be imparted to you will depend on the process requirement.

On successful completion of your training & certification, you will be aligned to the process as an **AGENT - CALL CENTRE** for rendering services to the clients of the company and will be paid a monthly salary of Rs. 8000/- Gross.

Upon such absorption an appointment letter shall be issued to you. The initial Period of probation will be 6 months from the date of such absorption, after successful of probation period; you will be automatically absorbed as **AGENT - CALL CENTRE** unless otherwise communicated.

This letter of Intent is subject to satisfactory reference checks and verification of documents submitted by you with the company. During the reference check and/or during verification of documents, if any information or document provided by you at any stage is found to be incorrect/false/nonexistent/fudged etc. the company reserves the right to withdraw this offer without further notice as well as any offer or employment offered / granted. Please note that the company shall not be liable to pay any compensation or damages or remuneration etc. of whatever nature to you in such eventualities.

We welcome you to the **PACE SETTERS TEAM** and look forward to your long and fruitful association with the company.

With best wishes,

Yours Sincerely,
For **PACE SETTERS BUSINESS SOLUTIONS PVT. LTD.**

HR DEPARTMENT

I have read & understood the contents of this Letter of Intent and accept the same with all its terms and conditions. I also understand that this Letter is Subject to my completing & clearing certification of training successfully as mentioned above.

Signature of Selected Candidate: Shreyoshi Bhowmick

Name: SHREYOSHI BHOWMICK Contact No: 9903764617

Address: Mathical, Kolkata D.C. Rabintra nagar.
101-65

Date: 18-05-2022

Place: KOLKATA

Pace Setters Business Solutions Private Limited.

Disha Aich

DOCTOR PLUS
65/2 M B ROAD BIRATI
KOLKATA-700051

Pay Slip for July-2022

DISHA AICH

Employee Number	59	Tax Regime	Regular Tax Regime
Function		Income Tax Number (PAN)	CZRPA7707C
Designation		Universal Account Number (UAN)	101745355623
Location	BIRATI	PF account number	WBTLO10
Bank Details		ESI Number	4020935575
Date of joining	2-Nov-2021	PR Account Number (PRAN)	

Attendance Details	Value
Present	24 Days
Leave with Pay	5 Days
Absent	7 Days

Earnings	Amount	Gross Salary	Deductions	Amount	Gross Salary
Basic Pay	7,038.00	9,091.00	PF Contribution Employees @ 12%	929.00	1,200.00
Dearness Allowance	704.00	909.00	ESIC Deduction Employees @ 1.75% & 0.75%	58.00	75.00
Total Earnings	7,742.00	10,000.00	Total Deductions	987.00	1,275.00
			Net Amount	₹ 6,755.00	₹ 8,725.00

Amount (in words):

Indian Rupees Six Thousand Seven Hundred Fifty Five Only

for DOCTOR PLUS


Authorised Signatory



Sangeeta Das

Joseph Srinarsha & Mary Indraja Educational Society

(Regd. No.6624/96)

Plot No. 102, High Court Colony, Vanasthalipuram, Hyderabad - 500 070. T.S., INDIA.

Mobile: 9948399402, 9246528674, Phone : 7416599097

E-Mail: chairman@stmarysgroup.com & rev_kvkras@yahoo.co.in

Dr. Rev. K.V.K. Rao

Hon. Chairman & Correspondent

Dt: 24th Mar 2022

To
Sangeeta Das
Uiya Paschim Para, Near EIDGA,
PO. Patulia, P.S: Khardaha,
24 Pargana (N), West Bengal- 700119
Contact: 7003187607
Email Id: dassangeeta644@gmail.com

Dear Sangeeta Das,

Furtherance with the Interview held and subsequent discussions we had with you, we are happy to appoint you as a **Telecaller** at our West Bengal DDUGKY center with a Gross pay of Rs. 8,000/- per month including all allowances. Your appointment date is from 23rd Mar 2022.

The following terms and conditions are applicable to you:

1. You shall carry out such functions and duties as assigned to you by the Hon. Chairman & Correspondent from time to time.
2. Your appointment shall be based on the project basis and will conclude after the completion of the work load entrusted to you for each batch of the training. It shall be renewed for the next batch by mutual acceptance. During your employment period, your appointment will be subject to the positive feedback of your superiors
3. You shall devote your whole time and attention exclusively to the responsibilities entrusted to you and shall not work with any party, either part-time or full-time in any capacity whatsoever, or undertake any private business without obtaining the previous permission from the Hon. Chairman/Correspondent in writing.
4. It shall be open to you to terminate your employment with the Institution by giving the Hon. Chairman/Correspondent one month's notice of such termination in writing; if you fail to provide notice, the institute will be lawfully entitled to recover from your salary for the period for which your notice, is absent or short of one calendar month.
5. At any point of time during the course of employment, if your job performance are not found to be satisfactory as per the requirement, the Hon. Chairman/Correspondent will have the authority to dismiss you forthwith without assigning any reasons. Upon dismissal from the service, you will be entitled for only getting the remuneration for the number of days, you have worked for the organization.

15th Mar' 2022

OPS/HR/890

To
Ms. Sreyasi Ghosh
Kadihati, Nutan Pally, Sir Ramesh Mitra Road,
PS - Narayanpur, 24 PGS (N), Kolkata - 700132

SUB: Appointment Letter as Auditor – Kolkata Branch

Dear Ms. Sreyasi Ghosh,

With reference to the subsequent discussion had with us, we have pleasure to give you an offer as Auditor - Kolkata in our organization, subject to the following terms and conditions.

1. You will take charge from 15th Mar' 2022 in the post of **Auditor of Kolkata Branch**.
2. You will be paid a salary (CTC) of Rs 10,000/- per month. Provident Fund amount will be deducted from your salary as well as standard professional tax is added.
3. You will be required to perform your duties as per the job description and the periodic directives issued by the management. Based on exigencies of work your designation or duties may be changed at the discretion of the management.
4. During the time of service in the establishment you shall not engage yourself in any other business or occupation and shall devote your whole time and be sincere and diligent in the performance of your duties.
5. You shall not discuss or reveal any official information or documents of confidential nature to any person while in service or thereafter.
6. Your services are liable to be transferred to any of our other establishments or projects or units located anywhere in India at present or which may come into existence at any time in future.

Sreyasi Ghosh

7. Your appointment is based on the information furnished by you in your application. If any declaration given or information furnished by you proves to be false or concealed at any time in future your services are liable for termination without any notice
8. You will be required to submit documentary evidence of your qualifications and work experience certificates and the originals in case of scrutiny
9. You will be given one months notice (30 days), If you wish to resign from your services of the company you are liable to give one months notice (30 days)
10. You will be governed by the rules, regulations and conditions that are in vogue or brought into force by the management from time to time.

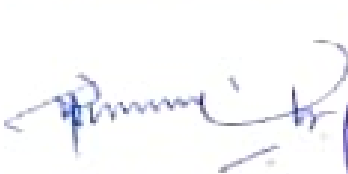
If the above terms and conditions are acceptable to you please sign the duplicate copy as a token or send a revert mail of your acceptance.

We welcome you to our organization and look forward to a mutually beneficial association.

Thanking you

Yours truly

For Nexgen Renaissance Pvt. Ltd.



Soumik Paul
(Manager - Branch)



P S : I have read and understood the terms and conditions and my signature below is deemed as acceptance of the above mentioned terms and conditions for employment

(Signature of Sreyasi Ghosh).

Spectrum Talent Management Pvt Ltd.

C-142, Sector- 63, Noida, (U-P), PIN: 201307



Joining Form

1. Personal Details

First Name: ARIJITA Middle Name: _____ Last Name: MITRA

Fathers' Name : LATE KANCHAN KUMAR MITRA

Mothers' Name : MANASI MITRA

Blood Group : B+

Date of Birth : 28.09.2001 Place of Birth: BERHAMPORE

Marital Status : UNMARRIED Date of Marriage: NA

Spouse Name : NA

Nominee : MANASI MITRA Relationship: MOTHER

Gender (Male/Female) : FEMALE Total Experience: 0 Years 0 Months

Permanent Address : SUBUDDHIPUR ARUP BHADRA SARANI, BARUIPUR, SOUTH 24

PARGANAS, WEST BENGAL PIN Code: 700144

Correspondence Address : _____

PIN Code: _____

Personal Email ID & Contact No.: arijitamitra.01@gmail.com , 6289517681

Emergency Contact Person : MANASI MITRA

Emergency Contact No. : 9239504035 Relationship: MOTHER

Identification Mark : NA

Physical disability (if any) : NA

Riniya Das



Offer: BUSINESS PROCESS SERVICES
Ref: TCSL/DT20217730621/Kolkata/BPS/BTN
Date: 05/07/2022

Ms. Riniya Das
582
Nawabganj
Kamakshya Mandir
Ichapur-743144
West Bengal
Tel# -9674156720

Dear Ms. Riniya Das,

Sub: Letter of Offer and Terms of Traineeship

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **10,250/-** per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.

Private and Confidential
TCSL/DT20217730621

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
Infospace Bldg, Unitech Hi tech Structures Ltd., IT/ITES SEZ, Block A, 5th, 6th, & 7th Floor
Tower A1, Tower A11 & Tower A111, Plot No – DH1, DH2, DH3 & DH3/1, Action Area-1
New Town, Kolkata-700156, Ph.: +91 033 6636 2000 & Fax: +91 33 6636 2121
E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

1

Madhumita Paul

CN042219521

Model Contract of Apprenticeship Training for Major/Minor* Apprentices

1. Name and Registered Address of Establishment	: Fino Payments Banks Ltd. (E0821270032)
with Telephone no. & E-mail address	Fino Payments Banks, 8th Floor Tower No.1, Raheja Mind Space Plot no. Gen 21/F, TTC Industrial Area MIDC Shrawane Junction Navi Mumbai 400706, Mumbai/Mumbai, Maharashtra : 022-71047000 : N/A
2. (a) Name of Apprentice (Block Letters) (b) Father's/Mother's/Spouse's Name	: MADHUMITA PAUL (A042241344) : Madhab Chandra Paul
3. Address of apprentice	: 4/1 K.K Adarsha Pally, Birati Kolkata 700051, Kolkata, Kolkata, West Bengal
4. Gender	: Female
5. Date of Birth	: 19-08-1998
6. (a) Whether belongs to SC/ST/OBC/PwD/ Minority (b) Name of the Category	: No : General
7. Educational Qualification (Highest)	: Graduate - B.A.
8. (a) Category of Apprenticeship (b) Name of the trade for which Apprentice is training	: Optional : CRM Domestic Voice V2
9. (a) Whether Basic Training is to be provided as part of Apprenticeship (b) If Basic Training is exempt - reason for exemption (i) Name of the Course (ii) Duration of Training/Course (iii) Name of the Institute (iv) Name of the Sector Skill Council (if applicable)	: No : Graduate : N/A : UNIVERSITY OF CALCUTTA : N/A
10. Apprenticeship Training duration (Total) (a) Duration of Basic Training Period of Basic Training (b) Duration of On-the-Job Training Period of On-the-Job Training (c) Training Type	: 2020 Hours : N/A : N/A : 2020 Hours : From 08-04-2022 to 07-04-2023 : Sequential
11. Apprenticeship Training Location (a) Name and address of facility where Basic Training is to be provided (b) Name and address of the facility where On-the-Job Training is to be provided	: Kolkata West Bengal : N/A : Fino Payments Banks Ltd. Kolkata West Bengal Kolkata West Bengal
12. (a) Date of execution of contract (b) Age of Apprentice on the date of execution of contract	: 08-04-2022 : 23 years, 7 months and 20 days
13. Is the establishment opting for benefits under NAPS? *If yes, Annexure 2 to this contract will also be applicable.	: Yes
14. Monthly stipend amount (a) During 1st year of training	: 10000



Madhumita Paul

(b) During 2nd year of training : N/A
(c) During 3rd and 4th year of training : N/A

The Establishment agrees and understands that the minimum monthly stipend amount is prescribed in the Rule 11(1) of Apprenticeship Rule, 1992. The Establishment confirms that the agreed monthly stipend amount entered above must be higher than these minimum rates.

If the minimum rates are modified through legislation (either through modification of rules, or through modification of minimum wages payable) during the course of apprenticeship, this revised rates will apply as the minimum payable to Apprentice

15. (a) Name and Address of Guardian In case Apprentice is under 18 years of age (Minor) : N/A
(b) Relationship with the Apprentice : N/A

16. (a) Whether Apprentice was identified through approved Third Party Aggregator : Yes
(b) Name of TPA (if applicable) : Qess Corp Limited

17. We, the Establishment, Apprentice/Guardian solemnly declare that we have read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992 as amended from time to time, regarding the contract of apprenticeship training including obligations and terms and conditions contained in Schedule V and VI of the said rules and will comply with the same.

18. I, the Apprentice, declare that all details shared by me, including educational qualifications and other personal information shared, is correct and will provide original documents for verification at any time

19. We, the Establishment, have examined the Apprentice's information, including personal details, and will seek relevant documentation for verification as and when required.

20. In case of default by either the apprentice or the employer, we agree to compensate the other party as per the provisions of the Apprenticeship Rules, 1992 (Main Provisions of the Rules may be seen in the Annexure 1).

21. The Establishment, Apprentice/Guardian hereby also declares to comply with the terms and conditions of National Apprenticeship Promotion Scheme (NAPS), if applicable.



Signature of the Employer with seal

Signature of Apprentice

Signature of Guardian



OFFER LETTER

Dated – 01.10.2022

Kolkata

ASX-0945

Dear Debdatta,

Assurex e-consultant is pleased to appoint you as **Junior Academic Research Associate** and your grade is **Executive** for our organization. We are quite excited about the potential that you bring to our company. You will directly report to the HR Department along with all your documents and be a member of our **Assurex e-consultant** Team. Your joining date will be 31st October, 2022.

Job description: Academic Research Associate

You will be classified as an executive employee. Your initial compensation package will be **INR 1,68,000** per annum. Your primary responsibility as a **Junior Academic Research Associate** will be meeting task quality, job deadline and reworks in case you have failed meeting client's expectations. **You would be entitled for 3000-3500 words per day. You need to be available over call, email in during the 10:30-7:30(office time)*.** In accepting our offer you certify your understanding that your employment will be on an at-will basis and that neither you nor any Company representative has entered into a contract regarding the terms or the duration of your employment. **The first 1 months of your employment will be treated as probationary period, during which you will be evaluated on the basis of performance.** During this period, the company reserves the right to terminate your employment with the company without any prior notice. As an at-will employee, you will be free to terminate your employment with the company at any time, with fifteen days advance notice. Likewise, the company will have the right to reassign you, to change your compensation, or to terminate your employment at any time, with or without cause or an advance notice (in case you violate our terms and conditions).

We look forward to your joining in our company and are confident that you will play a key role in our company's expansion into international market. Please let us know if you have any question or if we can do anything to make your joining easier.

Sincerely,

A handwritten signature in blue ink that reads "Souvik Mukherjee".

Souvik Mukherjee

Head Of Operation

RULES AND REGULATIONS

***Office premises:**

- **Office log-in time-** 10:30 am sharp (delay of this time would lead to salary-deduction)
- **Office log-out time-** 7:30 pm (provided you finish your allocated assignment within the office hours, otherwise you would have to stay back till you complete your final file and submit it)

Suspension grounds:

- **Plagiarism-** this is a very serious issue in this industry and for it you are notified not to include any type of plagiarized content in your assignment, failing which the company reserves the right to suspend you and you won't be receiving payments for those days (in which plagiarism has occurred)
- **Unavailability-** If one is unavailable over communication platforms for more than 4 hours or so then his/her employment is kept on hold.
- **If one is unable to deliver the final file within the time and also no notification reaches to the manager regarding the same then his/her employment is kept on hold**
- **If one provides any type of negative comment against the organisation which can lead to organisation defamation then strict legal action will be taken against him/her**

Leave policy:

- **Leaves-** after completion of your first month of joining, each and every employee of the organization would be entitled for 1CL (casual leave), other than this if one needs to take any other leave on any particular month then that would be treated as NPL or DNPL depending upon your timing of mailing leave application.
- **NPL** (non-paid leave) where salary deduction for 1 day happens, **DNPL** (double non paid leave) where salary deduction for 2 days happens.
- Minimum 72hrs before mail required (**in case of CL**), minimum 48hrs before mail (**in case of NPL**), mail received at or after 12pm on the day before the leave dated then it would be **treated as DNPL**.
- Mailing format for leave application- if one wishes to take leave then he/she is expected to mail the HR, respective team leader, respective BDM.
- Maximum 2CL can be carry-forwarded to the very next month. Furthermore, the CL's that have been carry-forwarded are not advised to take on two consecutive days.
- Each and every one is asked not to take CL from 1st to 10th of every month, if you take leave between 1st to 10th then the salary date would be postponed to 16-18 of that month.
- CL cannot be taken on any Saturday or Monday, leaves on Saturday and Monday would be always treated as DNPL.
- In case of medical emergencies that led you to take leave, proper medical prescription and doctor's reports required in order to make your leave NPL.
- One cannot take consecutively leaves for example if 7th is holiday therefore 6th, 8th cannot be taken as leave.
- Application of leave for long leave should be sent before 15 days minimum otherwise it becomes difficult to comprehend further.
- Once you join, after first 8th Months of your employment there would be an increment on your present salary based on your performance.

Resignation rules:

- If one provides **SPOT RESIGNATION** then he/she is not entitled to get the salary, notice period of 15 working days is needed to be submitted in order to receive full clearance for the employment.
- One is provided the release letter only after the full clearance (financially and office formalities) from our side.

Present working employee:

- **Salary credit** date is 9th or 10th of every month.

TERMS AND CONDITIONS 2022-23 ANNEXURE 1

1. Office timing:10:30AM to7PM (Consideration Time- 11:00 AM)

APPOINTMENT

2. An appointment is completed after the candidate receives an official confirmation email and Terms and Conditions paper before joining. The candidate is requested to collect their offer letter after joining upon submission of documents.
3. A candidate needs to sign the Terms and Conditions Paper before joining
4. The candidate selected will be under probation for 3 months and after completion of probation, the candidate will be sent an appointment letter for further continuation.
5. During the probation period of the three months, if any employee intends to submit their resignation letter, then he/she will have to submit the decided salary for one month.

ROLES

6. Any job assigned to a writer should be completed unless there are issues with understanding the job. Each job may be accompanied with presentations, leaflets, brochures, excel and other technical aspects as per job card requirement. These should be completed along with the allocated 3000 words permit each day.
7. Academic researcher is expected to be productive for 3000-3500 words per day.
8. Any finished or processing job should be saved by the researcher on his/her own system. It should be in drive (D Drive).
9. All writers should be working on Google doc and the respective google doc will be shared with team leaders by dependent writers while independent writers would be sharing their docs with respective CRM. The organization will have no responsibility if the writer is found to be working on MS Office.

Debdatta Chakraborty

10. Any external storage devices (Like pendrive, memorycard) are strictly prohibited at the office floor and you need to take permission for file sharing via Email or Google doc.
11. Employees are not allowed to share the individual password without any permission from the authority. On doing so, the employee/s are to be penalized. If there is a requirement to change password, authority should be aware of the scenario and password changed.
12. The organization is the sole proprietor of any finished/unfinished work. If the work is located at any other external source other than the organization's own domain, the authorities will hold the fullest right to take appropriate measures against the academic researchers.
13. In case of any violence or offensive mail and/or chat message being traced back in any of the systems, the concerned researcher will be dwelt by the legal authorities of West Bengal or Indian criminal court as applicable.
14. Maximum permissible amount of rework allowed per researcher will be 5% of the total words in a month completed by him/her.
15. Plagiarism is strictly prohibited. The organization holds full right to terminate an employee with immediate effect on finding any kind of plagiarism activity.
16. Accessing any social websites from the office system is strictly prohibited.
17. A researcher is expected to forward any query that he/she might be facing regarding a job, within two hours of receiving it (within 12 pm). Any query forwarded after the stipulated period will not be entertained by the authorities. It will be his/her responsibility to complete the job within the deadline.
18. The organization has the right to contact any employee over phone calls after office hours (only in case of emergency)
19. All official emails need to be forwarded from the official email ID provided by the authority.
20. Organizations can ask the writer to share their screen with the authority within office hours through Team Viewer or AnyDesk, while the writer is working from home.

Debdatta Chakraborty

RESIGNATION

21. Any candidate wanting to resign should be completing notice period:

Writer: 15 working days*

Back Office: 21 working days*

Team Leader: 21 working days*

HR: 21 working days*

[Sundays and Holidays not included in the span of notice period]

No release or experience letter will be provided to candidates not following procedure of notice period.

22. The organization has full right to accept or reject resignation emails of a candidate
23. A candidate cannot upload resignation papers in the month of April, May, October and November
24. A candidate resigning can collect their documents until 60days from their last working day
25. Resigned candidate must submit their Identity cards, official email address and passwords, unless there will be no salary dispatch.
26. An employee needs to work for minimum of 6 months to receive experienced letter
27. On the date of salary dispatch, release letter and experience letter will be dispatched of the deserved candidate.

ASSUREX
— e-consultant —

ANNEXURE 2

LEAVE STRUCTURE

CASUAL LEAVE	12 annually [1 each month- can be carried forward]
LONG LEAVES	<ul style="list-style-type: none">• Need to be granted by HR before application of the leave• Not Applicable on April, May, October and November
Work From Home	<ul style="list-style-type: none">• applicable based on performance, work load, abiding instructions

28. CL is requested to be dropped 48 hours earlier. In case of emergency, consultation with HR would be entertained.
29. If a writer wants to take a sudden leave, then he or she should inform the authority by 8 am at the morning, it would be helpful for the management in terms of allocating the assignments.
30. Candidate under notice period is not eligible to take any leaves during the tenure of notice period.
31. Joining month will have no leaves unless it is prompted on the time of interview.

ASSUREX
— e-consultant —

ANNEXURE 3

SALARY

32. Salary of each month will be commencing 9th to 12th and 15th to 18th for the candidates under notice period. On certain occasions, there are bank issues for which salary may be credited by 15th to 18th for which the organization is not responsible.
33. Note that if any employee takes more than one leave within the first ten days of a month, his/her salary will be put on hold.
34. Candidates not serving notice period will not be receiving any remaining compensation
35. On termination, salary may or may not be dispatched depending on the reason of termination.
36. Deduction of salary would be made on conditions:
- a. More than three late log-ins equals the deduction of one day's salary (max.login time:11:00a.m.)
 - b. NPL granted by the organization
 - c. Sudden NPL (Sudden leave taken without any information made to authority or without any valid reasons shown leads to deduction of two days)
 - d. Misconducts in floor
 - e. Poor performance in spite of repeated warning
 - f. Not sharing doc with respective in charge
 - g. Not abiding by terms and conditions, rules and information shared by the organisation
37. No CL can be taken on Saturdays and Mondays. Sundays will be counted as NPL for both cases.
38. Salary and increment is completely based on performance.
39. Salary slab is dependent on designation. A designation can be dropped down and this would also reflect the salary of the respective candidate.

ANNEXURE 4

TERMINATION

40. A candidate can be terminated on the following ground:

- A) Misconduct
- B) Unethical behavior
- C) Academic misconducts
- D) Sudden harassment to management
- E) Rules and regulations not being followed
- F) Ambiguity with professionals
- G) Grammatical and plagiarism misconducts

Date of Joining:

I Agree with all terms and conditions

Employee Signature with Date

CEO Signature with Date

Human Resource Department Signature with Date



Sukanya Sen

Date: 22/11/2021

Name: Sukanya Sen

Address: kharda

Subject: Letter of Offer (Stipend–NAPS)

Dear Sukanya Sen,

This is in reference to your application and the subsequent interview with us for the position of “**Customer Care Associate**” in our organization. We are pleased to inform you that you have been selected against this vacancy for our organization. Please refer to your offered salary as mentioned below:

Offered Stipend: CTC Rs. 10000/- p.m.

We look forward to have you onboard with us on **2021-11-24**

You are required to carry the following documents at the time of your joining:

1. Copy of all your educational certificates,
2. Accepted resignation letter of the last organization and last drawn salary slip (in original)
3. Salary bank statement of last six months
4. Appointment / experience letter of the last organization,
5. Passport size photographs-4,
6. Passport Copy
7. PAN Card Copy
8. AADHAR Card Copy
9. Proof of Residential address if address is different than Aadhar Card,
10. Medical Fitness Certificate
11. Your joining will be confirmed post providing the Vaccination Documents

You are requested to confirm your acceptance by signing a copy of this offer letter and contact the HRD representative on the mutually agreed date of joining. You shall be issued a formal letter of appointment with detailed compensation structure upon joining the organization.

Congratulations and best wishes,

For XPLORE-TECH SERVICES PVT. LTD.

I hereby accept the above offer



Oindrila Banerjee
Senior Manager-HR

Signature:.....

Name:.....

XPLORE-TECH SERVICES PRIVATE LIMITED

CIN: U72900WB2004PTC097921

(A Fusion BPO Services Company)

Plot Y9, Block-EP, Sector-V, Salt Lake City, Kolkata-700091

www.xplore-tech.com | www.fusionbposervices.com

Sukanya Sen

XPLORE TECH SERVICES PVT. LTD.
PLOT Y-9, BLOCK-EP, SALT LAKE, SECTOR-V, KOLKATA-700091
Salary Slip for the month of Feb/2022



E Code	FKOL011578	Employee Name:	Sukanya Sen
Pay Days	28	DOJ	24/11/2021
Designation	Customer Care Associate	Department	Operations
Branch	Kolkata	A/c No	42480100009110
IFSC	BARB0KHARDA	Mode of Pay	BANK OF BARODA
LOP Days	0		

Earnings	Rate	Amount	Deductions	Amount
BASIC	3,500.00	3,500.00		
HRA	2,625.00	2,625.00		
Conveyance	1,600.00	1,600.00		
Other Allo	2,275.00	2,275.00		
Total	10,000.00	10,000.00	Total	
Net Pay	10,000.00			
In Words	Rupees Ten Thousand Only			
				Signature

Lev.Type	Op. Bal	Allot.	Avail.	Encash.	Adj.	Cl. Bal	Reim Name	Op. Bal	Alloted	Claimed	Cl. Bal
----------	---------	--------	--------	---------	------	---------	-----------	---------	---------	---------	---------

This is a system generated payslip, signature doesn't require.

