IIHMR University, Jaipur
List of students placed: 2020-21

Sr. No.	Enrollment No.	Name of the Student	Programme	Year of Passout	Organization Placed in	Salary Offered (in LPA)
1	IIHMR-U/01/2019-21/0864	Aahna Ankaraboyana	MBA (Hospital and Health Management)	2021	FIGmd India Pvt. Ltd.	5.5
2	IIHMR-U/01/2019-21/0865	Abhisikta Biswas	MBA (Hospital and Health Management)	2021	Impact Guru	5.8
3	IIHMR-U/01/2019-21/0866	Aditi Singhal	MBA (Hospital and Health Management)	2021	Portea Medical	4
4	IIHMR-U/01/2019-21/0867	Aditya Singh	MBA (Hospital and Health Management)	2021	Clarivate Analytics, Bangalore	6
5	IIHMR-U/01/2019-21/0868	Aishwarya Laxman Shityalkar	MBA (Hospital and Health Management)	2021	One Life Home Healthcare (Tattva Group)	6
6	IIHMR-U/01/2019-21/0869	Ajil R	MBA (Hospital and Health Management)	2021	Impact Guru	5.8
7	IIHMR-U/01/2019-21/0870	Akanksha Agrawal	MBA (Hospital and Health Management)	2021	FHPL	3.25
8	IIHMR-U/01/2019-21/0871	Akanksha Bhatia	MBA (Hospital and Health Management)	2021	Impact Guru	5.8
9	IIHMR-U/01/2019-21/0873	Akansha Singh	MBA (Hospital and Health Management)	2021	EMeRG INC	5.5
10	IIHMR-U/01/2019-21/0874	Akriti Dubey	MBA (Hospital and Health Management)	2021	The Mission Hospital	4.8
11	IIHMR-U/01/2019-21/0875	Alfa Khan	MBA (Hospital and Health Management)	2021	Popular Hospital	3
12	IIHMR-U/01/2019-21/0876	Amira Fatima Alvi	MBA (Hospital and Health Management)	2021	GCS Medical College	3
13	IIHMR-U/01/2019-21/0877	Amit Kumar Thakur	MBA (Hospital and Health Management)	2021	The Mission Hospital	4.8
14	IIHMR-U/01/2019-21/0878	Amitoj Kaur	MBA (Hospital and Health Management)	2021	Clarivate Analytics, Bangalore	6
15	IIHMR-U/01/2019-21/0879	Anam Sohail	MBA (Hospital and Health Management)	2021	The Mission Hospital	4.8
16	IIHMR-U/01/2019-21/0880	Anirudh Singh	MBA (Hospital and Health Management)	2021	ARAVALI	5.4
17	IIHMR-U/01/2019-21/0881	Anjali Tiwari	MBA (Hospital and Health Management)	2021	Future Generali India Insurance Company Limited	4.5
18	IIHMR-U/01/2019-21/0882	Ankita Kulshrestha	MBA (Hospital and Health Management)	2021	CK Birla Hospital	4
19	IIHMR-U/01/2019-21/0883	Anshu Singh	MBA (Hospital and Health Management)	2021	CK Birla Hospital	4
20	IIHMR-U/01/2019-21/0884	Anubhav Sharma	MBA (Hospital and Health Management)	2021	Clarivate Analytics, Bangalore	6
21	IIHMR-U/01/2019-21/0885	Anuja Satpathy	MBA (Hospital and Health Management)	2021	MarketsandMarkets Research Pvt. Ltd	4.5
22	IIHMR-U/01/2019-21/0886	Apoorva Chandra Shekhar Shetty	MBA (Hospital and Health Management)	2021	Adfactor PR	6
23	IIHMR-U/01/2019-21/0887	Archita Sinha	MBA (Hospital and Health Management)	2021	NHSRC	4.2
24	IIHMR-U/01/2019-21/0888	Arpit Tripathi	MBA (Hospital and Health Management)	2021	HLFPPT	3.6
25	IIHMR-U/01/2019-21/0889	Ashlesha Beniwal	MBA (Hospital and Health Management)	2021	EyeQ India	3.6
26	IIHMR-U/01/2019-21/0891	Asiya Murtaza	MBA (Hospital and Health Management)	2021	Care Health Insurance	3
27	IIHMR-U/01/2019-21/0892	Astha Arora	MBA (Hospital and Health Management)	2021	NH Jaipur	3
28	IIHMR-U/01/2019-21/0893	Astha Sharma	MBA (Hospital and Health Management)	2021	Healthark Insights	4.5
29	IIHMR-U/01/2019-21/0894	Atharva Tushar Bahad	MBA (Hospital and Health Management)	2021	Mohan Foundation	3.6
30	IIHMR-U/01/2019-21/0895	Avinash Kumar	MBA (Hospital and Health Management)	2021	m-insure	5.5
31	IIHMR-U/01/2019-21/0896	Ayan Lahiri	MBA (Hospital and Health Management)	2021	Nova IVF	6.5
32	IIHMR-U/01/2019-21/0897	Ayushi Swarnkar	MBA (Hospital and Health Management)	2021	Medanta Hospital- Gurgaon	4
33	IIHMR-U/01/2019-21/0898	Baijnath Thakur	MBA (Hospital and Health Management)	2021	Impact Guru	5.8
34	IIHMR-U/01/2019-21/0899	Balaji Naik Bukke	MBA (Hospital and Health Management)	2021	FIGmd India Pvt. Ltd.	5.5
35	IIHMR-U/01/2019-21/0900	Batchu Sai Sravani	MBA (Hospital and Health Management)	2021	Meitra Hospital	4.5
36	IIHMR-U/01/2019-21/0901	Bharti Verma	MBA (Hospital and Health Management)	2021	Brandcare Medical Advertising & Consultancy Private Limited	4.2
37	IIHMR-U/01/2019-21/0902	Bhavna Nahata	MBA (Hospital and Health Management)	2021	Impact Guru	5.8
38	IIHMR-U/01/2019-21/0903	Bhavna Rana	MBA (Hospital and Health Management)	2021	Impact Guru	5.8
39	IIHMR-U/01/2019-21/0904	Celestin Prabha Arokiasamy	MBA (Hospital and Health Management)	2021	FIGmd India Pvt. Ltd.	5.5
40	IIHMR-U/01/2019-21/0908	Deepali Kumari	MBA (Hospital and Health Management)	2021	The Mission Hospital	4.8
41	IIHMR-U/01/2019-21/0909	Dibyaloson Rabha	MBA (Hospital and Health Management)	2021	Clarivate Analytics, Bangalore	6
42	IIHMR-U/01/2019-21/0910	Diksha Pawar	MBA (Hospital and Health Management)	2021	FIGmd India Pvt. Ltd.	5.5
43	IIHMR-U/01/2019-21/0911	Dipshi Aggarwal	MBA (Hospital and Health Management)	2021	FIGmd India Pvt. Ltd.	5.5
44	IIHMR-U/01/2019-21/0912	Gopika V	MBA (Hospital and Health Management)	2021	Sankara Eye Hospital	4.8
45	IIHMR-U/01/2019-21/0913	Greenal Lodha	MBA (Hospital and Health Management)	2021	Mewar Hospital	3
46	IIHMR-U/01/2019-21/0914	Gurpreet Singh	MBA (Hospital and Health Management)	2021	Deloitte	7.6
47	IIHMR-U/01/2019-21/0915	Hamza Perwaiz	MBA (Hospital and Health Management)	2021	Fortis Escorts Hospital Okhla, New Delhi	4.2
48	IIHMR-U/01/2019-21/0916	Hansika Parwani	MBA (Hospital and Health Management)	2021	Mohan Foundation	3.6

Sr. No.	Enrollment No.	Name of the Student	Programme	Year of Passout	Organization Placed in	Salary Offered (in LPA)
49	IIHMR-U/01/2019-21/0917	Harleen Kaur	MBA (Hospital and Health Management)	2021	ZS Associates	8.4
50	IIHMR-U/01/2019-21/0918	Himani Kulshreshtha	MBA (Hospital and Health Management)	2021	FIGmd India Pvt. Ltd.	5.5
51	IIHMR-U/01/2019-21/0919	Joshua Jacinth T P	MBA (Hospital and Health Management)	2021	Dhatree Healthcare Pvt Ltd, Hyderabad	3
52	IIHMR-U/01/2019-21/0920	Juhi Singh	MBA (Hospital and Health Management)	2021	MarketsandMarkets Research Pvt. Ltd	4.5
53	IIHMR-U/01/2019-21/0921	Kajal Dhansingh Bhauryal	MBA (Hospital and Health Management)	2021	MarketsandMarkets Research Pvt. Ltd	4.5
54	IIHMR-U/01/2019-21/0922	Kanchan Ramesh Gehani	MBA (Hospital and Health Management)	2021	314e Corporation	6
55	IIHMR-U/01/2019-21/0923	Kartik Sharma	MBA (Hospital and Health Management)	2021	Wish Foundation	3
56	IIHMR-U/01/2019-21/0924	Komal Kaur	MBA (Hospital and Health Management)	2021	MarketsandMarkets Research Pvt. Ltd	4.5
57	IIHMR-U/01/2019-21/0925	L. Nandini Krishna	MBA (Hospital and Health Management)	2021	HLFPPT	3.6
58	IIHMR-U/01/2019-21/0926	Lalita Kumari	MBA (Hospital and Health Management)	2021	Impact Guru	5.8
59	IIHMR-U/01/2019-21/0927	Lunika Tak	MBA (Hospital and Health Management)	2021	Mahatma Gandhi Jaipur	3.25
60	IIHMR-U/01/2019-21/0928	Madhubala Mundra	MBA (Hospital and Health Management)	2021	AMS Consulting	6
61	IIHMR-U/01/2019-21/0929	Mahima Jha	MBA (Hospital and Health Management)	2021	NH Jaipur	3
62	IIHMR-U/01/2019-21/0930	Malini Nair	MBA (Hospital and Health Management)	2021	MarketsandMarkets Research Pvt. Ltd	4.5
63	IIHMR-U/01/2019-21/0931	Mayank Chhabra	MBA (Hospital and Health Management)	2021	Karkinos Healthcare Pvt. Ltd.	5
64	IIHMR-U/01/2019-21/0932	Megha Gusain	MBA (Hospital and Health Management)	2021	Impact Guru	5.8
65	IIHMR-U/01/2019-21/0933	Mehak Mahajan	MBA (Hospital and Health Management)	2021	Max Bupa Health Insurance	5.5
66	IIHMR-U/01/2019-21/0934	Mohd Aamir Khan	MBA (Hospital and Health Management)	2021	Medanta Hospital- Gurgaon	4
67	IIHMR-U/01/2019-21/0935	Mrunal Mohan Palsikar	MBA (Hospital and Health Management)	2021	CK Birla Hospital	4
68	IIHMR-U/01/2019-21/0936	Mudit Sharma	MBA (Hospital and Health Management)	2021	Pharma Scroll	3
69	IIHMR-U/01/2019-21/0937	Nabanita Mukherjee	MBA (Hospital and Health Management)	2021	The Mission Hospital	4.8
70	IIHMR-U/01/2019-21/0938	Nancy Batra	MBA (Hospital and Health Management)	2021	Bharti AXA	5.85
71	IIHMR-U/01/2019-21/0939	Nanda Kumar K N	MBA (Hospital and Health Management)	2021	Indian Spinal Injuries Centre	4
72	IIHMR-U/01/2019-21/0940	Narma Bhattacharya	MBA (Hospital and Health Management)	2021	Deloitte	7.6
73	IIHMR-U/01/2019-21/0941	Navleen Kaur	MBA (Hospital and Health Management)	2021	Impact Guru	5.8
74	IIHMR-U/01/2019-21/0942	Neelaksha Kumar Singh Yaduwanshi	MBA (Hospital and Health Management)	2021	GCS Medical College	3
75	IIHMR-U/01/2019-21/0943	Neha Singh	MBA (Hospital and Health Management)	2021	Healthark Insights	4.5
76	IIHMR-U/01/2019-21/0944	Nema Pathania	MBA (Hospital and Health Management)	2021	Narayana Health, Bangalore	3.5
77	IIHMR-U/01/2019-21/0945	Netra Dilip Kadam	MBA (Hospital and Health Management)	2021	Narayana Health, Mumbai	3.5
78	IIHMR-U/01/2019-21/0946	Nigam Rashmi Dhar	MBA (Hospital and Health Management)	2021	Asian Heart Institute	3.25
79	IIHMR-U/01/2019-21/0947	Nikhil Khandal	MBA (Hospital and Health Management)	2021	HLFPPT	3.6
80	IIHMR-U/01/2019-21/0948	Nikhita Bhalla	MBA (Hospital and Health Management)	2021	Sankara Eye Hospital	4.8
81	IIHMR-U/01/2019-21/0949	Nikita Arora	MBA (Hospital and Health Management)	2021	Pristyn Care	3.6
82	IIHMR-U/01/2019-21/0950	Pallak Khanna	MBA (Hospital and Health Management)	2021	Karkinos Healthcare Pvt. Ltd.	4.2
83	IIHMR-U/01/2019-21/0951	Pallavi Verma	MBA (Hospital and Health Management)	2021	CK Birla Hospital	4
84	IIHMR-U/01/2019-21/0952	Piyu Sanjay Jain	MBA (Hospital and Health Management)	2021	Impact Guru	5.8
85	IIHMR-U/01/2019-21/0953	Pooja Tiwari	MBA (Hospital and Health Management)	2021	Deloitte	7.6
86	IIHMR-U/01/2019-21/0954	Prachi Tyagi	MBA (Hospital and Health Management)	2021	The Mission Hospital	4.8
87	IIHMR-U/01/2019-21/0955	Pragya Mishra	MBA (Hospital and Health Management)	2021	The Mission Hospital	4.8
88	IIHMR-U/01/2019-21/0956	Pranchita Tiwari	MBA (Hospital and Health Management)	2021	ZS Associates	8.4
89	IIHMR-U/01/2019-21/0958	Pratibha Gupta	MBA (Hospital and Health Management)	2021	The Mission Hospital	4.8
90	IIHMR-U/01/2019-21/0959	Preetha P	MBA (Hospital and Health Management)	2021	Motherhood Hospital	6.5
91	IIHMR-U/01/2019-21/0961	Priya Mathur	MBA (Hospital and Health Management)	2021	JNU Hospital	3
92	IIHMR-U/01/2019-21/0962	Priya Mehra	MBA (Hospital and Health Management)	2021	Sukoon Hospital	3.6
93	IIHMR-U/01/2019-21/0963	Priya Sharma	MBA (Hospital and Health Management)	2021	Silver Genie Pvt. Ltd	4.12
94	IIHMR-U/01/2019-21/0964	Priyanka Yadav	MBA (Hospital and Health Management)	2021	Health Gennie	3
95	IIHMR-U/01/2019-21/0965	Purnima Rathore	MBA (Hospital and Health Management)	2021	314e Corporation	6
96	IIHMR-U/01/2019-21/0966	Pushpak Pralhad Mahajan	MBA (Hospital and Health Management)	2021	Sankara Eye Hospital	4.8
97	IIHMR-U/01/2019-21/0967	Quba Ansari	MBA (Hospital and Health Management)	2021	Impact Guru	5.8
98	IIHMR-U/01/2019-21/0969	Rakesh Reddy Surusani	MBA (Hospital and Health Management)	2021	PD Hinduja Hospital	7
99	IIHMR-U/01/2019-21/0970	Rashika Sharma	MBA (Hospital and Health Management)	2021	314e Corporation	6

Sr. No.	Enrollment No.	Name of the Student	Programme	Year of Passout	Organization Placed in	Salary Offered (in LPA)
100	IIHMR-U/01/2019-21/0971	Rashmi Arya	MBA (Hospital and Health Management)	2021	Sukoon Hospital	3.6
101	IIHMR-U/01/2019-21/0972	Ravikiran Yelagandula	MBA (Hospital and Health Management)	2021	Sandor Speciality Diagnostics Private Limited(SSDPL)	4
102	IIHMR-U/01/2019-21/0973	Resham Goutam	MBA (Hospital and Health Management)	2021	FIGmd India Pvt. Ltd.	5.5
103	IIHMR-U/01/2019-21/0974	Rishab Budakoti	MBA (Hospital and Health Management)	2021	Portea Medical	4.5
104	IIHMR-U/01/2019-21/0975	Rishabh Singh	MBA (Hospital and Health Management)	2021	ApolloMedics Super Specialty Hospital, Lucknow	8.5
105	IIHMR-U/01/2019-21/0976	Ritika Gupta	MBA (Hospital and Health Management)	2021	MarketsandMarkets Research Pvt. Ltd	4.5
106	IIHMR-U/01/2019-21/0977	Rituparna Das	MBA (Hospital and Health Management)	2021	Healthark Insights	4.5
107	IIHMR-U/01/2019-21/0978	Roshni Pravinbhai Patel	MBA (Hospital and Health Management)	2021	KD Hospital	3
108	IIHMR-U/01/2019-21/0980	Rupal Jain	MBA (Hospital and Health Management)	2021	Adfactor PR	6
109	IIHMR-U/01/2019-21/0982	Sai Sravan Kumar Patnaik Garbham	MBA (Hospital and Health Management)	2021	Popular Hospital	3
110	IIHMR-U/01/2019-21/0983	Sajal Baxi	MBA (Hospital and Health Management)	2021	PharmaACE Analytics Pvt. Ltd.	6.5
111	IIHMR-U/01/2019-21/0984	Sanaa Bhadwal	MBA (Hospital and Health Management)	2021	Mohan Foundation	3.6
112	IIHMR-U/01/2019-21/0985	Sanchi Bhasin	MBA (Hospital and Health Management)	2021	ZS Associates	8.4
113	IIHMR-U/01/2019-21/0986	Sanoj Varghese Chacko	MBA (Hospital and Health Management)	2021	PharmaACE Analytics Pvt. Ltd.	6.5
114	IIHMR-U/01/2019-21/0987	Sapna Patel	MBA (Hospital and Health Management)	2021	Babylon Hospital	4
115	IIHMR-U/01/2019-21/0988	Saumya Sharma	MBA (Hospital and Health Management)	2021	Medanta Hospital- Gurgaon	4
116	IIHMR-U/01/2019-21/0989	Savan C. Vekariya	MBA (Hospital and Health Management)	2021	Portea Medical	4.5
117	IIHMR-U/01/2019-21/0990	Shah Himanshu Ashwinkumar	MBA (Hospital and Health Management)	2021	Banas Medical College and Research Centre, Palanpur	27
118	IIHMR-U/01/2019-21/0991	Shanaia Kumar	MBA (Hospital and Health Management)	2021	Future Generali India Insurance Company Limited	4.5
119	IIHMR-U/01/2019-21/0992	Shaurya Prakash Verma	MBA (Hospital and Health Management)	2021	Sankara Eye Hospital	4.8
120	IIHMR-U/01/2019-21/0993	Shilpa Singh	MBA (Hospital and Health Management)	2021	Medulance Healthcare	8.5
121	IIHMR-U/01/2019-21/0994	Shivangi	MBA (Hospital and Health Management)	2021	Karkinos Healthcare Pvt. Ltd.	4.5
122	IIHMR-U/01/2019-21/0995	Shivani Shakti Rao	MBA (Hospital and Health Management)	2021	GCS Medical College	3
123	IIHMR-U/01/2019-21/0996	Shivani Vishwakarma	MBA (Hospital and Health Management)	2021	FIGmd India Pvt. Ltd.	5.5
124	IIHMR-U/01/2019-21/0997	Shiwani Rawat	MBA (Hospital and Health Management)	2021	Karkinos Healthcare Pvt. Ltd.	4.2
125	IIHMR-U/01/2019-21/0998	Shreeparna Das	MBA (Hospital and Health Management)	2021	Impact Guru	5.8
126	IIHMR-U/01/2019-21/0999	Shreosee Mukherjee	MBA (Hospital and Health Management)	2021	Portea Medical	4.5
127	IIHMR-U/01/2019-21/1000	Shruti Aggarwal	MBA (Hospital and Health Management)	2021	EMeRG INC	5.5
128	IIHMR-U/01/2019-21/1001	Shweta Rajendrasingh Bisht	MBA (Hospital and Health Management)	2021	Grand View Reseach India Pvt Ltd	4.86
129	IIHMR-U/01/2019-21/1002	Shweta Yadunath Shastri	MBA (Hospital and Health Management)	2021	MarketsandMarkets Research Pvt. Ltd	4.5
130	IIHMR-U/01/2019-21/1003	Sonal Jain	MBA (Hospital and Health Management)	2021	Medanta Hospital- Gurgaon	4
131	IIHMR-U/01/2019-21/1004	Sonali Taggar	MBA (Hospital and Health Management)	2021	Shri Mata Vaishno Devi Narayana Superspeciality Hospital	3.6
132	IIHMR-U/01/2019-21/1005	Sonia Maria Jose	MBA (Hospital and Health Management)	2021	MarketsandMarkets Research Pvt. Ltd	4.5
133	IIHMR-U/01/2019-21/1006	Sriram Suresh	MBA (Hospital and Health Management)	2021	Rama Hospital	3
134	IIHMR-U/01/2019-21/1007	Srujana Janga	MBA (Hospital and Health Management)	2021	The Mission Hospital	4.8
135	IIHMR-U/01/2019-21/1008	Srushti Patidar	MBA (Hospital and Health Management)	2021	Dawaa Dost	3
136	IIHMR-U/01/2019-21/1009	Subham Mittal	MBA (Hospital and Health Management)	2021	Meitra Hospital	4.5
137	IIHMR-U/01/2019-21/1010	Subrata Rudra Pal	MBA (Hospital and Health Management)	2021	NH Kolkatta	3.5
138	IIHMR-U/01/2019-21/1011	Sudeshna Dey	MBA (Hospital and Health Management)	2021	The Mission Hospital	4.8
139	IIHMR-U/01/2019-21/1013	Suman Pattnaik	MBA (Hospital and Health Management)	2021	FIGmd India Pvt. Ltd.	5.5
140	IIHMR-U/01/2019-21/1014	Sunita Kumari Patro	MBA (Hospital and Health Management)	2021	EMeRG INC	5.5
141	IIHMR-U/01/2019-21/1015	Supriya Sen	MBA (Hospital and Health Management)	2021	314e Corporation	6
142	IIHMR-U/01/2019-21/1016	Surbhi Gandotra	MBA (Hospital and Health Management)	2021	One Life Home Healthcare (Tattva Group)	6
143	IIHMR-U/01/2019-21/1017	Surbhi Garg	MBA (Hospital and Health Management)	2021	Deloitte	6