LETTER OF APPOINTMENT

01-09-2022

RIMA DAS

Kolkata

rimadas19386@gmail.com

Company ID: 215745

Dear Rima,

With reference to our discussion and agreement, we are pleased to extend this letter of appointment ("Appointment Letter") to you as "**Associate Manager-Acquisition (Household)**" within **Retail Banking - Branch Banking** at IDFC FIRST Bank Limited (the "Bank"). You are expected to join on or before **05/Sep/2022** ("Date of Joining"). Your Total Fixed Pay ("TFP") will be **INR. 2,80,000/- (Rs.Two Lakh Eighty Thousand only)** per annum. The position is currently based at **Howrah Branch-Kolkata(WIP)**

This appointment is subject to you being medically fit to perform your role effectively. It is also subject to verification, as per the norms of the Bank, of information and particulars submitted (electronically or signed) by you, including but not limited to Authorization / Undertaking / Declaration Form. Kindly confirm your acceptance to this Appointment Letter by uploading a signed and scanned copy of the letter on the authorized joining portal within 5 working days of receipt of this Appointment Letter, post which the Appointment Letter stands revoked, as per the discretion of the Bank, and all the terms and conditions hereunder shall be null and void, and neither party shall have any obligation in relation thereto. Your acceptance to this Appointment Letter shall also mean the acceptance to the terms and conditions mentioned herein including annexures hereto, as may be modified by the Bank.

It may be noted that this Appointment Letter is to be considered final for all purposes, and supersedes all prior/ contemporaneous letters, discussion, negotiations, commitments, agreements and writings with respect to the subject matter hereof.

If any provision of this Appointment Letter is found to be illegal, invalid or unenforceable by the Bank, then such provision shall be severed from this Appointment Letter and the remaining provisions shall continue in full force and effect and operate as if the severed portion had not been included.

The Bank reserves the right to revoke the Appointment Letter without any liability of any kind thereof even after acceptance of this appointment for just cause in the sole opinion of the Bank including but not limited to any non-compliance of any law on your part or any act or deed on your part, as per the sole opinion of the Bank, damages the reputation and brand image of the Bank in any manner.

You are requested to complete the joining formalities, on the authorized online portal of the Bank and submit the documents as required by the Bank.

Your Compensation Details and general terms and conditions for appointment are as per the enclosed Annexure/s

Further, your appointment is subject to your abiding to, in Appointment Letter and spirit,

- Code of Conduct
- Code of Conduct for Prohibition of Insider Trading for the Bank

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

This Appointment Letter shall be effective from your actual date of joining with the Bank. You are required to submit a signed copy of this Appointment Letter on/before the actual date of joining, failing which the appointment stands withdrawn without any further communication.

Congratulations on your appointment and we wish you a successful career with IDFC FIRST Bank Limited.

Thank You,

For **IDFC FIRST Bank Limited***Digitally Signed by***Deepika Mahajan**

Head Talent Acquisition & Employer Branding

I, **RIMA DAS**, son/daughter of _____ do hereby accept the above and confirm /certify the following:

- Date of Joining the Bank: 05/Sep/2022
- PAN number: HIHPD4547K
- Email ID: rimadas19386@gmail.com

Signature:

Date:

Authenticated by

Annexure 1

COMPENSATION DETAILS

Employee Name	RIMA DAS
Grade	Officer
Business Unit	Retail Banking - Branch Banking
Location	Howrah Branch-Kolkata(WIP)

Component	Per Month(In INR.)	Per Annum (in INR.)
Basic Salary	4,667	56,000
House Rent Allowance	2,333	28,000
Special Allowance	10,944	1,31,333
Annual Guaranteed Cash (AGC)	17,944	2,15,333
Statutory Bonus	3,589	43,067
Employer PF	1,800	21,600
Total Fixed Pay (TFP)	23,333	2,80,000

Other Schemes		
Service Award (One-Time)		1,00,000

*Service Award (One-Time) will be paid subject to the "Terms and conditions" of the Service Award Scheme's as stated below **

* As per the EPFO notification dated February 28, 2019 and basis the new PF rules, your PF will be as mentioned herein

Notes:

- Flexible Benefit Plan (FBP) comprises of HRA, Meal Card, Professional Development Expenses, Communication Expenses, LTA, Bank's Owned Car / Reimbursement & National Pension Scheme or any other plan applicable as per Bank's policy. The employee gets to allocate the pool amount under various components as desired. Tax Benefits will be based on declaration & as per IT law.
- In addition to TFP, Insurance premium is paid by the bank towards your life, accident & medical insurance. This is a notional premium amount & is not paid in cash to you
- Provident Fund contributions shall be made by the Bank to the fund.
- Gratuity will be applicable as per the Payment of Gratuity Act.
- The notice pay reimbursed, joining bonus, guaranteed bonus, relocation expenses and any other amounts, if any, paid, at the time of joining would be recovered in full, in case of your resignation/separation (whichever is earlier) within twelve months from the date of joining.

ANNUAL SERVICE AWARD SCHEME (One-Time):

In addition to 'Total Fixed Pay', you are part of the 'Annual Service Award Scheme' which is specific to your 'Role'. As per the Scheme, you will be eligible for a one-time 'Annual Service Award', of **INR. 1,00,000/- (Rupees One Lakh Only)** (Pre Tax) on completion of 12 (Twelve Months) of continuous service in the Bank. The Annual Service Award will be payable along with the 13th month salary. The amount is payable only if you remain an active employee of the Bank on the Pay-out date irrespective of your annual service completion date and it is subject to the compliance to the terms and conditions which are stated below *.

* **Terms & Conditions applicable for "Annual Service Award Scheme":**



EKALAVYA

CONTRACTUAL ENGAGEMENT LETTER

Dear PAYEL HALDER,
C18 Biswanath Pally, Kamarhatti,
West Bengal, 24 Parganas (North), 700057
Mobile: 6290315818

Payel Halder

Date: 19th October

Dear **PAYEL**,

We are pleased to confirm your contractual employment for with M/S "EKALAVYA" for their franchisee Kindergarten school "JUNIOR DPS" Rajdanga Branch as **JUNIOR TEACHER**, effective **18th October**.

Please note that 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.

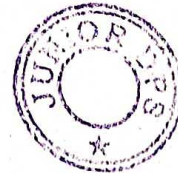
The details of our offer, including the terms and conditions of your employment, are attached as Schedule "A."

This letter, along with the enclosed schedules, outlines the obligations of both "EKALAVYA" and yourself with respect to your employment conditions, and is governed by jurisdiction of West Bengal. It details the terms and conditions of your employment with "EKALAVYA", 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), initialing each page in the right-hand corner, and returning it to me upon your earliest convenience, but prior to your first day of employment.

We look forward to welcoming you to the "EKALAVYA" team and wish you a successful and rewarding career with us.

Sincerely,



Binata Gupta

On Behalf of

"EKALAVYA"

I, **Payel Halder**, 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. In case I fail to keep my commitments or fail to meet any company criteria, "EKALAVYA" will have the right to take any action as deemed fit, which I will accept without any reservation.

Payel Halder

Signature

14/11/22

Date

GA51, Narkelbagan, Rajdanga, Kolkata 700107

Email: msekalavya@gmail.com || Phone: 8777496956; 6290935361



Shrabasti Raha

Date: 15/08/2021

Name: Shrabasti Raha
Address: Dakhineswar

Subject: Letter of Offer (Stipend–Any Other)

Dear Shrabasti Raha,

This is in reference to your application and the subsequent interview with us for the position of “**Customer Care Associate**” in our organization. We are pleased to inform you that you have been selected against this vacancy for our organization. Please refer to your offered salary as mentioned below:

Offered Stipend: CTC Rs. 12000/- p.m.

We look forward to have you onboard with us on **2021-08-16**

You are required to carry the following documents at the time of your joining:

1. Copy of all your educational certificates,
2. Accepted resignation letter of the last organization and last drawn salary slip (in original)
3. Salary bank statement of last six months
4. Appointment / experience letter of the last organization,
5. Passport size photographs-4,
6. Passport Copy
7. PAN Card Copy
8. AADHAR Card Copy
9. Proof of Residential address if address is different than Aadhar Card,
10. Medical Fitness Certificate
11. Your joining will be confirmed post providing the Vaccination Documents

You are requested to confirm your acceptance by signing a copy of this offer letter and contact the HRD representative on the mutually agreed date of joining. You shall be issued a formal letter of appointment with detailed compensation structure upon joining the organization.

Congratulations and best wishes,

For XPLORE-TECH SERVICES PVT. LTD.

I hereby accept the above offer



Oindrila Banerjee
Senior Manager-HR

Signature:.....

Name:.....

XPLORE-TECH SERVICES PRIVATE LIMITED

CIN: U72900WB2004PTC097921

(A Fusion BPO Services Company)

Plot Y9, Block-EP, Sector-V, Salt Lake City, Kolkata-700091

www.xplore-tech.com | www.fusionbposervices.com

To The C.D.P.O
Bhanger II I.C.D.S Project
24 Parganas (S)

স্বজনীয়া,
অশোকনাথ

আপনার কাছে আমার
খিনীত আবেদন এই যে আমি আপনার অফিস
II লকের order no 8042-SW/0/35-133
2019, নাস্তা জালিকা নথির, ড্রাম-সেভেনথ্রু
(ফেলবোড়িয়া), মাস-কে.এল.পি.আমি
আপনার I.C.D.S Project এ 4/12/19 তারিখে
এ Join করলাম। Memo no - 275. ICDS/BH6
Date - 4.12.19

ইতি
জালিকানথর
4.12.19

Received
04/12/19

AW E NO - 33 at Beonta
II G.P



Mallika Naskar

Government of West Bengal
Child Development & Women Development & Social Welfare Department
BikashBhavan, North Block, 10th floor, Saltlake City, Kolkata - 700 091.

Memo No: 8042 - SW/O/3S-133/2019

Dated: 28.11.2019

From: Shri Avijit Kumar Mitra,
Joint Secretary to the
Government of West Bengal

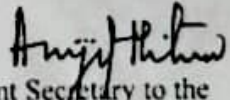
To: The Child Development Project Officer,
Bhangar-II ICDS Project, Bhangar Kanthalia, 91 Bus Stand, Dist. South 24 Parganas.
PIN- 743502

Sub: Appointment of **Smt. Mallika Naskar**, D/O Late Jharna Naskar to the post of on
Die-in-Harness A.W. Worker ground.

MEMO

The undersigned is directed to refer to the memo no. 80/ICDS/DPO/S-24 Pgs. Dated 28.01.2019 of the D.P.O (ICDS), South 24 Pgs. on the above subject and to convey the approval of the Govt. to the appointment of **Smt. Mallika Naskar** to the post of **Anganwadi Worker** on Die-in-Harness ground at Bhangar-II ICDS Project, S 24 Pgs. against the premature death of her mother Late Jharna Naskar.

He / She is further directed to issue formal appointment letter to **Smt. Mallika Naskar** after verifying all her original certificates in this respect.

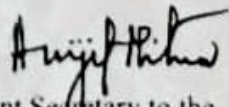

Joint Secretary to the
Government of West Bengal

Memo No 8042 - /1(7)- SW/O/3S-133/2019.

Dated: 28.11.2019

Copy forwarded for information and necessary action to:

1. The Director (I.C.D.S.), W.B, Juvenile Court Buildings, Kolkata - 64.
2. The District Magistrate, South 24 Pgs. 25 Belvedera Road, Alipur, Kolkata -27
3. P.S. to HMOS(IC) of this Deptt.
4. The D.P.O. (ICDS), South 24 Pgs. Near Treasury Building, 7th floor Alipore, Kolkata-27.
5. Sr P.S. to Secy. of this Deptt.
6. ~~Smt. Mallika Naskar~~, D/O Kamal Krishna Naskar, Vill: Krolberia, P.O: Beonta, P.S: KLC, Dist: South 24 Pgs. PIN-743502.
7. Guard File.


Joint Secretary to the
Government of West Bengal



WELCOME ABOARD

Dear SNEHA CHATTERJEE,

Welcome to 'Tutopia Pvt. Ltd.', we are extremely proud and happy with the decision of hiring someone as competent and experienced like you. Heartiest warm wishes for a successful term at the workplace and at the job position of "CUSTOMER SUPPORT ASSOCIATE".

SUMMARIZED BELOW ARE INFORMATION RELATED TO YOUR EMPLOYMENT AND COMPANY-

- Employee ID - 13238
- Start date - 16-03-2022
- Designation – CUSTOMER SUPPORT ASSOCIATE
- Department – DESIGN & SUPPORT
- Reporting to - SHUBHAM MITRA
- Probation Tenure - 6 MONTHS
- Email Id - WILL BE SHARED SHORTLY IF APPLICABLE
- Work Location – KOLKATA
- Company Website- www.tutopialearningapp.com

LEAVE & PAYROLL PERIOD DETAILS:

- Payroll Period- 1st to 28/29/30/31 of each Month
- Salary Date - Between 5th-10th of every month
- Timeline to Apply leaves/ MIS Punch requests on Savior- By last date of a particular month
- Timeline to get leaves & MIS punch requests approved by Reporting Boss in Savior- By last date of a particular month

CAREER IMPACT ICHAPUR

LETTER OF EMPLOYMENT

Our Educational Institution is pleased to appoint Ms. NABARUPA SARKAR as a teacher in our institution with the following terms and conditions.

1. You have to join duty on or before 02-07-2022
2. Your appointment is for a period of one Academic Year(s) and you have to work with the institution till 23-04-2023 and you will not be allowed to leave before the closing date.
3. You have to submit all the original certificates in this institution at the time of joining.
4. Your duties will be detailed by the undersigned from time to time.

EMPLOYEE'S ADDRESS: - 94 RAM CHANDRA PATH ICHAPUR PIN-743144

EMAIL- nabarupa56gmail.com

JAYANTA MANNA
(Chairman)

Darshana Sarkar**Date: 06 October 2022****Address: 277 Kabi Nabin Sen Road DumDum, North 24 Pargana, Kolkata, West Bengal - 700028****Ph.: (+91)- 7980278418****Dear Darshana Sarkar,****Welcome To Collegedunia Web Pvt. Ltd.**

Congratulations for your selection and subsequent on boarding with us.

We are an extensive search engine for the students, parents and education industry players who are seeking information. Today, we are proud to inform you about our numerous products namely, Zoutons, 3Dot14, Frizza and CarHp.

Collegedunia is always looking for dynamic professionals who will drive the company forward.

We are delighted to offer you the role of "Automotive Content Writer - Carhp" within our team "CarHP".

We believe in your skills and knowledge and are sure of your successful career ahead.

Looking forward to grow as a company with hope for a mutually beneficial relationship.

Enclosed:

- 1. Letter of Appointment**
- 2. Annexure A (Remuneration)**

Collegedunia Web. Pvt. Ltd.

Letter of Appointment

Darshana Sarkar .

Employee Code: CD4022

Address: 277 Kabi Nabin Sen Road DumDum, North 24 Pargana, Kolkata, West Bengal - 700028

Ph.: (91) 7980278418

Joining

Your scheduled date of employment with us will be 06 October 2022

Location

The location of posting ("work location") would be **Kolkata**. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.*

Contract

This letter of Appointment shall constitute a valid and binding contract between Collegedunia and the Employee.

1) Probation and confirmation

You will be on probation for a period of six months from the date of joining. On successful completion of your probation, you will be confirmed as a permanent employee, in writing by Collegedunia. Your confirmation is also subject to your submitting the documents required by the Company and successful background check.

2) Background checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in "Candidate Information Form".

Upakatha Nath

Doc no: HRD-Doc-03
Rev: 1.8, W.E.F: 04.05.2020



Offer Letter

Ms. Upakatha Nath
D/O: Hari Lal Nath,
Paschim Das Para, Sonarpur,
Rajpur, Sonarpur (M),
South 24 Parganas, West Bengal- 700 150
Phone Number: 9903124411
Email: upakatha.nath@gmail.com

Subject: Offer Letter

Dear Upakatha,

Further to the interview and discussions you have had with us, we are glad to extend the following offer of employment to you. You have been offered the position of **"Associate"** in our **"R&I BFSI"** division based at **"Kolkata"** at an Annual Cost to the Company of **INR 2,15,633/- (Rupees Two Lakh(S) Fifteen Thousand Six Hundred Thirty Three only)**. All form of compensation referred in this letter agreement are subject to reduction to reflect applicable withholding and payroll taxes and other deductions required by law. Terms and conditions of your employment are as detailed below:

Attendance:

You shall be required to work for [5] days per week, for such time as may be required for completion of any task and may be required to work in shifts. It is hereby clarified that no additional compensation is payable to the employee in the event an employee is required to work for more than the regular hours.

Probation:

You shall be employed with the Company on a probation basis for a period of 6 (six) months from the Effective Date (**"September 01, 2022"**). Your appointment with the Company shall be confirmed after the expiry of Probation Period as per the policies laid down by the Company.

At any time during the Probation Period, the Company may, if your performance is unsatisfactory, notify you and give a chance to improve performance. If after such notification, your performance is still found to be unsatisfactory, the Company may terminate your employment with the company immediately.

After the expiry of the Probation Period, your performance shall be subject to review by the Company. If the Company is satisfied with your performance, the employment shall be confirmed by the Company.

You shall continue to be on probation till such time the Company issues the written confirmation of your employment with the Company.

Notice period applicability:

Notice Period	
During Probation	After Confirmation
30 days	60 days

If you fail to serve the required notice period, you shall not receive an experience certificate and shall not be eligible to receive full and final settlement of dues. In addition, if the new employer requests a reference check, the fact that notice period was not served shall be highlighted.

Leave structure:

As an employee of Netscribes (India) Pvt.Ltd. on confirmation, you are entitled to 24 days of paid leave each year as well as 11 public holidays. Any paid or unpaid leave must be approved by your supervisor.

Netscribes (India) Private Limited, Office No. 504, 5th Floor,
Lodha Supremus, Lower Parel, Mumbai 400 013, Maharashtra, India.
Board: +91 22 4098 7600 Fax: +91 22 4098 7500 Web: www.netscribes.com
CIN: U72900MH2000PTC126630

Upakatha Nath

Doc no: HRD-Doc-03

Rev: 1.8, W.E.F: 04.05.2020



Background verification:

The offer of employment is conditional to our routine reference and background verification being completed with satisfactory results. On the day of your joining, an employment agreement has to be signed to indicate acceptance of the terms and conditions of your employment and the on boarding process will only be complete after the submission of the accepted employment agreement.

Performance bonus (If applicable):

Performance bonus will be determined based on individual, the division and company's performance. It will be paid as per the appraisal cycle in the month of April every year. The performance bonus will be paid on a pro-rata basis and will be paid to employees (a) who are confirmed at the time of distribution of performance bonus (b) have not resigned or on notice period (c) have not been terminated from the services of the company or do not have any disciplinary action been considered for violation of policies at the time of determining and distribution of the performance bonus (d) should not be on performance improvement plan.

The Company and Division performance score can range between 0% and 100% in any given year and the Individual Performance score is determined based on your normalized performance ratings.

Place of work and mobility:

Your principal place of work from where you shall perform services for the Company shall be at the Company's office at Kolkata or such other offices of the Company, as may be decided by the Company, from time to time. In furtherance of your employment with the Company, you may be transferred/ assigned/ deputed to other departments/offices of the Company, its affiliates or its client's offices, within or outside India. You shall be eligible for reimbursement of relocation expenses, if applicable, as per the Company's policies.

Acceptance of the job offer:

This offer letter is valid for **5 (Five)** working days from the date of this letter. Netscribes (India) Pvt.Ltd. at its sole discretion may revoke or extend this offer after its expiry.

Confidentiality:

The content of this letter are confidential and should not be used as tool for negotiating employment terms with any other organization.

We look forward to having you join the Netscribes team. Of course, we wish to remind you that you are not to bring any confidential information with you from your prior employer.

Please sign and send the copy of this letter to the undersigned as a token of acceptance of the offer.

Wish you all the best.

Yours Sincerely,

For Netscribes (India) Pvt. Ltd.

Anuya Sudhir Gurav
Assistant Manager Human Resources
(Authorized Signatory)

Acceptance Signature

Upakatha Nath
August 31, 2022

I have read and understood the content of the offer letter and accept the same.

OFFER OF APPOINTMENT

To,
Ms. Arpita Biswas
Madhyamgram,
Kolkatta - 700130

Date: 06.06.2022

Subsequent to your application and interview at MLZS, Manikonda, you are being offered the post of a teacher with effect from the 6th day of the month of June, 2022. The school may utilize your services as a teacher at any level in case of necessity.

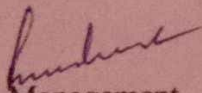
You will be given a consolidated pay of Rs. 25,000 per month.

You are expected to join duty on the morning of the 6th day of the month of June, 2022 at 09:30 a.m. If you do not report for duty on the above-mentioned date and time, this offer stands cancelled and you will have no further claim to any position in this institution at any time.

You will be on a probation of one year. After successful completion of probation and confirmation of your job with us, you will be eligible for staff benefit in the form of discount in tuition fee of your child (one child only).

We look forward to having you as a part of the MLZS Manikonda fraternity.

Yours faithfully


Management,
Mount Litera Zee School,
Manikonda



T. Indira
6/6/2022

Letter of Intent: Customer Service Level Executive

Location: Kolkata

Date: 15-10-2022

Dear Enakshi Chakraborty,

Congratulations on your being selected to Taurus BPO Services India LLP. Following are the point that has been discussed mutually.

Reporting Date (Training Start Date): 15-10-2022

Process:	CDPL	Designation: - Customer Service Executive + Incentives	No leaves would be allowed till 3 Months.
Salary	: 8500		
Office Timing	: 09:30AM to 06:30PM or as per process requirement	Week Off :- 1 off after 6 days	
Training Days	: 07 Days		
Salary Date	: 10 th of every Month		

List of Documents:

1. Photocopies of all certificates including birth certificate
2. Xerox copy of all mark sheets from 10th to higher education.
3. PAN CARD copy
4. AADHAR CARD photo copy.
5. Two Professional passport size photograph.
6. All Bank Details (Account No, IFSC Code, Account holder name)

Employee Name

Taurus BPO Services India

Employee Signature:

Navanita Lahiri

Infosys

Navigate your next

June 9, 2021

Ms. Navanita Lahiri
Aparajita Apartment
3A Ferry Fun Road Hb Town Sodpur
Kolkata-700110
India

Ph: +91-7890079774

Dear Navanita,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified

Digitally signed by Richard Lobo
Date: 2021.06.09 15:38:13 (IST)
Reason: Digitally Signed
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

Navanita Lahiri

Intosys

Navigate your next

June 9, 2021

1002019435/21-22

Ms. Navanita Lahiri
Aparajita Apartment
3A Ferry Fun Road Hb Town Sodpur
Kolkata-700110
India

Ph: +91-7890079774

Dear Navanita,

Congratulations! We are delighted to make you an offer as **Operations Executive - Trainee** and your role is **Operations Executive**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **17-Jun-2021**.

Location

Your location of training is **MYSORE, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

Training

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.

HRD/2T/1003954259/21-22

March 3, 2022

Ms. Dona Dasgupta
NO.12/9 Kabi Rabindra Road, Nona Chandanpukur
C/O - Palash Bhowmik
Barrackpore-700122
India

Ph: +91-8697147650

Dear Dona,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified

Digitally signed by Richard Lobo
Date: 2022.03.03 17:25:19 IST
Reason: Digitally Signed
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

ANNEXURE - I

(Compensation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	Ms. Dona Dasgupta
ROLE	Operations Executive
ROLE DESIGNATION	Operations Executive - Trainee
1. MONTHLY COMPONENTS	
BASIC SALARY	13,582
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,580
MONTHLY GROSS SALARY	16,162

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	136

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	1,630
GRATUITY - 4.81% of Basic Salary*	653
FIXED GROSS SALARY (1+2+3)	18,581
TOTAL GROSS SALARY	18,581

OTHER BENEFITS				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time				
*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act				
Employee State Insurance ("ESI") may be applicable to employees as per the applicable statutory regulations. If ESI is applicable, the employee and the employer will contribute towards ESI as per the provisions of the ESI Act, 1948.				



Welcome to Infosys : DOJ - 07-Mar-2022

2 messages

Infosys_LPCampus <Infosys_LPCampus@infosys.com>
To: donadasgupta234@gmail.com <donadasgupta234@gmail.com>

Sat, Mar 5, 2022 at 02:22



Hi Dona Dasgupta,
Candidate ID: 1003954259

Welcome to Infosys.

Thank you for accepting the offer and choosing to be an Infoscion!

- I am **Harisha R** your Onboarding Advisor, and I welcome you to **Launchpad** - The Infosys Onboarding Program. I will enable your transition into Infosys Limited, and support you in your onboarding journey.

Please go through this mail and attachments carefully, as it has important information regarding your joining.

You would have already received your login details to the Launchpad portal. You are requested to update all your relevant details and upload the required documents in the portal to ensure smooth onboarding into Infosys.

It is vital for you to review your information carefully and highlight any discrepancies to me.

Please upload the following documents on the Launchpad app within the next one week.



Date : 02.08.2022.

OFFER LETTER

Dear Prodorsita Dhar,

The School Managing Committee of Aditya Academy Secondary, has been pleased to consider your candidature for the Post of **Counsellor**, on and from **03.08.2022** on payment of Consolidated Remuneration of **Rs. 16,000/-** (Sixteen Thousand only), as mutually agreed upon.

The Managing Committee on being satisfied with your performance will consider offering your engagement initially to the above post purely on contract basis for a period of one year (12 months) from the date of joining to the post. After rendering successful and satisfactory service for a period of one year (12 months), you will be appointed to the post and a formal appointment letter will be issued with a regular time scale of pay, as exists, along with other admissible allowances.

However, this offer letter does not provide any guarantee regarding your final absorption to the post. It depends on your satisfactory performance for a period of one year as mentioned above.

You shall be required to serve a Notice Period of 30 days in case of early discontinuation of service during this contract period.

You will have to report to **Mrs. Sabita Saha, Director of Education** and other concerned authority who will keep you apprised about your job profile.

We hope that you will make a significant contribution to the success of our school.

Kindly acknowledge this offer letter, as a token of acceptance.

Sincerely,

Pallabi Basu

Pallabi Basu

Sr. Manager HR

Aditya Group.



Sub:-OFFER LETTER

Dear Miss. SULAGNA BANERJEE

DATE:- 13.04.2022

With reference to your application and subsequent interview, we are pleased to offer you a contractual offer in Sparsha Infertility Centre on the following terms and conditions.

Nature of duties:-You are responsible **RECEPTIONIST AND COUNSELLOR** Of Sparsha Infertility Centre. Your duties will be multiplication in nature as receptionist as well as other place.

Date of joining:-15.04.2022.

Probation period:-You will be on probation for a period of 3 months from the date of joining. You will be confirmed at the end of three months. If your performance and conduct during this period is not satisfactory the company will have the right to either terminate your service at the end of this period with due notice or extend this period of probation for a period deemed fit by the company. During the probationary period, the notice period for termination of employment from either side will be 15 days. Notice period cannot be adjusted against unavailed leave or salary. Even on completion of probationary period, you will be continued to be on probation unless otherwise communicated by the company in writing. No leave allow in this provision period.

Terms & Conditions :-

- In case the Company terminates your employment without a just cause, in that case you will be provided an advance notice in writing of termination prior to 1 (One) month.
Company can terminate you at short notice if find any cause of gross misconduct resulting in material damage to the Company, compromise with company's confidentiality, wilful insubordination or disobedience, theft, fraud or dishonesty, wilful damage or loss of company's property, bribery and habitual lateness or absence, or any other wilful disobedience with demand of compensation.
- You can resign your employment at any time by providing the resignation letter to company at least 2 (Two) month(s) prior of your intention to resign. Otherwise company can take step against you or can penalize you equal with salary of two months.

Remuneration:- Gross Salary 8500/- (Eight Thousand Five Hundred only)

Offer letter valid for three month.

Please sign a copy of this letter as a mark of your acceptance

Your sincerely
Sparsha Infertility Centre



Appointment Letter

25th October 2022

Ms. Sanchari Mitra

Bisharpara, North Dumdum (m), North 24 Parganas, Birati, West Bengal, 700051, India

+91 9674892446, sancharimitra98@gmail.com

Dear Sanchari,

Congratulations!

*We are pleased to offer you the role of **Analyst – Human Resources (Internal Firm Services - IFS)** effective 25th October 2022, with **Blew Minds Consulting LLP**.*

TERMS & CONDITIONS OF THE AGREEMENT

1. Role

- **Analyst - Human Resources:** Work with Founders & other teams, as a part of the Founder's office core team, in areas including Human Resources Consulting & Operations. Performing tasks/actions around HR systems/processes/policies, Internal Hiring, MS Excel-based Analytics, MIS, Internal hiring life cycle management, uploading contracts/offer letters/other such documents to contract repository, updating candidate records (new joining / separation / termination) on HRMS portal, Invoice management, developing & maintaining Dashboards/Metrics/Reports. Role will also involve Content Research, Internal team support, assistance, enablement & communication. Responsible for tying any loose ends & cross collaborating between teams & Founders.
- **Delivery:** Working with Founders, Client Partners, Partner Associates, Practice Partners & other personnel associated &/or employed by firm to create content, market services, deliver products/services to clients. Role will work around diverse aspects of Human Resources, Technology & Marketing Content.
- **Activities & Events:** You might be involved in driving select activities/events (specific Drives/Workshops etc.) for organization across locations as may arise on a case-to-case basis. You are also encouraged to work on bringing networks/collaborations on board to drive such deep meaningful partnerships in the long run which you can hunt, farm, nurture & curate.
- **Client Acquisition/Management, Business Origination, Products/Services creation:** Devise strategies for driving business growth, act as a key contact for customer accounts on case-to-case basis, identify client acquisition & sales opportunities, front end & manage critical client relationships, monitor customer satisfaction, set up meetings with prospective customers to influence-sell Blew Minds Consulting LLP (the "firm") (& assigned clients) products/ services. You could also be engaged in creating, curating, implementing products & services for the organization.
- **Compensation:** We are pleased to offer you an Annual Total Compensation of INR (Fixed + Performance-based Incentive). Details as mentioned in the Annexure. Performance Incentive mentioned is the maximum eligible & calculated amount. It depends on both individual & company performance. We are also happy to make you eligible for a Special Founders' Discretionary Bonus basis attitude & performance demonstrated, on a case-to-case basis.
- **Probation Period:** You will be on a Probation/Internship/Traineeship for a period of 3 months from the date of your joining. During this period, you will be mentored & closely monitored for performance, basis which you may be considered & evaluated for a confirmed appropriate role.
- **Role/Position Confirmation:** Completion of your 3-month long probation/internship/traineeship period (as stated above, as applicable) will be culminated with a formal conversation between you & your Line Mentor/Function Mentor. This feedback conversation will act as an auto confirmation of your full-time status with the organization, unless you are explicitly, formally apprised of your performance issues or are put on a formal gap fulfilment performance improvement plan, which may lead to extension of your probation period with us or action on your employment with us basis performance grounds, accordingly. Please note that this also acts as a confirmation of the above-mentioned job title/role/compensation, as-is, with no change in the same, whatsoever. All our reviews are annual timeline based, once a year process & will be conducted at the end of the current financial year, impacting compensation/role/job titles, next financial year onwards.



• General Guidelines

- You will be eligible for applicable Leave as per company leave policy.
- Taxes, as per government rules will apply on all your incentives (if any), payouts & stipends.
- Your role & responsibilities may be amended from time to time depending on needs of the firm.
- Same will be done after prior discussion & adequate notice to you.

2. Standard Work Hours

Standard work hours are 9 AM to 6 PM on all workdays (Monday through Friday). However, it is expected from you to be responsive, responsible & committed to work, as may arise, beyond office hours or on non-workdays. It is further expected that timely high-quality deliverables will be ensured by you when such situations arise.

3. Agreement not to Compete

3.1 It is understood that you agree that during this contract with Blew Minds Consulting LLP you will not, without prior written consent, work or consult for or otherwise affiliate yourself during or after the completion of the contract with any business or proposed business likely to be in competition with or in any way similar to the company's business.

3.2 On termination of this contract, you are not allowed to work with past or present clients, associates, partners, or colleagues of Blew Minds Consulting LLP (including any assigned clients) for a period of 2 years.

4. Contract Termination

4.1 This contract can be terminated by either party giving a 30-day notice. In case of termination by either party, you shall return to Blew Minds Consulting LLP (including any assigned clients), all the documents & property of the firm, including but not necessarily limited to drawings, blueprints, reports, manuals, correspondence, customer lists, interventions data, program information, any/all other materials (hardware or software) & all copies thereof relating in any way to the Firm's, or in any way obtained by you during the course of association with us.

4.2 Notwithstanding the contract mandated 30-day notice period in clause 4.1 in case of voluntary/mutually agreed resignations, in case of performance or behavior-based termination, thereof, employee will be relieved from their role & responsibility basis organization's decision as deemed appropriate. Last working day of such an employee will accordingly be ascertained as per organization/management decisions.

4.3 It is understood by you that at the time of your term end/your exit/termination your Full & Final Compensation will be calculated on a pro-rata basis for days worked, keeping your Leaves (with/without pay) & other adjustments into consideration.

4.4 Please note Performance Bonus eligibility will only be applicable if an employee is on active payroll during time of Annual Performance Bonus pay-out (around end of financial year).

5. Confidentiality & Non-Disclosure

During your working with us, you will frequently have access to certain vital business information, client data & information, compensation & revenue information, trade secrets, proprietary information, customer intervention details, etc. that are confidential in nature. Said confidential information will include (but not be limited to):

- Technical information: Methods, processes, formulae, compositions, systems, techniques, interventions, machines, frameworks, models & projects.
- Business information: Organization or Client - lists, pricing data, financial data & marketing plans, etc. You agree that you shall not during, or at any time after the end of your contract with our Firm, use for yourself or others, or disclose or divulge to others including past, current or future employees, any of such information. It is expressly understood & clear that you shall not divulge or part with any such information to anyone other than those dealing with such matters in the firm, nor will you reveal it to anyone even after your leaving the services of the firm.

Further, such information should not be misrepresented or misused by you nor shared with competitors or acquaintances. If such circumstances are proved accurate, the firm reserve the right to enforce its rights guaranteed under the law.

Any violation of the above terms by you may result in the Firm taking legal action against you. Notwithstanding anything contained in this section, you will not be precluded from disclosing any information to the extent required in any legal proceedings. You are required to give adequate notice of the same to the Firm.

6. Intellectual Property

During the currency of this agreement, Blew Minds Consulting LLP (including any assigned clients) claims right over any intellectual property created by you towards the design & delivery of products of the firm.

7. Indemnification

Blew Minds Consulting LLP (including any assigned clients) indemnify itself from any claims/legal action brought against you by the client organization or any third party for any misconduct/misbehavior/unlawful behavior on your part during the performance of this Agreement.

8. Governing Law & Dispute Resolution

This Agreement is governed by & shall be construed in accordance with the laws of India. Any disputes arising out of this contract that cannot be conciliated amicably will be referred to be settled by arbitration before a sole arbitrator. The said Arbitration will be administered by the Gurugram Arbitration Centre/s or any other institution as mutually agreeable to both parties.

9. Amendments

The Firm reserve the right to amend any rules & regulations pertaining to Practice Partners &/or other personnel, from time to time as it deems fit. You will be governed by the rules in force, as it stands amended.

10. Severance

If any term or provision in this Agreement is held to be either illegal or unenforceable, in whole or in part, under any enactment or rule of law, such term or provision or part shall to that extent be deemed not to form part of this Agreement, but the validity & enforceability of the remainder of this Agreement shall not be affected.

Acknowledgement & Acceptance

Parties have read & understood the above-stated terms & conditions. They hereby signify their acceptance to the same.

For Blew Minds Consulting LLP,



Sandeep Kochhar, Founder & CEO, 25th October 2022

For Analyst,



Sanchari, 25th October 2022

(Sign here & also on all pages to indicate acceptance)



Prarthana Dutta

APPOINTMENT LETTER

No.-Appt. / Conso / 22-23/ 504

MS. PRARTHANA DUTTA ,
1E/33, Kanishka Road, A-Zone ,
Durgapur,
West-Bengal-713204

Dear Ms. Dutta ,

I am glad to inform you that you are hereby offered the post of Psychology and counselor for your service with this Institution subject to the following terms & conditions w.e.f. 02-08-2022.

1. To start with, you shall be paid Rs. 20,000/ (Rupees Twenty Thousand Only) per month as consolidated pay.

The Breakup of your salary is Basic Pay Rs. 17,000/ per month , DA Rs. 2890/ per month and TA Rs. 110/ per month Normal deductions (EPF, TDS, and P. Tax etc) will be made from your salary.

2. You are entitled to get Leave as per School norms.
3. After completion of one year in the above grade to the satisfaction of the Management, you are entitled to Increment.
4. Initially, you shall be on probation for a period of one year from the date of joining of this Institution. The said period of probation is further liable to be extended by another one year purely at the discretion of the Management.
5. During or on expiry of the said period of probation or the extended period of probation, the Management shall have the right to terminate your services without assigning any reason and by serving notice of one month or salary, in lieu thereof, on either side.
6. If your work and conduct during or at the expiry of the period of probation is found to be satisfactory, you shall, on the expiry of the period of probation or the extended period of probation, as the case may be, be confirmed with effect from the date of expiry of the said period. Confirmation letter may or may not be issued separately.
7. After one year , your services can be terminated by serving three months' notice or salary in lieu thereof on either side.
8. Your appointment is further subject to production of two character certificates from two responsible persons and verification of character and antecedent and copies of testimonials, experience certificate, as the case may be.
9. Your appointment and continuance in employment in this School shall be further subject to your being found medically fit by a registered Medical Practitioner not less than MBBS.
10. This may please be read with the separate Terms & Conditions as annexed hereto.

Yours sincerely

Rabindra N. Roy

Rabindra N. Roy
Founder - President

Date: 13. 07. 2022

I accept and confirm along with the terms and conditions of Appointment.

Signature with date:

Name:

Copy to: 1) Accounts Section. 2) Personal File

SERVICE AGREEMENT

THIS AGREEMENT (the "Agreement") is made and executed on **02-Dec-2021** (the "Effective Date") at Kolkata:

By And Between

LearningMate Solutions Private Limited, a company incorporated under the provisions of the Indian Companies Act, 1956, having its registered office at 74 Techno Park, Levels 9, 74/II, Cross Road C, Opp. SEEPZ gate no.2, MIDC Marol, SEEPZ, Andheri East, Mumbai-400093, Maharashtra, India, represented herein by its Chief Executive Officer, Mr. Samudra Sen (hereinafter referred to as the "Company", which term shall, where the context so requires or admits, be deemed to mean and include its successors-in-interest and permitted assigns) of the First Part;

And

Ms. Anindita Bhowmik, Daughter of Anshuman Bhowmik aged about 23 years residing at **382, Kadamtala Road, Near 20 No. Railway Gate, Ichapur, North 24 Parganas - 743144** (hereinafter referred to as the "Employee" which term shall, where the context so requires or admits, be deemed to mean and include his/her heirs, executors and permitted assigns) of the Second Part

WHEREAS

- A.** The Company has selected the Employee for the position of **Associate – Instructional Designer** in the **IWG Group**. This would involve imparting extensive and elaborate training to the Employee for the required level of skills, and knowledge to effectively carry out the official responsibilities assigned to the Employee;
- B.** the Employee, on joining the Company, undertakes to stay in employment of the Company for a minimum period of **twenty four months**, in consideration of which, the Company is not charging the cost of above mentioned training from the Employee;
- C.** the Employee undertakes to undergo the extensive and elaborate training, as may be required, and carry out the assigned job responsibilities effectively by thoroughly understanding the same;
- D.** the Employee, as part of the consideration for the training efforts and costs involved, agrees to sign a bond for not leaving the employment of the Company for a minimum period of **twenty four months** from the date of his/her joining the services of the Company.

IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED AND OF THE MUTUAL BENEFITS HEREIN PROVIDED, THE COMPANY AND THE EMPLOYEE AGREE AS FOLLOWS:

LearningMate Solutions Private Limited

LearningMate Solutions Private Limited
Registered Office
74 Techno Park, Levels 6 - 10,
74/II, 'C' Cross Road, MIDC Marol,
Andheri (E), Mumbai - 400093, India.
Telephone + 91 22 6250 0000
Fax + 91 22 6250 0403

LearningMate Solutions Private Limited
Ecospace, Unit - 502 / 503,
Block - 3B, 5th Floor, New Town,
Rajarat, Kolkata - 700156,
India.
Telephone + 91 33 6650 7800

LearningMate Solutions Inc.
100 Canal Pointe Blvd.
Suite 123,
Princeton, NJ 08540
Telephone +1 636 290 0562
Fax +1 408 317 0362

LearningMate Solutions (UK) Limited
St Mary's Court,
The Broadway,
Amersham HP7 0UT,
UK.
Telephone + 44 20 7993 6391

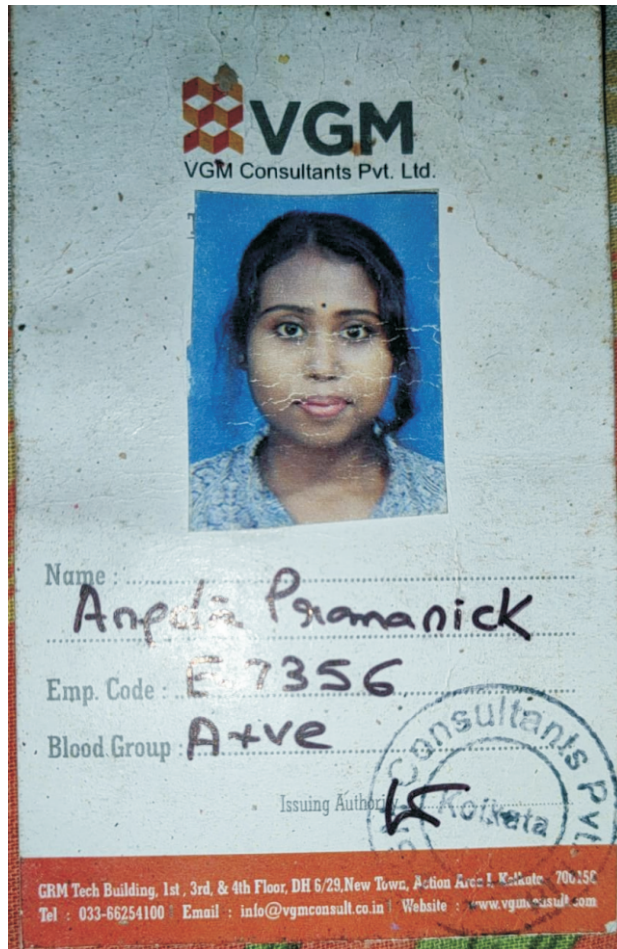
GST NO. : 27AAACL9067F1ZC

CIN U72900MH2003PTC234753

www.learningmate.com

Employee Name:	Suparna Dey
Designation:	Officer - Security
Department:	Airport Operations & Customer Services
Sub Department:	Security
Date Of Joining:	16-Aug-2022
Location:	Kolkata
IndiGo Email ID:	Suparna.dey@goindigo.in

Arpita Pramanick



Ritu Mondal

 **VGM**
VGM Consultants Pvt. Ltd.



Name : Ritu Mondal

Emp. Code : E-7227

Blood Group : B+ve

Issuing Authority : 

GRM Tech Building, 1st, 3rd, & 4th Floor, DH 6/29, New Town, Sector Area I, Kolkata - 700156
Tel : 033-66254100 | Email : info@vgm.consult.co.in | Website : www.vgm.consult.com



DCG DATA-CORE SYSTEMS (INDIA) PRIVATE LIMITED

March 1, 2022

MS. PALLOBI DAS
NGS: 4062

Dear MS. DAS,

We are pleased to inform that your contract service as Project Associate - II has been extended till December 31, 2022 on the existing terms and conditions as per prevailing company policy.

Sincerely,

DCG Data-Core Systems (India) Private Limited

A handwritten signature in black ink, appearing to read 'Shini Mitter'. The signature is fluid and cursive, with a large initial 'S'.

Snigdha Sil

MIDAS TOUCH HEALTH CARE PRIVATE LIMITED

Regd. Office : 986/3 (Earlier 862), Jessore Road, Kolkata - 700 055,

CIN - U85110WB2004PTC100165

Phone : (91-33) 2522-3350 / 3351 / 3352 Fax : (91-33) 2522-3353

E-mail ID : jessoreroad@theapolloclinic.com

Ref. No. : MT/HR/APP/2019-2020/05974

Date : 8th February, 2021.

To

Ms. Snigdha Sil

Sarat Bose Colony, Rahra Khardaha,

P.O. - Rahara, P.S. - Rahara,

Dist. - 24 Parganas (North),

Kolkata - 700 118

Dear Ms. Sil,

With reference to your application and subsequent interview we are pleased to offer you the position of **Nurse** with effect from 8th February, 2021.

The terms and conditions as stated below will apply to your appointment :

01. You will be on probation for period of six months from the date of your joining the Company. Your probation may be extended for a further period of six months at the sole discretion of the Management.
02. In the event of severance of relationship during Probation/Confirmation, you would be required to give one month's notice. In such an event, you may not avail any type of leave during the notice period, as active service during such period is mandatory.
03. Your Gross Salary per month will be ₹ 9,760/- only payable as follows : -

Basic	:::	₹	5,200.00
House Rent allowance - 80% of basic	:::	₹	4,160.00
Conveyance allowance	:::	₹	400.00
Total	:::	₹	9,760.00

04. The above salary is subject to various deductions such as Provident fund, Employees' State Insurance, Professional Tax Income Tax etc. as may be applicable in your case.
05. Your permanent posting will be at Apollo Clinic at Chinar Park, Kolkata. However, you may be deputed/transferred to any other office/concern in the Company's interest. In such cases you will abide by the rules and regulations of the respective establishment where you get posted.
06. You will be required to undergo continuous training on communication skills, computer awareness programmes and handling of Biomedical equipments. Training classes are compulsory and are to be attended with 100 percent attendance.

Snigdha Sil

07. In case you are found absent up to eight consecutive days, without any lawful permission or authorization, it shall be deemed by the management that you have abandoned the job on your own accord and your name shall be struck off from the muster rolls of the Company.
08. You may be required to undergo a pre-employment medical check-up. This appointment order is valid only if you are found medically fit for employment.
09. Your services can be terminated on health grounds in case you are found suffering from any infections/protracted disease/illness and you remain absent or irregular to duties for a considerable period affecting the duties assigned to you and resulting in disruption of Clinic services.
10. You will be required to comply with the dress code of the Clinic.
11. You will be eligible for leave as per Company leaves rules.
12. You will observe the timings and weekly holidays as applicable to you or as required for the smooth functioning of the Clinic.
13. In addition to your present job function you may also be detailed on any other assignments, as per the exigencies of Clinic work from time to time.
14. Smoking on the Clinic premises is strictly prohibited.
15. In all matters including those not specifically covered in this letter the General Services Rules, regulations and administration order issued by the management from time to time, will govern you.
16. During the course of employment with the Company, you will not engage in any trade, business or undertake any employment – full time or part time. Your appointment is liable to be terminated with immediate effect if the management obtains evidence of your part time employment/transaction of business anywhere.
17. During the course of employment with the Company, you will not divulge to any unauthorized person or publish any information directly or indirectly about the affairs or business of the company, to which you may have access to directly or indirectly.
18. As you are aware your job involves health care services and it is expected that you will discharge your duties and obligations with utmost care and sincerity.
19. If there is concealment of any information or if any information furnished by you at the time of appointment, proves to be incorrect, your services are liable to be terminated without notice.

Snigdha Sil

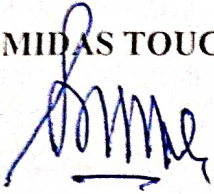
MIDAS TOUCH HEALTH CARE PRIVATE LIMITED
Regd. Office : 986/3 (Earlier 862), Jessore Road, Kolkata – 700 055.
CIN – U85110WB2004PTC100165
Phone : (91-33) 2522-3350 / 3351 / 3352 Fax : (91-33) 2522-3353
E-mail ID : jessoreroad@theapolloclinic.com

20. You will be retired from the services of this Company on attaining the age of 58 years and shall stake no claim to continue in the service of this company thereafter.

Please sign and return the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

The management takes this opportunity to welcome you to the Company and looks forward to a long and happy association with you.

For **MIDAS TOUCH HEALTH CARE PRIVATE LIMITED**



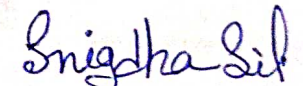
(S. K. GOENKA)
Director



I agree to and accept the terms and conditions set out in this letter and shall report for duty as mentioned herein.

Date : 8th February, 2021.

Place : Kolkata.


[SNIGDHA SIL]

Lipi Mondal

Alisha Yeasmin



21-May-2021

Dear Alisha Yeasmin,
M.Sc., Biochemistry
University of Calcutta

Candidate ID – 16063885

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR **Rs.450,740/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment as presented in **Employment Agreement**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship:

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

3.2 Continuous Skill Development (CSD) Program:

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

3.3 GenC Training Post joining:

a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal on-the-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.

b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2Cognizant.cognizant.com>

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.



Maya Sreekumar

Vice President – Human Resources

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature:

Date:

बैंक ऑफ़ इंडिया Bank of India		BOI	
(A Government of India Undertaking)			
	पहचान क्रमांक / I.D. No. : 221655		
	रक्त का प्रकार / Blood Group. : O+ve		
नाम / Name Rajnandini Barai			
पदनाम / Designation : Officer			
जन्म तिथी / Date of Birth : 25-01-1998			
			
धारक के हस्ताक्षर / Signature of Holder		आंचलिक प्रबंधक / Zonal Manager प्राधिकृत अधिकारी / Issuing Authority	

Tiyasha Sadhukhan



Jutika Shil



Welcome

Dear Jutika,

Congratulations and welcome to the Wipro Family! We are committed to provide you a great onboarding experience.

Your employee ID is , your date of joining is August 02, 2021.

As a part of your onboarding, we request you to log in to the Wipro Webmail and myWipro. Please follow the below steps to successfully log in and acquaint yourself with the Wipro world:

Pallabi Roy



15/1 Hazra Para Lane Howrah- 711201

Job Offer Letter

To

Pallabi Roy

MM GOSWAMI Road. BD SOPAN Khardah (M) North 24 Parganas
West Bengal: 700116

Dear Pallabi,

We were all very excited to meet and get to know you over the past few days. We would like to formally offer you the position of Academic Content Writer at KARMA PROJECTS.

This is a full time position. You will be reporting to your respective Team Leader. We will be offering you a gross salary of INR 1.44 Lakh per annum and a one week paid vacation per year additional to your casual leaves and regular holidays as mentioned in Company calendar.

Working days

Monday to Saturday each week

One Casual leave each month

Your joining date is 07-03-2022. You will be asked to sign a declaration of agreements, like confidentiality, nondisclosure and non-compete at the beginning of your employment.

In the meantime, please feel free to contact Miss Rachana Ghosh via email at karmaprojects.humanresource@gmail.com, if you have any questions.

We are all looking forward to having you on our team.