Sr. No.	Enrollment No.	Name of the Student	Programme	Year of Passout	Organization Placed in	Salary Offered (in LPA)
144	IIHMR-U/01/2019-21/1018	Surbhi Verma	MBA (Hospital and Health Management)	2021	m-insure	5.5
145	IIHMR-U/01/2019-21/1019	Swahili Mishra	MBA (Hospital and Health Management)	2021	Avoraus Consultancy Services Pvt. Ltd.	3.5
146	IIHMR-U/01/2019-21/1020	Sai Swapnika Kunchala	MBA (Hospital and Health Management)	2021	Impact Guru	5.8
147	IIHMR-U/01/2019-21/1021	Swati Kharbanda	MBA (Hospital and Health Management)	2021	Apex Hospital	3.25
148	IIHMR-U/01/2019-21/1022	Swati Singh	MBA (Hospital and Health Management)	2021	Apollo Home Healthcare Ltd.	5
149	IIHMR-U/01/2019-21/1023	Tanushka Goyal	MBA (Hospital and Health Management)	2021	Indian Spinal Injuries Centre	4
150	IIHMR-U/01/2019-21/1024	Tanzila Abdul Hafiz Bandmaster	MBA (Hospital and Health Management)	2021	Burjeel Hospital	8.5
151	IIHMR-U/01/2019-21/1025	Tarvinder Kaur	MBA (Hospital and Health Management)	2021	Sankara Eye Hospital	4.8
152	IIHMR-U/01/2019-21/1026	Tasbi Anand	MBA (Hospital and Health Management)	2021	Narayana Healthcare, Delhi	3
153	IIHMR-U/01/2019-21/1027	Tripti Bhaskar	MBA (Hospital and Health Management)	2021	CK Birla Hospital	4
154	IIHMR-U/01/2019-21/1028	Urvashi Jain	MBA (Hospital and Health Management)	2021	Group Pharmaceutical Ltd	4.25
155	IIHMR-U/01/2019-21/1029	Utkarsh Gupta	MBA (Hospital and Health Management)	2021	Medulance Healthcare	10.5
156	IIHMR-U/01/2019-21/1030	Utkarsha Prakash Telang	MBA (Hospital and Health Management)	2021	ZS Associates	8.4
157	IIHMR-U/01/2019-21/1031	V Manohar Reddy	MBA (Hospital and Health Management)	2021	Wish Foundation	4.2
158	IIHMR-U/01/2019-21/1032	Vaishali Mittal	MBA (Hospital and Health Management)	2021	FIGmd India Pvt. Ltd.	5.5
159	IIHMR-U/01/2019-21/1033	Vaishnavi Gupta	MBA (Hospital and Health Management)	2021	Deloitte	7.6
160	IIHMR-U/01/2019-21/1034	Vedansh Parashar	MBA (Hospital and Health Management)	2021	ARAVALI	5.4
161	IIHMR-U/01/2019-21/1035	Vidhi Sharma	MBA (Hospital and Health Management)	2021	Pristyn Care, Gurgaon	5
162	IIHMR-U/01/2019-21/1036	Vidushi Bhardwaj	MBA (Hospital and Health Management)	2021	Finger Tips	4
163	IIHMR-U/01/2019-21/1037	Vinit Yadav	MBA (Hospital and Health Management)	2021	PD Hinduja Hospital	7
164	IIHMR-U/01/2019-21/1038	Vinny	MBA (Hospital and Health Management)	2021	THB- Gurgaon	6.5
165	IIHMR-U/01/2019-21/1039	Vrushali Anvikar Pothare	MBA (Hospital and Health Management)	2021	Asian Heart Institute	3.25
166	IIHMR-U/01/2019-21/1040	Yash Gautam	MBA (Hospital and Health Management)	2021	Medanta Hospital- Gurgaon	4
167	IIHMR-U/01/2019-21/1041	Yash Jain	MBA (Hospital and Health Management)	2021	Rama Hospital	3
168	IIHMR-U/01/2019-21/1042	Yogesh Tejwani	MBA (Hospital and Health Management)	2021	Napier Healthcare	6.5
169	IIHMR-U/01/2019-21/1043	Hemlata Arora	MBA (Hospital and Health Management)	2021	Zenonco.io	3.5
170	IIHMR-U/01/2019-21/1044	Vinita Chugvani	MBA (Hospital and Health Management)	2021	Impact Guru	5.8
171	IIHMR-U/01/2019-21/1045	Arpita Kapoor	MBA (Hospital and Health Management)	2021	Dr. Agarwal's Healthcare	3
172	IIHMR-U/01/2019-21/1046	Himshail Lakhan Pal	MBA (Hospital and Health Management)	2021	Dr Om Parkash Eye Institute	3.6
173	IIHMR-U/02/2019-21/0161	Aastha Ganesh Dwivedi	MBA (Pharmaceutical Management)	2021	HLFPPT	3.6
174	IIHMR-U/02/2019-21/0162	Aayushi Sharma	MBA (Pharmaceutical Management)	2021	P&G Healthcare	3
175	IIHMR-U/02/2019-21/0163	Aditi Apoorva	MBA (Pharmaceutical Management)	2021	Shield Healthcare Pvt. Ltd.	4
176	IIHMR-U/02/2019-21/0165	Aeman Bibi M. Farooq Shaikh	MBA (Pharmaceutical Management)	2021	Zenonco.io	3.5
177	IIHMR-U/02/2019-21/0166	Angika Mishra	MBA (Pharmaceutical Management)	2021	Solderma Pharmaceuticals Private Limited	3
178	IIHMR-U/02/2019-21/0169	Ankita Das	MBA (Pharmaceutical Management)	2021	IQVIA	4.5
179	IIHMR-U/02/2019-21/0170	Ankita Dixit	MBA (Pharmaceutical Management)	2021	Boehringer Ingelheim India Pvt. Ltd.	3.75
180	IIHMR-U/02/2019-21/0171	Anupriya Ravichandran	MBA (Pharmaceutical Management)	2021	Group Pharmaceutical Ltd	4.25
181	IIHMR-U/02/2019-21/0172	Ayushi Tandon	MBA (Pharmaceutical Management)	2021	Lupin Limited	8
182	IIHMR-U/02/2019-21/0173	Bhavana Upadhyay	MBA (Pharmaceutical Management)	2021	Solderma Pharmaceuticals Private Limited	3
183	IIHMR-U/02/2019-21/0175	Chetan Rana	MBA (Pharmaceutical Management)	2021	Zeon Lifesciences Ltd	4.7
184	IIHMR-U/02/2019-21/0176	Deepanshu Bhatnagar	MBA (Pharmaceutical Management)	2021	Wellesta Healthcare Pvt Ltd	5
185	IIHMR-U/02/2019-21/0177	Deshna Awasthi	MBA (Pharmaceutical Management)	2021	Zeon Lifesciences Ltd	3
186	IIHMR-U/02/2019-21/0178	Dhanvi Shekhar	MBA (Pharmaceutical Management)	2021	ZS Associates	8.4
187	IIHMR-U/02/2019-21/0179	Dhruv Dharoch	MBA (Pharmaceutical Management)	2021	Nestle India Ltd	6
188	IIHMR-U/02/2019-21/0180	Divya Kumari	MBA (Pharmaceutical Management)	2021	Corona Remedies Private Limited	4
189	IIHMR-U/02/2019-21/0181	Divya Thakur	MBA (Pharmaceutical Management)	2021	StanPlus Technologies Pvt. Ltd	4.75
190	IIHMR-U/02/2019-21/0182	Divya Yadav	MBA (Pharmaceutical Management)	2021	Biorex Healthcare Pvt. Ltd., Delhi	3
191	IIHMR-U/02/2019-21/0183	Garima Chaudhary	MBA (Pharmaceutical Management)	2021	Zeon Lifesciences Ltd	3.6
192	IIHMR-U/02/2019-21/0185	Isha Vyas	MBA (Pharmaceutical Management)	2021	Lupin Limited	8
193	IIHMR-U/02/2019-21/0188	Krity Kumari	MBA (Pharmaceutical Management)	2021	Kepler Pharma	4

Sr. No.	Enrollment No.	Name of the Student	Programme	Year of Passout	Organization Placed in	Salary Offered (in LPA)
194	IIHMR-U/02/2019-21/0189	Lakshmy Manoj Kumar	MBA (Pharmaceutical Management)	2021	GRG Health	3.5
195	IIHMR-U/02/2019-21/0192	Mayuri Prakashbhai Devkate	MBA (Pharmaceutical Management)	2021	Conmed Pharmaceutical	4.6
196	IIHMR-U/02/2019-21/0193	Meghna Raj	MBA (Pharmaceutical Management)	2021	BioVish Pharmaceutical	4
197	IIHMR-U/02/2019-21/0194	Nikunj Parwal	MBA (Pharmaceutical Management)	2021	Glenmark Pharmaceuticals Limited	4.5
198	IIHMR-U/02/2019-21/0195	Pooja Gupta	MBA (Pharmaceutical Management)	2021	Getwell Diagnostics	3.5
199	IIHMR-U/02/2019-21/0196	Praneet Devliyal	MBA (Pharmaceutical Management)	2021	Glenmark Pharmaceuticals Limited	4.5
200	IIHMR-U/02/2019-21/0198	Prerna Bhama	MBA (Pharmaceutical Management)	2021	P&G Healthcare	3
201	IIHMR-U/02/2019-21/0200	R Varun Sastry	MBA (Pharmaceutical Management)	2021	THB- Gurgaon	6
202	IIHMR-U/02/2019-21/0201	Raj Singh Rajput	MBA (Pharmaceutical Management)	2021	Shield Healthcare Pvt. Ltd.	4
203	IIHMR-U/02/2019-21/0202	Ranjeet Kumar Yadav	MBA (Pharmaceutical Management)	2021	Alembic Pharmaceuticals Ltd.	3.3
204	IIHMR-U/02/2019-21/0204	Rinki	MBA (Pharmaceutical Management)	2021	Shield Healthcare Pvt. Ltd.	4
205	IIHMR-U/02/2019-21/0205	Sahil Malik	MBA (Pharmaceutical Management)	2021	Poly Medicure Limited	4.5
206	IIHMR-U/02/2019-21/0207	Sakshi Sneha	MBA (Pharmaceutical Management)	2021	PlasmaGen	4.5
207	IIHMR-U/02/2019-21/0208	Saloni Jain	MBA (Pharmaceutical Management)	2021	Dawaa Dost	3
208	IIHMR-U/02/2019-21/0209	Saurabh Rai	MBA (Pharmaceutical Management)	2021	Intas Pharmaceutical	3
209	IIHMR-U/02/2019-21/0210	Shruti Dudhande	MBA (Pharmaceutical Management)	2021	Zeon Lifesciences Ltd	4.7
210	IIHMR-U/02/2019-21/0212	Suraj Sanjay	MBA (Pharmaceutical Management)	2021	Cadila Pharmaceuticals	8.5
211	IIHMR-U/02/2019-21/0213	Sushil Raghunath Mokashi	MBA (Pharmaceutical Management)	2021	Nestle India Ltd	6
212	IIHMR-U/02/2019-21/0214	Trapti Gupta	MBA (Pharmaceutical Management)	2021	P&G Healthcare	3
213	IIHMR-U/02/2019-21/0215	Vandana Rathod	MBA (Pharmaceutical Management)	2021	Group Pharmaceutical Ltd	4
214	IIHMR-U/02/2019-21/0216	Vedere Vinitha Reddy	MBA (Pharmaceutical Management)	2021	Poly Medicure Limited	4.5
215	IIHMR-U/02/2019-21/0217	Vicky Jain	MBA (Pharmaceutical Management)	2021	PharmaACE Analytics Pvt. Ltd.	6.5
216	IIHMR-U/02/2019-21/0218	Vidhi Shukla	MBA (Pharmaceutical Management)	2021	Boehringer Ingelheim India Pvt. Ltd.	3.75
217	IIHMR-U/02/2019-21/0219	Chankit Gupta	MBA (Pharmaceutical Management)	2021	Vee Excel Drugs & Pharmaceuticals (P) Ltd	3
218	IIHMR-U/02/2019-21/0220	Yashi Shrivastav	MBA (Pharmaceutical Management)	2021	Adfactor PR	6
219	IIHMR-U/03/2019-21/0044	Adarsh Singh	MBA (Rural Management)	2021	Pragya	3.25
220	IIHMR-U/03/2019-21/0045	Aditya Saikia	MBA (Rural Management)	2021	HLFPPT	3.6
221	IIHMR-U/03/2019-21/0049	Garima Kashyap	MBA (Rural Management)	2021	PRADAN, Chhattisgarh	3.6
222	IIHMR-U/03/2019-21/0050	Jahnvi Srivastava	MBA (Rural Management)	2021	HLFPPT	3.6
223	IIHMR-U/03/2019-21/0053	Manish Tete	MBA (Rural Management)	2021	PRADAN, Chhattisgarh	3.6
224	IIHMR-U/03/2019-21/0054	Manvendra Singh Gahlot	MBA (Rural Management)	2021	RGAVP	3.6
225	IIHMR-U/03/2019-21/0056	Niyati Saxena	MBA (Rural Management)	2021	RGAVP	3.6
226	IIHMR-U/03/2019-21/0057	Rahul Kumar Singh	MBA (Rural Management)	2021	HLFPPT	3.6
227	IIHMR-U/03/2019-21/0061	Saumya	MBA (Rural Management)	2021	BRLPS	3
228	IIHMR-U/03/2019-21/0063	Sunil Kumar Singh	MBA (Rural Management)	2021	Pragya	3.25
229	IIHMR-U/03/2019-21/0065	Aditi Lawaniya	MBA (Rural Management)	2021	Aditya Birla Finance	10.2
230	IIHMR-U/03/2019-21/0066	Rohan Kataria	MBA (Rural Management)	2021	Baiga Chak Mahila Kisan Producer Company, FDRVC - Dindori , MP	3

APP/FI1205/2021

Date 19th March 2021

Dr. Aahna Ankaraboyana,

Sub: Letter of Employment

Dear Aahna,

With great pleasure, we invite you to be an integral part of **FIGmd (India) Private Limited.**

With reference to your recent application and the subsequent interview/s you had with us, the Company is pleased to confirm your appointment as **Associate Clinical Registry Analyst** at **L3** Level.

The terms & conditions of the employment are as follows:

Date of Commencement: Your employment with the Company will commence from **1th April 2021.**

Compensation:
Your cost to company **(CTC)** will be **INR 550020/** per annum **(Rupees Five Lacs Fifty Thousand & Twenty only).** A detailed breakup of the CTC is set out in the Compensation sheet in Annexure A.

Your compensation consists of Basic Salary, House Rent Allowance, other allowances and Benefits as per Company's prevailing policies. Employee and Employer's PF contribution, Gratuity and any other deductions as per statutory compliance and will be debited from your CTC. Your compensation is confidential and shall not be discussed or disclosed to anyone within or outside the Company without the prior written permission from the Company.

Probation & Confirmation:
All new Associate shall be on probation for a period of **6** month(s) from the date of joining and may be confirmed as a permanent employee upon successful completion of the probation. The employee would be confirmed on the 1st day of the month succeeding the month of completion of probation of six months from the date of joining the Company or after the period of probation, whichever is later.

Your probation period can be extended at the Company's discretion if your performance is not found satisfactory by the management. Such extensions shall be communicated in writing by the management. Till such time as the confirmation letter is issued to you by the Company, you shall continue to be on Probation.

Performance Management System:
Performance review drives performance excellence in the Organization. All Associate are eligible for an annual performance review. The performance review cycle is from April to March every year. There would be Quarterly, Midyear and Annual performance reviews. To become eligible for performance review annual cycle for the current year, you should be in the organization for minimum of 6 months from your date of joining.

Compensation Progression:
Your compensation revision/progression shall depend upon your annual performance and business performance in the current appraisal cycle (AprilMarch) and such change in the compensation, in no case shall be automatic and/or as a matter of right. You will be eligible for a compensation revision if you have joined on or before 30th September in the appraisal year. In any other case, the review shall take place in the subsequent appraisal cycle.

Your salary review will be subject to the policies of the Company which may be altered and implemented by the Company from time to time.

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Leaves and Holidays:

You will be eligible for 24 paid leaves in a given Calendar Year. However, if you join the Company during the Calendar Year, you will be entitled to paid leave on a prorata basis i.e. you are entitled to 2 days' leave each month subject to manager's approval.

14 earned leaves for the calendar year may be carried forward to the next calendar year and such leaves may be accumulated only up to a maximum of 45 days.

You will also be eligible for 11 Holidays as per Company's prevailing Rules.

Location:

You will be working at **FIGmd (India) Pvt Ltd., 6th Floor, Symphony IT Park, Nanded City, Sinhgad Road, Pune - 411068.** However, your services are liable to be transferred to any other establishment, office, branch, department of the Company or subsidiary, associate or affiliate of the Company in India or abroad/existing or to be established at a later date at the discretion of the Company. Such a transfer shall not entitle you to ask for the benefits than those you are entitled to as on the date of the transfer.

In the event of such transfer, your remuneration and emoluments will not be adversely affected. However, you will be governed by the policies, rules and regulations of service applicable to the new assignment or prevailing in those establishments /offices / branches/ departments.

Working Hours:

- The Company typically observes a five day working week (Monday - Friday) with weekly off on Saturday & Sunday
- The work day can be accounted for any time between 9:00 hrs. to 21:30 hrs.
- The Company observes a 9 hours work day which includes 60 minutes break
- Associate are expected to be productive for at least 8 gross hours a day with a monthly reconciliation
- Depending on organizational requirements or project contingencies, working hours for specific Associate, groups of Associate or all Associate may be modified / altered from time to time prior to managers approvals

Changes in Personal Details:

Any change in your residential address, telephone numbers, marital status, and academic qualifications should be notified in writing to the Company. All communication will be addressed to you on the last known address notified by you and it will be presumed that you have received such communication addressed to you.

Retirement:

The age of retirement from the Company's employment shall be on attainment of Fifty-Eight (58) years. For this purpose, the date of birth considered will be as per the certificate of proof of age submitted by you at the date of joining the Company. In case the last day of your employment falls on a nonworking day, your last day of employment shall be the immediately preceding working day.

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Agreements:

You are required to sign an Intellectual Property, Non-Disclosure and Confidentiality Agreement effective from the date of joining. The Confidentiality Agreement is to ensure that all proprietary and confidential information, documents, literature, invention made or obtained during your tenure with the Company shall not be utilized by you at any point to undermine the interests of the Company.

Non-Solicitation:

It is agreed that during the period of the employment, there under, and for 36 months following the termination of your employment for any reason whatsoever, you shall not directly or indirectly provide any services to any of the Company's client or to any other company or entity doing similar business without the express, prior written consent from the Company with or without remuneration.

You further agree that you will not solicit or entertain offers from any of the existing or former clients of the Company, whether for yourself or on behalf of any other entity or in any manner attempt to induce any of the clients of the Company withdraw or reduce their business from the Company. You further agree that you will not solicit any Associate or consultants of the Company or induce them into terminating their contractual agreements with the Company.

Background Information and Checks:

This letter of employment has been issued to you on the basis of the information furnished by you about yourself in your resume. 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 herein.

If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer and/or to terminate your services immediately without notice and compensation or to take any appropriate action against you.

Separation:

Your services in the company may be terminated by either party by serving **two (2)** months notice or salary in lieu thereof. However, the Company shall have the right to terminate your services without notice for unsatisfactory performance or any misconduct. Acceptance of salary in lieu of notice shall be purely the discretion of the company and the same shall among other things depend upon the exigencies of work, completion of the assigned project etc.

Upon termination & acceptance of the separation notice as part of separation formalities, you shall immediately and not later than last working day from the date of termination or acceptance of the separation as the case may be, before you are relieved, hand over the papers, laptops, data drives, documents, keys, all soft wares, correspondence, specifications, books, data, confidential Information, drawings and any other property of the Company provided/ made available to you and shall not make or retain any copies of these items.

Information Security and Dedicated employment:

The Company's information security policies, procedures and requirements are in addition to the ones set forth in The Information Technology Act, 2000 by the government of India. Offender shall be prosecuted to the fullest extent of the law.

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You are responsible for complying with the level of access control given to you to ensure privacy & Security of company information and communication as per HIPAA Policy. If the business relationship with any associates or vendors demands disclosure of company's confidential information, immediately prior to such disclosure a Non-Disclosure agreement should be signed by both parties.

You agree not to undertake employment, whether with or without remuneration whether fulltime or parttime, as the Director / proprietor / Partner / Member / Employee of any other organization/ entity engaged in any form of business activity without the written consent of **FIGmd (India) Private Limited.** The discretion to grant consent in this regard shall be solely of the company and the consent if given can be withdrawn at any time at the discretion of the Company.

Data Privacy:

FIGmd has adopted the following privacy policy principles.

FIGmd may collect, store, use and disclose information about individual Associate which may constitute personal data under the Indian Government Laws for business purposes.

The personal data may be processed for purposes including:

- Administering relationships services.
- HR Operational purposes Conducting market or customer satisfaction research.
- Providing individuals with information concerning products and services which we believe shall be of interest.
- Compliance with any requirement of law, regulation, associations, voluntary codes we decide to adopt.
- The detection, investigation and prevention of fraud and other crimes or malpractice.
- For the purpose of, or in connection with, any legal proceedings (including prospective legal proceedings), for obtaining
- Legal advice or for establishing, exercising or defending legal rights.
- The personal data may be disclosed to FIGmd management, auditors, service providers, regulators, governmental or law enforcement agencies or any person, FIGmd reasonably thinks necessary for the processing purposes outlined above. Minimal data will be shared with the authorized entity as per the requirement only.
- The action taken after a violation if encountered is as follows:
- All violations shall be reported to Security Committee.
- A person shall be issued a warning or shall face stricter action depending upon nature of incidence for the first time of the violation.
- Any further violation on the part of the same person should result in strict disciplinary action up to termination of employment.