Sunondita Dey & Anubhab Das

(Co- Founders)

Contact: 9051560304 / 8274861950

karmaprojectofficial@gmail.com

Srinjoyee Roy



www.royalresearch.asia

Corporate Office:

59 (H Block), Binayak Enclave,
Kali Charan Ghosh Road, Sinthee
Near More Supermarket, Kolkata - 700050

Head Office:

6B Kalicharan Ghosh Road,
Below Corporation Bank, Sinthee,
Kolkata-700050.

Reference NO: APP-0006

Appointment Date: 2022-06-24

Dear Srinjoyee Roy ,

With reference to your service dated 2022-03-23, as Trainee Academic Researcher and 16500 INR (per month CTC); we hereby accept and certify your completion of 90 days of probation period in Royal Research. We are pleased to confirm your appointment with Royal Research as Trainee Academic Researcher and Grade is Enable subject to you being found medically fit, on the following terms and conditions:

APPOINTMENT DATE: The Company reserves the rights to assign you work with equal or higher responsibilities as it may be decided from time to time.

REPORTING: You are to be based at our 11/26-KCG-Ground-Floor. You need to keep yourself updated on your project performance and abide by company policies, procedures for delivering standard , reasonable duties.

REMUNERATION: Your updated compensation package is 16500 INR (payable monthly CTC). It is subject to deductions on the breach of Company's Terms and Conditions.

PROBATION: Your skills are to be managed by your key responsibility areas and are to be monitored by the management; based on which the management identifies your values add to the function assigned to you. The management reserves the right to terminate you if found failing your job responsibilities or violation of Company's Terms and Conditions.

We are looking forward for your compliance with the Company and are confident that you can play a key role in our Company's growth.

Thanks and Regards

Srinjoyee Roy

Royal Research





Branch Office:

59 (H Block), Binayak Enclave
Kali Charan Ghosh Road, Sinthee
Kolkata- 700050

Corporate Office:

6B Kalicharan Ghosh Road,
Sinthee, Below Corporation Bank,
Kolkata-700050.

Subject: Offer Letter

Srinjoyee Roy
94/18, Nayapatty raod, Vivekananda abasan,Kol-700055

Offer Date:22-03-2022
Joining Date:23-03-2022

Dear Srinjoyee Roy,

Royal Research is pleased to provisionally offer you the position of Academic Researcher for Morning Shift. You will report directly to the HR Manager along with all your documents on the date of induction and you will be a member of our **Royal Research Project Team**. Your joining date will be as per the discussion made with you during interview. You will be working in our various Branches inside Kolkata.

In accepting our offer of employment, you agree your understanding that your employment will be on an at-will basis. It is notified that neither you nor any Company representative has entered into a contract regarding the terms or the duration of your employment. As an at-will employee, you will be free to discontinue your employment with the Company at any time, with **15 days of advance and uninterrupted notice period**. Likewise, the Company has the right to reassign you, to change your compensation, or to terminate your employment at any time, with cause or with or without advance notice if you violate our terms & conditions. We are looking forward to your arrival at our company and are confident that you can play a key role in our company's growth. You need to accept the offer, thereby confirming your date of joining.

Designation: Academic Researcher

Employee Status: Probation

Availability: Full Time

Shift: Morning Shift **Office Hours:** 7 AM to 1.15 PM

Reporting Place: 59 (H-Block), Binayak Enclave, Kali Charan Ghosh Road, Sinthee, Near More Supermarket, Kolkata - 700050

Remuneration: 16000 INR (Per Month CTC)

Night Allowance: Not Eligible

Thanks and Regards

Royal Research

This is digital copy. You don't need to do physical signature here.

www.royalresearch.asia

Srinjoyee Roy



Royal Research

www.royalresearch.asia

Corporate Office:
6B Kalicharan Ghosh Road,
Below Corporation Bank,
Sinthee (Benicoloni),
Kolkata-700050

PaySlip for the Month of : August_2022

Reference: PSL-3882

Name: Srinjoyee Roy

Designation: Trainee Academic Researcher

Reporting Place: 25/1-Ramlal-Aggarwala-Lane-1st-Floor

Earnings		Deduction	
Description	Amount (INR)	Description	Amount (INR)
Basic	16500	Other Deduction (If applicable)	
Incentive			
Total Addition	16500	Total Deduction	0
		Net Payable	16500

Payment Mode : NEFT

Final Date of Payment : 2022-09-28

Payment Status : PAID

Thanks & Regards

Royal Research

This is system generated Payslip and does not require any signature

www.royalresearch.asia

3rd November 2022

To

Ms Khadija Khatun,

Subject: Offer of Employment at M/s. SatSure Analytics India Pvt. Ltd

We are excited about your positive response to opportunities at SatSure, and we are delighted to have you as a member of our organisation. SatSure is committed to products and platforms in providing accurate risk assessment with geospatial and economic datasets.

To be successful in this mission, we recognize the need for a strong team with dedicated team players who share this vision and are ready to commit to helping us make this happen. We believe that you will be an effective contributor to our organisation. We would, therefore, like to invite you to join our team as a **“GIS Analyst”**.

In this position, your starting salary will be based on a total cost to the Company of **INR 4,40,000/- (Rupees Four Lakhs Forty Thousand Only)** per annum.

Further, your offer of employment will be subject to the following terms and conditions:

- a) You will be required to execute the Letter of Employment, SatSure standard employee agreements containing “Employee Confidentiality” and “Intellectual Property Agreement”, POSH Policy and other such relevant agreements or policies as rolled out by the Company upon your joining.
- b) You will be on probation for 3 months, and your performance in the company will be evaluated during this period. Your employment would be confirmed at

SatSure Analytics India Private Limited

Registered Office: No. 202, 2nd Floor, Prestige Loka, Brunton Road, Bengaluru, Karnataka,
India – 560025. CIN: U74999KA2017PTC165641

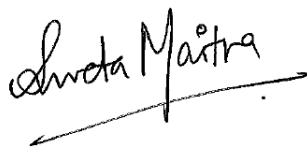
www.satsure.co | info@satsure.co | +91-77600 18349

the end of this period after the evaluation and you would be eligible for a salary increment of up to INR 5,00,000 per annum.

- c) Your services can be terminated after giving 60 days of notice or payment in place of 60 days' notice, without assigning any reasons thereof. At the same time, you will have to give 60 days' notice, if you decide to resign from the services of the company.
- d) All statutory deductions such as Provident Fund, Professional Tax, Income Tax, etc., as applicable, will be deducted from your salary.
- e) This offer letter is subject to the terms of the letter of employment and that SatSure reserves the right to alter or revise the terms of employment.

We are indeed very excited about your joining the team at SatSure. We believe that we have a great opportunity unfolding here and you can become a contributor in our mission.

Please sign a copy of this letter and send it to the company as a token of your acceptance to this offer. Your expected start date in this new role is **1st December 2022**. As per the practice followed by SatSure, this offer is valid until 12th November 2022.

	
Khadija Khatun	Sweta Maitra AVP - Human Resources at SatSure

Mousumi Biswas



NARAYANA SCHOOL

Malikapur, Ward No.16, Holding no.96, NV Lane,
PO-Rajpur, PS-Sonarapur, Kolkata-700149
Ph: 8695640619 | 8695640620



MOUSUMI BISWAS
Employee Id.:115800190

Designation : ASSOCIATE TEACHER
Branch : SONARPUR
Blood Group : O+

Phone No. : 8013183328

**Principal
Narayana School**

Toll Free No. 1800 313 7977

www.narayanaschools.in

Srijeeta Sarkar

Employee Code : 284033

Personal & Confidential

Date of Joining : Apr 02, 22

Name : SRIJEETA SARKAR

Location : Kolkata

Dear SRIJEETA SARKAR ,

Further to the interview & discussion you had with us, we are pleased to offer you as Service Officer, in Retail Branch Banking(cost code: 39) at branch (14), Kolkata on the following terms and conditions:

BAND : O-SEO.

Basic Salary : 16500.00 Rs. /-pm

HRA : 2500.00 Rs. /-pm

Total : 19000 Rs. /-pm

(The above compensation will be payable to you every month in the salary. You may claim income tax exemption as applicable within the parameters of the applicable tax structure)

Provident Fund:

You will be covered under the Bank's Provident Fund Trust. The Bank shall contribute 12% of your base salary towards provident and pension funds in accordance with applicable laws.

www.hdfcbank.com

www.hdfcbank.com

Regd. Office: HDFC Bank Ltd., HDFC Bank House, Senapati Bapat Marg, Lower Parel (West), Mumbai - 400 013
Corporate Identity No.: L65920MH1994PLC080618

Rupsa Banik



APPOINTMENT LETTER

16 December, 2021

Dear **Rupsa Banik**,

This is with reference to discussion you had with us recently. We are pleased to offer you the position of a **Associate** on the following terms:

1. Place of Employment and Timing:

1. Your initial place of work will be at **IN-Kolkata**. However, your services are transferable, and may be assigned, after reasonable notice, to any location in India or abroad where the company or its affiliates conducts business. The duties to be performed by you hereunder shall be performed in such locations as are reasonably necessary or appropriate to carry out your duties hereunder, subject to reasonable travel requirements on behalf of the Company from time to time.
2. You will be expected to attend office - except when traveling on business during working hours/shifts as may be decided by the Company.

2. Compensation and Benefits:

1. Compensation. As compensation for services to be rendered pursuant to this letter, the Company shall pay you an annual basic salary of **Rs 58000**. Other allowances / reimbursements as due to you are detailed in Annexure I.
2. You will be provided with a Comprehensive Medical Insurance and will also be covered under the Group Personal Accident Insurance, while on Company business.
3. You will be provided with Retirement Benefits namely, Provident Fund and Gratuity, in accordance with the laws of the country, and/or, as per company policy.
4. Your compensation shall be reviewed on the basis of merit and will be at the sole discretion of the company.

3. Reimbursement of Expenses:

The Company will reimburse you for reasonable travel, and other business expenses incurred in connection with the performance of your duties hereunder, in accordance with the policy of the Company with respect thereto.

4. Leaves:

You shall be entitled to reasonable periods of leave as per company policy (to be taken by agreement with the Company) with full pay. Entitlement & accumulation of the leave will be as per company policy.

5. Term:

Employment period shall commence on **20 December, 2021** and you will be on probation for a period of six months from the date of your joining the company. During this time, your appointment is terminable by one month's notice by either party or one month's salary in lieu thereof:

1. You will be deemed to continue on probation until you are confirmed, and the confirmation is communicated to you in writing. After confirmation, your appointment is terminable by two months' notice by either party or two months' salary in lieu thereof. Wipro reserves the right to pay or recover salary in lieu of notice period. Further, the Company may, at its discretion relieve you from such date as it may Deem fit even prior to the expiry of the notice period given by you. However, if the management desires you to continue the employment during the notice period, you shall do so.
2. During the term of employment, your performance and suitability for the roles will be continuously monitored and evaluated. Given the nature of your role, which is dependent on customer requirement, you would have to clear assessments prescribed by Wipro from time to time. In the event you fail to meet the prescribed measurement criteria as defined for your Process/Function or there is no suitable role available for you based on company requirement, the company reserves the right to terminate your employment in accordance with the bench policy. If you remain absent from work without authorization or reasonable explanation for more than seven consecutive working days, it will be presumed that you are no longer interested in working for Wipro and have voluntarily abandoned your services. In such a case, your employment with Wipro will stand terminated. In the event of termination of employee's services arising out of integrity, misconduct & disciplinary proceedings, no notice will be required from the company's side. In such case, you will not be entitled to any statutory compensation

6. Retirement:

You will automatically retire on attaining the age of 58 years. You may be retired earlier if found medically unfit.

Rupsa Banik

7. Confidentiality:

1. During the course of its business, the Company is required to keep confidential, the information about its Customers and itself and for that purpose to ensure the same from each employee assigned to perform services for the Company/its Customers and each employee who obtains or is in a position to obtain any information or materials.
2. During the normal course of business, it may be imperative to record / monitor all calls made by you in order to assess quality, as applicable. This clause by no means would impede upon your working ability / capacity and should be taken in light of company procedures and policies.
3. You shall therefore regard and preserve as confidential all information related to the business and activities of the Company as well as its Customers, their clients, suppliers and other entities with whom they do business which may be obtained by them from any source or may be developed as a result of any of the said agreements with the Company's Customers. You shall hold such information in trust and confidence for them and not disclose any such information to any person, firm or enterprise, or use any such information for your own benefit or the benefit of any other party, unless authorized by the Company.
4. You shall not directly or indirectly, engage or assist others to engage in, any activity or conduct that violates the provisions of this Clause.
5. You acknowledge that the information, observations and data concerning the Company and/or the Customers provided to you, is and shall continue to be the property of the Company and/or its Customer's, as the case may be and that you shall not be entitled to any right or license in relation to the said information, nor shall you copy, reproduce, publish, distribute, adapt, modify or amend any part thereof, without the prior written consent of the Company/the Customers, as the case may.
6. You are not a party to or aware of any agreement, obligation or restriction that prevents or prohibits you from complying with these obligations and you agree to take any other steps reasonably required and/or appropriate to ensure compliance with the obligations set forth herein.
7. You understand that if you threaten to or actually breach or fail to observe any of the obligations set forth in this Clause, Company will be subject to irreparable harm, which will not be adequately satisfied by damages and you therefore agree that the Company shall be entitled to injunctive relief and/or any other remedies permitted, to ensure and enforce your compliance with these obligations in the unlikely event you do not comply with them; provided, however, that no specification herein of any a particular legal or equitable remedy shall be construed as a waiver, prohibition or limitation of any legal or equitable remedies available to the Company.
8. You shall deliver to the Company upon cessation or termination of your employment, or at any other time the Company may request, all memoranda, notes,

Rupsa Banik

plans, records, reports, computer tapes and software and other documents and data (and copies thereof) relating to the said, or the business of the Company or any affiliate or its Customers which you shall then possess or have under your control.

You agree that, notwithstanding the cessation or termination of your Employment, the confirmations and undertakings under this Clause shall always continue in full force and effect.

Rupsa Banik

8. NONCOMPETE

In the course of your employment with Wipro you will be providing services to customers or clients of Wipro during which process you would be handling sensitive information including but not limited to information of key customers of Wipro, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to Wipro and its protection is of utmost importance to Wipro. You confirm that for a period of six (6) months after separation of your employment from Wipro (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing Wipro during the six (6) months preceding the date of separation

9. Whilst employed by the company, you:

1. Will not engage in any external activities of a commercial nature
2. Will not engage in any activity of a non-commercial nature without prior written approval of the Company.
3. Will be required to effectively carry out all duties and responsibilities assigned to you by your supervisor and others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your supervisor.
4. Will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures.
5. You agree that you shall not directly or indirectly, share, discuss your compensation details, in full or part, with any person in or outside the organization other than those authorized to do so.
6. Will maintain best standards of personal health and should necessarily be medically fit to perform your duties

Other Provisions

1. **Language.** This appointment letter was originally drafted in the English language. If it is translated into any language other than English, the provisions of the original English language version shall control in the case of any asserted conflict in terms.
2. **Governing Law.** This appointment shall be governed by and interpreted in accordance with the laws of India.
3. You shall be governed by the "Service Agreement" as applicable to you

Rupsa Banik~~Rupsa Banik~~

It is understood that your date of joining **Wipro Limited**, will not be later than **20 December, 2021** failing which this offer will automatically stand revoked without any further notice. Please sign and return the duplicate copy of this letter in token of your acceptance of the terms described in this letter.

We wish you a long and mutually beneficial association with us.

**Yours faithfully,
For Wipro Limited.**



Sandesh Kumar
General Manager - Talent Acquisition

I accept the terms of this letter.

Signature: E-Signature Signature

Date: E-Signature Date

Name: Rupsa Banik

Rupsa Banik

ANNEXURE I

Name	Rupsa Banik
Designation	Associate
Date Of Joining	20 December, 2021
Level	AA
Basic	58000
House Rent Allowance	29000
Bonus	16800
WBP	24370
PF	9874
Gratuity	2790
ESI	4166
Target Cost To Company (per Annum)	145000

ANNEXURE II

CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealing with the suppliers, customers and all other organizations or individuals doing or seeking to do business with Wipro.

Noted below are a few examples of 'conflict of interest':

1. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company, where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises securities in widely held corporations which are quoted and sold on open market or the interest is not material.
2. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become the contractor, supplier or customer, except with the knowledge and consent of top management.
3. For an employee to serve as an officer, director or in any other management capacity or as consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
4. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
5. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services, excessive entertainment and travel or gifts of more than nominal value from any individual or organization, doing or seeking to do business with the company.

I have read and understood the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will inform top management.

ANNEXURE III

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT 2000

I **Rupsa Banik**, confirm that I am voluntarily sharing my Personal Information with Wipro Limited ('Wipro') for the following purposes:

1. Validating my Curriculum Vitae and retaining records on the same for any future reference/verification
2. Processing my job application including background verification checks and medical checks
3. Employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information, relating to me that is available with Wipro and is capable of identifying me.

Name: Rupsa Banik

Signature: E-Signature Signature

Rupsa Banik

ANNEXURE IV

CONSENT FOR RANDOM OR REASONABLE SUSPICION DRUG TEST

I am aware that Wipro has a policy which stipulates that employees while at work cannot be under the influence of any narcotic drugs, psychotropic substances and/or alcohol so as to ensure a healthy work force. To ensure the adherence of this policy, Wipro might be required to collect specimen of employee's hair, urine, blood, or any other relevant bodily sample, as may be required (hereinafter the "Sample") and submit it for drug test screening (hereinafter "Test").

I hereby **Rupsa Banik**, consent to allow Wipro Limited (hereinafter "Wipro") to collect Sample from me for the Test.

In furtherance of the above stated:

1. I understand that the Test shall be conducted on random basis without any prejudice to anyone.
2. I authorize Wipro to share the Sample with Wipro's authorized vendor for the purpose of processing the Sample and making the result available to Wipro.
3. I understand that Wipro provides adequate security measures to safeguard the information resultant from the Test and all other personal data associated with it.
4. I understand that neither Wipro nor any authorized third party under clause (3) above shall retain the data collected in respect of the Test for period no longer than as required for statutory purposes and the data shall be suitably destroyed thereafter.
5. I understand that Wipro is entitled to initiate suitable actions against me including but not limited to disciplinary action based on the Test results.
6. I understand that Wipro may notify and publish the information resultant or ancillary to the Test if obliged under law to do so.

Name: Rupsa Banik

Signature: E-Signature Signature

Place: IN-Kolkata

Date: E-Signature Date

For more details please refer to the policies on **myWipro > App Store > Information > My Policies > India**

ST. DENIS SCHOOL

80, Girish Ghosh Road, Belurmath-Howrah: 711202.

To

Mr/Mrs/Miss Nidhi Gupta
Daughter of Birendra Gupta
Add: 3/2/1, K.R.R., K.C.I-73

Dear Mr/Mrs,

On behalf of the Managing Committee of St. Denis School I engage you to serve as Asst. Teacher in this school

with effect from 3rd Feb., 2022. You will do all the duties assigned to you during the day hours, (8 a.m. to 4 p.m) and perform all such reasonable duties out of school hours, as may be entrusted to you by the Principal or his delegates.

This engagement shall begin on 3rd Feb., 2022 and continue till when Your engagement will be reviewed and if your services prove satisfactory, and if you still wish to serve here, and if your services are still required by Managing Committee, it may be extended. Under no circumstances will you consider this to be extended unless it is done in writing. Your services can be terminated at any time without any reason within the same period.

Should you wish to resign during the period stated, you will be bound to give one month's notice on your intended resignation or one month's salary in lieu of notice.

You will be paid a consolidated salary of Rs/- per month for this period. You shall not be entitled to any other benefits and you have to follow the school rules in effect during the said period.

Should you accept this appointment on these terms, please sign the copy of this letter and return it to the undersigned.

I hereby agree to the above terms and conditions.

Nidhi Gupta

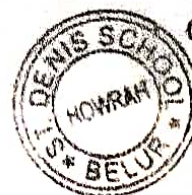
Signature: Nidhi Gupta

Date: 01/02/22

Yours Sincerely

Shane

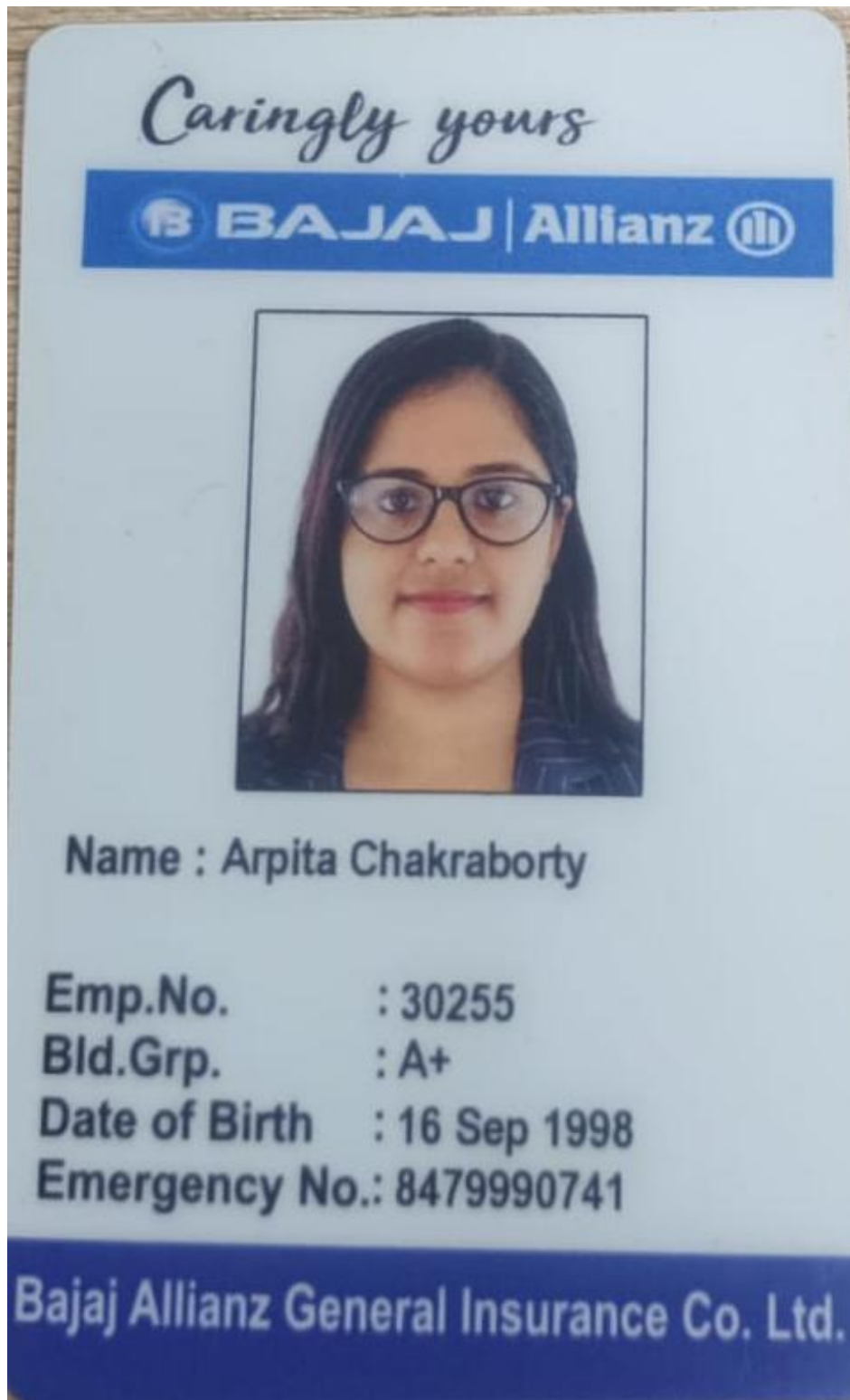
(Secretary)



This contract has been signed in the presence of:

1. Witness Signature Dimple Nandi
Full Name Dimple Nandi
Address mansikela, K.C.I-73/26

2. Witness Signature Raunak Shaw
Full Name Raunak Shaw
Address 4, Jaya Bibi Kuan, Belurmath
Howrah: 711202



PRIVATE AND CONFIDENTIAL

10 October 2022

Jaba Roy Chowdhury

Vill: Shibalaya, Duttapukur;

P.O: Adi Kashimpur; P.S: Duttapukur;

North 24 parganas – 743 248

PRM/HR-Admin/22-23/112

Internship Letter

Dear **Jaba**,

Subsequent to the discussions between **PRM Fincon Services Private Limited** and you, we are pleased to issue an Internship Offer letter on the terms set herein.


Terms:

- 1) You are appointed to the position of **Intern in Production Support Team**.
- 2) Your internship will start from **12 October 2022**.
- 3) Your internship stipend shall be **Rs 10,000/- (Rupees Ten Thousand Only) per month**.
- 4) Your internship tenure will be for 3 months at least from the date of joining
- 5) We will be very happy to onboard you as a Full time employee, post successful completion of the Internship.

Please confirm if you agree to the above.

Thanking you.

Yours sincerely,



Rupesh Chaudhuri

PRM Fincon Services Private Limited

Sanchaly Roychowdhury



ST. FRANCIS ACADEMY

Affiliated to : ICSE • Code : WB407

CHANDA KANTHALBERIA, KOLKATA - 700 135

Mobile : 8013061194

Mail ID : francisacademy2014@gmail.com

Website : www.stfrancisacademy.net

Ref. No. *SPA 59/22-23*

Date *08/04/22*

Sanchaly Roychowdhury
Ambika Residency, Block-c, Flat No-4B
99, Dumdum Cossipore Road
Kolkata-700 074

Dear Madam,

Ref: Appointment of group "B" staff on Contract in St. Francis Academy, Kanthalberia/Kestopur, Kolkata-700 135.

We are glad to inform you that the Managing Committee of the school is pleased to appoint you to the post of Group "B" Staff in the school from 12.04.2022 to 31.03.2023 on Contract subject to your acceptance of the terms and conditions mentioned here in below.

You will carry out your duties and responsibilities assigned to you to the best of satisfaction of the management, abiding the rules and regulations.

No leave is Allowed during the working days, without prior sanction from the appointing Authority.

You will be required to be punctual and regular in your attendance.

At any time during the Contract period, either party can terminate this appointment giving one month notice in writing or paying one month's salary in lieu of notice. This period shall not include vacation period.

During the tenure of your Contract, you will be entitled to all the public holidays and other holidays which may be granted under the negotiable instrument act.

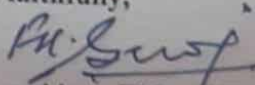
During the subsistence of this Contract, you will not resort to any indiscipline that will result in destabilizing the peace and working environment of the school.

Your BASIS Salary will be Rs: 15,000/- per month. Provident Fund and service Tax will be as per Government Order according to ROPA 98.

Sanchaly Roychowdhury

If you agree to the terms and conditions as specified herein above, you are required to confirm your acceptance of the same by signing the duplicate copy of this letter.

Yours faithfully,

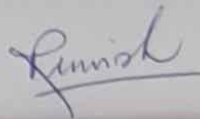

Fr. Seraphinus Ekka, OFM Cap.
(Manager)


Accepted by:

Sanchaly Roychowdhury

Witnesses:

Fr. Rimish Ekka, OFM Cap
(Principal)



Fr. Manoj Kumar Soreng, OFM Cap 
(Vice Principal)

ON DUPLICATED COPY OF ABOVE LETTER

I do hereby accept the terms and conditions mentioned in the letter of appointment and undertake to abide by the same.

Signature of Applicant

Name in full.....

Address.....

Phone/Mobile No.....

Soyel Mitra

Date: 12.01.2022



help the mother
help the child...

Ref: Kolkata-APPT/365/ 2021-22

Ms Soyel Mitra
Fulia Colony, Township
Dist. - Nadia - 741402

Dear Ms. Mitra

Re : Your Engagement in CINI for "EDUCATION" Programme

We are pleased to inform you, that CINI has been awarded by "Strengthening inclusive Secondary Education For Deaf Children in West Bengal" Programme funded by National Deaf Children's Society (Trading as Deaf Child Worldwide), duration of which is 12 months. You have expressed your willingness to be engaged in the said programme which is of temporary nature.

In the circumstances, we are pleased to give you an offer for engagement on Project Contract Basis as per the following terms and conditions:

(1) Terms of Appointment :

- (a) Your engagement in CINI is for the abovementioned programme only and is not transferable to any other work.
- (b) The duration of your engagement will be for the period **1st January 2022 to 31st December 2022**, subject to your acceptance of this letter, or the completion of the Programme whichever is earlier.
- (c) Your designation for the period of your engagement in CINI shall be **Field Coordinator cum Trainer**.
- (d) On expiry of the said period, your engagement in CINI shall stand automatically terminated. However, on expiry of the said period, CINI shall have the right to enter into a fresh contract with you, in case it wishes to extend the present contract or provide any new contract to you. Your engagement shall be subject at all times, to your performance being found satisfactory on periodic review by CINI and CINI's client on whose contract you are engaged.

(2) Work Requirement :

- (a) You shall devote yourself full -time to the work assigned to you and shall not pursue any other employment, job or business simultaneously.
- (b) You must effectively, diligently, honestly and to the best of your abilities, perform all your responsibilities with a view to ensure completion of work allotted to you within the stipulated time period of completion and must in all respects, faithfully obey and observe all orders and instructions of CINI on whose contract you are engaged during your tenure.
- (c) You shall faithfully observe all prevailing rules, regulations and arrangements of CINI.

(3) Responsibilities :

Your role, detailed assignment and reporting authority shall be explained to you on your joining.

(4) Remuneration :

Your annual remuneration will be **Rs.-2,17,800/- (Rupees - Two Lakh Seventeen Thousand Eight Hundred Only)** per annum subject to all statutory deduction of taxes as per applicable law and month wise break up thereof will appear from the annexure hereto. You will not be entitled to any other amount or benefit in any form from CINI except what are contained herein.

Soyel Mitra.

Child in Need Institute -Kolkata Unit, 63 Rafi Ahmed Kidwai Road, Kolkata, Pin - 700 016, West Bengal, India
Tel : 9830254920 / 9830213920 • E-mail : cinikolkata@cinindia.org

Registered Office: Daulatpur, P.O. Pailan via Joka, 24 Parganas (S), Pin - 700 104, West Bengal, India
Tel : 8420458926 • Fax : +91 33 2497 8241 • E-mail : cini@cinindia.org • Web : cini-india.org



Sanjukta Ganguly

Loreto Convent, Asansol

Email: loretoschool.asn77@gmail.com

Tel: 0341 2281099/9679004116

Dated: 5.04.2022

To:
Ms. Sanjukta Ganguly,
Block Triveni A, Shrishtinagar,
Sen Raleigh Road, Ramkrishna Mission,
Asansol - 713305

Date of Birth: 09.12.1997
Date of Appt.: 05.04.2022

Sub: Offer letter for appointment as a **Counsellor** on contract basis.

Dear Ms. Ganguly,

This is to state that based on your application and after completion of formalities, the Managing Committee of Loreto Convent Asansol is pleased to offer you a contractual post as a **Counsellor**, with the School for a period of **11 months**, beginning from **5th April 2022**, and ending on **4th March 2023**, subject to your written acceptance of the contractual terms and conditions mentioned below together with the Service Rules that govern the School staff:

1. You will be expected to perform:
 - (i) All duties consonant with teaching and care of students during school hours as assigned to you.
 - (ii) Any reasonable duties out of school hours in connection with the charge of the students, when necessary and assigned by the Principal or her substitute authority.
 - (iii) Your working days shall be **Monday, Wednesday & Friday**.
 - (iv) Your working hours shall be from **10:30 AM to 1:30 PM**.
 - (v) During the period of your Service in the School you will be required to attend any on-going course, seminar, training program for which you are deputed by the school for professional growth and skill development.
2. Basic terms and conditions:
 - a. Besides duties mentioned above, you will be expected to take initiative to act and work in the interest of the School and its students, and perform other duties common to staff of your rank and category.
 - b. At all times, you are to follow directions given to you by the Principal or her substitute or any other person delegated by her with powers to issue directions on her behalf.

Sanjukta Ganguly

SALARY SHEET

Name of Staff : Ms. Sanjukta Ganguly

GROSS : **RS.15000**

DEDUCTIONS:
Professional Tax : RS. 1500

NET SALARY : **RS. 13500**

Rani Mary Minj
SR. RANI MARY MINJ
SECRETARY, Managing Committee

**SECRETARY
OF THE SCHOOL
MANAGING COMMITTEE**

Sanjukta Ganguly

- c. The contractual salary will be a consolidated amount of Rs. 15000/- (Rupees Fifteen thousand) only per month. No other benefits shall accrue to you by virtue of this contract.
- d. You will be entitled to leave as indicated in the Service Rules applicable to contractual staff of Loreto Convent Asansol.
- e. The Managing Committee may terminate this contract of service, or you may terminate the same at your option, both of which shall be with one month's notice in writing or payment of one month's salary in lieu of notice, with reasons to be assigned.
- f. No rights whatsoever to continued, probationary or permanent service in the School shall accrue or be conferred as a consequence of this contract of service.

Your service will be governed by the rules of employment and service conditions of contractual staff of THE ASANSOL LORETO EDUCATIONAL SOCIETY and any amendments to the Rules or any ancillary rules.

If you are agreeable to the terms and conditions outlined above, you are requested to confirm your written acceptance on the School's copy of this letter, and join your duties immediately.

Yours sincerely,

Rani Mary Minj
SR. RANI MARY MINJ
SECRETARY, Managing Committee
**SECRETARY
OF THE SCHOOL
MANAGING COMMITTEE**

The Contractual appointee hereby accepts the contract of service of a **Counsellor**, in Loreto Convent Asansol, and has read and understood the contractual terms and conditions outlined above and agrees to be bound by the same. Her acceptance of the contract is hereby confirmed by the School authority.

Date: 5.04.2022

Sanjukta Ganguly

Signature of Contractual appointee

George

Signature of School authority

Sujit Das

Signed in my presence

Tanya Das

Emo Matrix Services

A psychology Consulting Company

Emo Matrix Services Pvt. Ltd. C-25, Sector 58, Noida 201301, UP, India



Offer Letter

DOJ: October 6th, 2022

Employee Code: 10025

Dear Tanya Das,

Congratulations on successfully completing your interview with us. Upon assessments, we have found your skills and competencies matching to Company's requirements.

As mutually discussed and agreed, we are pleased to offer you an appointment as per details given here under:

1. You will be designated as an **Education Counselor**.
2. You will be located at Noida. The Position may be transferable to any other national or international location of the company in future.

You will be entitled to an all-inclusive compensation which consists of fixed salary component of **Rs.18,000/- per month during your probationary period which is 6 months** from the date of joining. After the successful completion on your probationary period, you will be entitled to get **Rs.25,000/- per month** as in hand salary. The salary at Emo Matrix is rolled out on 10th of every month.

Tanya Das

Emo Matrix Services

A psychology Consulting Company

Emo Matrix Services Pvt. Ltd. C-25, Sector 58, Noida 201301, UP, India

Work Expectation: You are expected to achieve **1lakh 20 thousand** transactional target for **first 3 months**. After **3 months** your expected target will be **2.40 lakh**. These targets can be changeable according to company norms and your Manager's discretion.

Your roles & responsibilities will be:

- Convert the potential prospects into sales.
- Pitch products and services over the phone.
- Meet and exceed pipeline contribution goals.
- Respond and follow up to the assigned leads.
- Work on building rapport and consultative selling.
- Manage all leads responsibly on Excel or CRM.

Emo Matrix's standard working hours are generally between the hours of **10:00 am to 07:00 pm** including **1 hour for lunch/6 days a week**. As a professional, you will be expected to work the hours per week necessary for the successful conclusion of your assigned tasks and to meet all required deadlines.

Your individual payroll is confidential between you and the company and should not be disclosed to any person or entity without the prior written consent of Emo Matrix.

Any falsification of information you provide in your application, or concealment of material facts, or disclosure of your offer terms to other employees either directly or indirectly shall result in immediate termination of your services.

Before taking any leave, you would inform HR before a day or two. We shall not neglect any instance of indiscipline or discrepancy.

By accepting this offer, you agree that throughout your employment, you will observe all policies and practices governing the conduct of our business and employees, including our policies.

Tanya Das

Emo Matrix Services

A psychology Consulting Company

Emo Matrix Services Pvt. Ltd. C-25, Sector 58, Noida 201301, UP, India

Please confirm your acceptance of this offer by signing and returning this letter by 2th October, 2022 falling which this offer will be stand rescinded. If you accept this offer, your actual start date will be 6th October, 2022.

If you have any questions, please feel free to reach out any time.

We are looking forward to having you on our team.

Best wishes
Suveen Kumar
VP – Business Operations



I accept the offer extended by Emo Matrix Private Ltd. with the terms and conditions described as above.

Signature: _____ Date: _____

My proposed start date will be on: _____



A Psychology Consulting Company

Tanya Das



Ankana Naskar

Government of India
Department of Posts, India
Office of the Inspector of Posts
Basirhat 1st Division, Basirhat-743411



Memo No: A/BSHT-1/GDSMD/Sridharkati BO

Dated at Basirhat, the 04.08.2020

ORDER OF PROVISIONAL ENGAGEMENT

In response to the notification no. RECTT/R-100/ONLINE/GDS/VOL-VI dated 05.04.2018 Shri/Smt/Ms. Ankana Naskar Son /Daughter of Shri Manindra Nath Naskar , whose date of birth is 30/12/1998 and who belongs to SC category/selected as UR category is hereby engaged as ABPM(GDSMD), Sridharkati BO, in account with Hatgachha SO on PROVISIONAL BASIS with effect from 04/08/2020 F/N in the TRCA slab-1, scale of Rs.10000-24470 of LEVEL 1. He/She shall be paid such allowances as are admissible from time to time.

2. Shri/Smt/Ms Ankana Naskar, son/daughter of Shri Manindra Nath Naskar , should clearly understand that his/her engagement as ABPM(GDSMD), Sridharkati BO, in account with Hatgachha SO shall be in the nature of a contract liable to be terminated by him/her or by the undersigned by notifying the order in writing and that his/her conduct and Engagement shall be governed by the department of Posts, GraminDak Sevak(Conduct andEngagement) Rules, 2020 as amended from time to time.

3.This Provisional Engagement is subject to satisfactory verification of theprescribed educational qualification, community certificate and other certificates, wherever prescribed. The candidate will have to undergo satisfactory prescribedInduction Training course and Practical Training as and when issued.

4. The engagement is provisional and subject to certificates being verifiedthrough proper channels. If the verification reveals that the claim of the candidate belongingtoScheduledCaste/ScheduledTribe/otherbackwardclasses/(not belong to creamy layer)/ is false or educational certificates are notgenuine or found unfit on Police Verification, his/her Engagement shall beterminated forthwith without assigning any further reasons and withoutprejudice to other criminal/legal action as may be taken under the provisions ofIndian Penal Code for production of false certificate as a consequence".

5. The engagement of (Economically Weaker Sections) EWS candidates isprovisional and is subject to the Income and Asset certificate being verified through proper channels and if the verification reveals that the claim to belongto EWS is fake/false the Engagements will be terminated forthwith withoutassigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian penal code for production of fake/false certificate.

6. If any information or documents submitted by the candidates is found false/incorrect at a late-stage, his/her engagement shall be terminated inaccordance with Rule 8 ofGDS (Conduct &Engagement)Rules, 2020. This is also to mention that his/her provisional engagement is subject to the outcome of WPCT No- 6356 (W) /2018 pending at Hon'ble High Court, Calcutta.

Inspector of Posts
Basirhat 1st Division, Basirhat-743411

Postal Stores Depot, Kolkata

Department of Posts
2022/10/23 19:54



Balajee Education Pvt. Ltd.

Regd. Office : 4th Floor, 23, Circus Avenue, Kolkata-700017 ☎ 033-6646 9999

CIN : U80301WB2005PTC100998

Franchisee of :



KOLKATA CENTRES :

Central
23, Circus Avenue, Kolkata-700017
Ph. : (033) 66469999

North
P-6, 1st Floor, CIT Road
Scheme-VI M, Kolkata-700054
Ph. : (033) 40579100

South
Balajee Tower, 1A, Motilal Nehru Road
Kolkata-700029
Ph. : (033) 66342400

Barrackpore
Rathindra Tower, 3rd & 4th Floor
46 (41/1), Ghosh Para Road
Barrackpore, Kolkata-700120
Ph. : (033) 66342300

Bansdrani
200 N. S. C. Bose Road
Near Masterda Surya Sen Metro Station
Kolkata 700047
Telephone: (033) 66432626

DURGAPUR
Unvashi, Phase-II
City Centre, Durgapur-713216
Ph. : (0343) 6621200

SILIGURI
3rd Floor, Shanti Tower,
Second Mile, Sevoke Road
Siliguri, West Bengal-734001
Ph. : (0353) 254 5468 / 69

KHARAGPUR
1st Floor, Kar Udyog Real Estate,
OT Road, Inda, Kharagpur-721305
Ph. : 8800013151

MALDA (IC)
2nd Floor, Swarg Building, Rathbari,
NH34, Beside Payel Hotel, Malda-732101
Ph. : 85848 23046

BURDWAN (IC)
Bardhaman Sikshak Samsad Trust
Ground Floor, Kalna Road, Jamtala,
Burdwan - 713101
Ph. : 75950 77102

PATNA CENTRES :

Fraser Road
5th Floor, Uma Complex
Fraser Road, Patna-800001
Ph. : (0612) 233 2094 / 97

Boring Road
4th Floor, Navyug's Kamla
Business Park, East Boring
Canal Road, Patna-800001
Ph. : (0612) 253 0507 / 08

Kankarbagh
4th Floor, Chauhan Enclave
Kankarbagh Main Road, Patna-800020
Ph. : 88000 13152

Bailey Road
2nd Floor, Sai Mani Orchid Mall,
Bailey Road, Patna-801503
Ph. : 88000 13152

REGD. OFFICE

Aakash Tower,
1, Pusa Road
New Delhi-110005
Ph. : (011) 47623456 / 414 / 417
21 / 423 / 460 / 480
Fax : (011) 47623472

Visit us at:

www.aakash.ac.in

Date: 08/08/2022

Anisha Fasih

Ms. Anisha Fasih
71 1/A,
Acharya Prafulla Chandra Road,
Kolkata-700009

Subject: Appointment Letter

Dear Ms. Anisha Fasih,

This is with reference to your job application and the subsequent interviews you had with us.

In this connection, please note that we are pleased to appoint you as the faculty member in Balajee Education Private Limited ("Company") on the following terms:

1. You shall be undergoing an initial Training period of **FIVE** months, and during such period your training stipend shall be **Rs. 40,000/-per month** (*Please refer to Annexure A*).
2. You will be required to report at **Central Kolkata Centre** on **11th August 2022, at 10:30 AM**.
3. The **effective date** for the commencement of your employment with the Company shall be the date hereof.
4. This Appointment will be subject to (a) your acceptance of the terms of the Employee Agreement, Non-Disclosure Agreement and the Employee Handbook and shall be governed by the policies, rules and guidelines of the Company, which are enclosed herewith; and (b) successful verification of the address and information provided by you and such other conditions, as mentioned in the Employment Agreement.

If you wish to accept this Appointment in our Company, kindly sign the duplicate copy of this letter as a token of acceptance within 7 (seven) days of receipt of this letter.

With best regards,

Chief Coordinator
Balajee Education Private Limited

Anisha Fasih

Eman Hasan



Human Resources

Gr. 1st, 2nd and 3rd Floor, Wing 3, Cluster B M/s EON Kharadi Infrastructure Pvt. Ltd.
SEZ, Plot No. 1, S. No. 77,
MIDC, Kharadi Knowledge Park, Pune 411014

Registered Office

8th Floor, First International Financial Centre (FIFC), Plot Nos. C-54 & C-55, G-Block,
Bandra Kurla Complex, Bandra (E), Mumbai - 400 051 CIN No:
U72900MH2009FTC192938

November 01, 2021

Eman Hasan

252 Gopal Lal Tagore Road, Shantineer Police Estate, Block- S, Fl- 10 Fr- 4th, Baranagar,
Kolkata- 700036, Kolkata- 700036, West Bengal India

Dear Eman Hasan,

We would like to thank you for giving us the opportunity to meet with you, and discuss a possible employment opportunity with Citicorp Services India Private Limited (hereinafter referred to as 'Citi').

We are pleased to make an 'Offer' to you on the following terms and conditions, which will govern your employment with Citi and will be effective from your date of joining Citi:

- Career Level: C04
- Location: Pune SEZ I
- Entity/Group: Citicorp Services India Private Limited
- CTC (INR)*: 421,964

* For the details of your compensation i.e. CTC please refer Annexure.

Upon your acceptance of this Offer, and subject to successful completion of all pre-requisites to the satisfaction of Citi, your initial appointment will be at Special Economic Zone Unit of the Company at EON, Kharadi, Pune. The effective date of your joining will

Eman Hasan

be as mutually agreed upon.

You shall comply with and abide by:

- a. all policies of Citi (and changes/revisions thereto effected from time to time),
- b. the Code of Conduct for employees and changes/revisions thereto effected from time to time, as applicable to your grade, during the course of your employment with Citi.

During the course of your employment with Citi, you will work exclusively for, and in the interest of, Citi and maintain confidentiality as to the business of Citi and its customers, as required by Citi. You will not associate yourself in any activities which in the opinion of Citi are harmful or detrimental to the interests of Citi.

You are not entitled to be employed with another employer or be interested directly or indirectly in any other business or vocation.

Citi shall have the right, but not the obligation to transfer/second you, as the case may be, to any function, business group, any other location within India, or to its affiliate and subsidiary organizations, at any time in the future.

As a prerequisite for joining the employment, Citi will make confidential reference checks, including your stated academic credentials and professional career and achievements. Hence, your date of joining Citi is contingent upon entering the requisite data on First Advantage website for initiation of background verification**. This offer would stand revoked if the requirement is not fulfilled within (5 days) from the time of receipt of email intimation.

**not applicable for Citi inter-entity transfers

Upon joining, you shall provide Citi with the documents as mentioned in the checklist shared with you over e-mail. You will also be required to declare any indebtedness, personal investments, and your involvement in any litigation and make such other declarations and undertakings that are required as per Citi's policies on joining, and during the course of your employment with Citi.

All intellectual property rights and goodwill generated, as a result of your employment with Citi, shall be for the benefit of and belong to Citi. You hereby unconditionally agree to assign all intellectual property rights of whatever nature that may arise under or in connection with the services you provide whilst in employment with Citi.

You will be eligible for other perquisites and benefits as applicable and available to employees in your grade from time to time, some of which are mentioned below:

- a. Group Medclaim Policy: Citi has a medical insurance policy for officers of your grade. To become eligible to participate in Citi's medical insurance policy you need to enroll yourself and your family (spouse/ domestic partner and 2 children up-to the age of 25) in the insurance policy. You also have the option of including your parents and parents-in-law subject to certain conditions. Further details about the policy will

Eman Hasan

be available to you upon joining.

- b. Group Term Life Insurance Policy: All employees of Citi are beneficiaries of a Group Term Life Insurance Policy with death coverage benefit, as per its terms, in the event of the employee's death. The premium attributable to you will be entirely borne by Citi. Further details about the Policy will be available to you upon joining.
- c. Group Personal Accident Insurance Policy: All employees of Citi are beneficiaries of a Group Personal Accident Insurance Policy that provides benefit with claims arising out of any accident and/or upon permanent/partial/temporary disability, Loss of Job and many additional covers as per conditions which is defined by the scheme. Further details about the policy will be available to you upon joining.

Your compensation and terms of employment shall be subject to review in accordance with Citi's policies from time to time, at the sole discretion of Citi. Your monthly payments and your benefits shall be subject to deduction of income tax as per prevailing income tax rates and other statutory deductions as may be required, in accordance with applicable legislation in force from time to time.

Termination

- Citi reserves the right to terminate your employment immediately, at any time, in case you are unable to provide all suitable documentation required as a part of the joining process on the date of your joining the services of Citi.
- It is understood that this employment is being offered to you on the basis of the particulars submitted by you to Citi. However, if at any time, it should emerge that the particulars provided by you are false/incorrect or if any material or relevant information has been suppressed or concealed, this Offer will be considered ineffective and would be liable to be terminated by Citi.
- Your employment may be terminated by either you, or by Citi. To so terminate, either party shall be required to give the other, **ninety (90) calendar days** written notice in advance of termination, or pay to the other the Monthly or prorated Payments in lieu of such notice period, though upon a termination of employment by you, you accept that Citi at its discretion, can require you to continue in service during the period of notice and need not necessarily accept Monthly Payments in lieu of notice from you. It is clarified that upon a termination of employment by you, and you are not required by Citi to continue in service, Citi is not obliged to make any Monthly Payments to you in lieu.
- Citi reserves the right to terminate your employment immediately, at any time, without making any Payments to you in lieu of notice, in case:
 - You are guilty of dishonesty, or serious or persistent misconduct, temporary/long absence from work without previous approval, absence from work citing wrong/false reasons or, you neglect or refuse to attend to your duties or fail to perform any of your obligations, or fail to observe Citi's business, disciplinary and ethical code, guidelines and policies.
 - You absent yourself from the services of Citi without prior approval, or overstay sanctioned leave by fifteen consecutive days without prior intimation and approval, as you will be deemed to have abandoned service voluntarily.
 - If the outcome of background verification** is found unsatisfactory.

Eman Hasan

**not applicable for Citi inter-entity transfers

- Upon termination of this employment, you shall immediately return all Citi property in your possession to Citi. You will be relieved from services only after satisfactory hand-over of responsibilities, settlement of outstanding dues and service of notice period, and subject to any specific conditions mandated by relevant circumstances at the time.

Retirement

You shall retire from the services of Citi upon completion of 60 years of age.

Consent for Purpose of Collection

Without prejudice to the foregoing, you agree that any personal data provided by you or on your behalf to Citi from time to time prior to or in course of your employment with any Citi entity (if employment is subsequently offered to you) as well as all other personal data related to you will be used/ disclosed by Citi for legitimate purposes:

- To comply with any obligation imposed under any contract, law and/or regulation.
- Monitoring your financial transactions in all or any accounts held with Citi.
- Retention / preservation of your employment records with Citi for an indefinite period.
- Sharing of all or any of your details with any person, if any event or situation warrants such disclosure

Governing Law

Your employment (including these terms) shall be governed by and construed in accordance with the laws of India.

Statutory Benefits

The statutory benefits available to eligible employees in accordance with the provisions laid down under the Employee's Compensation Act, the Maternity Benefits Act, Employees' State Insurance Act and/or any statutory modification or re-enactment thereof for the time being in force would be applicable basis the specific criteria laid down under the respective Acts from time to time.

These terms, and your employment with Citi, is contingent upon your confirming written acceptance of the above terms and conditions of Citi within ten days of receipt of this letter by you on the duplicate copy of this letter and your joining us on or before a mutually agreed date.

This offer letter shall stand revoked in case you (the candidate) fail to join within a week (7 calendar days) of the agreed date, as agreed with your HRG in writing. Also in such an event your candidature shall be barred from being considered for any future openings in Citi.

We wish you an enjoyable and rewarding association with us.

Sincerely,

Eman Hasan

R S Prasad
Vice President
Human Resources
On Behalf of: Citicorp Services India Private Limited

I hereby accept the offer of employment on the terms set out above.

Eman Hasan
Date:
signHere1

Annexure

Compensation (INR)	
Grade/ C Level	C04
Basic Salary	180,063
Special Allowance	70,593
Meal Allowance	36,000
**Car Allowance	0
HRA	90,032
LTA	15,006
TC less LPA (a)	391,694
*LPA Amount (b)	0
Other Cash Components (c)	0
Total Cash (a+b+c)	391,694
***Provident Fund – 12%	21,608
****Gratuity – 4.81%	8,662
*****Superannuation – 13%	0
Retirals:Overall (d)	30,270
CTC (a+b+c+d)	421,964
Sign-On Bonus	0
Notice Period Buy Out	0

*LPA Location Premium Allowance is a function of your grade/level and is linked to your work location. LPA is variable and the value of LPA can either decrease or increase upon your transfer from one location to another.