Code of Conduct:

Associate covered by this policy are expected to fulfill certain duties and expectations that support the vision, mission and values of the Company. They are expected to conduct themselves in a manner deserving of trust. You agree to adhere to the expectations, policies rules and regulation of the organization specified as Standard Code of Conduct in General Terms & Conditions of Employment. Subsequent disciplinary actions are described in company's Disciplinary Policy.

- The primary mode of operation for all associates will be work from home. However, if required you will have to come to the office at short notice.

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- Associate will be assigned Laptop/Dongle as per the project's requirements.
- Wi-Fi/ Broadband with minimum bandwidth of 20 mbps is mandatory.
- Attendance will be calculated based on Work log Hours logged for 8 hours or more will be considered as full day.
- Hours logged 4 hour or less will be considered as half day.
- Based on the business requirements, you may be required to work in shifts as per Company's policy.

Payments Recovery Clause:

Any loan taken for the purpose of training & development from the company or amounts paid in terms of Joining Bonus, Retention Bonus, and Relocation Bonus is treated as an advance payment and nullified at the year end from the date of joining. However, if you have availed above benefits, and resign from the Company within one year from your date of joining, the amount paid by the Company towards advance payment shall be paid by you to the company before relieving.

Jurisdiction:
This appointment letter shall be governed by the laws of India and any dispute that may arise from or as a result of or relating to this letter or your employment with the Company shall be subject to the exclusive jurisdiction of courts in Pune, Maharashtra, India.

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial association. We trust that our relationship will be guided by a quest for excellence in all facets of our interactions.

By signing this letter you communicate your acceptance of the contents of this letter and confirm that this letter supersedes any and all offers, promises made or accepted between yourself and the Company with regard to terms of your employment and the compensation thereof, whether made orally or in writing. Any changes made to this letter shall be in writing and shall be signed by both parties.

We welcome you to **FIGmd (India) Pvt. Ltd.** family and look forward to a fruitful collaboration.

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

Sincerely,
For FIGmd (India) Pvt.Ltd.,

FIGMD (INDIA) PVT. LTD. ★ PUNE ★

Ameya Gokhale

ManagerHuman Resources

For Employee,

Name:

Location:

Date:

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Annexure A Salary Break Up				
Sr No	**Particulars**	**Amount in INR**	**% As per Sal. Structure**	**L3**
I	**Monthly Gross Earnings**			
	Basic	18,334	40.00%	
	HRA	9,167	50% or 10%	
	Transport Allowance	1,600	As per grade	
	Medical Allowance	1,250	1250	
	Telephone Reimbursement Allowance	1000	As per grade	
	Food Allowance*	2200	2200	
	LTA reimbursement	2000	As per grade	
	Other Allowance	7252	Bal. Fig.	
	GrossSub Total 1	**42,803**		
II	**Employer Contribution**			
	Provident Fund	1950		
	ESIC	0		
	Gratuity	882		
	Health Insurance SA Rs 2 L + Accidental Insurance Premium SA Rs 10L	200	**No. of lives**	1
	Sub Total 2	**3,032**		
III	**Employee Contribution / Deductions**			
	Profession tax	200		
	Provident Fund	1800		
	ESIC	0		
	Sub Total 3	**2,000**		
IV	**Net Pay**	**40,803**		
V	**Monthly CTC**	**45835.00**		
VI	**Annual CTC**	**550,020**		

Note:The income tax will be deducted as per income tax rules.

***A nontaxable component which will be included on request. Employee will be provided with HDFC meal card post joining.**

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FIGMD (INDIA) PRIVATE LIMITED
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Off : 02066879009 wesite: www.figmd.com CIN: U72900PN2016FTC165476
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Job Description

Job Title: Associate Clinical Registry Analyst (L3)
Location: Pune

Reports to: Manager

Purpose of Position:

Major Responsibilities

- Provide maintenance service to data dictionaries for various registries throughout the operational year.
- Create annual data dictionary updates and obtaining reviews from registry coordinators prior to publishing.
- Create annual data dictionary updates and obtaining reviews from registry coordinators prior to publishing.
- Coordinate with Head of Clinical Registry Business Analysis Department and other groups within FIGMD.
- Mentor/Assist the junior member in problem solving and communication.
- Protects operations by keeping information confidential.

Competencies: General Skills:

- Appropriate computing and Net-surfing and correspondence skills.
- Analytical skills, Good research and referencing skills
- Technical/Domain Skills :
- Knowledge of statistical tools for obtaining data, analysis and report. Familiar with MS Office applications.
- Excellent verbal and written communication skills.
- Knowledge of medical terms and ability to handle/process clinical data and with

Education (Required):

- Any graduate from science stream D.Pharm/BSC-Sciences/ B.Pharmacy/ Paramedical sciences) or masters from Science stream e.g. Msc (Sciences/Bio Tech/ BioChemistry/ Chemistry/ Botany/ Zoology/ Microbiology).
- Candidates who are familiar with Medical terminologies, procedures, treatment with knowledge about database minimum

Note:

The Job Description is subject to change from time to time, as per the requirements of the Company and the competencies / qualifications you may acquire in future

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ImpactGuru.com

Dear **Abhishikta Biswas**,

I am pleased to extend to you an offer of Consultant as **Management Trainee** with **Impact Guru**.

We have enjoyed getting to know you and believe you have much to contribute to our firm and our culture. We hope that in the process of getting to know us, you have concluded that the fit is compelling and that ImpactGuru is the best firm at which to take the next step in your career and to grow further. We congratulate you!

ImpactGuru's aspiration of innovative thinking, open collaboration, and passion for driving change enables nonprofits, social enterprises, corporate, and other change-makers and impact creators to outperform and our Consultants to achieve greatness. We will be thrilled to have you as part of our team. You will bring your ambitious aspirations and unique talents to the firm and to our clients. In return, you will find unparalleled opportunities for personal and professional development at ImpactGuru, with no limits on the paths your career may take.

We feel that your skills and background will be valuable assets to our firm and we are delighted at the prospect of your joining us. Impact Guru is a transformative organization and aspires to be a market leader in its niche. Within and beyond ImpactGuru, our people will make a difference to the world because of the leaders they will become while here.

Please reach out to me with questions at any time. We hope to stay in close contact with you and look forward to having you as our colleague.

COMPENSATION:

Annual Professional fees

Your annual Professional fees will be **Rs. 4,00,000/-** paid in equal installments every month. Your Professional fees will be subject to TDS or other statutory deductions, if any.

Compensation details:

Internship Stipend: 25,000/- per month

Total CTC Offered: 5.80 LPA (Full time employment)

CTC offered: 4 LPA (Fixed) + Upto 60,000/- PA (Travel Allowance) + Upto 1.20 LPA (Incentives - performance based)

Below mentioned documents are necessary to submit:

- Pan Card, Aadhar Card
- Address proof
- Educational Certificate
- Last 3 Payslips and Bank Statement

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- Previous Experience Letter/Offer Letter/ Relieving letter

- Cancelled Cheque/ Any Account Detail Proof

- Front facing Photo

- 3 Reference details from previous company (HR, Reporting Manager, Founders)

Compliance with Terms and Conditions and Policies

All consultants are required to comply with Impact Guru's policies, which include those related to non-discrimination, sexual harassment, confidentiality, non-compete, and others as outlined in other policies as will be shared with you from time to time. You will be required to sign this letter which provides a statement of basic standards of behavior and expectations central to Impact Guru's values.

Your Appointment as Consultant is subject to a positive reference verification & submission of documents and the terms and conditions outlined in this letter and all HR policies and procedures of Impact Guru, as amended from time to time.

On acceptance of this letter, you cannot discard our offer and /or cannot join /accept / prefer other offer upon acceptance of our offer, you cannot leave Impact Guru within a period of 6 months, in case you want to leave within 6 months then you have to serve a 2 months' notice or buy out the notice period with 2 times of your salary, post 6 months the notice will be revised to 1 month. In conflict of aforesaid terms, you will be responsible for reimbursing the company three times of the salary paid to you within seven days from the date of your resignation failing which Impact Guru shall be constrained to file appropriate proceedings both civil and criminal, in the court of law for the recovery of the aforesaid amount. The interest shall be charged at the rate of 18% p.a. upon failing to make payment within seven days as aforesaid.

Your date of joining will be on or post 22nd March 2021 based on Management's discretion.

Your work location for internship and full time employment is Mumbai.

Accepted,

Name:

Date:

Signature:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

866

PORTEA
HOME MEDICAL CARE SERVICES

7th April 2021

Bangalore

Offer Letter

Dear Dr Aditi Singhal,

Based on your application and subsequent discussions we had with you, we are pleased to offer you employment in our organization as **Executive - Key Accounts**

Portea (Healthvista India Pvt.Ltd.) is one of India's leading Home healthcare providers with operations across NCR, Bangalore, Mumbai and Chennai. We are rapidly expanding our operations in these locations and also across the country.

Our healthcare services at home address a great need of patients and we are delighted that you will be joining our team to help a lot of patients live a healthier and a more comfortable life.

We welcome you on board and wish you the very best.

Let's together create a healthier and happier world!

Sincerely yours

Vaibhav Tewari

Mr Vaibhav Tewari

COO

For Portea (Healthvista India Pvt. Ltd.)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

080 3355 4554

Healthvista India Pvt. Ltd. 69/B, 1st Cross, 1st Stage, Domlur Layout, [Next to Domlur Post Office], Bangalore-560071

PORTEA
HOME MEDICAL CARE SERVICES

Terms and conditions:

1. You will join us on or before **19th April 2021.**
2. You will be on probation for a period of six months from the date of joining and your confirmation would be dependent on satisfactory completion of your Probation period.
3. You will be based at **Delhi.** You are however, liable to be transferred to any of our establishments in India, or to any subsidiary or associate company: whether now existing or still to be formed. Such transfer / deputation will be in accordance with the company's rules for the time being in force.
4. Your annual Cost to Company will be **Rs 4, 00, 000/- (Four Lakh only)**. This is subject to usual statutory and / or other taxes, which may be imposed from time to time by the Government, or any public body authorized to do so.
5. You will be entitled to allowances as detailed in the annexure to this letter. You will also be covered by Provident Fund and other schemes of the company as applicable to your category that are in force at present and / or may be amended from time to time. These shall also be subject to taxes as applicable under relevant laws.
6. The employment offer is valid for next one week from this date of offer. If the company does not receive any confirmation from you within the stipulated time this offer shall lapse automatically and then there shall be no further communication from the company in furtherance of this offer of employment.
7. You will be required to give 60 days' notice to terminate this appointment after confirmation. The Notice period during probation will be 30 days. The last working day would be decided at the sole discretion of the Management and in the event of being relieved within the above number of days, the remaining part of notice period days would be adjusted against the existing leave balance or an equivalent of basic salary and HRA. The Company, however will have the right to terminate your appointment forthwith on account of misconduct, including but not limited to, fraudulent, dishonest or undisciplined conduct, or breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's or Client's property or breach of the confidentiality obligations. In all other cases, the Company will have the right to terminate the appointment by giving 60 days' notice or payment of basic salary and HRA in lieu of notice.
8. Any revisions of your compensation package, promotions, and your continued employment with the Company are all subject to you meeting the performance levels applicable to you from time to time. Your performance may be informally discussed with you by your manager/s on a regular basis.

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PORTEA
HOME MEDICAL CARE SERVICES

CTC ANNEXURE

Compensation Structure		
Name	**Dr Aditi Singhal**	
Total Annual CTC (Rs.) :	**400000**	
Total Fixed Income (Rs.) :	360000	
Monthly CTC	30000	
Particulars	**Monthly**	**Annual**
Basic	12000	144000
HRA	6000	72000
Conveyance	1600	19200
Fixed Visit Allowance	0	0
Special Allowance	8600	103200
Gross Salary	**28200**	**338400**
Deductions		
PF	1800	21600
PT	0	0
ESI	0	0
Total Deductions	**1800**	**21600**
Company Contributions		
PF	1800	21600
ESI	0	0
Gratuity *(As per the Act)*	0	0
Sub total	**1800**	**21600**
Fixed CTC	**30000**	**360000**
Variable Pay	3333	40000
Bonus	0	0
Total CTC	**33333**	**400000**

You will be covered under Medical Insurance for 1 Lakh

For Portea (Healthvista India Pvt. Ltd.)

Vaibhav Jain

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

080 3355 4554

Healthvista India Pvt. Ltd. 69/B, 1st Cross, 1st Stage, Domlur Layout, [Next to Domlur Post Office], Bangalore-560071

DRG
Part of **Clarivate**

27th April 2021

Name: Aditya Singh

Address: Delhi

Dear Aditya,

With reference to your application and subsequent interview with us, we are pleased to offer you the **Data Analyst** with Clarivate Analytics, **Bangalore**.

CTC – INR 600,000 PA (Fixed 566038 + Variable 33,962) + Benefits include – Medical insurance up to INR 600,000; Gratuity; Stocks & shares – conditional benefit etc. and are requested to join us on or before **16th August 2021.**

This offer is valid for a day from the time you receive it. Please indicate your acceptance of this offer by email within this time frame.

Please bring the following documents along with you when you come for joining:

1. One Passport size photograph (White Background)
2. Proof for Date of Birth
3. PAN card
4. Qualification Certificates (Original for verification and photocopies copies for our reference and record)
5. Copy of Passport (if any)
6. Address proof (Permanent/ Current)

Further information will be provided in the Joining Letter that you will receive at the time you join the company. Included in this Joining Letter are standard terms regarding the notice of termination or resignation which are provided below for your reference:

"**Notice of termination/resignation**: 30 days' notice on either side with the Company retaining the right to pay half month's salary in lieu of the notice."

Yours sincerely,

Satyam Pattnaik

Satyam Pattnaik
VP Human Resources – India

Registrar
The IIHMR University
1, Prabhu Dayal Marg
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Part of **Clarivate**

1. Statutory Benefits

a. You will be not be eligible to statutory benefits such as provident fund and gratuity, as detailed in the Additional Terms and Conditions of Employment, and under any applicable law or policy in force from time to time.

2. Leave

You will be entitled to **avail annual leave** every year in accordance with our 'Time Off Policy'. The leave entitlements made available to you have been clubbed for administrative convenience. Leave eligibility will be based on the location of work, please refer 'Time Off Policy' for more details. Leave will be calculated on a pro-rata basis during the first calendar year of service. Unutilized leaves cannot be carried forward or encashed.

3. Company Policies

a. During the term of your employment, you shall comply with all of the Company's policies, made available to you, including without limitation, the Company's code of conduct, Anti-Bribery policy, Anti-Fraud policy and any other policy implemented by the Company by whatever name called (together, "Company Policies"; each a "Policy"). As an employee of the Company you shall uphold the Company Policies, including any modifications, alterations, additions, deletions or replacements which the Company may undertake at its sole discretion.

The Company Policies are integral to the Company and are an important source of guidance to the Company's employees as to the standards of conduct expected of each of the Company's employees. While no document could possibly cover every question or circumstance with regard to your conduct as the Company's employee, the Company Policies provide guidance on some of the issues that are critically important to the Company. Just as important, the Company Policies can help you identify when it's time to ask for guidance from your manager, a Company's human resources business partner or a Company's lawyer.

You may be asked for a written, signed or electronic acknowledgement with respect to certain Company Policies. If so requested, please acknowledge that you have received access to and have read those Company Policies and that you understand your obligations to comply with their terms. Regardless of whether you have provided such written or signed acceptance, you expressly agree that each of the Company Policies are binding on you and that it is important for you to comply with them at all times, sometimes even after the termination of your employment. If you have computer access, you will likely be able to submit your acknowledgment electronically. Information will be provided to you as to how to submit your electronic acknowledgment. If you do not have computer access, and if required by the Company, you should sign a copy of the acknowledgment form as provided by your local human resources department.

b. The Company reserves the right to terminate your employment at any time if it does not receive your signed acknowledgement with respect to certain Company Polices. In any case, you acknowledge that non-compliance with any of the Company Policies may result in disciplinary action against you, including, where the Company considers necessary under the circumstances, termination of your employment.

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c. You acknowledge that it is your responsibility to know and keep yourself updated with respect to the Company Policies from time to time. Please get in touch with the relevant human resources team for assistance on where and how you may access the Company Policies.

d. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Company Policies. You therefore acknowledge and agree that the Company may, from time to time at its discretion, revise, modify, add, delete or replace any of the Company Policies in accordance with applicable laws. You hereby agree to be bound by all such changes to the Company Policies.

4. Confidentiality

a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information shall include (but not be limited to) trade secrets, know-how, business processes, product information, intellectual property, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, financial information, etc. All such information is called "Confidential Information" and is more fully defined in Clause 1(a) of the Confidential Information and Invention Assignment Agreement, which is Annexure IV to this Letter.

b. During the course of your employment and thereafter, you will keep strictly confidential, all Confidential Information as defined above, and shall not use the same for any purpose other than for the performance of your duties as an employee of the Company. Specifically, you will not disclose it to any third party, except to the extent necessary for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or are more stringent, as the circumstances may warrant.

c. You shall also execute the Clarivate Analytics Confidential information and Invention Assignment Agreement in a form attached as Annexure IV herein, under which you will have the obligations to keep Company's proprietary information confidential.

5. Intellectual Property Rights

Your employment with the Company shall at all times be subject to your signing (and acting in a manner consistent with) an undertaking in favour of the Company vesting in the Company all intellectual property rights in the works created by you in accordance with the Clarivate Analytics Confidential Information and Invention Assignment Information attached to this Letter as Annexure IV.

For Company

Satyam Pattnaik

Satyam Pattnaik

VP Human Resources – India

ACKNOWLEDGED AND AGREED

Name: Aditya Singh

Date: 28th April 2021

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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ONE LIFE
HOME HEALTHCARE

Date: 22nd February 2021

Dr. Aishwarya Laxman Shityalkar

D/O.Laxmann Shityalkar,
Kundalika Vaibhav C-4, Roha Kolad Road,
Roah, Raigarh,
Maharashtra - 402109

Dear Dr. Aishwarya,

Sub: Offer of Employment

This is with reference to your application and subsequent interview you had with us. We have pleasure in offering you a position of **"Management Trainee"** in our organization. The salary and perquisites applicable to you as a full timer is as discussed and mutually agreed upon and will aggregate to an all-inclusive annual of **Rs. 6,00,000/- per annum (Rupees Six Lakh Only)** . Please note that the organization views this offer letter and the compensation details to be highly confidential and expects you to maintain strict confidentiality in respect of the same.

Our offer is subject to the following terms and conditions: -

1. You will be initially posted in **Chennai** but may be transferred/deputed to any of the offices/project sites of the organization in India or abroad.

2. You are requested to join our organization in Chennai on or before **3rd March 2021**. Any change in the date of joining will be intimated to us in advance and will be subject to our acceptance, failing which the offer would stand cancelled.

3. Your appointment is subject to the organization receiving the following documents at the time of reporting for your assignment.
    a. Original certificates of academic / professional qualifications
    b. Original Experience certificate from employer
    c. Original Relieving letter from your current employer
    d. Last drawn salary / increment details
    e. Photocopy of your passport
    f. Four passport size photographs and two stamp size photographs
    g. TDS / Form – 16
    h. Proof of Identity – DL / PAN Card / Voters ID Card.

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ONE LIFE
HOME HEALTHCARE

4. You will be initially on probation for a period of six months from the date of your appointment. On completion of your probation period and if your performance is found satisfactory by the management, your services will be confirmed in the organization.

5. Please note that in the event that the documents as mentioned in Para 3 are not furnished to the organization or that a subsequent verification reveals that the information furnished is incorrect, then your appointment shall be deemed void and further, the organization reserves it's right to initiate such action against you as may be necessary.

6. Your appointment is subject to your being medically examined and found fit and also you are liable for periodical health check-up as required by the organization from time to time.

7. This offer letter is subject to satisfactory report from the reference checks & Background Verification to be conducted by the organization.

8. Your letter of appointment detailing the terms and conditions of your appointment and remuneration details (as applicable) will be issued at the time of your joining the organization.

9. This offer is valid for a period of 2 days from the date of this letter. Please sign and return the enclosed duplicate copy of this letter as token of your acceptance.

We look forward to your joining our organization.

Yours sincerely,
For Tattva Home Healthcare Pvt Ltd

DocuSigned by:
TR Narayanaswamy
CDFF6E170A234CE...

T.R. Narayanaswamy
Chief Executive Officer

I agree to the terms and conditions of this letter

Name: _____
Proposed Date of Joining: _____
Place:
Date:

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

869

ImpactGuru.com

Dear **Ajil R**,

I am pleased to extend to you an offer of Consultant as **Business Development Trainee** with **Impact Guru**.

We have enjoyed getting to know you and believe you have much to contribute to our firm and our culture. We hope that in the process of getting to know us, you have concluded that the fit is compelling and that ImpactGuru is the best firm at which to take the next step in your career and to grow further. We congratulate you!

ImpactGuru's aspiration of innovative thinking, open collaboration, and passion for driving change enables nonprofits, social enterprises, corporate, and other change-makers and impact creators to outperform and our Consultants to achieve greatness. We will be thrilled to have you as part of our team. You will bring your ambitious aspirations and unique talents to the firm and to our clients. In return, you will find unparalleled opportunities for personal and professional development at ImpactGuru, with no limits on the paths your career may take.

We feel that your skills and background will be valuable assets to our firm and we are delighted at the prospect of your joining us. Impact Guru is a transformative organization and aspires to be a market leader in its niche. Within and beyond ImpactGuru, our people will make a difference to the world because of the leaders they will become while here.

Please reach out to me with questions at any time. We hope to stay in close contact with you and look forward to having you as our colleague.