**Car Allowance: You will be eligible for a company lease car as applicable at your grade level (applicable for C12 and above). The annual budget available to spend on the car including the purchase price of the new car will be capped at 20% of your Total Cash less LPA. The annual budget will be utilized for the payment of the annual cost of Lease charges to the leasing company, annual amortized cost of one-time levies like Road tax, Registration, Octroi as applicable, the cost of annual premium for a comprehensive Insurance for the vehicle, cost of fuel and regular maintenance and other taxes. Any unutilized car allowance will be paid out and will be full taxable. The car entitlements are subject to Income Tax requisite valuation rules as applicable from time to time. Please

Eman Hasan

do contact your HR Generalist for details of the car policy.

***Provident Fund: Under this scheme you will be required to contribute 12% of your eligible base pay components per month, which will be deducted through payroll. A matching contribution will be made by Citi towards the same. Eligible base pay components for contribution purposes will be determined as per applicable laws, rules, regulations, notifications, ordinances and policies notified or promulgated and modifications thereof from time to time and in accordance with Citi policies.

****Gratuity: You will be eligible for gratuity at the time of leaving the services, as per the policies of Citi. Gratuity is paid in case an employee completes 4 years and 240 days of continuous service and it is calculated on the basis of the statutory provisions and company policy.

*****Superannuation Fund: You have the choice to participate or decline to participate in the Superannuation scheme of Citi, immediately upon joining. You are required to choose an option as per the Mandate Form available in the joining kit. After choosing an option, you may not, thereafter, change the same. Further details about the Scheme will be available to you upon joining.

Employee Conduct

Citi takes workplace conduct and behavior very seriously, which is fully articulated within Citi's Code of Conduct. Specifically, Citi strives to be the best for our customers and clients, while also facilitating a strong culture of compliance, governance, and ethical conduct.

Citi and our regulators around the world expect our employees to conduct themselves in a manner that supports this objective and also builds and supports their own personal reputation and integrity. Citi also expects all of its workplaces to be inclusive environments where employees treat each other with mutual respect, and always operate in the best interests of our clients and shareholders. Citi promotes various channels through which concerns can be escalated, including confidentially, and fully expects employees to utilize these escalation channels in a timely manner without fear of retaliation.

As a Citi employee, you are expected to align your personal conduct to these objectives and comply with all Citi's policies and standards, including the Code of Conduct. You acknowledge that if you breach or fail to comply with any Citi policy or standard, there may be serious consequences including being subject to disciplinary action, up to and including termination of employment.

Sincerely,

R S Prasad
Vice President
Human Resources
On Behalf of: Citicorp Services India Private Limited

Eman Hasan

I hereby accept the offer of employment on the terms set out above.

Eman Hasan

Date:

signHere1

Ms SUTRALI ROYCHOWDHURY
95 B.T. ROAD GARDEN RESIDENCY,
BESIDE KAMARHATI FIRE STATION, AGARPARA, NORTH 24 PARAGANAS,
KOLKATA,
WEST BENGAL - 700058

Contact No: 8961757478
Email: sutralroychowdhury2@gmail.com

Sutrali Roy Chowdhury

Dear SUTRALI,

**Subject: Appointment in the position of
Tax Analyst**

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your appointment for the above said position in "EY Global Delivery Services India LLP" (the "Firm") subject to the following terms and conditions:

1. POSITION:

You will be appointed in the position of **Tax Analyst** in **TAX** in the Firm. Your Rank will be **44**. While serving the Firm in this position, you will report to, and receive direction from the reporting manager or as may be communicated to you from time to time. As agreed, you shall join the services of the Firm at **Kolkata** office.

2. DUTIES AND CODE OF CONDUCT:

- a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.
- b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, medical, retirement, IT policies, etc. as if these conduct rules, regulations, policies et al, were part of this contract of employment.
- c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's internal home page or through Firm newsletters and webcasts or other written means), including but not limited to matters relating to independence, anti-bribery, prevention of insider trading and prevention of sexual harassment.

3. WORKING HOURS:

Your standard working hours will be 45 hours a week. Your work week comprises of weekly off, which will be communicated to you by your reporting manager. In view of your position in the Firm, you shall effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever your job so requires. Additionally, as mentioned in your interview process, the Firm may

EY Global Delivery Services India Private Limited, (A private limited company with registration no. U74999KA2016PTC093751)
converted into EY Global Delivery Services India LLP (a limited liability partnership with LLP Identity No. AAL - 2743) effective 30
November, 2017. Regd. Office: 3rd floor, Tower 'C', RMZ Infinity, Old Madras Road, Benniganahalli, K R Puram Bangalore - 560016, India



Building a better
working world

Sutrali Roy Chowdhury

Implement staggered work shifts, from time to time. In such an event, you shall abide by the change in the standard working hours as may be notified by the Firm to accommodate such staggered shifts.

4. DATE OF JOINING:

As per our discussion your date of joining will be **14 November, 2022**

Your initial work location will be Godrej- Waterside Block DP, Plot 5, Sector V Salt Lake Kolkata West Bengal 700091.

Given the current situation, you will be onboarded virtually and can work remotely till you are specifically advised to report to a GDS facility by your counsellor or your Service Line Operations team.

5. PROBATION:

You shall be on probation for a period of six months from the date of joining the Firm. Your employment will be deemed confirmed, unless otherwise communicated to you in writing for reasons not limited to performance. During the six months probationary period for matters related to discipline or performance, the Firm reserves the right to take action in accordance to the policy of the Firm.

Please note that a confirmation letter/notification will not be issued to you upon completion of the probationary period.



Ankita Chkraborty

Ms. Ankita Chakraborty

23rd Sep 2021

**3 C/2, Gobinda Mondal Road
Cossipore,
Kolkata
West Bengal - 700002**

Dear Ms. Ankita,

Sub: Offer of appointment for the post of Senior Associate Analyst

We are pleased to offer you an appointment with **ICRA Analytics Ltd** (formerly ICRA Online Ltd) as **Senior Associate Analyst** based at **Kolkata** office of the Company. However, you are liable to be transferred to any office of the Company at the discretion of the management. 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 management are within your capacity to discharge and you will forthwith undertake to discharge those duties with diligence and care. This offer would be subject to the following terms and conditions:

1. Compensation

Your Annual Pay will be **Rs. 3,40,877 (Three Lakhs Forty Thousand Eight Hundred Seventy Seven Only)**. The Break-up of the same is attached as **Annexure I**.

Your salary may be revised from time to time at the discretion of the management. Your compensation is subject to deduction of tax at source as applicable under the tax laws. Your salary is confidential and should be discussed with your finance and human resources department only.

2. Joining and Probation Period

Your joining and working with ICRA Analytics Ltd. will be subject to successful completion of Background Verification and Drug Test, as per policy of the Company.

You shall be on probation for a period of six months and your continuation in service thereafter, shall depend on your performance in the Company. The probation period may also be extended further, based on the feedback / inputs from Line / Reporting Manager / Group/ Sector / LoB Head. Your performance shall be evaluated during this period by the supervisor(s) / reporting manager(s).

You shall be communicated about your confirmation, probation extension or termination based on the feedback through an official letter.

3. Leaves

A Member of Staff will be entitled to Paid Leaves (PL), Sick Leaves (SL), Casual Leaves (CL) and Maternity Leaves as governed by the Shops & Establishment Act of the respective state in which they work. Additionally, the maternity benefits available to a female staff member are detailed in Annexure III.

Ver 3.4

Signature



4. Code of Conduct

- a) In all matters concerning your service in the Company, you shall, in all respects, be bound by the rules of the Company and any amendments and alterations thereof. The rules for this purpose would also include code of conduct and best practices that may be prescribed by appropriate regulatory/judicial bodies and trade association and adopted by the Company.
- b) You are required to execute a declaration of fidelity and secrecy and govern yourself in accordance therewith throughout the tenure of your employment and thereafter.

5. Confidentiality & Non-Disclosure

As part of your duties you will obtain, or have access to, confidential information concerning the Company. Under no circumstances at any time during your employment with the Company, or thereafter, you will use for self or disclose to any person any information that is confidential to the Company or any of the Company's clients, except where it is for the purpose directly related to furthering the business objectives of the Company. In the event of your leaving the Company, all confidential information and material in your possession must be returned to the Company and the continued confidentiality be maintained.

6. Proprietary Information

By accepting this offer, you are also acknowledging your continuing obligations to the Company with respect to confidential or proprietary information and trade secrets to which you may have access, and work product that may be developed, in connection with your employment with the Company. This would include, but not limited to, information as to the identity of Company personnel and their rates of compensation, identities of Company clients and prospects and their business needs and Company specialized methods and other similar items.

7. Consent for collection of personal data

You consent to provide your biometric information, which shall be stored by the Company for recording your attendance. No personal data shall be misused or commercialized by the Company and all biometric information (fingerprint) shall be deleted on your termination/retirement from the Company.

8. Termination / Separation

- a) During the period of probation as set out in this letter, your employment shall be terminable on the expiry of 30 days, post confirmation it shall be terminable on the expiry of 60 days. However, the Company may, in its sole discretion, allow employees to separate subject to payment of an amount equivalent to 30/60 days basic salary to the Company in lieu thereof.



Ankita Chkraborty

- b) Notwithstanding anything contained herein, your services are liable to be terminated at the sole discretion of the management without assigning any reason therefore, but with a prior notice of 30/60 (probation/confirmation) days, or by paying you an amount equivalent to the basic salary for the period as above in lieu of such notice.
- c) If any declaration/statement or information given by you in the application in connection with your appointment is at any time found to be false or untrue or any material particular is suppressed, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof. The Company reserves the right to carry out verification of documents/particulars/credentials furnished by you through an independent agency.
- d) Your services are liable to be terminated forthwith without any notice or compensation if, after you report for duty, the Company receives adverse reports from references indicated by you or from your previous employers and such other information as may be deemed to be an act of misconduct in the opinion of the Company.
- e) While leaving the employment of the Company, it would be preferable that you indicate the Name, Address and other details of your new employer to whom you would be going to join.
- f) In the event of your continuous absence for a period of 5 consecutive working days or more, without permission from the management for the same, you shall be deemed, without prejudice to the Company's rights and remedies, to have abandoned your employment with the Company. Such abandonment of the contract of employment shall be deemed as repudiation of the contract of employment by you and not as termination of services by the Company.
- g) Your retirement would be effective on the last day of the month, in which you complete 60 years of age.

At the time of reporting for the duty in the Company, you will have to produce the testimonials mentioned in

Annexure II.



Ankita Chkraborty

If you agree to the aforesaid terms and conditions of your appointment in the Company, you may communicate your acceptance to the same by sending us the enclosed duplicate copy within 15 days from the date of this letter addressed to HR Person - ICRA Analytics Ltd., Infinity Benchmark Building, 17th Floor, Plot – G-1, Block – GP, Salt Lake, Sector – V, Kolkata- 700091. The duplicate copy should have your signatures affixed on all the pages and it should also indicate the tentative date of reporting. Please note that the date of reporting should not be beyond 30 days from the date of your acceptance. Please note that due to the current situation of COVID-19, your joining date may be further extended and the same shall be communicated by the Company.

You are requested to report for duty at our Kolkata office at Infinity Benchmark Building, 17th Floor, Plot – G-1, Block – GP, Salt Lake, Sector – V, Kolkata- 700091. In case you require any clarification, you may call the undersigned at 033-40170100.

We wish you all the best for your career in the Company.

Sincerely,

Chandrima Das
Assistant Manager– Human Resource

I, Ankita Chakraborty , hereby confirm my acceptance of the terms and conditions as stated herein.
I shall be able to report to duty for work on _____.

Date

(Signature)

Ver 3.4



Ankita Chkraborty

Annexure I

Break up of Total Pay

Employee Name: Ms. Ankita Chakraborty

Designation: Senior Associate Analyst

Location: Kolkata

Total Pay: 3,40,877

Components		Monthly (Rs)	Annual (Rs)
Basic Pay		14,000	1,68,000
House Rent Allowance		7,000	84,000
Special Allowance		1,000	12,000
Other Allowance		3,350	40,200
Flexi Pay: It includes Lunch coupons and Leave travel Allowance (LTA). Employees have a choice to elect these pay components and also determine the amount against these heads within prescribed limits. The amounts against Flexi Pay is adjusted from Other Allowances .	Food Coupon	An amount equivalent to Rs 0/1000/2000 per month can be allocated as Lunch Coupons	
	LTA	Any amount can be chosen as LTA up to the maximum available balance of Other Allowance	
Gross Salary:		25,350	3,04,200
Other Entitlements:			
PF@12% of (Basic Pay and Special Allowance) Employer's Contribution		1,800	21,600
Leave Encashment		583	7,000
Gratuity		673	8,077
Total Pay:		28,406	3,40,877
Total:		28,406	3,40,877
Statutory Bonus (if applicable)		NA	NA

This above is subject to deductions in respect of contribution to P.F., E.S.I.C., Professional tax, Income tax and any other statutory payments as required by law.

Note – Joining post 20th of the month will receive their current month's salary in the following month as arrears.

Ver 3.4

Compensation

1. Flexi Pay

The Flexi Benefit Components if applicable are part of the Flexible Benefit Plan (FBP) of your CTC which gives you the opportunity to structure your salary in a manner that suits you best. It includes Lunch coupons and Leave travel Allowance (LTA). All Members of Staff have a choice to elect these pay components and also determine the amount against these heads within prescribed limits. The amount against Flexi Pay components is adjusted from Other Allowance.

You are requested to communicate your preference on acceptance of offer / your date of joining to the undersigned.

2. Bonus

If eligible, you would be entitled for statutory bonus as per The Payment of Bonus Act 1965. Minimum statutory bonus will be disbursed as an annual component per Company Policy, after completion of the performance appraisal cycle.

In addition to your Total Pay and Bonus if applicable, you may be eligible to participate in Variable Pay Program, depending on your performance and nature of responsibilities handled during a specific period. This, however, will be solely at the discretion of the management.

Other Entitlements

1. Provident Fund

There shall be a deduction @ 12% of the basic salary plus special allowance of each Member of Staff towards P.F. contribution. The Company shall also make a matching contribution.

2. Leave Encashment

This is a fixed amount up to half month's basic salary per annum. It will be paid annually, only to the extent of availability of leave balance, maximum up to 15 days at the end of the year.

3. Gratuity

The Gratuity shall be payable on retirement, resignation or termination of service after a Member of Staff completes minimum of 5 years' service. Gratuity shall be calculated and payable at the rate of 15 days' Basic Salary for every completed year of service, subject to a maximum limit of Rs.1,000,000/- or any other monetary ceiling prescribed under the Payment of Gratuity Act, 1972, as amended from time to time. Provided that, the monetary ceiling on Gratuity shall increase to Rs.1,500,000/- after completion of 15 years' of service and Rs.2,000,000/- after completion of 20 years of service in the Company.



Ver 3.4



Benefits

In addition to pay, currently, the Company provides additional benefits to all its Members of Staff, namely; coverage under Group Medclaim Insurance and Accidental Insurance for the Member of Staff.

Variable Pay Program

This scheme aims at sharing the prosperity of the Company with its Members of Staff as well as providing incentives to them for their performance. This scheme, however, does not give rise to any contractual obligation on part of the Company. The management reserves the right to replace the scheme by a new scheme if at any stage; it is felt by the management that the scheme is not appropriate. Under the scheme the payouts are subject to revision, from time to time, and are payable only if you continue with the services of the Company and have not submitted your resignation. The same may be increased/decreased/withdrawn. It is solely at the discretion of the management. The payouts are based on Company and Individual Performance.

202



Annexure II

At the time of reporting for duty in the Company, you will have to produce the following testimonials:

- 1. One Self-attested copy of the Birth Certificate/ Class X admit Card in proof of age and evidence of Date of Birth.*
- 2. Self-attested copies of all (of each year/semester) Mark sheets & Certificates in support of educational qualifications.*
- 3. Relieving Certificate from the previous employer, if any.*
- 4. Salary Slips (Last 3 months) /Income Certificate from the previous employer indicating salary income for the current financial year and tax deducted at source.*
- 5. Three hard copies of recent passport size photograph.*
- 6. One Self-attested copy of Permanent Address Proof.*
- 7. Two self-attested copies of Permanent Account Number allotted under the Income Tax Act 1961.*
- 8. Two self-attested copies of your AADHAAR card*
- 9. Self-attested copy of UAN card and EPF pass book from previous employers (if applicable)*
- 10. Photo copy of the first page of the savings account - pass book.*
- 11. Medical Certificate regarding physical fitness from Registered Medical Practitioner.*
- 12. Tax Calculation / Form 12B / Form 16 from immediate previous employer, if applicable.*

202

Ver 3.4



Annexure III

Maternity Benefits for a Female Staff Member

A female employee having worked with the Company for a minimum of 80 days in the last 12 months is entitled to the following benefits in accordance with the Maternity Benefit Amendment Act, 2017,

- a. Maternity Leave (“ML”) of 26 weeks for the first 2 children and 12 weeks for children thereafter.
- b. ML can be availed from 8 weeks in advance of the delivery date for the first 2 children and 6 weeks for children thereafter.
- c. Commissioning¹ or Adopting² mothers can avail 12 weeks of ML from the date of handing over of the child.
- d. A Crèche facility would also be available until the child attains 15 months of age. Concerned female members of staff will be permitted four (4) visits to the Crèche during a day. They are advised to notify the HR Department at least thirty (30) days in advance in writing if they wish to opt for the Crèche facility upon resuming service.

¹ Woman having a baby through surrogacy

² Women adopting a child below 3 months

Papiya Basak



ICRA
ANALYTICS
A Group ICRA Company

ICRA Analytics Limited

Infinity Benchmark,
17th and 18th floor,
Plot- G1, Block- GP,
Sector V, Salt lake City,
Kolkata 700 091, India
CIN : U72900WB1999PLC109180

Payslip for the month of November 2022

Employee Code	11096	Designation	Senior Associate Analyst
Employee Name	Papiya Basak	UAN Number	
WorkLocation	Kolkata	Date of Joining	29 Dec 2021
Days Worked	30	LWP	0
Permanent Account Number	DEVPB6075N	Esic Account Number	
PF Account Number	WBCAL00612110000011088	Bank Name	STANDARD CHARTERED BANK
Bank Account Number	33510400207		

Earnings	Monthly Rate	Current Month	Arrears	Total	Deductions	Amount
Basic Salary	15,000.00	15,000.00	0.00	15000.00	Professional Tax	150.00
House Rent Allowance	7,500.00	7,500.00	0.00	7500.00	Provident Fund	1,800.00
Short Term Incentive Plan	0.00	0.00	0.00	0.00		
Other Allowance	5,900.00	5,900.00	0.00	5900.00		
Special Allowance	0.00	0.00	0.00	0.00		

Total Earnings	28,400.00	Total Deductions	1,950.00
-----------------------	------------------	-------------------------	-----------------

In words : Twenty Six Thousand Four Hundred Fifty Only ₹	Net Salary : 26,450.00
---	-------------------------------

Monthly Tax deducted in Salary			
Month	One Time Tax	Monthly Tax	Total Tax
November	0	0	0



Piyali Kundu

VIVEKANANDA SHIKSHA NIKETAN

A Government Recognized Model High School

Index No. - C1-557 * DISE CODE - 19180212505

Vill: Joygopalpur, P.O. J. N. Hat, P. S. Basanti, Dist. South 24 Parganas, W.B., Pin - 743312

Phone : 80167 28988 / 97325 22848

Ref:.....

Date: 22/12/2022

EXPERIENCE CERTIFICATE

Smt. Piyali Kundu, from Vill: +P.O. Basanti, P.S. Basanti, Dist: South 24 Parganas, Pin: 743312, is working at Vivekananda Shiksha Niketan, as Asst. Teacher, Bengali since 27.01.2020. Smt. Piyali Kundu is also shouldering responsibilities as Class Teacher of Class V.

Smt. Piyali Kundu is sincere, disciplined, dedicated teacher of Vivekananda Shiksha Niketan. Smt. Kundu is also one of the members of school Academic Council and performs all duties in the position. Smt. Kundu engaged herself in all school development activities with the students and colleagues.

We wish her all success in her future professional life.



Ref.no.: sads-bkp/per/2022/310

4th May, 2022

Ms. Kathakali Ghosh
D/o. Mr. Pranab Kumar Ghosh
Ogg Road, Noapara, Shyamnagar,
Dist - North 24 Parganas, Pin - 743127.

RE: APPOINTMENT AS AN ASSISTANT TEACHER – PRIMARY SECTION.

Dear Ms. Ghosh,

This has reference to your interview held on 04.05.2022. The Management is pleased to offer you an appointment as an **Assistant Teacher** to teach in the **Primary Section** of our school at Barrackpore.

Your appointment will be effected from **5th May, 2022** and your reporting time will be from 7:15am and departure will be at 2:15pm.

At present you shall be drawing a CTC of **Rs.1,61,196/-** [Rupees one lakh sixty one thousand one hundred ninety six only] per annum.

You will be under observation for 3 months and in the event of your satisfactory performance you will be issued the contractual agreement letter thereafter. Please note that by acknowledging and accepting a duplicate copy of this letter you commit and undertake to offer continuous service to the institution for a period of at least three (3) years. In case you are not willing to continue the service thereafter you are required to serve a notice period for three (3) months in advance or else you have to serve atleast 01 (one) month of notice period and pay the gross salary in lieu for the rest 02 (two) months of notice period. In case of violation of the same the School shall have all the rights to take appropriate action / legal action as deemed fit. By acknowledging and accepting this letter you accept all the terms and conditions as mentioned herein above and as laid down in the service rule book of this institution.

Thanking you,

Yours faithfully,

[AMITAVA CHOWDHURY]
Secretary & Chief Executive Officer

cc: The Principal
cc: The Head of Accounts
cc: The Personnel Section

St. Augustine's Day School

AFFILIATED TO CISCE [ICSE / ISC] NEW DELHI
64, BARRACK ROAD, BARRACKPORE, KOLKATA 700 120
PHONE NOS. 033-2592 1040

Email Id : barrackpore@staugustineday.com



INDIAN STATISTICAL INSTITUTE

203, Barrackpore Trunk Road,
Kolkata 700108, India.



Telegram : STATISTICA, KOLKATA 700108.
Telephone : (91) (33) 2676-2275/2276
Fax : (91) (33) 2677-6033
e-mail : personnelunit@isical.ac.in
varijab@isical.ac.in

ID CODE: 30494

No.PU/506/PL-MISC/ 445

08 August 2022

OFFICE ORDER

With reference to her application dated 05 November 2021 against advertisement No.PU/507/ADV/543 dated 21 October 2021 for a purely temporary position of Project linked person to work in the project entitled "DATAhub: ISI Research Data Management Project", and subsequent online interview held on 23 November 2021, Ms. Evana Mukherjee is offered a purely temporary appointment to the said post in the Indian Statistical Institute on the following terms and conditions:

1. She will receive a fixed pay of ₹15000/- (Rupees fifteen thousand only) per month (Consolidated).
2. The appointment is upto 31 March 2023 from the date of her joining in the institute.
3. She will not be entitled to the Provident fund benefits of the Institute during this period.
4. During this period her services may be terminated without notice and without assigning any reason. However, she will have to give one month's notice or deposit one month's pay and allowances if she resigns during this period.
5. The appointment is subject to her producing a certificate of physical fitness from the Medical Officer of the Institute, at the time of joining the Institute.
6. She will, until further orders, remain posted in the Library Division of the Institute, Kolkata.

If the above offer is acceptable to Ms. Evana Mukherjee, she should convey her acceptance immediately and report for duty to the Chief Librarian, Library, Indian Statistical Institute, 203 B.T. Road, Kolkata - 700 108 as early as possible but not later than 02 September 2022. She will be required to submit all original documents/ testimonials for verification on the day of her joining in the institute.

(Kishor Chandra Satpathy)
Chief Librarian

Ms. Evana Mukherjee
Shantipally, Sahebbagan
Chandnnagar, Dist.: Hooghly, Pin - 712136.

Copy to : 1) P.U. (2) A/cs. (Estab.) (3) A.L.L. (4) M.W.U., (5) Cash Section
6) Director's Office (7) Chief Librarian, Library
8) Library
9) Shri Amitava Mukherjee, A/cs. Section, A/C Code - 5727G
10) No.PU/506/PL-MISC/ (11) Payment ID Code: 30494

Date: August 22, 2022

To,

Ms Tirtha Gupta,

SEOwriterz is pleased to hire you as **Content Writer** and proceed to handover the offer letter. We trust that your knowledge, skills and experience will be among our most valuable assets. The term and conditions of the Offer are as follows.

Joining date 22nd august 2022, your monthly stipend for one month will be Rs. @15,000/- , work timings- 10 to 5 on live link, paid monthly by the 7th day of each month. There will be 26 working days, you can take any four holidays as per your convenience, but inform us before you plan. You are supposed to provide us 4k to 5k words everyday.

Please note- if you plan to resign, you will have to serve one month notice period!

Your employment with the company will be on probation for the period of 1 month from the date of your joining the company, and will be confirmed in the employment at the end of the said probation, subject to the satisfaction of the management.

This offer stands valid till **22nd August 2022** and is conditional upon you complying with the following conditions.

You must provide us with such proof as we, in our absolute discretion, consider necessary of your identity and your qualifications. Please therefore submit the following documents. Copies of the documents are required, unless otherwise stated:

- ☐ Your confirmation of date of joining with **SEOwriterz** via email
- ☐ The following documents shall be submitted at the time of joining
 - o Certified copied of your academic certificates
 - o Proof of identity- Aadhar Card/Passport (Copied)
 - o Pan card
 - o Soft copy of your recent passport size photograph
 - o **Previous Employer:** Offer Letter, Latest Salary revision letter (if any)

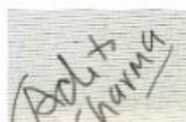
SEOwriterz, at any time during the pre-employment period can withdraw the offer with written notice in case of –

- ☐ Failure of submission of above-mentioned documents
- ☐ Falsifying/tampered testimonials
- ☐ Proven unsatisfied result in the process of pre-employment verification

We look forward to have you as an esteemed member of **SEOwriterz**. A detailed Employment will be given at the time of joining.

Aditi Sharma

www.SEOwriterz.com



AIR KOLKATA

To,

Sub: Invitation to Perform as an Assignee by (AIR/DD)

Sir/Madam SAGNIKA CHOWDHURY

We invite you to take part in the capacity of an Assignee in respect of the broadcast as detailed below upon the conditions printed overleaf. We shall be obliged if you kindly sign and submit the attached reply sheet, duly completed, within three days of the date of this letter.

Title: YUVAVANI PROG

Date & Time of recording : GMT 0530 (India Standard Time)

Date of broadcasting : 3rd Oct 2022, 5th Oct 2022, 9th Oct 2022, 29th Oct 2022,

Time of broadcasting : 11:00:00 AM, 11:00:00 AM, 11:00:00 AM, 03:00:00 PM, GMT 0530 (India Standard Time)

Duration : Full Shift

Place of Recording :

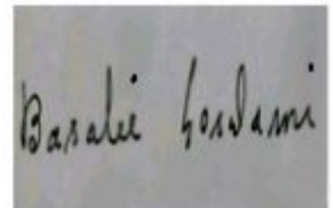
Fee of Broadcasting : Rs. 2400/-

Subsequent Broadcast fee :

Remarks : Yuvavani composite programme

The stamp duty, if applicable, will be borne by the Prasar Bharati.

Yours faithfully,



for and on behalf of the PRASAR BHARATI through
Director/Authorized Signatory
(AIR/Doordarshan)



04-JUN-2018

Letter Of Appointment

To,
Ms. Anwesha Banerjee
35/B
Raja Dinendra Street
Garpar

Dear Ms. Anwesha,

This has reference to our Offer of Traineeship in TATA Consultancy Services Limited vide TCSL/1109066/CAL/Business Process Outsourcing Services/BTN dated 30-May-2018 and your completing joining formalities as per TCSLs policy.

On the terms and conditions detailed in our Offer of Traineeship accepted by you, we are happy to appoint you as BPO Trainee in grade BPOS with effect from 04-JUN-2018.

Your Trainee ID is 1547243.

I take this opportunity to extend you a warm welcome to the TCSL Family !

Yours sincerely,
For TATA Consultancy Services Limited

Rustom Beheram Siganporia
Head Talent Acquisition BPO Services

TATA CONSULTANCY SERVICES

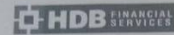
Tata Consultancy Services Limited

TCS House, Raveline Street, Fort, Mumbai 400 001, Maharashtra, India

Tel: 91 22 6778 9999 Fax: 91 22 6778 9000 website www.tcs.com

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

Ria Saha



HDB Financial Services Limited
2nd Floor, Wilson House,
Old Nagardas Road,
Near Amboli Subway,
Andheri (East), Mumbai – 400069.
Tel. : 022 - 6250 9000
Web : www.hdbfs.com
CIN - U65993GJ2007PLC051028

January 10, 2020

Emp ID : 115090
Name : Ms. Ria Saha
Role : Jr. Officer - RPM - Credit Cards
Branch : Rajarhat - 1162
City : Kolkata

Dear Ms. Ria Saha,

We refer to your Appointment in HDB Financial Services Ltd. Effective 24-Jun-2019. Your performance during your probationary period was reviewed and based on the appraisal thereof we are pleased to inform you that you are confirmed in the services of the company, in **Grade-I** and designated as **Jr. Officer - RPM - Credit Cards** w.e.f. **24-Dec-2019**

The other terms and conditions of Appointment remain the same.

We are confident that you will continue to contribute effectively towards the growth of the company. Our best wishes for a long and successful career in HDB Financial Services Limited.

Yours Faithfully,

Mahadeo Ghadigaonkar
Sr. Manager - HRS

Registered Office : Radhika, 2nd Floor, Law Garden Road, Navrangpura, Ahmedabad – 380 009.



Date: 10/10/2022

Dishari Roy

Vadodara, India

Dear Dishari,

Subject: Offer of Employment cum Appointment order at NielsenIQ (India) Private Limited

We are very pleased to offer you employment at NielsenIQ (India) Private Limited. We are the world's leading information and measurement company and are looked upon for providing customized and tailor made apt solutions to our clients in the Market Research space. We congratulate you on your decision to join this dynamic and motivated band of professionals and welcome you to the NielsenIQ family!

You would be joining the company as **Research Associate** and in this role you will be based at **Vadodara, India**.

However, you will appreciate that the company reserves the right to change your job title, job responsibilities, reporting relationship or the location of posting at any time.

The terms and conditions of the appointment are set forth below:

Position - Research Associate

Global Job Band - 09

Salary & Perquisites - Your annual Total Base Salary (TBS) is **INR 287,547.00** which will be payable monthly on a pro-rata basis. Details of your annual salary and perks (Hypothetical CTC) are shown in the attached **Annexure-II**. Your hypothetical CTC is **INR 300,000.00**. An annual performance review will be conducted to assess your performance and to provide the basis for salary review.

Leave Entitlement - You will be entitled to the following types of leaves:

- 24 days Privilege Leave (on confirmation, six months from the date of joining) as per company's policy;
- 10 days of Casual Leave (prorated from the date of joining, as leave is calculated as per Financial year) which cannot be carried forward or converted into cash;
- 8 days of Sick Leave which may be accumulated up to a maximum of 30 days but cannot be converted into cash.

Provident Fund (EPF) and Statutory Benefits - NielsenIQ contributes towards EPF and you hereby consent to such contribution, including your participation towards such EPF. In keeping with applicable law, you will be entitled to benefits such as under the Employee State Insurance Act, 1948 and the Payment of Gratuity Act, 1972, as is applicable to you.

Income Tax - You will be responsible and liable for filing and payment of your taxes on income in all applicable jurisdictions

Probation - (i) You shall be on probation for six months from the date you join your employment. However, this probationary period may be extended at our sole discretion by six months or more, in

Nabamita Das



Date: 01 May 2021

Ms. NABAMITA DAS

ICHAPUR, KANTHADHAR, CHUNARIPARAP.O- ICHAPUR NAWABGUNJ, DIST. NORTH 24 PARGANAS, PIN- 743144

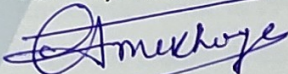
Sub: Increment letter

Dear Ms. DAS,

Consequent to the review of your performance during last year, we are pleased to increment your salary w.e.f. **01 May 2021**. We are sure you will make best use of the opportunity offered to you and contribute substantially to the success of our organisation as you have done in the past and fully justify the confidence placed in you by the management. Apart from the revised salary other Terms & Conditions will remain same as per your Appointment Letter/ Last Revision Letter.

The Break up details is appended in next page:

Wishing you all the best
For Propello Innovations Pvt. Ltd.


Authorised Signatory

*Received
Nabamita Das
12/05/21*

Registered Office: Propello Innovations Pvt. Ltd. 6, Sarat Chatterjee Road, Kolkata 700 089

Corporate Office: Merlin Infinite, DN 51, Sector V, DN Block, 8th Floor, Room No. 801, Salt Lake City, Kolkata 700091

CIN: U74900WB2009PTC137818

Page 1 of 2

Propello Innovations Private Limited

6, Sarat Chatterjee road, Kolkata, West Bengal-700089

Payslip for the month of September 2022

Name:	NABAMITA DAS [700001321]	Bank Name:	AXIS Bank	
Join Date:	10 Jun 2019	Bank Account No.:	918010057121139	
Designation:	SENIOR SERVICE SUPERVISOR	PF No.:	WB/CAL/0054608/000/0011916	
Department:	PROFIXERS	PF UAN:	101478921379	
Location:	BARRACKPUR	ESI No.:	4020814075	
Effective Work Days:	30	PAN No.:	DKJPD9429N	
Days In Month:	30	LOP:	0	
Earnings		Deductions		
	Full	Actual	Actual	
BASIC	4,985.00	4,985.00	PF	598.00
HRA	4,985.00	4,985.00	ESI	151.00
SALES COMMISSION	10,093.00	10,093.00	PROF TAX	130.00
Total Earnings:INR.	20,063.00	20,063.00	Total Deductions:INR.	879.00
Net Pay for the month (Total Earnings - Total Deductions): 19,184.00				
(Rupees Nineteen Thousand, One Hundred Eighty-Four Only)				

This is a system generated payslip and does not require signature.

Date: October 16, 2020

Emp Temp Code: 3312050914

Suparna Podder

15 Green Park Lake Town, Block B, Kolkata,
West Bengal - 700089, India

Contact No: +919831717589

Letter of Appointment

Dear Suparna,

With reference to the interviews you have had with us in the recent past, we are pleased to make you an Offer of Employment in our Company. Your Grade will be **Grade I** and you will be designated as Customer Service Associate- Voice. You are required to report to the Company's office at **Teleperformance Global Services, Godrej Water Side, 13th Floor, Unit No 1306 Tower II, Salt Lake Sec V Kolkata -700091** on **October 16, 2020 ("Joining Date") at 9:30 AM.**

Your employment will be as per the following terms and conditions:

1. Your remuneration is detailed in the enclosed **Annexure I**. All tax liabilities arising out of your entire compensation package, present or future, shall be borne by you.
2. Your duties and responsibilities will be as assigned by your immediate manager or other superior officer of the Company and the same will also include the jobs assigned by the Management from time to time.
3. The Company's business operates on a **24x7** basis and you may therefore be required to work in shifts including periodic night shifts. Work exigencies and your profile may require you to extend your work-timings in accordance with the *Working Hour & Attendance Policy*. By accepting and signing this letter you affirm your willingness to abide by this requirement.
4. While your initial place of posting will be at 's office at **Kolkata**, you are liable to be transferred to any department/office anywhere in India/Overseas, or a company/entity formed by the promoters or transferred/assigned responsibility in any associate company or be recalled to your original location. Accordingly, your working hours/shift timings could be changed periodically depending on the work/process requirements. All such transfers shall be governed by the *Transfer Policy* of the company. In the event of you being deputed overseas for training and operations you will be required to and shall sign all required documentation as per the rules, regulation and policies of the Company.
5. Your appointment will be on probation for a period of **six months** from the date of your joining the Company or for an extended period of time ("**Probation Period**") if found necessary. Your employment with the Company will be confirmed on the expiry of your Probation Period unless you are specifically advised otherwise in writing.
6. Your appointment shall continue, during your Probation Period or thereafter upon confirmation, unless your employment is discontinued by the Company, by providing not less than **30 Days** ("**Notice Period**") prior written notice. In the event you decide to leave the employment of the Company, you will be required to provide **30 Days** prior written notice to the Company, and the Company may at its sole discretion relieve you of your duties anytime during the notice period. You will be paid salary up to the last working day.

The Company at its discretion, during probation or on confirmation of your services thereof, without assigning any reason, can discontinue your employment on payment in lieu of Notice Period. Such payment will be calculated pro rate on the basis of your current Gross Fixed salary (subject to tax).

TELEPERFORMANCE GLOBAL SERVICES PRIVATE LIMITED

Intelenet House,Plot CST No 1406-A/28,Mindspace,Malad(West),Mumbai-400090,India



Payslip for the month of September 2022

Employee Code	100000000555564	PF Account Number	MH/94725/413512
Employee Name	Suparna Podder	Location	Kolkata
Bank Name	HDFC BANK LTD	Grade	Grade I
Payment Mode	Bank Transfer	Designation	CUSTOMER SERVICE ASSOCIATE- VOICE
Bank Account Number	50100382730872	Days Worked	30
Date of Joining	16 Oct 2020	Previous Monthly LOP	0
Date of Birth	20 Jan 1997	Paid Leave	0
UAN Number	101628066779	LOP	0
Esic Account Number	4020837315	IFSC Code	HDFC0000240

Earnings	Monthly Rate	Current Month	Arrears	Total	Deductions	Amount
Basic Salary	8540.00	8540.00	0.00	8540.00	Incentive Contra	286.00
House Rent Allowance	5113.00	5113.00	0.00	5113.00	Professional Tax	130.00
Advance Statutory Bonus	711.00	711.00	0.00	711.00	Provident Fund	1,025.00
Incentive	0.00	3700.00	0.00	3700.00	ESIC	138.00
Incentive1	0.00	286.00	0.00	286.00		
Variable Allow	0.00	750.00	0.00	750.00		

Gross Earnings	19,100.00	Total Deductions	1,579.00
-----------------------	-----------	-------------------------	----------

In words : Seventeen Thousand Five Hundred Twenty One Only	Net Salary : 17,521.00
---	-------------------------------

Income Tax Calculation for the financial Year 2022-2023

Particular	Cumulative	Projected	Current	Annual	Details Of Exemption U/S 10	
Basic Salary	42700.00	51240.00	8540.00	102480.00	Conveyance Exemption	0
House Rent Allowance	25565.00	30678.00	5113.00	61356.00	Driver Allowance Exemption	0
Advance Statutory Bonus	3555.00	4266.00	711.00	8532.00	Food Coupon Exemption	0
Incentive	16911.00	0.00	3700.00	20611.00	Gratuity Exemption	0
Incentive1	3900.00	0.00	286.00	4186.00	Leave Travel Exemption	0
Variable Allow	3750.00	0.00	750.00	4500.00	Telephone Exemption	0
National Holiday Basic	550.00	0.00	0.00	550.00		
National Holiday Payment	376.00	0.00	0.00	376.00		

Investment Details

PF + VPF	12366.00
----------	----------

Salary For The Year 202591.00

Gross Salary	202591.00
Gross Taxable Income	202591.00
Less : Profession Tax	1440.00
Less : Standard Deduction	50000.00
Less : Deduction Under section 80C	12366.00
Net Taxable Income (Rounded Off)	138790.00

Income Tax Deduction

87A	0.00
Income Tax Payable	0.00
Surcharge	0.00
Education Cess	0.00
Total Income Tax & Surcharge Payable	0.00
Esop Tax to be Recovered in this Month	0.00
Esop Tax Already Deducted	0.00
Less Tax Deducted at source till current month	0.00
Less Tax Deducted by Previous Employer	0.00
Balance Tax Payable/Refundable	0.00
Average Tax Payable per Month	0.00

Monthly Tax deducted in Salary

Month	One Time Tax	Monthly Tax	Total Tax
September	0	0	0
September	0	0	0
September	0	0	0



Sneha Chakraborty

Peoplepro Management Services Pvt. Ltd.

An ISO 9001:2015 Certified Company

PMSPL_INCEPTIAL_OFFER_22-23/67

Date: 24 June 2022

Sneha Chakraborty
11/1, Roy Bagan 'B' Lane, Talpukur
Barrackpore, North 24 pargana
700123

Dear Ms. Chakraborty

We are pleased to engage you as **"Executive - Academic Tele Counsellor"** deputed at our client site **Inceptial Infrastructure and Technology LLP** subject to the following terms and conditions:

1. You will be on probation for a period of 3 months from **24 June 2022**, which may be extended up to 6 months if your performance is not found satisfactory by the management. If at the end of 6 months your performance is still found unsatisfactory, your services may be terminated at the discretion of the management. In the event of the project / work for which you are being engaged closes before the aforesaid period; this contract shall automatically stand terminated.
2. Your period of deputation may be extended subject to your satisfactory performance and exigencies of work continuity of the project. In the event of your period of deputation being renewed/ extended by the client, a separate communication shall be made to the same effect.
3. During your engagement, you will work for **Inceptial Infrastructure and Technology LLP** and render service to them. Your engagement with us is subject to the terms contained in the letter of engagement No: **PMSPL_INCEPTIAL_T&C_22-23** dated **24 June 2022** that you will be executing for undertaking this opportunity.
4. You are required to achieve a target of 30 admissions per quarter subject to per month performance as well.
5. For day-to-day functioning or carrying out responsibilities, you will receive instructions from **Inceptial Infrastructure and Technology LLP** and will undertake to abide by any suggestions, etc. given by any assigned person/s and will be bound by their rules & regulations.
6. You shall maintain the working hours as may be advised by **Inceptial Infrastructure and Technology LLP**. Details of your Compensation Break up will be as per the annexure.
7. The compensation Payout will be on the 1st week of the next month.
8. You will be entitled to all other statutory benefits wherever applicable during the contract period.
9. You will be eligible for leave as per rules of the client company as may be applicable to you.
10. Either party can terminate the contract during the existence of a work assignment, as per the terms laid out in the Letter of engagement.
11. You shall at no point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against the client organization.



CIN : U74140WB2008PTC129850

Registered Address : Unit No. 102, 1st Floor, Eco-Station Business Tower, Plot No.7, Block-BP, Salt Lake, Sector-V, Kolkata-700091, West Bengal, India.

(033) 40605688, Email : info@peoplepro.co.in, Web : www.peoplepro.co.in

APPOINTMENT LETTER

Date: 7th October 2022

To
Maitry Biswas
Lane No.-11, Tapanmitra Sarani, Tentultala Purbachal,
P.O- Rajarhat Gopalpur, Kolkata- 700136

Dear Maitry Biswas,

With reference to the discussion you had with us; we are pleased to offer you the full time position of **Sr. Content Writer at EXCELLIS IT Pvt. Ltd.**

This offer is also subject to submission of educational certificates, employment/work experience testimonials and other necessary documents required as per policy norms and verification of all information provided by you to the satisfaction of the company including the background checking reports, previous compensation and academic details.

Your continued employment with us shall subject to your diligent adherence to the employment terms and conditions as outlined in this offer, which you will be required to sign indicating your acceptance of the job offer. Kindly take time to go through the terms and conditions of this appointment letter closely and let the undersigned know if you require clarification on the same.

➤ **Date of Joining and Confirmation:**

Your Employment will be effective from your Date of Joining i.e. **6th October ,2022**

- You will be on probation for a period of **Three (3) months**.
- You will become a member of the Company's Provident and Gratuity Fund Schemes, under the rules of the Company, for the time being in force, and for which you are eligible as an employee of the Company.
- During the probation period your services are liable to be terminated with immediate effect in case of Non-Performance and Full and Final payment shall be cleared post Termination. Any unapproved leaves between 3rd to 7th of any month will result in your salary freeze on regular payday (which is 8th of every month) and the salary for the same will be disbursed on the 15th of the same month.

EXCELLIS IT PRIVATE LIMITED

CIN: U72900WB2019PTC232905

📍 **Address: 51 DN block, Merlin Infinite, floor 9, Unit 907, Salt lake sector V, Kolkata 700091**

📞 **PH: 033 4060 1168**

✉ **Email: info@excellisit.com**

🌐 **www.excellisit.com**

Page 149 of 170

Maitry Biswas

to the Company. Salary increases are normally given on an annual basis.

➤ Salary:

- We calculate salaries based on working days and not based on calendar days and so on the deduction are made in case of absenteeism accordingly. Your salary and emoluments will be as contained in the Annexure to this agreement. Any increase in salary in future will depend upon your performance.
- Your Monthly Gross Salary will be **Rs.22,000 /- (Twenty Two Thousand Rupees Only)** per month.
- You will be entitled to receive your monthly salary on the **8th** calendar day of every succeeding month. We at Excellis follow Monthly Salary Cycle.
- Salary processing for Inactive employees will be processed between 11th to 15th of the month.

Monthly Compensation Details:-

ANNEXURE

Description	Amount
Basic	₹ 11,000.00
House Rent Allowance	₹ 5,500.00
Conveyance Allowance	₹ 1,760.00
Skill Allowance	₹ 2,640.00
Special Allowance	₹ 1,100.00
GROSS	₹ 22,000.00
Variable	₹ 0.00
Deduction	
Professional Tax	₹ 130.00
TDS	₹ 0.00
TOTAL DEDUCTION	₹ 130.00
NET PAYABLE	₹ 21,870.00

Continued employment with the Company is a precondition for variable pay eligibility, failing which, the accrued incentives and commission, if any, shall lapse.

1. The gratuity contribution provided for by the company is payable as per provisions of The Payment of Gratuity Act, 1972.
3. Reimbursements shall be made as per eligibility and the then prevailing company policy.
4. The benefits/costs are only indicative and do not translate to actual payment. The benefits shall be determined based on the eligibility; actual allotment of services and the then prevailing company policy or customer policy.

HRD/3T/1002755787/21-22

February 7, 2022

Ms. Supriti Mahato

Vill - Bhalagora, P. O - Sonaijuri, P. S - Kashipur, Dist - Purulia

P. S - Kashipur,

Purulia-723126

India

Ph: +91-8240583028

Dear Supriti,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO

EVP and Head Human Resources - Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

ANNEXURE - II
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. Supriti Mahato			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
1. MONTHLY COMPONENTS				
BASIC SALARY			15,000	
BASKET OF ALLOWANCES			4,478	
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)			2,850	
MONTHLY GROSS SALARY			22,328	
2. ANNUAL COMPONENT				
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)			150	
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of Basic Salary			1,800	
GRATUITY - 4.81% of Basic Salary*			722	
FIXED GROSS SALARY (1+2+3)			25,000	
4. INCENTIVE COMPONENTS				
		At an indicative Payout of 5%	At indicative Payout of 10%	At indicative Payout of 20%
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)		1,250	2,500	5,000
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)				26,250
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)				27,500
TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)				30,000
OTHER BENEFITS				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time				
*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act				

Ref : KMDO-II/P&IR

February 05, 2020

ARUNDHATI DEY RAY,
OPPOSITE DESHOPRIYO SCHOOL,
NANDAN KANAN,
PO NABAPALLY PS BARASAT,
NORTH 24 PGS,
Pin - 700126,
WEST BENGAL.

Madam

1. We are pleased to inform you that on the basis of your application in response to our recruitment notification dated 17.09.2019, you have been considered eligible to be appointed as **Assistant** on probation in the scale of Rs . 14435-840(1)-15275-915(2)-17105-1030(5)-22255-1195(2)-24645-1455(3)-29010-1510(2)-32030-1610(5)-40080 at the **Baruipur Branch Office** of the Corporation. Your initial Basic Pay will be Rs. 14435/- per month only. You will be covered under Defined Contribution Pension Scheme of the Corporation.
2. Over and above the Basic Pay mentioned in para 1 above, you will be paid such allowance as may be applicable to the employees of the Corporation from time to time.
3. Your appointment shall be governed by the Life Insurance Corporation of India (Staff) Regulations, 1960, the rules framed by the Central Government under Section 48 of the L.I.C. Act 1956, the rules of the Corporation and such instructions and/or orders that may be issued to you orally or in writing from time to time.
4. You will be required to perform the jobs of Assistant, Cashier, Single Window Operator, Customer Service Executive, etc. as and when required by the Office.
5. You will be on probation for a period of 6 months from the date of your joining. You will be required to undergo training for 3 months, consisting of 2 weeks theoretical training at Kolkata Metropolitan Divisional Office-II and 2½ months practical training at the Baruipur Branch Office.
6. During the period of probation, which may be extended by another 6 months, you are liable to be discharged without notice as per Rule 14 (4) of the LIC of India (Staff) Regulations, 1960.
7. Please note that your normal Retirement Age shall be 60 years.

কোলকাতা মহানগর মণ্ডল কার্যালয়-২
২৩এ/৪৪এক্স, ডায়মন্ড হারবার রোড, কোলকাতা-৭০০০৫৩
ফোন নং (০৩৩) ২৩৯৬-৫৫৭৫
কোলকাতা মহানগর মণ্ডল কার্যালয়-II
23A/44X, ডায়মন্ড হারবার রোড, কোলকাতা- 700053
টেলি : কার্যা : (033) 2396-5575

Contd.....P/2

Handwritten signature and initials

Department of Posts
Ministry of Communication, Govt. of India
O/o the Assistant Superintendent Posts, Belgharia Sub Division
Sukchar, Kolkata-700115

ORDER OF ENGAGEMENT

Memo No: A1/GDS/Engagement Order/Cycle-1/Moumita Parial/Belgharia Sub Dn/2022 dated at Sukchar the 07.09.2022

Smt Moumita Parial, daughter of Sri Dipak Parial whose date of birth is 09.03.1998 and who belongs to UR category/selected against UR category, is hereby engaged as DAK Sevak (GDS Packer), Agarpara SO in account with Belgharia HPO on regular basis with effect from dated 01.07.2020 F/N in the TRCA scale of Rs.10000/- LEVEL-1. She shall be paid such allowances as admissible from time to time.

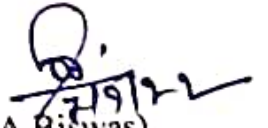
2. Smt Moumita Parial, daughter of Sri Dipak Parial should clearly understand that her engagement shall be governed by the Department of Posts, Gramin Dak Sevak (Conduct and Engagement) Rules, 2020 as amended from time to time.


(A. Biswas)

Asstt. Superintendent Posts,
Belgharia Sub Division
Sukchar, Kolkata 700115

A copy of this memo is issued to:

- ✓ 1. Smt Moumita Parial, DAK Sevak (GDS Packer), Agarpara SO, Kolkata-700109.
2. The Postmaster, Belgharia HPO, Kolkata-700056 for information and taking n/a.
3. The SPM, Agarpara SO, Kolkata-700109.
4. The Sr. Supdt of Post Offices, Barrackpore Division, Barrackpore, Kolkata-700120 for information.