COMPENSATION:

Annual Professional fees

Your annual Professional fees will be **Rs. 4,00,000/-** paid in equal installments every month. Your Professional fees will be subject to TDS or other statutory deductions, if any.

Compensation details:

Internship Stipend: 25,000/- per month

Total CTC Offered: 5.80 LPA (Full time employment)

CTC offered: 4 LPA (Fixed) + Upto 60,000/- PA (Travel Allowance) + Upto 1.20 LPA (Incentives - performance based)

Below mentioned documents are necessary to submit:

- Pan Card, Aadhar Card

- Address proof

- Educational Certificate

- Last 3 Payslips and Bank Statement

Registrar
The IIHMR University
Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Impact Guru Technology Ventures Private Limited
101, Jai Singh Business Center, 119, Sahar Rd, Andheri East, Mumbai, Maharashtra 400099

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Disclaimer: This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error you must neither take any action based upon its contents, nor copy or show it to anyone, please notify the sender or system administrator.
Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the institute. Finally, the recipient should check this email and any attachments for the presence of viruses. The institute accepts no liability for any damage caused by any virus transmitted by this email.

- Previous Experience Letter/Offer Letter/ Relieving letter

- Cancelled Cheque/ Any Account Detail Proof

- Front facing Photo

- 3 Reference details from previous company (HR, Reporting Manager, Founders)

Compliance with Terms and Conditions and Policies

All consultants are required to comply with Impact Guru's policies, which include those related to non-discrimination, sexual harassment, confidentiality, non-compete, and others as outlined in other policies as will be shared with you from time to time. You will be required to sign this letter which provides a statement of basic standards of behavior and expectations central to Impact Guru's values.

Your Appointment as Consultant is subject to a positive reference verification & submission of documents and the terms and conditions outlined in this letter and all HR policies and procedures of Impact Guru, as amended from time to time.

On acceptance of this letter, you cannot discard our offer and /or cannot join /accept / prefer other offer upon acceptance of our offer, you cannot leave Impact Guru within a period of 6 months, in case you want to leave within 6 months then you have to serve a 2 months' notice or buy out the notice period with 2 times of your salary, post 6 months the notice will be revised to 1 month. In conflict of aforesaid terms, you will be responsible for reimbursing the company three times of the salary paid to you within seven days from the date of your resignation failing which Impact Guru shall be constrained to file appropriate proceedings both civil and criminal, in the court of law for the recovery of the aforesaid amount. The interest shall be charged at the rate of 18% p.a. upon failing to make payment within seven days as aforesaid.

Your date of joining will be on or post 22nd March 2021 based on Management's discretion.

Your work location for internship and full time employment is Chennai.

Accepted,

Name:

Date:

Signature:

Registrar
The IIHMR University
Prabhu Dayal Marg

FHPL
BEHIND INSURANCE, BEYOND INSURANCE

	Offer Letter

Date: 09-Apr-2021

Dear **Akanksha Agrawal**

Sub: Offer of employment as **"Sr Medical Officer-Claims - Medical Management"**

With reference to your application and subsequent interview, we have pleasure in offering you the position of as **"Sr Medical Officer-Claims - Medical Management"**
Location: Haryana

Your remuneration will be Rs. 325000 per annum.
Your appointment will take effect from the date of joining which should not be later than **16-Apr-2021**
You are expected to join on or before the given date, else the offer stands cancelled. You will be given a detailed appointment order upon your joining. You will be on probation for a period of one year from the date of your joining.

You are requested to submit the certificates of educational qualifications, service certificates of previous employment and two colored passport size photographs at the time of joining. Any information furnished by you is found to be wrong in such a case the company has a right to terminate

Family Health Plan Insurance TPA Limited offers immense opportunity for growth, which depends entirely upon your performance and contributions.

We take this opportunity of welcoming you to FHPL for a long and fruitful association and invite you to participate in the enriching experience of building the organization towards greater heights of achievements.

Wish You Good Luck.

Yours Sincerely,

For Family Health Plan Insurance TPA Limited

Family Health Plan Insurance TPA Limited * Hyd-34 *

Jimmy Richard
DGM-HR

Family Health Plan Insurance TPA Limited, Registered Office at 8-2-269/A/2-1, 2nd Floor, Srinilaya Cyber Spazio, Road No.2 Banjara Hills, Hyderabad-500034, Telangana.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ImpactGuru.com

Dear **Akansha Bhatia**,

I am pleased to extend to you an offer of Consultant as **Business Development Trainee** with **Impact Guru**.

We have enjoyed getting to know you and believe you have much to contribute to our firm and our culture. We hope that in the process of getting to know us, you have concluded that the fit is compelling and that ImpactGuru is the best firm at which to take the next step in your career and to grow further. We congratulate you!

ImpactGuru's aspiration of innovative thinking, open collaboration, and passion for driving change enables nonprofits, social enterprises, corporate, and other change-makers and impact creators to outperform and our Consultants to achieve greatness. We will be thrilled to have you as part of our team. You will bring your ambitious aspirations and unique talents to the firm and to our clients. In return, you will find unparalleled opportunities for personal and professional development at ImpactGuru, with no limits on the paths your career may take.

We feel that your skills and background will be valuable assets to our firm and we are delighted at the prospect of your joining us. Impact Guru is a transformative organization and aspires to be a market leader in its niche. Within and beyond ImpactGuru, our people will make a difference to the world because of the leaders they will become while here.

Please reach out to me with questions at any time. We hope to stay in close contact with you and look forward to having you as our colleague.

COMPENSATION:

Annual Professional fees

Your annual Professional fees will be **Rs. 4,00,000/-** paid in equal installments every month. Your Professional fees will be subject to TDS or other statutory deductions, if any.

Compensation details:

Internship Stipend: 25,000/- per month

Total CTC Offered: 5.80 LPA (Full time employment)

CTC offered: 4.00 LPA (Fixed) + Upto 60,000/- PA (Travel Allowance) + Upto 1.20 LPA (Incentives - performance based)

Below mentioned documents are necessary to submit:

- Pan Card, Aadhar Card
- Address proof
- Educational Certificate
- Last 3 Payslips and Bank Statement

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Prabhu Dayal Marg
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- Previous Experience Letter/Offer Letter/ Relieving letter

- Cancelled Cheque/ Any Account Detail Proof

- Front facing Photo

- 3 Reference details from previous company (HR, Reporting Manager, Founders)

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All consultants are required to comply with Impact Guru's policies, which include those related to non-discrimination, sexual harassment, confidentiality, non-compete, and others as outlined in other policies as will be shared with you from time to time. You will be required to sign this letter which provides a statement of basic standards of behavior and expectations central to Impact Guru's values.

Your Appointment as Consultant is subject to a positive reference verification & submission of documents and the terms and conditions outlined in this letter and all HR policies and procedures of Impact Guru, as amended from time to time.

On acceptance of this letter, you cannot discard our offer and /or cannot join /accept / prefer other offer upon acceptance of our offer, you cannot leave Impact Guru within a period of 6 months, in case you want to leave within 6 months then you have to serve a 2 months' notice or buy out the notice period with 2 times of your salary, post 6 months the notice will be revised to 1 month. In conflict of aforesaid terms, you will be responsible for reimbursing the company three times of the salary paid to you within seven days from the date of your resignation failing which Impact Guru shall be constrained to file appropriate proceedings both civil and criminal, in the court of law for the recovery of the aforesaid amount. The interest shall be charged at the rate of 18% p.a. upon failing to make payment within seven days as aforesaid.

Your date of joining will be on or post 22nd March 2021 based on Management's discretion.

Your work location for internship would be Mumbai; for full time employment could be Bangalore.

Accepted,

Name:

Date:

Signature:

Registrar
The NHMR University
Near Sanganer Airport, Jaipur-302029

B-16, Green Orchard, Nayanappanahalli,
Bangalore- 560076, India
www.emerg-inc.com
Ethnographic Medical Research Pvt. Ltd.
CIN: U72200KA2014PTC074567

EMeRG

06-02-2021

Dear Akansha,

With reference to our discussion and post successful completion of assessment, we are pleased to offer you a position with Ethnographic Medical Research Pvt. Ltd. (EMeRG) as RESEARCH ANALYST on the following terms and conditions:

1. Your remuneration, while working remotely for EMeRG's (also referred to as "Company" in the agreement) Bangalore office, will be Rs. 550,000/- (Rupees Five Lakh Fifty Thousand) cost to the company per annum subject to Income Tax deductible at source. This includes a variable component of Rs. 45,000. While the fixed component is paid out each month (as per Annexure A) by way of 12 monthly installments or arrears, the variable component would be dispensed upon successful completion of 12 months and meeting expectations associated with the position (to be measured by KPIs assigned upon joining)
2. The details of the cost-to-company are mentioned in Annexure A. The annual salary is eligible for revision post completion of 12 months and will be reviewed based on key performance indicators to be allocated over the next four months
3. You are requested to join on 11th February, 2021
4. You will be on probation for four months from the date of your joining EMeRG and shall continue to be so until and unless specifically communicated to you in writing. The probation period is extendible at the sole discretion of the Management. **The notice period during probation is of 4 weeks**. Upon confirmation, the terms for notice period are outlined in clause 9.
5. You are requested to bring the following at time of joining:
   - *PAN card copy*
   - *2 passport size photographs,*
   - *Copies of all Educational Degrees, Marksheets, Transcripts, & training Certificates;*
   - *Letters of Experience from all Present and past employers*
   - *Your latest salary slips or salary / stipend certificate from present employer*

6. During your employment with the company, you will be governed by the service rules and regulations of the company in force or as introduced or amended from time to time
7. Unless prevented by sickness, other incapacity or as otherwise agreed by the Company, you would be required to devote the whole of your time attention and abilities during the working hours (9.5 working hours; additional hours as may be necessary for the proper performance of the duties, due to the nature of the work) to the business and affairs of the Company. You also hereby acknowledge that you may be required to work outside of these hours as may be necessary for the proper performance of the assigned projects and will not be entitled to any overtime pay in this regard
8. During your employment with the company, you will be liable to be transferred to any of the offices, whether existing or to be set up, anywhere in India or abroad, on the same terms and conditions of employment at the sole discretion of the management
9. Your employment with EMeRG may be terminated by giving a notice period of 8 weeks or payment of eight week's salary in lieu thereof, by either side. This would be subject to your involvement in various projects during the notice period and dependent on adequate transitioning or project completion
10. You may be required to sign a Service Agreement with the company if you are sent for any specialized training that may be required for up-gradation of your skills and knowledge in order to take up required responsibilities and assignments

Registrar
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B-16, Green Orchard, Nayanappanahalli,
Bangalore- 560076, India
www.emerg-inc.com
Ethnographic Medical Research Pvt. Ltd.
CIN: U72200KA2014PTC074567

11. Our offer is contingent on your signing and agreeing to abide by the terms of our company's Confidentiality Agreement (refer to confidentiality clause). In brief, the Agreement requires that you hold in trust and not disclose to any party, directly or indirectly, during your employment with our company and thereafter, any confidential information relating to, among other items, research, development, trade secrets, employee and / or customer prospect lists, or the business affairs of our company and any of its clients.
12. You have been engaged on the presumption that the particulars furnished by you in your application and resume are correct. In case the said particulars are found to be incorrect or that you have concealed or withheld some other relevant facts, our appointment with the company shall stand terminated / cancelled without any notice
13. You are entitled to 18 calendar days of paid holidays (inclusive of sick leave and casual leave) per year, accrued at 1.5 days per month. In the first year of employment, the leaves will be calculated on a pro-rated basis from the date of joining to end of calendar year. In addition, public holidays are followed as per Annexure B. Timings are always subject to operational convenience and the approvals of the Company
14. You will be entitled to carry forward up to 5 days of the annual holiday entitlement from one holiday year to the next. No payment will be made out in lieu of any unused portion at the end of a holiday year
15. The above leave policy doesn't apply during the probation period where any leave(s) availed result in loss of pay. However, public holidays can be availed during the probation period
16. Please sign the duplicate copy of this letter on each page, to be returned to us as your acceptance of this offer and the terms/conditions detailed in this letter. Please note that no commitments other than what is mentioned in this letter & its annexure will be applicable to you or entertained by us

Confidentiality clause: You will not without the prior written consent of the Company either directly or indirectly publish any opinion, fact or material or deliver any lecture or address or participate in the making of any film, radio broadcast or television transmission or communicate with any representative of the media or any third party relating to the business or affairs of the Company or any Associated Company or to any of its or their officers, employees, customers/clients, suppliers, distributors, agents or shareholders or to the development or exploitation of Intellectual Property. For the purpose of this Clause "media" shall include television (terrestrial satellite and cable), radio, newspapers and other journalistic publications.

You will not at any time (either during or after the termination of the employment) disclose or communicate to any person or use for your own benefit or the benefit of any person any trade secrets, secret or confidential information concerning the organization, business, dealings, finances, affairs or conduct of the Company, any Associated Company, its or their staff or business partners, or any similar matters which may come to your knowledge in the course of the employment and shall use your best endeavors to prevent the unauthorized publication or misuse of any confidential information provided that such restrictions shall cease to apply to any confidential information which may enter the public domain other than through your default.

All notes and memoranda of any trade secret or confidential information concerning the business of the Company or any Associated Company or any of its or their suppliers, agents, distributors, customers or others which shall have been acquired, received or made by your during the course of the employment shall be the property of the Company or any Associated Company and shall be surrendered by the Employee to someone duly authorized in that behalf at the termination of the employment or at the request of the Company or any Associated Company at any time during the course of the employment.
Following is a non-exhaustive list of matters which in relation to the Company and any Associated Company are considered confidential and must be treated as such by you:
a. portfolio information and trading strategies
b. any trade secrets of the Company or any Associated Company;

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

B-16, Green Orchard, Nayanappanahalli,
Bangalore- 560076, India
www.emerg-inc.com
Ethnographic Medical Research Pvt. Ltd.
CIN: U72200KA2014PTC074567

c. any information in respect of which the Company or any Associated Company is bound by an obligation of confidence to any third party;
d. unpublished and price-sensitive information relating to securities listed on any recognized stock exchange;
e. the movements and whereabouts and all personal or private matters concerning senior employees and directors of the Company or any Associated Company;
f. marketing strategies and plans of the Company or any Associated Company;
g. client lists and details of contacts with or requirements of clients or the Company
h. pricing strategies of the Company or any Associated Company;
i. lists of service providers to the Company or any Associated Company;
j. information which has been supplied in confidence by clients of the Company or any Associated Company or service providers to the Company or any Associated Company;
k. any other information treated as confidential by the Company or any Associated Company on a day to day basis including software passwords and any other passwords;
l. information and details of and concerning the engagement employment and termination of employment of the Employee and any other personnel of the Company or any Associated Company;
m. information concerning any litigation proposed in progress or settled, to which the Company or any Associated Company may become/is/was a party; and
n. any other information made available to the Employee which is identified to the Employee as being of a confidential nature.

Intellectual Property Clause: You will promptly communicate and disclose in writing to the Company all intellectual Property (whether or not patentable), suggestions, concepts, formats, arrangements, discoveries, developments, ideas, licenses, writings, designs, software (whether in source or object code form), patents, copyrights, trademarks, trade secrets, know-how and patent, copyright and trademark applications which are made, conceived, developed or reduced to practice by you alone, or jointly with other, during the time of your employment with the Company (hereafter, collectively "Intellectual Property"). You hereby assign all of your right, title and interest in all such Intellectual Property to the Company or to a party designated by the Company, free and clear of any claims by you of any character whatsoever, unless the Company notifies you in writing that the Intellectual Property belongs to you in whole or in part

We are pleased in welcoming you to Ethnographic Medical Research Pvt. Ltd. (EMeRG) and sincerely hope that your period of service and collaboration with us will be long, pleasant and of mutual benefit.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

B-16, Green Orchard, Nayanappanahalli,
Bangalore- 560076, India
www.emerg-inc.com
Ethnographic Medical Research Pvt. Ltd.
CIN: U72200KA2014PTC074567

Sincerely,
For Ethnographic Medical Research Group



Authorized Signatory
Krishanu Bhattacharjee
Founding Director and Chief Executive Officer
Ethnographic Medical Research Pvt. Ltd.

Agreed and accepted:

I have read, understood and agree with the terms stated in this letter. My signature below constitutes an acceptance of this offer of employment

Signature (Akansha Singh)



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Bangalore- 560076, India
www.emerg-inc.com
Ethnographic Medical Research Pvt. Ltd.
CIN: U72200KA2014PTC074567

EMeRG

ANNEXURE A

	Monthly	Annual
Basic	21,042	2,52,500
HRA	8,417	1,01,000
Medical Allowance	2,000	24,000
Fuel Reimbursement	2,000	24,000
Communication Allowance	2,000	24,000
Special Allowances	6,625	79,500
Annual Bonus		45,000
CTC	42,083	5,50,000
Deductions*		
PT	(200)	2,400
Net Salary (prior to TDS deduction)	41,833	5,47,600

*TDS deductions will be made based on investment declaration provided by the candidate.

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

B-16, Green Orchard, Nayanappanahalli,
Bangalore- 560076, India
www.emerg-inc.com
Ethnographic Medical Research Pvt. Ltd.
CIN: U72200KA2014PTC074567

HOLIDAY LIST FOR 2021	
DATE	**HOLIDAY**
14-Jan-21	Makara Sankranthi
26-Jan-21	Republic Day
2-Apr-21	Good Friday
13-Apr-21	Ugaadi
01-May-21	May Day
14-May-21	Ramadan
10-Sept-21	Ganesh Chaturthi
02-Oct-21	Gandhi Jayanti
15-Oct-21	Dussehra
01-Nov-21	Kannada Rajyothsava
03-Nov-21	Deepavali
25-Dec-21	Christmas

Registrar
The NHMR University
3, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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THE MISSION HOSPITAL DURGAPUR | FUTURISTIC TECHNOLOGY BRILLIANT MINDS

LETTER OF INTENT

Ref: TMH/LOI/ 54 Dated: 19.01.2021

Dr. Akriti Dubey
Ahmedabad
Gujrat

Dear **Dr. Akriti**,

With reference to the discussions we had with you, the management is pleased to announce that you will be doing three months "Dissertation" in our organization starting from **22nd March, 2021.**

During the dissertation period you will be paid a consolidated stipend of **Rs. 10,000/-** (Rupees Ten Thousand) only per Month.

Upon successful completion of your dissertation and completion of course, you will be appointed as **"Management Trainee"**. During this period you will be paid a stipend of **Rs. 35,000/-** (Rupees Thirty Five Thousand) only subject to statutory deductions as applicable in your case.

Further please note that you will be provided with bachelor accommodation free of cost during your dissertation period.

This is a provisional Offer, formal letter of appointment elaborating terms and conditions of employment shall I be issued once you complete dissertation and join us as Management Trainee.

Please acknowledge the receipt of this offer.

Wishing you all the best.

For The Mission Hospital,

Ramesh Lall
VP-HR

I have read, understood and accepted the terms & condition of this offer. I am willing to start my dissertation on or before .....

Name :
Signature :

Date:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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POPULAR MEDICARE LIMITED

Caring for your every breath

Ref:PML/HR/VNS/52/2021-2022

August 06, 2021

Confidential

Ms. Alfa Khan
Add: Burdwan, West Bengal, India, India
Mob: +91 8250857828
Email ID: alfa.j19@iihmr.in

Letter of Intent

Dear Ms Alfa

Further to our discussions with you, we are pleased to offer you the position of **Management Trainee** in the department of Operations in **POPULAR MULTI SUPER SPECIALITY HOSPITAL (A UNIT OF POPULAR MEDICARE LTD., Varanasi).**

- You shall be based at **Bachhaon** and shall be governed by the policies and regulations of **Popular Medicare Ltd.** as communicated from time to time.
- Your appointment will be effective on or before **September 01, 2021.**
- Your Cost to the company will be **Rs. 25,000/-PM**; applicable tax to be borne by the employee. It is expected that individual compensation package should not be shared with other employees.
- Minimum One Year job tenure is compulsory from the date of joining & a notice period of 30 days is must to be served.
- **You will be eligible to avail the company's medical assistance program and other benefits as per policy,** taxes, ifany applicable on this program shall be to your account.
- The management reserves the right to withdraw the said offer in case any of the information provided by you in the Application Form/ Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining.
- This Letter of offer is subject to clearance from the "Pre Employment Medical Examination" which you will be required to undergo by the company's Medical officer or such other Medical Officer that the company may appoint.
- Please sign a copy of this offer letter as your acceptance or send us a signed scan copy of your acceptance of our offer not later than 7 days from the date of Letter of Intent. Your offer letter stands annulled upon non acceptance of your acceptance.
- You will be on probation period of 6 months. Upon successful completion of probation, the services shall be confirmed.
- The appointment letter detailing the compensation package and other terms & conditions will be given to you at the time of joining subject to completion of all formalities pertaining to joining.
- Marking attendance on Bio-metric is mandatory.
- Accommodation (Yes).

Yours sincerely,
For POPULAR MEDICARE LTD.

POPULAR MEDICARE LIMITED Reg.No. VARO47 Kakarmatta, Varanasi

R. K. Mishra
Group Head-Human Resources

I understand and accept the above mentioned Letter of Intent.

Name: _____

Signature & Date

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Scanned with CamScanner

POPULAR MEDICARE LIMITED

Annexure 1

The following documents, as applicable should be brought along to complete the joining formalities.

1. **Passport size photographs:**

1.1 Self – 6 (passport size)

1.2 Dependents to be covered under medical policy – 1 each (passport size) Kindly, write your name behind all the photographs.

2. **Qualification Documents**

2.1 10th Mark-sheet & certificate

2.2 12th Mark-sheet & certificate

2.3 Graduation or other degree/diploma Mark-sheet & certificate

2.4 Post Graduation Mark-sheet & certificate

2.5 Additional Qualification Mark-sheet & certificate

3. **Experience Documents (Any job full-time / part time mentioned needs to be supported with experience certificates)**

3.1 Appointment Letter of current employer.

3.2 Salary Slips & Bank Statement of last 3 months

3.3 Relieving letter or the acceptance of the resignation letter from the last employer.

3.3 Appointment letter and relieving letter of all previous employment.

4. **Registration Document**

4.1 In case of doctors or other professionals (Nurses/Pharmacist etc.) where registration certificates is valid, kindly provide the same.

4.2 Current and Valid Medical Indemnity Insurance Bond

5. **Miscellaneous Documents**

5.1 PAN Card (Mandatory)

5.2 Aadhar Card (Mandatory)

5.3 Any two of the following for an Address proof;

- Ø Passport
- Ø Voter ID Card
- Ø Driving Licence

Note: Kindly report to HR department at 9:00 AM atleast 1 day prior to D.O.J for Pre-Employment Health Check-ups. Request you to visit empty stomach (Avoid taking tea, coffee, Juice etc.) at our Varanasi Unit.

Yours sincerely,
For POPULAR MEDICARE LTD.

POPULAR MEDICARE LIMITED Reg No. AL0047 HRD Kakarmatta, Varanasi

R. K. Mishra
Group Head-Human Resources

I understand and accept the above mentioned Letter of Intent.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Sirsipura 302029

Name: .....

Scanned with CamScanner

Outlook

FW: Greetings from IIHMR University, Jaipur: 2020-21 Season

From Nikhil Malaviya <nikhil.malaviya@gcsmc.org>
Date Mon 3/22/2021 4:15 PM
To Placements <placements@iihmr.edu.in>
CC Neha Lal <neha.lal@gcsmc.org>; Priyanka Ahuja <priyankaahuja@iihmr.edu.in>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

3 attachments (1 MB)
Dr. Amira Alvi.pdf; Dr. Shivani S Rao.pdf; Mr. Neelaksha Singh.pdf;

Dear Mr. Anshul,

Good Evening!!

We are glad to inform that we have selected the following students for the **three month** internship at GCS Hospital. After Successful completion of Internship the offer profile will be "**Management Trainee**" and salary will be Rs. 25,000 per month plus other benefits.

1 – Dr. Shivani S. Rao.
2 – Dr. Amira Fatima.
3 – Mr. Neelaksha Singh.

Kindly provide full address of the above mention name for further process.

Each student will be paid a stipend of Rs. 10000/- p.m. for their internship with GCS Hospital.

Please be informed that we won't be providing any accommodation facilities at the hospital, students will have to manage it on their own.

The IIHMR University
Registrar
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

With Regards,

Nikhil Malaviya
HR Deepartment
GCS Medical College, Hospital & Research Centre
Phone: 079 66048109

From: Placements [mailto:placements@iihmr.edu.in]
Sent: 22 March 2021 3:03 PM
To: Nikhil Malaviya
Cc: Neha Lal; Priyanka Ahuja
Subject: RE: Greetings from IIHMR University, Jaipur: 2020-21 Season

Dear Nikhil Sir,

As discussed over phone, kindly share the names of the selected students. We will share their full addresses for generating offer letters.

Thanks & Regards
Anshul Goyal

From: Placements
Sent: Saturday, March 20, 2021 10:15 AM
To: Nikhil Malaviya <nikhil.malaviya@gcsmc.org>
Cc: Neha Lal <neha.lal@gcsmc.org>; Priyanka Ahuja <priyankaahuja@iihmr.edu.in>
Subject: RE: Greetings from IIHMR University, Jaipur: 2020-21 Season

Dear Mr. Nikhil,

Greetings of the day.

Please find below the Zoom link and slots.

Join Zoom Meeting
https://us04web.zoom.us/j/7168222091?pwd=Zyt2cElkSlZsVmxrUFZTQ2kzRHFZdz09

Meeting ID: 716 822 2091
Passcode: 8GhQx1

The IIHMR University Registrar Near Sanganer Airport, Jaipur-302029

Sr. No.	Roll No	Name	Date	Time Slot	Contact No.
1	876	Dr. Amira Fatima Alvi	22nd March 2021	10.30 AM	8239272332
2	895	Avinash Kumar	22nd March 2021	10.45 AM	7385546022
3	942	Neelaksha Kumar Singh Yaduwanshi	22nd March 2021	11.00 AM	7597348504
4	995	Dr. Shivani Shakti Rao	22nd March 2021	11.15 AM	9896745511

Thanks & Regards
Anshul Goyal
9929442220(M)

From: Placements
Sent: Wednesday, March 17, 2021 4:17 PM
To: Nikhil Malaviya <nikhil.malaviya@gcsmc.org>
Cc: Neha Lal <neha.lal@gcsmc.org>; Priyanka Ahuja <priyankaahuja@iihmr.edu.in>
Subject: RE: Greetings from IIHMR University, Jaipur: 2020-21 Season

Dear Nikhil Ji,

Greetings of the day.

Kindly find the enclosed Students Details and Resume for GCS Medical College
Total No. of Application- 05

Please share the further steps. Dissertation will start from 22nd March 2021.

Thanks & Regards
Anshul Goyal

The Registrar
IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

From: Nikhil Malaviya <nikhil.malaviya@gcsmc.org>
Sent: Friday, March 12, 2021 5:32 PM
To: Placements <placements@iihmr.edu.in>; Priyanka Ahuja <priyankaahuja@iihmr.edu.in>
Cc: Neha Lal <neha.lal@gcsmc.org>
Subject: RE: Greetings from IIHMR University, Jaipur: 2020-21 Season

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Anshul,

We have following vacancies at GCSMCH&RC for which we invite your **MBA in Hospital and Health Management** students passing out in 2021 to apply for the same.

Sr. No.	Position	Qualification	No. of requirement
1	Laboratory Coordinator	MBA in H.M. / MHM	1
2	Radiology Coordinator	MBA in H.M. / MHM	1
3	ICU Coordinator	MBA in H.M. / MHM	1
4	Executive - Operations	MBA in H.M. / MHM	1
5	Assistant Manager - T & D	MBA in H.M. / MHM	1

As Management Trainee they will be provided 15000/- stipend. After internship, we will be converting the suitable MT's in to permanent employee. Salary criteria for Employment ranging from 25000 – 30000 p.m. Also please find JD attached for the positions mentioned above.

Please be informed that we won't be providing any accommodation.

For the summer internship 2021 please find the criteria as mentioned below.

Sr. No.	Internship	Duration of Internship	Designation	Remuneration
1	Summer Internship	2 Months	Intern	10000/- P.M.
2	Final Year Internship	4 Months	Management Trainee	15000/- P.M.
Internship Area : - HR / Operations / Marketing / Quality / IT / Laboratory / Radiology				

Please send us the details of both, Employement(Placement) / Internship according to the details provided .

for any other queries kindly get in touch with me.

The IIHMR University
Registrar
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

With Regards,
Nikhil Malaviya
HR Department
GCS Medical College, Hospital & Research Centre
Phone: 079 66048109

877

THE MISSION HOSPITAL DURGAPUR | FUTURISTIC TECHNOLOGY. BRILLIANT MINDS.

LETTER OF INTENT

Ref: TMH/LOI/62 Dated: 12.03.2021

Mr. Amit Kumar Thakur
New Delhi
Delhi

Dear **Mr. Amit,**

With reference to the discussions we had with you, the management is pleased to announce that you will be doing three months "Dissertation" in our organization starting from **22nd March, 2021.**

During the dissertation period you will be paid a consolidated stipend of **Rs. 10,000/-** (Rupees Ten Thousand) only per Month.

Upon successful completion of your dissertation and completion of course, you will be appointed as **"Management Trainee"**. During this period you will be paid a stipend of **Rs. 35,000/-** (Rupees Thirty Five Thousand) only subject to statutory deductions as applicable in your case.

Further please note that you will be provided with bachelor accommodation free of cost during your dissertation period.

This is a provisional Offer, formal letter of appointment elaborating terms and conditions of employment shall I be issued once you complete dissertation and join us as Management Trainee.

Please acknowledge the receipt of this offer.

Wishing you all the best.

For The Mission Hospital,

Ramesh Lall
VP-HR

I have read, understood and accepted the terms & condition of this offer. I am willing to start my dissertation on or before .....

Name :
Signature : Date:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

DRG
Part of **Clarivate**

27th April 2021

Name: Amitoj Kaur

Address: Delhi

Dear Amitoj,

With reference to your application and subsequent interview with us, we are pleased to offer you the **Research and Business Analyst** with Clarivate Analytics, **Bangalore**.

CTC – INR 600,000 PA (Fixed 566038 + Variable 33,962) + Benefits include – Medical insurance up to INR 600,000; Gratuity; Stocks & shares – conditional benefit etc. and are requested to join us on or before **3rd May 2021.**

This offer is valid for a day from the time you receive it. Please indicate your acceptance of this offer by email within this time frame.

Please bring the following documents along with you when you come for joining:

1. One Passport size photograph (White Background)
2. Proof for Date of Birth
3. PAN card
4. Qualification Certificates (Original for verification and photocopies copies for our reference and record)
5. Copy of Passport (if any)
6. Address proof (Permanent/ Current)

Further information will be provided in the Joining Letter that you will receive at the time you join the company. Included in this Joining Letter are standard terms regarding the notice of termination or resignation which are provided below for your reference:

"**Notice of termination/resignation**: 30 days' notice on either side with the Company retaining the right to pay half month's salary in lieu of the notice."

Yours sincerely,

Satyam Pattnaik

Satyam Pattnaik
VP Human Resources – India

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

DRG
Part of Clarivate

1. **Statutory Benefits**

   a. You will be not be eligible to statutory benefits such as provident fund and gratuity, as detailed in the Additional Terms and Conditions of Employment, and under any applicable law or policy in force from time to time.

2. **Leave**

   You will be entitled to **avail annual leave** every year in accordance with our 'Time Off Policy'. The leave entitlements made available to you have been clubbed for administrative convenience. Leave eligibility will be based on the location of work, please refer 'Time Off Policy' for more details. Leave will be calculated on a pro-rata basis during the first calendar year of service. Unutilized leaves cannot be carried forward or encashed.

3. **Company Policies**

   a. During the term of your employment, you shall comply with all of the Company's policies, made available to you, including without limitation, the Company's code of conduct, Anti-Bribery policy, Anti-Fraud policy and any other policy implemented by the Company by whatever name called (together, "Company Policies"; each a "Policy"). As an employee of the Company you shall uphold the Company Policies, including any modifications, alterations, additions, deletions or replacements which the Company may undertake at its sole discretion.

   The Company Policies are integral to the Company and are an important source of guidance to the Company's employees as to the standards of conduct expected of each of the Company's employees. While no document could possibly cover every question or circumstance with regard to your conduct as the Company's employee, the Company Policies provide guidance on some of the issues that are critically important to the Company. Just as important, the Company Policies can help you identify when it's time to ask for guidance from your manager, a Company's human resources business partner or a Company's lawyer.

   You may be asked for a written, signed or electronic acknowledgement with respect to certain Company Policies. If so requested, please acknowledge that you have received access to and have read those Company Policies and that you understand your obligations to comply with their terms. Regardless of whether you have provided such written or signed acceptance, you expressly agree that each of the Company Policies are binding on you and that it is important for you to comply with them at all times, sometimes even after the termination of your employment. If you have computer access, you will likely be able to submit your acknowledgment electronically. Information will be provided to you as to how to submit your electronic acknowledgment. If you do not have computer access, and if required by the Company, you should sign a copy of the acknowledgment form as provided by your local human resources department.

   b. The Company reserves the right to terminate your employment at any time if it does not receive your signed acknowledgement with respect to certain Company Polices. In any case, you acknowledge that non-compliance with any of the Company Policies may result in disciplinary action against you, including, where the Company considers necessary under the circumstances, termination of your employment.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

DRG
Part of **Clarivate**

c. You acknowledge that it is your responsibility to know and keep yourself updated with respect to the Company Policies from time to time. Please get in touch with the relevant human resources team for assistance on where and how you may access the Company Policies.

d. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Company Policies. You therefore acknowledge and agree that the Company may, from time to time at its discretion, revise, modify, add, delete or replace any of the Company Policies in accordance with applicable laws. You hereby agree to be bound by all such changes to the Company Policies.

4. Confidentiality

a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information shall include (but not be limited to) trade secrets, know-how, business processes, product information, intellectual property, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, financial information, etc. All such information is called "Confidential Information" and is more fully defined in Clause 1(a) of the Confidential Information and Invention Assignment Agreement, which is Annexure IV to this Letter.

b. During the course of your employment and thereafter, you will keep strictly confidential, all Confidential Information as defined above, and shall not use the same for any purpose other than for the performance of your duties as an employee of the Company. Specifically, you will not disclose it to any third party, except to the extent necessary for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or are more stringent, as the circumstances may warrant.

c. You shall also execute the Clarivate Analytics Confidential information and Invention Assignment Agreement in a form attached as Annexure IV herein, under which you will have the obligations to keep Company's proprietary information confidential.

5. Intellectual Property Rights

Your employment with the Company shall at all times be subject to your signing (and acting in a manner consistent with) an undertaking in favour of the Company vesting in the Company all intellectual property rights in the works created by you in accordance with the Clarivate Analytics Confidential Information and Invention Assignment Information attached to this Letter as Annexure IV.

For Company

Satyam Pattnaik

Satyam Pattnaik

VP Human Resources – India

ACKNOWLEDGED AND AGREED

Name: Amitoj Kaur

Date: 28th April 2021

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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THE MISSION HOSPITAL DURGAPUR | FUTURISTIC TECHNOLOGY, BRILLIANT MINDS

LETTER OF INTENT

Ref: TMH/LOI/53

Dated: 19.01.2021

Dr. Anam Sohail
Chhindwara
Madhya Pradesh

Dear **Dr. Anam,**

With reference to the discussions we had with you, the management is pleased to announce that you will be doing three months "Dissertation" in our organization starting from **22nd March, 2021.**

During the dissertation period you will be paid a consolidated stipend of **Rs. 10,000/-** (Rupees Ten Thousand) only per Month.

Upon successful completion of your dissertation and completion of course, you will be appointed as **"Management Trainee"**. During this period you will be paid a stipend of **Rs. 35,000/-** (Rupees Thirty Five Thousand) only subject to statutory deductions as applicable in your case.

Further please note that you will be provided with bachelor accommodation free of cost during your dissertation period.

This is a provisional Offer, formal letter of appointment elaborating terms and conditions of employment shall I be issued once you complete dissertation and join us as Management Trainee.

Please acknowledge the receipt of this offer.

Wishing you all the best.

For The Mission Hospital,

Ramesh Lall
VP-HR

I have read, understood and accepted the terms & condition of this offer. I am willing to start my dissertation on or before .....

Name :
Signature :

Date:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ARAVALI
Association for Rural Advancement through Voluntary Action and Local Involvement
Indira Gandhi Panchayati Raj & Gramin Vikas Sansthan, Jawahar Lal Nehru Marg, Jaipur – 302015
Telefax: 91-141-2946115, 2710556 Email: aravali-rj@nic.in Website: www.aravali.org.in

Terms of Reference for District Coordinator under the UNICEF supported initiative of "Strengthening SBCC for COVID -19 in the districts of Rajasthan"

Names of Resource Persson:

Anirudh Singh
Rajeev Gandhi Colony
Deoband Road, Nanauta
Distt. Saharanpur (UP)

1. BACKGROUND

Rajasthan, like the rest of India has been battling against COVID 19 since early 2019. More recently, the second wave of COVID-19 witnessed a substantial increase, prompting a fresh string of measures of increasing intensity.

The total number of active cases in the state has reached up to 194,382 cases as of 16th May 2021 with 300 plus deaths occurring on daily basis. On the other hand, total 24,440 have been discharged out of COVID-19 facilities. The issue of concern includes the rapid spread of COVID-19 in rural Rajasthan. The government has put in place various response1 and preventive measures to address the surge. A continued Jan Anushasan (community self-discipline) fortnight followed by a lockdown is in place to break the chain of transmission. Various RCCE measures to promote COVID Appropriate Behaviours and other measures like home isolation, proning, etc (clubbed as CAB+) have been deployed. The vaccination against COVID 19 has also been expanded to 18+ populations of the state. Expert advice continues to insist that even after the ebb of the second wave it will be important to sustain CAB+ behaviours and vaccination to ensure that the epidemic is contained. The impact of the epidemic has been immense on various aspects of the lives of communities, especially children. Hence along with CAB+ and Vaccine promotion, it will be equally important to promote appropriate behaviours and uptake of services and entitlements in a Covid Sensitive manner.

As part of UNICEF's support to the Ministry of Health and Family Welfare (MoHFW) for the COVID-19 vaccines roll out in 14 UNICEF supported states, accurate, timely and informed messaging is key to ensuring that the public has confidence and belief in this vaccine. It is key to ensuring that any fear or worry about COVID-19 vaccines is addressed in a timely manner, and that any questions or doubts about vaccine safety or efficacy are adequately addressed. This needs a consistent, coordinated, and comprehensive communications effort to get factual and contextual content delivered across the length and breadth of the state – focusing on the four pillars of info on new vaccine, vaccine hesitancy, vaccine eagerness and continued COVID Appropriate Behaviours.

[1] Rapid Antigen Tests at a heightened pace; COVID-19 medicine kits, free of cost; COVID Care Centers for isolation at sub block level and COVID Counselling &Care centres at CHC; ambulances and expanded tele medication counselling as required

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Since community engagement and social mobilization requires district level planning and activation, augmenting technical assistance at district level is critical.

To this end, a technical assistance is envisaged to be extended through "District Coordinators" who will work in close collaboration with the district Health team and support in coordination monitoring of the dynamic communication action plan and reporting of communication interventions.

Purpose of this initiative

The purpose of this entire integrated communication efforts to support the government-initiated Jan Andolan are:

- ***Correct and consistent information*** on new COVID-19 vaccines (availability, safety, and timelines) and vaccination processes disseminated in select rural districts of India
- Generate awareness and consensus on the ***phased approach of prioritization*** of target groups through transparent and accurate information. (***Balancing any vaccine eagerness and vaccine hesitancy***)
- ***Public trust and confidence*** on COVID-19 vaccines, address misinformation and rumours to tackle vaccine hesitancy established. (Address any ***vaccine hesitancy*** and build confidence)
- Increased ***adoption and maintenance*** of COVID-19 appropriate behaviours to reduce risks of infection and address low risk perception of the infection.
- ***Coordinate*** with available district networks to support social mobilisation and engage communities on adhering to CAB behaviours as ***the social vaccine***

The position of District Coordinator is an important functionary and anchor at district level to support advocacy, social mobilization and community engagement, capacity building, liaison, and coordination, monitoring and evaluation and documentation and knowledge exchange interventions in support of promotion of CAB behaviours and COVID-19 vaccination

2. TASK TO BE PERFORMED:

Under the technical guidance of State coordinator and Programmes Director, ARAVALI and in consultation with the district administration, the District Coordinator will coordinate the work at district level to provide support in planning, implementation, supportive supervision. monitoring of communication interventions in support of promotion of CAB behaviours, CAB+ and COVID-19 vaccination.

Key thematic area

1. Sustaining COVID appropriate Behaviours and CAB + (Proning, home isolation, caring for children, psycho-social care etc.)
2. Ensuring correct information regarding the COVID vaccination, doses, where to get it, AEFI.
3. Balancing vaccine eagerness and reducing vaccine hesitancy, fact checking for mis information and counter communication
4. In the context of spike in cases, ensure people with symptoms isolate and test themselves to ensure containment
5. Children and young people adhere to CAB norms (considering our research shows largest compromise in this cohort)
6. Sustain COVID sensitive behaviours
   - Every parent and caregivers provide full immunization, vitamin A supplementation and de-worming to every girl and boy up to 5 yrs.
   - Caregivers know how to make and feed nutrient dense food to children, adolescent, and pregnant/breastfeeding women
   - All children, adolescents, pregnant/breastfeeding women comply to IFA supplement
   - All family members, at all times use toilet and wash hands at critical times

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- Families provide complete school education instead of engaging children in labour, sibling care, household chores or even marriage
- Parents provide/ensure support to their children for learning at home. This will include actions that parents need to take/follow : PROVIDE; infrastructure (notebooks/ phone/radio/TV), dedicated place for children to read, study and catch up on school work, provide for books, pencils etc; make time from HH work to talk to the child on 'what's happening on learning'; APPRECIATE school work, help with housework, creativity; CREATE TOGETHER by story-telling, reading, story writing, drawing, painting, making things out of waste materials, etc; KEEP TRACK - Make a routine, going to school daily, checking on achievements of the day, what was done in school; ENSURE SAFETY – an abuse free, violence free home environment, safe space online

Key strategies

- ***Multi-sectoral planning*** involving line departments and other actors at the district level under the leadership of the District Collector
- ***Visibility of messages*** around CAB behaviours and promotion of COVID-19 vaccination
- ***Social mobilization and community engagement*** – in collaboration with PRIs, SHGs, frontline workers of multiple departments, Rotary and Lion's club, market associations, community radio network, chemists and PDS shops, faith-based leadership partnership, RWAs and delivery boys
- ***Capacity building*** – includes both online and offline training program for range of stakeholders
- ***Social media***
- ***Developing social capital and knowledge products***- identifying local champions and finalizing most significant change stories
- ***Generating evidence***

3. MONTHLY DELIVERABLES:

Advocacy

- Support and participate in district taskforce/dept in implementation of activities related to the vaccine communication and demand generation for COVID-19 vaccine introduction and roll-out and promotion of CAB behaviours.
- Coordinate the development of communication guidelines and protocols on matters related to COVID-19 vaccine, programme implementation and policy for effective services and vaccines uptake in the district as well as promotion of CAB behaviours.

Communication support

- Develop communication plan to sustain CAB behaviours and promoting vaccine eagerness and reduce hesitancy and counter misinformation
- Adaptation and Dissemination of IEC materials to promote visibility
- Support the documentation and knowledge management of the vaccination campaigns and communication activities
- Misinformation management (collected from Local Media on negative outcomes and other sources)
- Support the crisis communication related activities for COVID vaccination.
- Liaise with Key stakeholders
- Support in development/implementation of communication and advocacy plan with engagement with stakeholders like elected representatives, civil society networks, religious bodies /leaders, NGOs, youth groups and other potential stakeholders
- Trainings/capacity building key stakeholders
- Support in roll out of Covid -19 Vaccination specially on CAB, roles, and responsibilities, AEFI, IPC/SBCC Skills etc. for FLWs, PRIs, SHGs, youth networks etc.