(A. Biswas)

Asstt. Superintendent Posts,
Belgharia Sub Division
Sukchar, Kolkata 700115



ORDER OF PROVISIONAL ENGAGEMENT

Memo No. A-7/GDS/Online/Rectt/Khankarbazar B.O

Dated at Baruipur, the 17/07/2020

1. In response to the notification No. RECTT/R-100/ONLINE/GDS/VOL-VI DATED 05.04.2018 Shri/Smt/Ms SOMASHRI MIDDYA son/daughter of Shri SUKUMAR MIDDYA whose Date of Birth is 9/30/1996 and who belongs to SC category/selected against UR category is hereby engaged as BPM Khankarbazar B.O in account with Magrahat S.O on PROVISIONAL BASIS with effect from dated 06.07.2020 FN in the TRCA scale of Rs 12000-29380, LEVEL-1. He/She shall be paid such allowances as are admissible from time to time.
2. Shri/Smt/Ms SOMASHRI MIDDYA Son/daughter of Shri SUKUMAR MIDDYA should clearly understand that his/her engagement as BPM Khankarbazar B.O in account with Magrahat S.O shall be in the nature of a contract liable to be terminated by him/her or by the undersigned by notifying the order in writing and that his Conduct and Engagement shall be governed by the Department of Posts, Gramin Dak Sevak (Conduct and engagement) Rules, 2020 as amended from time to time.
3. This Provisional Engagement is subject to satisfactory verification of the prescribed educational qualification, community certificate and other certificates, wherever prescribed. The candidate will have to undergo satisfactory prescribed Induction Training course and Practical Training as and when issued.
4. The engagement is provisional and subject to certificates being verified through proper channels. If the verification reveals that the claim of the candidate belonging to Scheduled Caste/Scheduled Tribe / Other backward classes/(not belong to creamy layer)/ 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 Indian Penal Code for production of false certificate as a consequence.
5. The engagement of (Economically Weaker Sections)EWS candidates is provisional and is subject to the Income and Asset certificate being verified through proper channels and if the verification reveals that the claim to belong to EWS is fake/false the Engagement will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of fake/ false certificates.
6. If any information or documents submitted by the candidates is found false/ incorrect at a later stage, his/her engagement shall be terminated in accordance with Rule 8 of GDS (Conduct & Engagement Rules, 2020).

(Shri S. Ghosh)

Supdt. Of Post offices
South Presidency Division
Baruipur, Kolkata-700144

Copy to:-

1. The candidate
2. ASPOs/Inspector Posts Baruipur Sub Division
3. Postmaster/SPM Magrahat S.O
4. O/C Spare



THE BANDHANSCHOOL TALDI

The Bandhan School, Taldi, Vill: Bayersing Pole, South Taldi, P. S: Canning, P.O: Taldi, Dist: 24pgs (5), PIN – 743376
Email: info.taldi@thebandhanschool.org | Website: www.thebandhanschool.org | Phone: 7044447758

Ref. No.: TBS/HR/048/2022

Date: 10th November 2022

Ms. Mouparna Sardar
Kharupatalia
South Garia
Baruipur, South 24 Parganas
West Bengal – 743613

LETTER OF APPOINTMENT

Dear Ms. Mouparna Sardar,

With reference to your application and subsequent interview with us, we are pleased to offer you employment with **The Bandhan School** in the position of **Assistant Teacher** based at Taldi.

You shall be required to join **The Bandhan School- Taldi** on or before **10th November 2022**.

The detailed terms and conditions of your employment are outlined in **Annexure I ("Terms of Employment")** and compensation details are mentioned in **Annexure II ("Compensation Details")**. You will also be governed by the policies, rules and regulations of the Organization as may be modified from time to time.

Accordingly, please sign and return a copy of this letter of employment and the employee statement attached herewith indicating your formal acceptance of your employment with the Organization on the terms contained herein. Please initial each page of this letter. Upon your signature and return to us, this letter of employment will be treated as an employment agreement between the Organization and you and the terms and conditions of this letter of employment shall govern your employment with the Organization.

Kindly note that in case we do not receive your formal acceptance on or before **6th November 2022**, this letter of employment shall automatically be rescinded.

Yours sincerely,

For The Bandhan School,

Jayanta Biswas
Head Education

13th July, 2021

Debopriya Bagchi
Kolkata

Subject: Offer Letter

Dear Debopriya,

With reference to your interview, we are pleased to offer you the position of **Associate – Performance Content (L4)** at Convonix Systems Pvt. Ltd. on the following terms and conditions:

1. Your starting total annual compensation on cost to company (CTC) basis will be as per Annexure-A along with this offer letter.
2. You will be on probation for a period of six (6) months or such extended period as the Company may determine.
3. You will be working from our office at **Urmi Estate, 16th Floor, 95, Ganpatrao Kadam Marg, Opposite Dawn Mill Company, Lower Parel (W), Mumbai - 400013**. This place of work can be changed based on exigencies of work.
4. You will be required to join the Company by **2nd August, 2021** as indicated by you failing which this offer shall lapse.
5. Either party will give the other fifteen (15) days' notice during probation and two months' notice in writing after confirmation of your services with or without cause to terminate this employment.
6. You will be issued a detailed formal appointment letter upon joining the Company.
7. You will be governed by the service rules/policies of the Company issued from time to time on all matters concerning your employment with the Company.
8. Withdrawal of offer of employment: The management reserves the right to withdraw the offer without notice on the following grounds.

a. Unforeseen situations.

The management reserves the right to withdraw the offer in the case of any unforeseen situations like but not limited to natural calamities/war/pandemic.

b. Negative reference checks/False information provided.

If any declaration given, or information furnished by you proves to be false, or if you are found to have willfully suppressed any material information, in such cases, your employment with our organization will be forthwith terminated without any notice.

Kindly sign and return the duplicate of this letter as a token of your acceptance of the offer. We look forward to you joining our organization and to a mutually beneficial association.

For and on Behalf of **Performics.Convonix**,

Riddhima Shah
Head – Talent & Transformation

Offer Accepted (Signature):

Name:

Date:

Place:

Page 1 of 2

Annexure - A		
Name	Debopriya Bagchi	
Designation	Associate - Performance Content	
Level	L4	
Date of Joining	2 nd August 2021	
Monthly Salary Components (A)	Monthly	Annual
Basic	20,625	247,500
HRA	10,313	123,750
Special Allowance	12,421	149,050
Total (A)	43,358	520,300
Deductions (B)		
PF Employer Contributions	2,475	29,700
Total (B)	2,475	29,700
Cost to Company (A+B)	45,833	550,000

To Note:

- The reimbursement amount is subject to submission of original bills and to the maximum amount indicated above
- Other deductions (TDS, PF employee contribution, LWF, etc.) as mandated by the prevailing law

Deduction for Mediclaim Premium:

A: Self and Spouse and/or 2 children - Complete premium will be borne by the organization

B: Parents - Employees have the option of taking a cover between Rs 2 lacs to 25 lacs as required and will have to pay the premium amount accordingly

Accepted

Name:

Signature:



सत्यमेव जयते

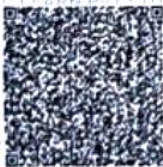
INDIA NON JUDICIAL

Government of Karnataka

e-Stamp

Certificate No. : IN-KA00709505010287U
Certificate Issued Date : 05-Jan-2022 06:21 PM
Account Reference : NONACC (FI)/ kacrsf108/ KORAMANGALA5/ KA-BA
Unique Doc: Reference : SUBIN-KAKACRSFL0845425154572765U
Purchased by : THINK AND LEARN PVT LTD
Description of Document : Article 12 Bond
Description : PROFESSIONAL AGREEMENT
Consideration Price (Rs.) : 0
(Zero)
First Party : THINK AND LEARN PVT LTD
Second Party : SOHINI GHOSAL
Stamp Duty Paid By : THINK AND LEARN PVT LTD
Stamp Duty Amount(Rs.) : 300
(Three Hundred only)

सत्यमेव जयते



Please write or type below this line

Statutory Alert:

- 1 The authenticity of this Stamp certificate should be verified at 'www.shcilestamp.com' or using e-Stamp Mobile App of Stock Holding. Any discrepancy in the details on this Certificate and as available on the website / Mobile App renders it invalid.
- 2 The onus of checking the legitimacy is on the users of the certificate
- 3 In case of any discrepancy please inform the Competent Authority



CL

STRICTLY PERSONAL & CONFIDENTIAL

Ms Abhisweta Bhattacharjee

bhattaab@tcd.ie

AMENDED

8 June 2021

Dear Ms Bhattacharjee,

Position

I am pleased to inform you that your name has been submitted to the University Council and the Board of Trinity College, Dublin, for appointment to the post of **Research Assistant (Part-time, 5 hours per week)** in TCIN /School of Medicine, located at Trinity College Dublin, the University of Dublin.

Commencement Date

This appointment is offered with effect on and from 13 April 2021. The specific purpose of this employment is to work on the 'Developing dementia training for Bangladesh' research project within the research group of Prof. Iracema Leroi (Principal Investigator). This research project is funded by an external agency. This employment is not offered on an indefinite basis as this project is finite. Termination of this contract will occur on completion of the work in which you are engaged in, or in the event of the funding stream being terminated or withdrawn by the funding agency.

Government of West Bengal
Department of Health & Family Welfare (PHP Branch)

No. HAD/9M-3-2020/ A-50/PHP-320

Date: 15.10.2020

From : Joint Secretary(PHP)

to the Govt. of West Bengal

To : Mr./Miss. SALINI KHASNOBISH

Sub : Engagement as Tele-Counsellor/Counsellor on Temporary Basis in connection with management of Covid-19 Pandemic

Madam/Sir,

You have been short listed on the basis of tele - interview and willingness to work as tele - counsellor/counsellor on temporary basis. You are engaged as Tele-Counsellor/counsellor for a period till 30.11.2020, subject to the following terms & conditions:

1. This engagement purely on temporary basis for the period mentioned above. This engagement shall not give right to demand employment of any nature under the Health & Family Welfare Department.
2. You have to attend office at Swasthya Bhawan, GN-29, Sector-V, Bidhannagar, Kolkata-700091 on 6 days in a week during 9 am-3 pm / 3 pm- 9 pm based on roster duty for all days of week. You may be also deployed at COVID hospital for counselling purpose.
3. You have to make/receive phone calls to Covid-19 positive persons and their relatives for Psychological Counselling.
4. No transportation support will be provided by this office for attending office.
5. A monthly consolidated remuneration of Rs. 13,000/- will be paid to you through Bank transfer on prorata basis.

You are requested to kindly attend Briefing Session on 16.10.2020, 2ND floor, B-wing, Mental Health Branch, Swasthya Bhawan, GN-29, Sector-V, Bidhannagar, Kolkata-700091. Consent letter accepting above terms and condition may please be furnished during briefing session.

Yours faithfully,

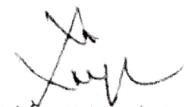

Joint Secretary (PHP)

No. HAD/9M-3-2020/ A-50/PHP-3645

Date: 15.10.2020

Copy forwarded for information and necessary action to:

1. Director of Health Services, Health & Family Welfare Department, Government of West Bengal.
2. Financial Adviser, Health & Family Welfare Department, Government of West Bengal.
3. ADHS (Mental Health), Health & Family Welfare Department, Government of West Bengal.
4. PA to Additional Secretary (MH), Health & Family Welfare Department, Government of West Bengal.
5. Guard File


Joint Secretary (PHP)

Chaiti Chakrabarty



Date: Jan 12, 2021
Offer No : QS2099933

CHAITI CHAKRABORTY
106 M.M.GHOSH ROAD. SHYAMALI APT. DUM DUM, KOLKATA 700074
KOLKATA
WEST BENGAL

FIXED TERM EMPLOYMENT CONTRACT

Dear **CHAITI CHAKRABORTY**

We are pleased to offer you employment at QUESS Corp Limited for a fixed period of employment as per the following terms:

DEPUTATION:

You are deputed to BHARTI AIRTEL LIMITED under this Contract. The terms of employment is exclusively with QUESS, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract.

You will with effect from JAN 14, 2021 be deputed by QUESS, to work at client's office / premises at any of their locations.

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

COTERMINOUS:

Notwithstanding the Tenure of this Contract, in the event of the project / work / deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project / work.

LOCATION:

You are required to work at client's location as per client's requirement and post joining you will have to attend a mandatory New Hired Induction Program (NHIP) of 18 working days and depending on the venue of training you may have to travel to an outstation location as well and also company will bear the traveling/food cost of NHIP training.

Ikya Confidential
This is a system generated letter

Offer No : QS2099933

Page 1

QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quesscorp.com> | Toll Free No: 1800-572-3333



TO CHECK IF YOUR OFFER LETTER IS GENUINE.
Open the camera on your smart phone and scan.





Shibalika Dutta

Post of Intern at Muskaan Support Group

1 message

Muskaan Support Group <muskaansupgrp@gmail.com>
To: shibalikadutta@gmail.com

Tue, 14 Jun 2022 at 17:56

Dear Shibalika,

This is with reference to your internship and subsequent discussion you had with us,
We are glad to appoint you for the post of Intern at Muskaan Support Group from 10th June 2022 onwards.

The days of your working will be: Monday, Wednesday and Thursday (Subjected to change)
Timings will be: 4.30pm to 5.30pm (Subjected to change)
Transportation Charges of Rs.1000/- p.m. would be given to you at the end of each month
Location: Muskaan Support Group, Chinsurah

Your role in the organization:

1. Preparing IEPs for students coming for remedial education and play/art therapy
2. Preparing remedial materials for remedial intervention purposes (which when you leave the organisation, remains with Muskaan Support Group)
3. Imparting Remedial Education to the students.
4. Preparing bi-monthly reports for the students.
5. Quarterly assessment of the students
6. Keeping in touch with the parents and explaining to them how to make the students do their homeworks, on a regular basis.
7. Any other research and findings related to your above mentioned duties.
8. Facilitating for workshops (if any)

Few rules and guidelines:

1. Please inform us a day prior if you want to take leave.
2. You have to give us one month notice period before you exit our organisation.
3. A photocopy of your aadhar card and educational certificates has to be submitted at the earliest for the record keeping of our organisation.
4. We will give you one month's notice if we want you to quit (the organisation reserves the right to discharge you from your services when it deems fit to do so). You will be given your stipend for the month you worked and a letter of recommendation from us.
5. At any given point, if we feel that you are an immediate threat of any kind to our organisation or to the students, we reserve the right to discharge you from your internship with immediate effect (no notice period)

We wish you all the best and assure you of our support during your stay in the organisation.

—

Warm Regards

Aparna Bhattacharjee

Counselling Psychologist, Art Therapist, Career Counsellor and Remedial Educator

FOR APPOINTMENT CALL ON: 6291785632



Centre for Elderly, Women and Children

Shibalika Dutta



APPLICATION FOR JOB OPPORTUNITIES

1 message

DEEPAANI <tarafderamra@gmail.com>

Wed, 12 Oct 2022 at 12:59

To: Shibalika Dutta <shibalikadutta@gmail.com>

Dear Shibalika ,

Warm Greetings !!

We are pleased to inform that from 6th October 2022 we want you to join us as a Counseling Psychologist .
Hope you would enjoy working together with Deepaani family .

We hope your journey in Deepaani would be enjoyable and enriching .

All the best !

For Deepaani Encore LLP

Administrator .

CIN AAQ2786

www.deepaani.in

On Thu, 31 Mar 2022, 15:04 DEEPAANI, <tarafderamra@gmail.com> wrote:

[Quoted text hidden]



(A Non-Profit Organization, Registered under Indian Trusts Act 1882, Registration No: IV-190306105/2017)
Registered with NITI Ayog ngoDarpan unique id: WB/2021/0295452
Registered under section 80G of Income tax Act
Address: 2/8/1 APC Park, Baghajatin G Block, Kolkata – 700086
Phone: 9231812292, 9836640551
E-mail: bhabnacdc@gmail.com

Ref No: APP/02/1022

Date: 15th October 2022

To,
Ms Rinki Bar
2, Dhapa Road, Vivekananda Pally,
Kolkata - 700105

Subject – Appointment letter for Trainee Psychologist

Dear Ms Rinki Bar,

Congratulations! This is to inform you that you are selected for the position of a Trainee Psychologist at BHABNA, and you are required to join before **17th October 2022**.

You will be on probation for **first six month** from your date of joining us.

You would be expected to manage all the academic programs that are being run by the institution at present, and also teach a particular subject of your expertise at the institute.

It goes without saying that all the students at the institute are of special needs and so you are required to show immense calm and composure while dealing with them.

It also is informed to you that, any rough or indecent behaviour with such students will be met strict disciplinary actions from the institute.

Responsibilities are to:

- Teach socially acceptable behaviour, employing techniques like behaviour modification positive reinforcement
- Prepare materials classrooms for class activities
- Establish as well as enforce rules for behaviour plus policies procedures to maintain order among students
- Confer with parents, administrators, testing specialists, social workers, and also professionals to develop individual educational plans designed to promote students educational, physical, and also social development
- Instruct through lectures, discussions, and also demonstrations in one or more subjects, like English, mathematics, or social studies
- Employ special educational strategies as well as techniques during instruction to improve the development of sensory-perceptual-motor skills, language, cognition, and also memory
- Plan conduct activities for a balanced program of instruction, demonstration, and also work time that provides students with opportunities to observe, question, and also investigate
- Teach personal development skills like goal setting, independence, and also self-advocacy

Riya Paul



dafodil Hospitals Pvt. Ltd.

A 150 BEDED NABH CERTIFIED MULTI SPECIALITY HOSPITAL

Regd. Office : 276, CANAL STREET, KOLKATA-48 ☎ (033) 4050-5555, E-mail : dafodilhospital@gmail.com, www.dafodilhospitals.com

DIALYSIS, SPIRAL CT SCAN, DIGITAL X-RAY, USG, COLOUR DOPPLER, EEG, ECG, ENDOSCOPY, COLONOSCOPY, TMT, PATHOLOGY

DHPL/HR/APT/RECP-EXE/06-2022/2

June 13, 2022

Ms. Riya Pal
C/o Sri Ranjit Kumar Pal
P-215/1, Block-B, Bangur Avenue
Kolkata - 700 055 (W.B)
Ph -8777204298

SUB : RECRUITMENT

Dear Madam,

This has reference to your interview dated 18.05.22 and are pleased to inform you that the Management has appointed you as RECEPTION EXECUTIVE (OPD/ CASH & RECEPTION) in control of ADMINISTRATION under Reception Incharge to the following terms and conditions :

1. That you will be paid Rs.10000/- (Rupees ten thousand only) per month as salary.
2. That, your probation period is one year and initial six month under close observation for the MANAGEMENT but service will confirm as usual in completion of above probation period. During this period or after completion of this period, your service may be confirmed or terminated without any notice or assigning any reason thereof.
3. That 1 (one) month notice will be required in case of separation from both the side.
4. That your salary is inclusive of PF & ESI contribution and will be deducted from the above gross salary.
5. You will also abide by the other rules and regulations of the hospital as may be framed from time to time.
6. You will devote yourself diligently, faithfully and assiduously in performing duties as may be assigned to you.
7. You will not divulge or communicate to any person , any secret , information, transaction of dealing which you may receive or obtain in relation to the affairs of the organization
8. You will obey the order of the Employers, the Management and your Seniors for the time being in authority over you.
9. That any notice given pursuant to this agreement shall be deemed well served if when addressed to you it be served personally or be sent to your usual or last known place of above.
10. You can not accept any second appointment during your service period in the hospital.
11. That your joining date is effective from 13TH June, 2022.
12. Chartered of duties is enclosed.

If the above terms and conditions of your appointment are acceptable to you, please sign each page of the letter as a token of acceptance

Yours faithfully

For DAFODIL HOSPITALS PVT.LTD.

JASMINE SARKAR

Director

Encl : Chartered of Duties

CC : / CEO / Coordinator/ Administrator & Accts.Dept.... for information

Accepted and Sign.....

क्षेत्रीय कार्यालय
पश्चिम बंगाल

भारतीय
खाद्य
निगम



FOOD
CORPORATION
OF INDIA

REGIONAL
OFFICE
WEST BENGAL

६, रॉयड स्ट्रीट, कोलकाता - ७०००१६ दूरभाष: २२२९ ००४२ / २२२९ ००५४ फैक्स: २२२६ ०७८२
6, ROYD STREET, KOLKATA - 700016 Phone: 2229 0042/2229 0054, Fax: 2226 0782
Website: www.fciweb.nic.in, Email: srmwb.fci@nic.in

Speed post/ email

Date: 16.09.2020

Ref. No. Estt. 1(15)/Appointment/Cat-III / 2020

Sub: OFFER OF APPOINTMENT FOR THE POST OF AG-III(TECHNICAL) IN FOOD CORPORATION OF INDIA.

Shri/ Smt. **ATITHI MONDAL**, S/o / D/o / W/o **ANJAN MONDAL**. (Date of Birth: **21.06.1998**.) (Roll No**2741001329**) is hereby offered appointment to the post of **AG-III(TECHNICAL)** in the Food Corporation of India on the following terms and conditions:-

1. He/ She will be eligible to draw revised Basic pay of Rs.28,200/- per month [pre revised basic pay Rs. 9,300 as per advt.] in the pay scale of Rs. 28,200 to Rs. 79,200/- under IDA pattern [pre revised scale of pay Rs. 9,300 to Rs. 22,940/-], in addition to allowances as admissible subject to the conditions laid down in Rules/Regulations and Orders of the Corporation issued from time to time governing the grant of such allowances.
2. He/ She will be on probation for a period of one year from the date of appointment which may be extended for a further period not exceeding one year at the discretion of the Appointing Authority. During the period of probation, he/she shall be liable to be discharged from service without assigning any reason by giving a notice of 30 days or pay and allowances in lieu thereof. An employee who has satisfactorily completed his probation shall thereafter be confirmed.
3. His/ Her appointment is subject to the provisions of the Food Corporations Act 1964 and the Rules and Regulations framed there under & amended from time to time and also such orders and directions issued by the Corporation from time to time.
4. He/ She will be liable to serve in any part of India. Presently he/she has to report to the **General Manager (Region), FCI, Regional Office, 6 Royd Street, Kolkata-16** for joining and further deployment/ posting.
5. An employee may resign from the services of the Corporation by giving 30 days Notice during probation period or 90 days-Notice after satisfactorily completed his probation period; or by paying compensation in lieu of such notice or for the shortfall in the notice period. The Competent Authority may accept the resignation either immediately or at any time before the expiry of notice period, subject to Rules. The Corporation reserves the right not to accept the resignation of the employee, if circumstances so warrant.
6. He/ She will not be entitled to any travelling allowances/daily allowances for joining the post.
7. The appointment will be provisional and subject to the following conditions:
 - i) His/her being found medically fit by the prescribed Authority i.e., Civil Surgeon/Medical Superintendent of Govt. Hospital. In case he/she is found medically unfit the appointment is liable to be cancelled.

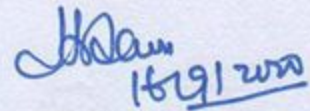
- ii) Verification of caste (SC/ST/OBC-Non Creamy Layer)/ PwBD /EWS certificate through proper channel from Issuing Authority, if applied under such category. If the verification reveals that the certificate submitted by the candidate is false or invalidated, his/her services is liable to be terminated at any stage without assigning any reason and without prejudice to any such further action as may be taken under the provisions of the Indian Penal Code for production of false certificate for securing employment.
- 8 (a) He/she should communicate his/her acceptance of offer to the undersigned by **30.09.2020** through post or by email at agmperswb.fci@gov.in.
- (b) He/ She should report for duty to **General Manager (Region), FCI, Regional Office, 6 Royd Street, Kolkata-16 on or before 15.10.2020.**
- (c) If his/her acceptance is not received by 30.09.2020 and he/she do not join for duty on or before 15.10.2020, in which case this offer of appointment is liable to be cancelled, subject to the decision of the Appointing Authority.
9. At the time of reporting for duty he/ she must furnish the following documents **in original** in support of his/ her candidature for verification:-
- Documents in support of his/her educational qualification, age and experience.
 - Certificate from a designated authority in support of your claim of being **SC/ST/OBC-Non Creamy Layer/PwBD/EWS** in the prescribed Proforma in case you belong to any of such category. The name of caste/tribe should be appearing in notified **Central List**.
 - Relieving order and LPC from present employer, if employed.
 - Service particulars/ certificate from the office in case he/ she is seeking age relaxation as a departmental candidate.
 - Complete discharge certificate in support of his/her claim of belonging to Ex-Serviceman category, if applicable.
10. He/ She shall also furnish the following documents duly filled and signed at the time of reporting for duty for Verification:
- Attestation Form (Annexure I).
 - Certificate of Character duly attested by District Magistrate or a Sub-Divisional Magistrate or their superior officers (Annexure II).
 - Certificate of Marital status (Annexure-III).
 - Medical Certificate (issued by Govt. Hospital only) from the Civil Surgeon/ Medical Superintendent. (Annexure-IV).
 - Declaration of Fidelity & Secrecy (Annexure – V).
 - Statement of Immovable Property (Annexure VI).
 - Cardex Form (Annexure VII) with self-attested photograph.
 - Undertaking (Annexure-VIII)
 - Three latest passport size photographs (attested on reverse side).

He/ She is advised to bring all original certificates for verification at the time of joining.

11. He/ She will not be allowed to join duty till he/she produces all the requisite documents to the entire satisfaction of the Management.
12. If at any stage it is found that the candidate has indulged in any malpractice during the recruitment

process or has furnished any false credentials/ information, his/her candidature/appointment is liable to be cancelled/terminated without prejudice to the right of the Corporation to initiate appropriate legal proceedings against the candidate.

13. His/her appointment will be subject to the final outcome of various Court Cases pending on the subject before various courts.



(H. Sarkar)

Asstt. Genl. Manager (Pers.)
For General Manager (Region)
Regional Office, West Bengal

To,

ATITHI MONDAL
C/O ANJAN MONDAL
NETAJI NAGAR A BLOCK, PO PIYALI TOWN
PS BARUIPUR
DISTRICT- SOUTH 24 PGS
WB-743387
Email ID: atithi429@gmail.com

Copy to:-

1. The Executive Director (East), FCI, Zonal Office (East), 10A, Middleton Row, Kolkata – 71.
2. The Dy. General Manager (RPI), FCI, Hqrs. New Delhi.
3. The Manager (Pers. Confirmation unit/Accounts/CR), FCI, RO, Kolkata.
4. Office Order file.
5. Service Book.