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[illegible]

Monitoring and Evaluation Visits

- Field visits to monitor the planning and implementation of COVID-19 vaccine introduction, provide feedback at appropriate levels.
- Support the RCHO and team in data collection and analysis on communication activities for evidence generation
- Collaborate with the district IEC officer to monitor the communication activities and reporting on progress as per requirement of the state (onwards to MoHFW)

Documentation

- Submission of at least 1 success story/ human interest story/ initiative every month supported with evidence and data
- Sharing quality photographs
- Monthly reports in prescribed format that includes incident reporting linked to communication activities and sharing of Media clippings, appeals by leading practitioners/ religious leaders/ politicians etc.

Input in different programmes/ interventions – Support district administration in Sustain COVID sensitive behaviours-

- Sustain COVID sensitive behaviours
- Roll out of national and local campaigns, namely Poshan Abhiyan, back to school campaign, Swach Bharat Mission, ending child marriage etc.
- Support district administration in development and roll out of communication plan of action for full immunization, vitamin A supplementation and de-worming to every girl and boy up to 5 years, promotion of breastfeeding, IFA supplementation, use of toilets, handwashing, and completion of school education

4. METHODOLOGY

- District Coordinator will provide technical support in planning, implementation of the communication interventions
- District Coordinator will need to liaise with the district officials from Health and Administration, convergence consultants, formal and informal partners supporting the programmes/ interventions mentioned above.
- District Coordinator will be required to participate and present in coordination and review meetings of government and developmental partners at district level.

5. GEOGRAPHICAL SCOPE

District Coordinator will be based at district as allocated by ARAVALI. However, he/she will be required to travel to districts for supporting supervisor and reviewing status of implementation (depending on COVID-19 situation).

6. Monthly Reporting

- District Coordinator would Submit, at the end of every month, a monthly report of the work / tasks / activities carried out as per the 'Monthly Deliverables' detailed out.
- The District Coordinator will have to use his/her own IT equipment.
- The District Coordinator will provide soft and hard copies of documents submitted as part of monthly reports. The hard copy of the report should bear signature of the District Coordinator on every page of the report.

7. Contract Period

The position of the District Coordinator is purely on contractual basis. The contract period of this assignment is from 2nd August 2021 to 31st March 2022.

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8. **Holidays and Leave:**

ARAVALI follows 6 days working week with 2nd and 4th Saturday being off every month. For holidays, it follows Rajasthan Government Calendar. In addition, you would be entitled to two days leave every month.

9. **Payment Terms**

- District Coordinator would be paid a consolidated amount of Rs.40,000 per month. It is required that District Coordinator submits monthly work report at the end of every month.
- In addition, the District Coordinator would be paid:
    1. District Coordinator is expected to make their own travel arrangements for performing the expected tasks for which a lumpsum travel allowance of Rs. 5000/= per month will be paid.
    2. For Stationery and Communication up to Rs.1500/= per month is reimbursable on submission of actual bills.
- TDS would be deducted as applicable.

This ToR has been prepared in two copies. If you agree to work on the stated position and terms and conditions, kindly sign one copy as token of acceptance and send it to us.

Signed by:

Varun Sharma
Programme Director

Varun Sharma
Programmes Director
ARAVALI, Jaipur

Date: 2/8/21

For:
ARAVALI Jaipur

Signed by:

Date: 2/08/2021

For:
Anirudh Singh

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FUTURE GENERALI
TOTAL INSURANCE SOLUTIONS

Date: 19.04.2021

Strictly Private and Confidential

To,
Anjali Tiwari

IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029

Dear Anjali Tiwari,

With reference to your interview and subsequent discussion with us, we are pleased to make an offer to you to join as a Health Claims Trainee. Your appointment as a trainee with Future Generali India Insurance Company Limited shall be governed by the terms and conditions mentioned below.

1. Your employment with the company is subject to your clearance in the final examination of the course that you are currently perusing.

2. Your starting date of service with the Company shall be on or before 10th May 2021. Your period of trainee will be for 1 year from your date of joining post that you will be evaluated basis your performance.

3. Office timings are 9.30am to 6pm with a 30-minute lunch break. The schedule for working days is Monday to Friday and last Saturday of the month. Company reserves the right to change in the training hours, Saturdays and on holidays as per business urgency

4. Your overall compensation package is 4.50 LPA (Fixed CTC). All payments made to you will be subject to deduction of tax at source as applicable from time to time.

5. You shall not, at any time, make any untrue or misleading statements in relation to the Company nor in particular after the termination of your traineeship hereunder represent yourself as being employed by or connected with the Company in any manner.

6. By signing this letter, you acknowledge that you shall comply with the Future Generali Code of Conduct as in effect from time to time and understand that any violation of the Code of Conduct may be grounds for disciplinary action which includes termination.

7. You shall not during your service pursuant to this letter or at any time thereafter without the consent in writing of the Company divulge to any person or company any information concerning the business, processes, products, know-how, technology, accounts, finances, clients or customers of the Company and upon completion of traineeship and/or termination whichever is earlier, you shall forthwith surrender to the Company all original and copy documents, samples or other items relating to any matters aforesaid.

8. You shall not remove any documents (including electronic documents), or tangible items which belong to the Company or which contain any confidential information from the Company's premises at any time without proper advance authorization.

9. The above terms and conditions mentioned are summary only and does not explain in full either the terms of your employment. You will be issued a detailed appointment letter at the time of joining the Company. Your employment are subject to the terms and conditions set out in the appointment letter which you must sign as condition of your employment with the Company and which shall take precedence over this letter if there is any inconsistency.

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10. On the date of Joining, please submit the following documents

    - Pan Card
    - Aadhar card
    - Educational certificates (10, 12, Graduation and Post Graduation)

11. This appointment is subject to your clearance in the final examination of your MBA in Hospital and Health Management and joining the Company on the agreed date of joining and satisfactory completion of all your joining formalities, references checks, clearance of your medical test should the Company require you to undergo.

We believe that the position that we offer, our dynamic work environment create an excellent experience & opportunity. We kindly ask you to sign and return this letter for our records as a token of your acceptance of the terms and conditions highlighted above.

SIGNED BY



Konica Sharma
Assistant Vice President - Corporate HR

For and on behalf of

Future Generali India Insurance Company Limited

Name of the Trainee

Signature



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CK BIRLA HOSPITALS | RBH

REF No.-RBH/2021/JAN/HRD/1988

Date: 6th January, 2021

LETTER OF OFFER

To
Dr. Ankita Kulshrestha,
Jaipur, Rajasthan.

Dear Dr. Ankita,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **"Management Trainee"** in the department of **Operations**.

The formal Appointment letter elaborating your remuneration, employment terms and conditions would be issued to you, once you join duty.

We would expect you to join us on or before **5th July, 2021**, beyond which the Offer would stand withdrawn, unless a new date is mutually agreed upon, by us in writing.

On the date of your joining, you will have to submit the following documents:

1. Two copies of Proof of Age (Admit Card of Class 10).
2. Two copies of Educational Mark sheets, Certificates and Professional Certificates.
3. Two copies of Relieving certificate and Last Pay slip drawn from the employer.
4. Two copies of Appointment Letter and Salary Certificates of Earlier Companies
5. Six Passport size Photograph
6. References (not relatives).
7. Three photocopies of Voter's ID Card/Driving License/ Passport/ Aadhar Card
8. Three photocopies of PAN Card.
9. Updated Curriculum Vitae

This Letter of Offer is conditional, subject to:-

- Satisfactory reference check / antecedent verification done internally or by external support.
- Completion of Pre-joining Formalities and the above being received,
- Confirmation of the information as provided by you in the Application form as part of pre-joining Kit.

Please sign the duplicate copy of this letter as a token of your acceptance and return the same to us.

Yours sincerely,

For **CK Birla Hospitals | RBH**

Anupama

Anupama Sharma
Unit HR Head

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

Fw: Final selection for RBH

From Anupama Sharma <anupama.sharma@ckbirlahospitals.com>
Date Thu 12/31/2020 11:40 AM
To Tanzila Hafiz <tanzila.j19@iihmr.in>; Anshul Goyal <anshul@iihmr.edu.in>
Cc Sandeep Puranik :- 300474 <sandeep.puranik@ckbirlahospitals.com>; Ashish Pati <ashish.pati@ckbirlahospitals.com>; 'Kshipra Saxena' <kshipra.saxena@ckbirlahospitals.com>

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Dear Tanzila,

As discussed, we have finalised following students for RBH-

1. Mrunal Palsikar (Sales & Marketing)
2. Dr. Ankita Kulshrestha (Operations)
3. Dr. Tripti Bhaskar (Medical Administration)

CTC: 4 LPA
Take home : 29,658 per Month

Other Perquisite:

- Employee Mediclaim for self, spouse, children and parents up to 2 Lacs sum Assured and 10% co-payment
- OPD and Investigation Benefits as per Institute's policy
- Corporate Mobile Connection as per eligibility

Will share their offer letters in the coming week. Do let us know,from when are they supposed to join us for dissertation & then finally as MTs.

Regards,
Anupama Sharma

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CK BIRLA HOSPITALS | RBH

REF No.-RBH/2021/APR/HRD/2296 Date: 29th Apr 2021

LETTER OF OFFER

To
Ms. Anshu Singh,
A-90, Palam Vihar, Gurgaon
Haryana – 122017.

Dear Ms. Anshu,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **"Management Trainee"** in the department of **Human Resources**.

The formal Appointment letter elaborating your remuneration, employment terms and conditions would be issued to you, once you join duty.

We would expect you to join us on or before **05th July 2021**, beyond which the Offer would stand withdrawn, unless a new date is mutually agreed upon, by us in writing.

On the date of your joining, you will have to submit the following documents:

1. Two copies of Proof of Age (Admit Card of Class 10).
2. Two copies of Educational Mark sheets, Certificates and Professional Certificates.
3. Two copies of Relieving certificate and Last Pay slip drawn from the employer.
4. Two copies of Appointment Letter and Salary Certificates of Earlier Companies
5. Six Passport size Photograph
6. References (not relatives).
7. Three photocopies of Voter's ID Card/Driving License/ Passport/ Aadhar Card
8. Three photocopies of PAN Card.
9. Updated Curriculum Vitae

This Letter of Offer is conditional, subject to:-

- Satisfactory reference check / antecedent verification done internally or by external support.
- Completion of Pre-joining Formalities and the above being received,
- Confirmation of the information as provided by you in the Application form as part of pre-joining Kit.

Please sign the duplicate copy of this letter as a token of your acceptance and return the same to us.

Yours sincerely,

For **CK Birla Hospitals | RBH**

Anupama

Anupama Sharma
Unit HR Head

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

FW: Final selection for RBH

From Anshul Goyal <anshul@iihmr.edu.in>
Date Thus 3/11/2021 3:32 PM
To Kshipra Saxena <kshipra.saxena@ckbirlahospitals.com>; 'Anupama Sharma' <anupama.sharma@ckbirlahospitals.com

Thanks Kshipra for the email.

@'Anupama Sharma' thanks for your wonderful support.

Thanks & Regards
Anshul Goyal

From: Kshipra Saxena <kshipra.saxena@ckbirlahospitals.com>
Sent: Thursday, March 11, 2021 2:50 PM
To: Anshul Goyal <anshul@iihmr.edu.in>
Cc: 'Anupama Sharma' <anupama.sharma@ckbirlahospitals.com>
Subject: Final selection for RBH

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Anshul,

We have finalised following students for RBH for HR department-

1. Ms. Anshu Singh
2. Ms. Pallavi Verma

CTC: 4 LPA
Take home : 29,658 per Month

Other Perquisite:

- Employee Mediclaim for self, spouse, children and parents up to 2 Lacs sum Assured and 10% co-payment
- OPD and Investigation Benefits as per Institute's policy
- Corporate Mobile Connection as per eligibility

They may start their dissertation from 22nd March'21. Request you to please share their Date of Joining as MT, so that we may release them the offer letter.

Regards, Kshipra
Saxena

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DRG
Part of **Clarivate**

27th July 2021

Name: Anubhav Sharma

Address: Jaipur

Dear Anubhav,

With reference to your application and subsequent interview with us, we are pleased to offer you the **Healthcare Research and Data Analyst** with Clarivate Analytics, **Bangalore**.

CTC – INR 600,000 PA (Fixed 566038 + Variable 33,962) + Benefits include – Medical insurance up to INR 600,000; Gratuity; Stocks & shares – conditional benefit etc. and are requested to join us on or before **16th August 2021.**

This offer is valid for a day from the time you receive it. Please indicate your acceptance of this offer by email within this time frame.

Please bring the following documents along with you when you come for joining:

1. One Passport size photograph (White Background)
2. Proof for Date of Birth
3. PAN card
4. Qualification Certificates (Original for verification and photocopies copies for our reference and record)
5. Copy of Passport (if any)
6. Address proof (Permanent/ Current)

Further information will be provided in the Joining Letter that you will receive at the time you join the company. Included in this Joining Letter are standard terms regarding the notice of termination or resignation which are provided below for your reference:

"**Notice of termination/resignation**: 30 days' notice on either side with the Company retaining the right to pay half month's salary in lieu of the notice."

Yours sincerely,

Satyam Pattnaik

Satyam Pattnaik
VP Human Resources – India

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

DRG
Part of Clarivate

c. You acknowledge that it is your responsibility to know and keep yourself updated with respect to the Company Policies from time to time. Please get in touch with the relevant human resources team for assistance on where and how you may access the Company Policies.

d. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Company Policies. You therefore acknowledge and agree that the Company may, from time to time at its discretion, revise, modify, add, delete or replace any of the Company Policies in accordance with applicable laws. You hereby agree to be bound by all such changes to the Company Policies.

4. Confidentiality

a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information shall include (but not be limited to) trade secrets, know-how, business processes, product information, intellectual property, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, financial information, etc. All such information is called "Confidential Information" and is more fully defined in Clause 1(a) of the Confidential Information and Invention Assignment Agreement, which is Annexure IV to this Letter.

b. During the course of your employment and thereafter, you will keep strictly confidential, all Confidential Information as defined above, and shall not use the same for any purpose other than for the performance of your duties as an employee of the Company. Specifically, you will not disclose it to any third party, except to the extent necessary for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or are more stringent, as the circumstances may warrant.

c. You shall also execute the Clarivate Analytics Confidential information and Invention Assignment Agreement in a form attached as Annexure IV herein, under which you will have the obligations to keep Company's proprietary information confidential.

5. Intellectual Property Rights

Your employment with the Company shall at all times be subject to your signing (and acting in a manner consistent with) an undertaking in favour of the Company vesting in the Company all intellectual property rights in the works created by you in accordance with the Clarivate Analytics Confidential Information and Invention Assignment Information attached to this Letter as Annexure IV.

For Company

Satyam Pattnaik

Satyam Pattnaik

VP Human Resources – India

ACKNOWLEDGED AND AGREED

Name: Anubhav Sharma

Date: 27th July 2021

Registrar
The NorthCap University
Gurugram

MARKETSANDMARKETS

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Date: 16-March-2021

To,
Anuja Satpathy
SM Quarters No B 8/3, Airforce Academy
Dundigal, Rangareddy, Telangana 500043

Dear Anuja,

We are pleased to offer you the role of **Research Associate** with **MarketsandMarkets Research Pvt. Ltd.** You will be part of the MarketsandMarkets team with an anticipated start date of **16th March 2021.**

The key terms and conditions of employment are as set out in this letter:

Location of work

Your initial place of work will be **Pune,** However, your services are transferable and you may be assigned, after reasonable notice, to any location in India or abroad where MarketsandMarkets conducts business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

Full time employment

You will be considered as a full time employee of the Company from the date of joining and shall be on probation for a period of **6 Months**. You would not be directly or indirectly involved in any other form of employment apart from MarketsandMarkets during your tenure. Any such deviation/request must be routed through the Head of HR for approval.

Compensation

You will draw Total cost to company of INR **4,50,000** the break-up of which is attached for your reference. In this Total Cost to Company (CTC), your Variable compensation component will be INR **50,000** Per Annum and your Fixed compensation component will be INR **4,00,000** per annum. The salary structure in the offer is as per the current employment and compensation structure of the Organization and will be governed in due course by the relevant policies of the Company as may be in force from time and subject to deductions under applicable laws as may be in force from time to time. A detailed break up of your compensation is attached as Annexure 2

Variable Structure

The variable performance bonus is based on your performance in line with the goals and objectives defined by the Company for your role as also the Company's performance overall and any criteria as may be laid down by the company in its policies from time to time. Relevant details pertaining to the prevailing variable scheme shall be communicated to you once you join the Organization.

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Relocation

To assist with your relocation, you will be eligible for a relocation amount to an upper limit of **Rs 10,000/-** for goods and in addition to this budget you are also eligible to claim one-time **one-way Flight Tickets (Economy Class) for individual and immediate family (Spouse and up to two children only) by the fastest route possible from your current location of employment to Pune.** Such relocation amount can be claimed only upon submission of the Original receipts/bills and Original boarding pass and such reimbursement must be claimed within 1 year from the Date of Joining. Non-compliance of the above may result in non-reimbursement of the relocation expenses. In case you relocated from a different city the amount will be different based on the distance.

If you voluntarily resign from the Company within 12 months of your Date of Joining, the relocation amount in full shall be reimbursed by you immediately failing which the Company shall be entitled to such remedies or recourses as available under law.

Insurance

The company offers a medical Insurance scheme through its empaneled Insurance partners covering hospitalization expenses of upto **INR 1,50,000** as governed by the terms of such scheme and policy document which will be made available to you once you join the Organization.

Background checks

The Company shall be entitled, at its discretion, to conduct reference and / or background checks as per Company policy and this offer is conditional upon the result of such checks. In the event the results of such checks are unsatisfactory on any account, the Company may, in its sole discretion, revoke this offer / or terminate employment at any time.

Office Hours

You are required to work in according to the time schedule for the **APAC Geography** being assigned to you. In all cases, expectation is 9 hours of login time which includes an hour's break. You may also need to stretch as per the business needs.

Reporting Structure

Your immediate reporting will be to the **Senior Research Analyst or Manager Research**

Copyright and Disclosure

During the period of your Job with the Company, you shall be liable to disclose all copyright works or designs originated, conceived, written, or made by you or in which you have participated with others, either on completion or in marketable form, promptly when required by the company. All rights and copyrights of the work / material you produce either at the company's premises or elsewhere shall belong to the company.

Registrar
The IIHMR University

During the course of your engagement confidential information will/ may be made available to you, which must not be given out or used outside. In the event of termination of engagement,

whether voluntary or involuntary, this information should not be disclosed, used or exploited by you with any other individual, company or service.

Termination of employment while on probation

Without prejudice as per the current terms of the offer, either party can terminate the employment by issuing a notice to the other of One Month while the employee is in a probationary phase with the Organization. The notice clause applicable once the employee is confirmed with the Organization shall depend on the role and job level of the employee and is detailed in the Appointment letter which the employee is expected to sign as part of his/her appointment with the Organization. The Company reserves the right to refuse reimbursement of notice period from the employee and can insist that the employee serve the full notice period which the employee is obligated to do. The employment may also be terminated by the Company without notice for cause including but not limited to failure to perform duties, willful dishonesty, fraud, disobedience, poor performance, disorderly behavior, negligence, indiscipline, unauthorized absence from duty, conviction by any court of law, etc. Termination of employment and consequences of termination shall be governed by the applicable clauses as contained in the employment agreement.

General

This letter shall be construed to be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered to be a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation upto any time prior to the Date of Joining.

You are bound to abide and adhere to the policies, rules and regulations enforced by the company from time to time including those related to conduct, discipline, benefits, salary review, retirement and any other matters as though these rules, regulations and orders were a part of the agreement. Such policies rules and regulations may be subjected to alteration and amendment at The Company Name's own discretion by the management.

Non-Competition and Non-Solicitation

For a period of 2 years after the termination of your employment with the Company, you will not directly or indirectly be associated with, manage or advise a Company or firm that is in the same business as the company, unless with the specific written approval of the Company.

After termination of your employment with the Company, you agree not to hire the services of any individual employed with the Company, either on permanent or a temporary basis, to directly promote the business of any new Company or concern you may be associated with for a period of six months from the date of exit.

Registrar
The IIHMR University
Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

On the Date of Joining, you will be required to execute the Company's standard non-disclosure and inventions assignment agreements, the Company's standard employment agreements and such other documents as may be required by the Company's policies in force at such time.

Governing law
This Contract shall be governed, interpreted and enforced by and in accordance with the laws of India.

Acceptance of our offer

Please acknowledge a copy of this Offer Letter as a token of your acceptance on or before **8:00 P.M** on **16th March, 2021** failing which this Offer Letter shall stand terminated automatically. Any inability on your part due to any reason whatsoever to join the Company on or before the Date of Joining should be reported to the contact persons as mentioned in **Annexure 1, failing which the Company shall have the right to withdraw this Offer Letter at its discretion.**

The Company is excited about your joining and looks forward to a beneficial and productive relationship.

Sincerely,

Sulakshana Patankar
Chief People Officer
On behalf of MarketsandMarkets Research Pvt Ltd

Declaration

I have carefully read and understood the terms of this agreement /offer letter including Annexure 1 and Annexure 2 and accept the same unconditionally. I agree to be bound by rules and regulations of the company as may be amended from time to time.

Agreed to and accepted:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Anuja Satpathy	Signature	Date

MARKETSANDMARKETS

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Annexure 1

Documents required at the time of joining

We request you to submit copies of the following documents:

a. Resume/CV copy
b. Copy of X, XII, Graduation, PG Degree / Diploma / other qualification Certificates / Degree
c. Identity & Address Proof : Driver's license / Election ID Card
d. Service certificates / Relieving letter of the last employer (if employed previously)
e. Passport
f. Latest salary slip [for last three months]
g. 1 cancelled cheque of any bank, saving account's in your name
h. Experience certificates (from at least previous 2 employers)
i. Copy of PAN Card and Aadhar Card
j. Copy of TDS certificate/Form 16 of previous employer
k. Your appointment letter at your last company and also all the subsequent compensation review letters, if any.
l. Particulars of blood group and any medical allergies
m. Recent passport sized photographs (five nos)

The Company reserves the right to request for any additional documents to be submitted along with the above on the Date of Joining or at any time during the term of employment

Please report on your date of joining at 10 AM at the below mentioned address:

MarketsandMarkets Research Pvt. Ltd.
Level 1, B5,
SEZ building,
Magarpatta, Pune – 411013.

Contact Person:
Amol Deore
+91-8087637920
hrops@marketsandmarkets.com

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

MarketsandMarkets
Research Private Limited

Corporate office: Level 1, Tower B-5,
SEZ, Magarpatta City,
Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Annexure 2

Name	Anuja Satpathy	
Designation	Research Associate	
Date of Joining	16-March-2021	
CTC	450,000	
COMPONENTS	**Monthly (Rs.)**	**Annual (Rs.)**
Basic Salary	15,000	180,000
HRA	6,000	72,000
Education Allowance	0	0
Hostel Allowance	0	0
LTC/LTA	0	0
Food Allow/Meal Vouchers	0	0
Special Allowance	9,811	117,736
Sub Total (A)	**30,811**	**369,736**
Health Club Allowance	0	0
Telephone Allow /Expense	0	0
Academic Allowance	0	0
Chauffeur Allowance	0	0
Car Allowance	0	0
Total Reimbursement (B)	**0**	**0**
Total Gross Salary(C=A+B)	**30,811**	**369,736**
P.F.(Employer contribution)	1,800	21,600
E.S.I. (Employer contribution)	0	0
Gratuity	722	8,664
Total Deferred Benefits(D)	**2,522**	**30,264**
CTC(E=C+D)	**33,300**	**400,000**
Variable- Performance Bonus		**50,000**
TOTAL ANNUAL CTC		**450,000**

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Near Sanganer Airport, Jaipur-302029

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5,
SEZ, Magarpatta City,
Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Salary Structure Clause

Leave Travel Allowance claims will be treated as per existing tax laws and the remainder will be paid as Special Allowance and taxed accordingly.

The performance based variable pay is an indicative amount and may vary depending on your performance and the Company's performance.

You should be on the rolls of the company at the time of the payout to be eligible for performance based variable Pay. You would not be eligible for this payout if you have resigned /exited or serving notice.

Please note:-

-PF amount mentioned shall differ based on nationality as per governing laws.
-Conditions Apply as per the prevailing company policy.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ADFACTORS PR
Knowledge-driven communications

Confidential

May 10, 2021

Dr. Apoorva Shetty
104, Galaxy Residency, Tarnaka
Hyderabad – 500 017

Dear Apoorva,

We are pleased to appoint you at Adfactors PR Pvt Ltd ("hereinafter referred to as "the Company") effective Monday, May 10, 2021 on the following terms and conditions:

1. **Position**: You will be appointed as **Trainee Account Executive** and will report to the person designated by the Management. In addition to your role and responsibilities, you will also be required to undertake/perform any additional work/ responsibilities that the Company may assign to you in line with the business requirements from time to time.

2. **Responsibilities**: You will be responsible for the overall smooth and effective functioning of the department/establishment/office/staff/ employees under your charge and will be directly responsible for the successful and timely completion of any job/work assigned to any person working under your control and supervision and/or within the department/ establishment/office of which you are for the time being holding charge.

3. **Place of Work**: You will be assigned to work at our **Mumbai** office. However, the Company retains the right at its sole discretion to transfer/ depute you from one place to another anywhere in India or abroad and/or from one Department to another or from one establishment to another and/or to any other concern, whether existing or which may be set up in future in which the Company may have an interest. Your relocation will be governed by the existing policies of the Company.

4. **Remuneration**: The Company shall pay you the remuneration as given in Annexure-I to this letter.

5. **Probation**: You will be on an initial probation period of six (6) months from the date of joining, which may be extended if deemed necessary by the Company. Following successful completion of your probation period i.e six months from the date of appointment your services will be deemed confirmed unless otherwise notified in writing.

Registrar
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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

6. **Confidentiality**: Unless explicitly permitted by the Company or its authorised representative in writing, you will not disclose to any one or use, during or subsequent to your service, any confidential information, trade secrets or any other such critical information, relating to the business of the Company and its business associates, representatives and the management, including but not limited to terms of this offer and/or your service contract with the Company, information and materials developed which may tend to undermine the interest/objectives of the Company.

7. **Copyright**: The copyright and other intellectual property rights in all materials produced during your service in the Company will belong to or shall vest in the Company.

8. **Separation:** Your service in the Company may be terminated by either party giving to the other –

   a. Thirty (30) days' notice during the probation period without assigning any reason; or
   b. Two (2) months' notice in writing or salary in lieu of notice. You will not be entitled to notice pay if you resign from the Company's services and request that you be relieved with immediate effect.

   However, if any disciplinary proceedings are either contemplated or pending against you, the Company will have the right not to accept your resignation.

   Further, in the event of dishonesty, gross and wilful misconduct, breach of confidentiality, insubordination or breach of the conditions contained herein, the Company will have the right to terminate your service immediately, and in which case, the Company shall only be liable for payment of remuneration to you up to the date of your dismissal and no other payments or benefits whatsoever.

9. **Tax**: The income tax and professional tax due from your earnings and payable to the Government shall be solely borne by you. The company shall be entitled to deduct, adjust your monthly tax or withhold the tax amounts, due from you, imposed as per any tax regulation in force from time to time.

10. **Professional Conduct**: You will at all times be expected to adhere to the norms of office discipline including working hours, systems and procedures that are in force and amended from time to time.

11. **Retirement:** You will retire from the services of the Company on attaining the age of 60, or completing tenure of 30 years of service, whichever is earlier.

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Near Sanganer Airport, Jaipur-302029

12. General: It is agreed that –

a. Any dispute of whatsoever nature between you and the Company will be subject to the jurisdiction of the Mumbai courts only whether they be civil courts, labour courts, Industrial Tribunals or any other courts or authority whatsoever.

b. You shall keep the Company informed of your latest postal address at all times and intimate in writing in case of change of address. Any communication sent to you by the Company on your last known address will be deemed to have been duly served notwithstanding the fact that you have changed your address.

c. During your employment with the Company, you shall not, except with the prior written consent of the Company, commence, engage in or undertake any other activity, business, or employment, for profit.

d. You will not solicit the clients, employees or business associates of the Company for a period of one year after your resignation or termination of your employment.

e. Your appointment and its continuation is subject to your being medically fit and the Company reserves the right to ask you to undergo medical examination, as and when deemed necessary, by a medical officer appointed by the Company.

f. You shall be governed by the service rules and regulations of the Company as amended from time to time which will be considered to be a part of this letter.

We wish you a long, satisfying and mutually rewarding work with the Company.

Yours sincerely,
For **Adfactors PR Pvt Ltd**

Reshma Nichani
Vice President – Human Resources

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Annexure

Details of Remuneration

Name	**Dr. Apoorva Shetty**
Employee Code	**12229**
Designation	**Trainee Account Executive**
Location	**Mumbai**
Effective from	**May 10, 2021**
Monthly CTC	**Rs. 50000**

Monthly Break-up	**Amount (Rs)**
Basic Salary	20000
House Rent Allowance	10000
City Compensatory Allowance	6250
Conveyance Allowance	6250
Special Allowance	5100

Local conveyance and cellular phone bills would be reimbursed as per company policy.

Annual Components of Remuneration

Gross remuneration	Rs.5,71,200
Provident Fund (Company's contribution)	Rs.28,800
Annual Salary	Rs.6,00,000

Registrar
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Near Sanganer Airport, Jaipur-302029

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National Health Systems Resource Centre

Technical Support Institution with National Health Mission
Ministry of Health & Family Welfare, Government of India

FILE. REF – NHSRC / ADMIN-HR/0202 (VOLUME-1) 1569
Date: February 17, 2021

To

Dr. Prahlad Rai Sodani
President (Officiating), Dean IIHMR
The IIHMR University
1, Prabhu Dayal Marg,
Sanganer Airport,
Jaipur – 302029

Sub: Result of Campus Recruitment Conducted by NHSRC at IIHMR, Jaipur on 15th February 2021

Dear Sir,

Reference is made to the online campus interviews conducted by NHSRC on 15th February 2021 with IIHMR, Jaipur.

We are pleased to inform you that we have selected 01 candidates from your esteemed institute for the position of Intern/ Fellow at NHSRC and have also identified 01 candidates on the waitlist. ***(Ref: Encl-A)***

It is requested that NHSRC may please be informed about the willingness of the students in joining NHSRC and their date of joining latest by Monday, 22nd February 2021.

We are thankful to the officials of IIHMR, Jaipur for their complete support in campus recruitment process.

Brig. Sanjay Baweja (Retd.)
Principal Administrative Officer

Enclosure:
List of candidates shortlisted

Placement Head
Rsodani
1/3/21

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Address: National Health Systems Resource Centre, NIHFW Campus, Baba Gangnath Marg, Munirka, New Delhi 110067
Phones: +91-011-26108982/83/84/92/93, Fax:+91-11-26108994, E-mail: nhsrc.india@gmail.com Website: www.nhsrcindia.org

List of Selected Candidates

Select
1. Ms. Archita Sinha (Human Resources for Health, New Delhi)
Waitlist
1. Ms. Hansika Parwani (Human Resources for Health, New Delhi)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Placements

From: *Anshul Goyal*
Sent: *06 February 2021 09:45*
To: *Ms. Anita Thapa*
Subject: *FW: Campus Recruitment*

From: Komal Shikha <komal.nhsrc@gmail.com>
Sent: Thursday, February 4, 2021 5:26 PM
To: IIHMR Registrar <registrar@iihmr.edu.in>
Cc: vinit goklani <vinit.goklani@gmail.com>; sanjaybaweja nhsrc <sanjaybaweja.nhsrc@gmail.com>; Anshul Goyal <anshul@iihmr.edu.in>
Subject: Re: Campus Recruitment

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir,

Kindly note the response below in red.

Regards,

Komal

On Thu, Feb 4, 2021 at 12:23 PM IIHMR Registrar <registrar@iihmr.edu.in> wrote:

Dear Sir,

Greetings of the day.

Thanks for email.

Request you to please advise me on the below points for sharing with the students.

1. CTC: 35000/- (Fellowship fee)
2. This is only for MBA health management students only or can we share it with students of MBA hospital management students also. Yes, please share.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Please advise so that we can share the information with students and ask for the nominations.

Thanks and regards

Hem K Bhargava

Registrar

The IIHMR University

1, Prabhu Dayal Marg, Sanganer Airport, JAIPUR – 302029, INDIA

Tel : 91-141-3924700, 2791431-32 * Fax : 91-141-3924738





SAVE PAPER & HELP THE WORLD GO GREEN

Please don't print this email unless absolutely necessary

From: vinit goklani <vinit.goklani@gmail.com>
Sent: 01 February 2021 06:37 PM
To: IIHMR Registrar <registrar@iihmr.edu.in>
Cc: sanjaybaweja nhsrc <sanjaybaweja.nhsrc@gmail.com>; Komal Shikha <komal.nhsrc@gmail.com>
Subject: Re: Campus Recruitment

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Dear Sir,

As required by you, please find attached the filled JNF. The Terms of Reference for the position of Fellow is provided in the format only.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

Selection as PC (HLFPPT)

From Renuka Singh <renukasingh@hlfppt.org>
Date Wed 02/24/2021 9:42 AM
To Arpit Tripathi <arpit.j19@iihmr.in>
Cc Avinash Daga <adaga@hlfppt.org>; Pankhuri Rai <prai@hlfppt.org>; aawasthi@hlfppt.org; ajaysharma@hlfppt.org

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Arpit Tripathi,

This is to kindly inform you that you have been successfully selected in our organization as **Project Coordinator** Salary- 30k Per Month.

Many Congratulation!!

Please Note that your Joining date is **25th of February 2021**. Once your joining formalities would be done, we will provide you appointment letter .
Kindly confirm the same with a return mail.

Thanks & Regards
Renuka Singh
9873657985
Sr. Executive- HR

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

COMPREHENSIVE EYE EXAMINATIONS & LATEST FACILITIES FOR
'PHACO {5T ICHLESS CATAR ICT SURGERY)
'Z1'OPTI\ LASIK LASCR (SPECTACLE REMOVAL)
"PHAKIC IOL
"TRAUMA
'CONTACT LENSES

SUPER-SPECIALITY CLINIC FOR
'CORNEA
"RETINA,
'GLAUCOMA
'SQUINT 6 **OCULOP** LASW
"PAEDIATRIC & NEURO OPHTHALMOLOGY

EYE
Q

EYE-Q
SUPER-5PECIALITY
EYE HOSPJTALS

15th. April. 2021

Ashlesha Beniwal
Management Trainee
Jagdish Medical Hall, Manu Marg,
Alwar, Rajasthan

Dear Dr. Ashlesha,

Further to your application and subsequent interview with us, we are pleased to employ you as a Management Trainee. Terms and conditions for your employment are as mentioned under:

1. Details of your compensation (as discussed & agreed with) are included in Annexure-I
2. You will undergo **"Internship"** during the initial 3 months (90 days) across various locations, to develop a thorough business understanding. During the internship period you will be assessed on your business understanding and acquired know how for various roles / jobs. The final assessment shall determine the continuation of your employment at Eye-Q Vision Pvt. Ltd. You will be suitably appointed in relevant departments and locations based on your performance during the training period. You will be paid a monthly stipend of INR 12,500 (Rs. Twelve Thousand and Five Hundred Only) during your internship period. Upon successful completion of Internship, your compensation shall be revised to INR 30,000 (INR 27,000 – Fixed + INR 3000 – Variable) per month.
3. You will be on probation for a period of six months (including internship), during which you will be entitled for 1day Casual Leave per month unless otherwise communicated. Your service may be treated as confirmed on successful completion of the probationary period.
4. During the probationary period, in the event of your resignation or termination of services either side will have to give a notice of 7 days or payment in lieu thereof and thereafter (on Confirmation: 30 days or payment in lieu thereof.
5. After successful completion of your internship period and during your employment with the company you may be assigned various roles and may be posted / transferred to any of the Offices / Divisions/ Departments/ Units / Affiliate Entities of the company, or to any other Town City in India with or without any change in the terms and conditions of the employment, at the whole discretion of the Management.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

6. During your employment with the company, your terms of employment will be governed by the Policies and rules of the company framed from time to time.

7. You are required to maintain utmost confidentiality and deal with the company's money during And documents with utmost honestly and professional ethics. I you are found guilty during your Services of moral turpitude or of dishonesty in dealing with the company's money or material or Documents, or of theft, or of misappropriation, regardless of the value involved. Your services Would be terminated with immediate effect.

8. You are required not to engage yourself in any other employment, or business, part time or full-Time, directly or indirectly, simultaneously as long as you are employed with the company or Engage yourself directly or indirectly in any other business connected with the dealing or Activities of the company in any way. Any action to the company would render your services liable for termination, notwithstanding any other condition in the appointment.

9. Your duties will be such as may be assigned to you by your superiors from time to time. You s Shall, throughout the continuance of your employment, devote the whole of your time Assigned to you by the superiors.

10. The company will own all intellectual property rights in any work. New design. Discover or Invention which you may conceive while being employed with the company.

11. In case you decide to resign at any stage of your career with us and join any other company in The same or similar line of business, you will not indulge in any activity in such a way that you Are able to exploit the relationship developed by you with during your tenure with us.

Please sign the duplicate copy of this appointment letter and return to us as a token of your acceptance of the terms and conditions of your appointment. You are requested to join for duty on 15th-April-2021 and the appointment shall be effective from the day of your joining in the company.

Welcome to Eye Q family and wish you all the best for a fulfilling career with us.

Sumit Bhasin
Vice President – Human Resources

I have gone through the terms and conditions in the appointment letter and am hereby accepting the offer. My tentative date of joining would be/ I am joining on 15th-April-2021.

.....
Signature

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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HEALTH INSURANCE

19-Mar-21

Asiya Murtaza
H. No 1201, Aravali ,Omaxe Hills, sector 43
Near Surajkund , Faridabad
Faridabad Nit
Faridabad
Haryana -121001

Dear Asiya,

Letter of Appointment

With reference to our recent discussions regarding your possible employment with **Care Health Insurance Limited**, hereafter referred to as the Company, we are pleased to offer you the position of **Manager - Claims** on the following terms and conditions defined herein:

1. Date of Joining: Your appointment will be effective from **22-Mar-21** or any other date mutually agreed upon in writing.

2. **Place of work:** Your place of work is **GURGAON - UNITECH CYBER PARK**. Your place of work may be changed to any other location within India / any group Company, as directed by the Company from time to time. In addition, in performance of your duties for the company, you may be required to travel within and/or outside.

3. Reporting: You will report to **Corporate Manager - Claims** or any other designate person as specified by the Company from time to time.

4. **Remuneration:** Your annual compensation package on a Total Fixed Cost (TFC) basis is **Rs. 300000 (Rupees Three Lakh(s) Only).** This amount will include basic salary, taxable and non-taxable allowances & benefits, and other payments, payable as per the designate acts. Annexure 1 provides your compensation break-up, as per the applicable Compensation Structure.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

5. **Medical**: You may be required to undergo medical examination by a Company appointed medical practitioner as and when directed by the Company and to comply with rules and instructions in the matter. Your services may be terminated without notice if the Company considers you unsuitable for retention in service on medical grounds.

6. **Group Insurance**: You will be covered under the Group Personal Accident Insurance, Group Life Insurance and Hospitalization Insurance/ Employee's State Insurance Corporation (as applicable) in accordance with company's policy.

7. Hours of Work: Your hours of work will be in line with the needs of your role/function, in accordance with the company policy and provisions of applicable laws

8. Probation: You will work on probation for a period of six months from the date of joining. This may be extended at the discretion of the Company and you will continue to be on probation till a confirmation letter has been issued to you in writing. During your probation or thereafter, you shall undertake such studies /vocational courses as may be required by Company / your superiors. You may also be required to take such examinations / obtain such certifications as the Company / your superiors may require from time to time, and your confirmation / promotions/ salary enhancements etc. may be linked to your having successfully cleared the required examinations / certifications &/or successfully undergone required studies.

9. Age of Retirement: Your age of retirement will be 58 years and you shall stand relieved on retirement at the end of the month in which you attain the age of 58 years.

10. Whole Time and Attention: During your employment with the Company you shall devote your best efforts for promoting the Company's (and of any other relevant Group Company, affiliate and/ or business associate of the Company) business and may not without prior written consent of the Company(and subject to any terms and conditions the Company may impose) engage or be interested (directly or indirectly) in any other business or employment.

11.Leave: In addition to public holidays observed by the Company, you shall be entitled to a paid annual leave for each calendar year in accordance with the existing leave policy, prorated from your date of joining. The Company is covered by the Maternity Benefit Act, 1961 and the eligible employees will be entitled to the benefits like maternity leave as per the amended provisions of the Maternity Benefit Act save and except those who are covered by ESI Act since they will be entitled to the benefits as per the applicable said Act.

12.Confidentiality: You shall not during the course of your employment with the Company or any time thereafter, use or disclose to any other Company, firm or person, any of the business or affairs of the Company, nor shall you without the consent of the Company, publish any book, booklet, brochure or any other publication, whether for remuneration or otherwise, relating to the affairs of the Company or to your work in the Company. You shall also not disclose to any public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, information or documents, official or otherwise relating to the Company or its subsidiaries, except with prior approval.

Registrar
The NHMS University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

13.Disclosure: You (including on behalf of your family) shall disclose to the Company all your business

interests and any material transaction(s) with the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company), whether or not they are similar to or in conflict with the business(es) or activities of the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company), and all circumstances in respect thereof and whether there is, or might be, a conflict of interest between the Company (and with any other relevant Group Company, affiliate and/ or any subsidiary of the Company) and you (and/or your family) during the period of your employment with the Company and for a period of 12 months after cessation of your employment.

14.Company Policies: You will be governed by the Company's policies, as applicable at your grade. The Company reserves the right to amend the policies from time to time. You are advised to keep yourself updated on these policies which are available online.

15.Return of Company Property: You shall promptly upon request by the Company and in any event upon the termination of your employment deliver to the Company all monies, securities, other properties belonging to the company, all lists of clients or customers, correspondence and all other documents, papers and records in whatever form including but not limited to electronically held data containing or referring to any trade secrets or confidential information concerning the business of the Company and any Group Company which may have been prepared by you or come into your possession, custody or control in the course of your employment including any prior employment with any Group Company. You shall not keep any copies of these items.

16.Monitoring Policy: As per Company Policy, telephone conversations of employees may be recorded and monitored for the purpose of creating record of transactions, and for compliance purposes. Any recordings will be stored securely, and will not be disclosed outside the group companies, except as required by law.
Further please note that the emails sent to you and by you may be monitored, from time to time, for the purposes of identifying any non-compliance with company policies, or applicable laws.
If such monitoring discloses any breaches of any law or company policies disciplinary action may follow, including termination from the employment.

17.Intellectual Property: Subject to any relevant legislation, if at any time in the course of your employment you make or discover or participate in the making or discovery of any letters patent, trade marks, service marks, designs, copyrights, inventions, drawings, computer programs, know-how and rights of like nature however arising and whether registered or unregistered ("intellectual property") relating to or capable of being used in the Company (and of any other relevant Group Company, affiliate and/ or business associate of the Company) you shall immediately disclose full details thereof to the Company and, at the request and expense of the Company, you shall do all things which may be necessary or desirable for obtaining appropriate forms of protection for such intellectual property in such parts of the world as may be specified by the Company and for vesting all rights in the same in the Company or its nominee.

All rights and obligations under this paragraph in respect of intellectual property made or discovered by you during your employment shall continue in full force and effect after the termination of your employment and shall be binding upon your personal representatives
The employee shall not disclose to anyone, directly or indirectly, except when the duties may require, during or subsequent to the term of employment, any trade secret or confidential information regarding Company's business. Trade Secrets and Confidential information for this purpose shall include, but not limited to, product information, process information, customer lists, employee details, company policies and procedures and financial information (including results, budgets and other financial plans and

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systems).

18. **Notice Period:** In case either the employer or the employee wishes to terminate the employment contract, a notice of 45 days should be served in writing by the party who wishes to terminate the contract to the other party. The Company depending on the business context and its sole discretion may allow you to pay the equivalent of the Total Fixed Cost (TFC) *(excluding gratuity and GMC if applicable)* amount in lieu of any period and / or adjust notice period against your leave balance subject to satisfactory handing over of the charges to your superior.

Notice period during probation would be 30 days or equivalent of the TFC *(excluding gratuity)* in lieu of notice.

19. **Termination:** 1. If any time during the course of your employment it is found that you have made a false or an incomplete declaration as regards to your qualifications/ experience and other details, your appointment will be treated void *ab initio* and you shall cease to be on the rolls of the company with immediate effect. In that case you shall not be entitled to any notice period or payment in lieu thereof.

2. If any time during the course of your employment it is found that you have:

a. committed any act of gross misconduct; or

b. committed any serious breach or repeated or continued a material breach of the terms of your employment; or

c. been guilty of conduct tending to bring yourself or the company into disrepute; or

d. been convicted of a criminal offence, other than a road traffic offence for which you are not sentenced to a term of imprisonment whether immediate or suspended; or

e. become bankrupt or made any arrangement or composition with or for the benefit of your creditors; or

f. cease to hold the qualifications necessary for you to carry out your work with the company; or

g. been found in an act of moral turpitude or having indulged in violations laws as applicable in general to the Company; or

h. been absent for a continuous period of 14 days (including absence when leave though applied for, is not granted or when you overstay period of sanctioned leave by 14 days); or

i. provided false, inaccurate or incomplete information to the company regarding your background and/or previous employment.

j. been found inefficient or lower performer as compared to other employees of your category.

In all such aforementioned cases you shall not be entitled to any notice period or payment in lieu thereof.

20. **Non Solicitation:** You shall not at any time during the term of your employment with the Company or thereafter for a period of six months after cessation of your employment, directly or indirectly solicit the Company's (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) personnel to leave the employment of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) or apply for employment with any third party or encourage such personnel of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of

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the Company) to take any action or inaction that may adversely impact the performance or reputation of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) of its obligations under this Letter of Appointment and / or any other contract or adversely impact the ability of the Company (and any other relevant Group Company's, affiliate's and/ or any subsidiary of the Company) to carry out its normal business activities.

21. **Others:** 1. It will be obligatory on your part to ensure compliance to the applicable statutes, regulations and requirements laid down by the Company, JV partners various regulatory and statutory bodies .

2. In the event of you being found acting in breach of your terms of appointment or indulged in an act of misconduct or an act that has brought disrepute to the organization, you shall render yourself liable for a disciplinary action as per the rules as applicable .

3. Clause headings do not form part or affect the interpretation of this letter of appointment.

22. **Joining Formalities:** As part of the joining formalities, you are requested to bring the following documents with you on the day of joining:

1. 3 Passport size photographs on red background (for branch offices red is not mandatory).

2. Copies of all years mark sheets of the highest qualification/Degree certificate

3. Copy of previous employer Salary Slip

4. Copy of Relieving Letter / Endorsed Resignation letter.

5. Copy of Address proof (any one) :-Ration Card/ Utility Bills/ Driving License/ Passport/ Affidavit

6. Copy of PAN Card

7. Copy of AADHAR Card

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial professional association.

For **Care Health Insurance Limited**
(formerly known as Religare Health Insurance Company Limited)

Rashi Ramani

Head - Talent Acquisition & Talent Management

Accepted and agreed by **Asiya Murtaza**

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Annexure: 1

	Per Annum	Per Month
BASIC	166488	13874
ALLOWANCES		
House Rent Allowance	83244	6937
MONTHLY GROSS *		**21817**
BENEFITS:CONTRIBUTION BY ORGANISATION		
Statutory Bonus	12072	1006
Provident Fund	19980	1665
Gratuity	8004	667
GMC	10200	850
TOTAL FIXED COST(TFC)	299988	

*** The following amount will be deducted from your monthly gross as your contribution towards statutory benefits**

PF - 1665

**** Leave Travel Allowance or Medical Allowance (if applicable) will be paid as monthly components**

***** Gratuity(if applicable) - As per Gratuity Act, payable only after completion of 5 continuous years of service in organization**

- **Participation in Incentive/Bonus Schemes** You are eligible to participate in the Company's Annual Incentive/Bonus Plan subject to the terms and conditions of such Plan and any amendments as may be made from time to time.

- **Deductions** The Company may during your employment, or on termination for whatever reason, deduct from your remuneration any monies due from you to the Company including but not limited to:
  - Any overpayment of salary or expenses or payment made to you by mistake or misrepresentation; and/or
  - Any outstanding loans or advances made to you by the Company; and/or
  - Amounts equal in sum to the amount of any secret/illegitimate profits that you make from the Company's business/interests; and/or
  - Any debt owed by you to the Company; and/or
  - Any other deductions permitted under applicable law including Tax.

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Narayana Health™
Health for all. All for health.

10.02.2021
Employee No : 356573
Ms. Astha Arora
Ashutosh Arora 560 Gali No. 6, Raja Park
Jaipur Jaipur Rajasthan - 302004

Reference no. : 150111356573
Offer no. : 6000023099

Dear Astha Arora,

Sub: Letter of Appointment

We welcome you to Narayana Health (hereafter referred to as 'NH'). We believe that you will be a valuable addition to the NH team and wish you all success in this assignment. We are pleased to appoint you on the following terms and conditions:

A.	**Designation**	: Executive-Inpatient Services
B.	**Date of Joining**	: 10.02.2021
C.	**Location**	: Narayana Hrudayalaya Limited,Sec-28,Khumbha Marg, Pratapnagar,Jaipur,Rajasthan-302033
D.	**Compensation**	: INR. 300,000.00 p.a

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Hospital's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Hospital reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this offer is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Hospital, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to hospital are found to be false or misleading, or your work performance falls short of the minimum standards required by the hospital, the hospital shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. You warrant that you are not prevented by a court or by any other administrative or judicial order from providing the services required under this employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. You will be bound by the rules and regulations enforced by the organisation from time to time in relation to conduct, discipline, leave, holidays or any matter relating to service conditions which will be deemed as rules, regulations and orders. The same will be made available to the employees on the Intranet/mailer or whatsoever may be the manner which the Organisation deemed as suitable. The Organisation reserves the right to modify, alter or delete the existing service rules or to introduce fresh service rules which will be binding upon you.

e. This appointment is being made to you & subject to producing the relevant documents as intimated to you in the offer of employment.

f. **Fitness to Work:** At any time during the tenure of service, the Organisation has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

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g. **Transfer:** You may be transferred to any of our offices/branches or subsidiaries/affiliates of the Hospital, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Employee Manual as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** An employee shall retire from the services of the Hospital at the end of the month in which he/she attains the age of 60 years, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Hospital. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, etc., explicit permission from the Hospital has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Hospital.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your Key Result Area (KRA) milestones and the applicable timelines for review within a month (30 days). This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with NH will be effective on your joining date. The Hospital operates 24 hours across 7 days a week. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you NH, as a service Organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the Organisation from time to time.

4. Probation and Notice Period

You will be on probation for an initial period of six months from the date of your joining and during this period your notice period will be one month. Your service is deemed to be confirmed upon completion of your said probation period unless your performance is found unsatisfactory and your probation is further extended in writing by NH. The Hospital may confirm your services based on satisfactory performance during the probation period In case your performance is found unsatisfactory during the probation period, the Hospital may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Hospital would be fully entitled to terminate your services with a one month. notice during the probation period without assigning any reason. Similarly you may leave the services of the Hospital giving a one month. notice without assigning any reason at any time during the probationary period.

a. After confirmation, the Hospital reserves the right to terminate your service on giving a one month notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Hospital on giving one month notice or forfeiture of salary in lieu thereof. The prerogative to ask the employee to serve the notice period or recover salary in lieu of rests with the Hospital. In case you leave the employment of the Hospital without the prescribed notice, the Hospital will have the right to recover an amount equivalent to one month salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Hospital or Hospital's property if any, and also to the extent of any advance made to you by the Hospital.

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b. You will continue to be governed by HR policies during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Hospital reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Hospital will not be liable to pay you any dues whatsoever.

c. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable HR policies or any other applicable policies governing your employment, including POSH, FAW, unauthorized absence / leave, the Hospital may terminate your employment immediately.

d. On termination of employment, an employee shall return to the office all articles of the Hospital issued to him/her by the office and his/her custody. The Hospital shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure and will be paid as arrears.

b. You will be entitled to other compensation and benefits in accordance with the Hospital's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Hospital`s discretion.

c. Your compensation will be reviewed periodically as per the Hospital's policy. Changes in your compensation are carried out at the sole discretion of the Hospital and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Hospital policies:

a. Leave and Holidays as applicable below to your category of employees and location where you are posted.

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Hospital.

c. Participation in the Employee Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Hospital medical assistance program and Contributory Insurance and benefits program for your category of employees.

7. Responsibilities

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Hospital objectives.

b. You will keep the Hospital informed of any change in your residential address or in your civil status.

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c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Hospital, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Hospital/ its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Organisation to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Hospital's work for which you will be reimbursed travel expenses as per the Hospital policy applicable to your category of employees.

e. All employees of the Hospital are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the employee manual and policies of the hospital including but not limited to the Code of Conduct, POSH, FAW, and Information Security Policy etc. which is circulated through Intranet time to time as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Hospital which may be in your use, custody or charge.

8. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed 'Confidential Information, Intellectual Property Rights and Non Compete agreement' at all times during your employment

9. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of 'force majeure', including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such 'force majeure' event remains in effect.

10. This offer shall be governed by and construed in accordance with the laws of India. The courts at India alone shall have jurisdiction in the event of any dispute.

11. In the absence of our receiving your signed acceptance of this letter appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Hospital.

Welcome to NH and I wish you the best.

for Narayana Hrudayalaya Limited,

Balwinder Singh Walia
Facility Director

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Annexure 1

Name : Astha Arora
Effective Date : 10.02.2021

Your total annual compensation will be **INR 300,000.00 .** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under:

Components	Per Month (INR)	Per Annum (INR)
Basic	6,250.00	75,000.00
House Rent Allowance	3,125.00	37,500.00
Conveyance	1,600.00	19,200.00
Flexible Allowance	11,525.00	138,300.00
Statutory Bonus Advance	700.00	8,400.00
Company Contribution-PF	1,800.00	21,600.00
Total CTC	**25,000.00**	**300,000.00**

Statutory Bonus Advance: Advance Statutory Bonus paid on monthly basis will be adjusted against the bonus Payable under the Payment of Bonus Act as and when due.

National Pension Scheme (NPS): You have an option to subscribe for NPS. If you choose to exercise this option, kindly intimate the HR Department before joining services of NH. In such an event, your CTC will be restructured to factor your subscription to NPS.

Gratuity: You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Hospital. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act.

Insurance: As an employee of NH, you will be eligible for group mediclaim floater policy with an INR 100,000/- cover per annum for self, spouse and two children (children below the age of 25 years). In addition, you will be eligible for subscription to group personal accident insurance policy with an INR 500,000/- cover per annum. Apart from the above, you will also be entitled for subscription to group term life insurance policy for INR 500,000/- per annum.

If you wish, you may avail the floater cover subject to conditions, under group mediclaim insurance not exceeding INR 1,000,000/- cover for all dependents per annum by paying applicable premium.

****

Declaration:
I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Hospital.

Signature: **Date:**

Name :

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

HEALTHARK

Date: 29th December, 2020

Dear Astha Sharma,

Subject: Offer Letter

Thank you for exploring career opportunities with Healthark Wellness Solutions LLP (referred to as "Healthark Insights" subsequently in the document). You have successfully completed our selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Consultant**. Your fixed compensation including all the benefits will be Rs. 3,00,000 per annum during the probation period and **Rs. 4,50,000** per annum thereafter, as per the terms and conditions set out herein.

Kindly **accept the offer letter in one day of receipt**. Also, you are hereby requested to join us from **29th March, 2021**.

Compensations and benefits:

1. Working Hours

   You will be working for 5.5 days a week [Monday to Friday, and alternate Saturdays]. The regular working hours will be 10:00 a.m. to 6:30 p.m. All employees will be required to work in shifts and/or extended hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

2. Compensation Structure/Salary Benefits

   The compensation structure and salary components are subject to change as per the company's policy from time to time at its sole discretion.

3. Probation Period

   We will keep you on a **three month probation period** during which we will guage your performance and upon completion, both parties will mutually agree if the employment should be made permanent or not.

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HEALTHARK

4. Alternative Occupation/Employment

   Either during the period of your probation or during the period of your employment as a confirmed employee of Healthark Insights you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of Healthark Insights.

5. Confidentiality Agreement

   As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of Healthark Insights and its clients.

6. Notice Period

   You will be required to give at least **two-month notice** period failing which you are required to pay one month's salary for the same. Furthermore, Healthark Insights reserves the right to ask the candidate to complete your notice period.

7. Submission of Documents

   At the time of joining, photocopies of the following documents should be submitted:
   - Permanent Account Number (PAN) card
   - Degree Certificate
   - Birth Certificate/Proof of age
   - 4 Photographs

We look forward to having you in our team.

Sincerely,
Dr. Purav Gandhi
Founder & CEO
Healthark Insights

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Near Sanganer Airport, Jaipur-302029

MOHAN
FOUNDATION

CONTRACT OF EMPLOYMENT

THIS AGREEMENT is between

(1) **MOHAN FOUNDATION** whose Office is at 7th Floor, Trust House, 35 Hospital Avenue, Dr E. Borges Road, Parel 400 012 ('the Employer") and

(2) **Mr. Atharva Bahad** ("the Employee")

IT IS AGREED that the Employer will employ the Employee and the Employee will work for the Employer on the following terms and conditions:

1. Job title

The Employee's position is that of **Project Executive.**

The Employee may from time to time be required to carry out such other reasonable duties as the Employer may decide, without additional remuneration, should this be necessary to meet the needs of the business.

The Employee will be reporting to Ms. Jaya Jairam, Project Manager, MOHAN Foundation.

2. Commencement and continuity of employment

The Employee's employment with the Employer will be for **one year** began on **1st April 2021** and shall be renewed based on the performance. During the contract period this employment may be terminated by either party giving one month notice to the other in writing. Absent to work by the employee during contract period will be treated as leave without pay.

The Employee's continuous employment, taking into account any service with Employer and with any previous employer which counts, began on 1st April 2021.

3. Hours of work

The Employee's normal working hours are Monday to Saturday from 10.00 am to 6.00 pm.

The Employee may be required to work such further hours as may be necessary to fulfill his duties or the needs of the business. Whenever possible, the Employer will give the Employee reasonable notice of any additional hours.

4. Place of work

The Employee's normal place of work will be at Maharashtra and will be based at Mumbai provided that the Employer reserves the right to change this to any place within India

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MOHAN
FOUNDATION

5. Payment

Payment is at the rate Rs.30, 000/- per month of which TDS will be deducted for Income Tax purpose as per TDS rates.

6. Assignment, Transfer and Deputation

MOHAN Foundation may send you on deputation/transfer/assignment to any of the Foundation's branch offices in India or abroad, whether existing at the time of your appointment or to be set up in the future for short term (less than one month). Long-term stay would be finalized with mutual consent.

7. Non-Disclosure Agreement

You will not during the course of your employment with the Foundation or at any time thereafter divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the Foundation, of any information or knowledge obtained by you during your employment as to the business or affairs of the Foundation including development, process reports and reporting system.

Prior to joining organization, you will ensure that you will be free from any contractual restrictions preventing you from accepting this offer or starting work on the joining date.

8. Indemnity

The Employee will indemnify the Employer in respect of any liability incurred by the Employer as a direct consequence of the Employee's negligence, breach of contract, breach of duty or breach of trust in relation to the affairs of the Employer.

9. Data protection act

The Employee consents to the holding and processing of personal data provided by him/her to the Employer for all purposes relating to this employment, but not limited to administering and maintaining personnel records, paying and reviewing salary and other remuneration and benefits, undertaking performance appraisals and reviews, maintaining sickness and other absence records and taking decisions as to the Employee's fitness for work.

The Employee further acknowledges and agrees that the Employer may, in the course of its duties as an employer, be required to disclose personal data relating to him/her, after the end of his/her employment. This does not affect the Employee's rights under the Data Protection Act 1988.

Signed by the Employer

MOHAN FOUNDATION MUMBAI

Ms. Jaya Jairam
Project Manager
Date : 31- March -2021

Signed by the Employee

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Mr. Atharva Bahad

Date : _____

a

m-insure
SANRAKSHAN | SWASTHAYA | SURAKSHA

Date: 19/05/2021

OFFER LETTER

Dear Mr. Avinash Kumar

Thank you for investing your time to pursue an opportunity with **M-INSURE.** We would love to have you in the company.

Further, "**Company**" for all purposes in this email shall mean "**M-INSURE Services Private Limited**". Following are the terms and conditions associated:

a. Your date of Joining will be **23rd April 2021**.
b. Two months of internship with a pay of Rs. 10,000 per month.
c. Based on your performance during the internship and post 1-month of probation- you will be offered the position of Junior Ops Manager with a CTC of 5.5 Lakhs per annum.
d. You're working with the company is contingent upon satisfactory reference and background checks including verification of your application materials, education and employment history. It is also contingent upon your ability to work for the company without restriction (i.e. You do not have any non-compete obligations or other restrictive clauses with any previous employer)
e. If any information furnished by you in your application for employment or during the selection process is found at any time during your involvement with the company to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice orcompensation.

You are required to submit the following:

a. Photocopies of your highest educational certificates
b. 1 passport size photograph
c. Photocopy of Passport or Aadhar card.
d. Photocopy of the PAN Card
e. Bank Account number for Salary

Once again, congratulations and we look forward to having you onboard.

For M- Insure Services Private Limited

Priya Rajput
(For HR Department)

Employee Signature

(I unconditionally accept above offer of Appointment under the company on the terms and conditions mentioned therein)

Registrar
The IIHMR University
J. Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

NOVA IVF FERTILITY

22nd January 2021

Mr. Ayan Lahiri,
IIHMR,
Jaipur.

LETTER OF INTENT FOR THE MANAGAMENT TRAINEE PROGRAM

Dear **Ayan,**

Congratulations!

With reference to your application and the subsequent selection process, we are pleased to include you as part of our "**Management Trainee**" program. The Management Trainee program is specially designed for young talent. You will experience challenging functional stints that will enhance your learning.

On joining, you shall be designated as **'Management Trainee'** in **'Nova Pulse IVF Clinic Pvt Ltd'**.

The terms and conditions of the offer are given below.

1. You will initially report for an Orientation & Induction in Bangalore.

2. You are expected to join the Management Trainee Program on **14-June-2021**, failing which we will presume that you have no interest in working with us. Accordingly, this offer will be treated as cancelled and withdrawn. The Business hours begin from **09:30 am** onwards.

3. You will be in training for an initial period of **Twelve months.** Based on assessment of your performance during the training period, you may be considered for absorption into the regular cadre of the Company at the sole discretion of the management. Your absorption shall be only by way of written communication issued by appropriate officials in this regard.

4. This letter of intent is conditional and subject to your clearance of the **Pre-employment Medical Examination** by a Medical Officer designated by the company and submission of background verification related documents.

5. Please return the duplicate copy of this letter duly signed indicating your acceptance.

6. Please submit the following at the time of your joining:

   - Documentary evidence of date of birth
   - Attested copies of all educational qualifications (**SSC, HSC, Degree/Diploma**)
   - Four passport size photographs
   - Blood group proof
   - PAN Card copy
   - Aadhar Card Copy
   - Pre-employment Application Form (if not submitted already)

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NOVA IVF FERTILITY

Please note that all the above documents and information provided by you form the basis of your representation and our offer and the same shall be subject to verification as may be required by the Company from time to time.

You will be required to produce your latest qualification certificate within 90 days from the date of joining.

7. You will be on training for a period of 12 months in the first instance, subject to extension(s), if deemed necessary, at the sole discretion of the Management.

8. This is not a regular letter of appointment but a letter of intent inviting you to be a part of the organization. The formal letter of appointment will be issued at the time of your joining.

9. On completion of your training and based on your performance, you will be considered for absorption in the regular cadre of the Company as an employee.

10. The Compensation and Benefits Program applicable to your Band is a Cost to Company of Rs 6,00,000/- Only (Six Lakhs Only) including Rs. 50,000/- as Annual Performance Variable Pay. You will not be eligible for Annual Performance Variable Pay during your training period. We reiterate that your compensation is a confidential matter between you and the Company and we reaffirm that the Company shall view any breach of confidentiality with the utmost seriousness.

Please return the duplicate copy of this letter duly signed indicating your acceptance of our terms and conditions, as stated above within seven days of receipt of this letter of intent.

We once again would like to thank you for your interest in seeking a career with us and hope you will have a fruitful and successful career with us.

Yours sincerely,

For Nova Pulse IVF Clinic Pvt Ltd,

Rupali

Rupali Rane
Head – Human Resources

I accept the offer as outlined above,

Signature: _____ Date: _____

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Global Health
Private Ltd.

LETTER OF INTENT

Dr. Ayushi Swarnkar
Jaipur

Date: 29-Apr-2021

Dear Dr. Ayushi,

Congratulations! We are pleased to offer you a position at Medanta, The Medicity on the following terms:

1.	Designation	**Trainee – Medical Administration.** You will report to **DGM - Operations**, at Medanta, The Medicity.
2.	Total all inclusive fixed CTC	Rs. 3,00,000/- (RUPEES Three Lakhs Only) per annum, including all retirals till the time the result is not declared. Once your result is out you will be paid Rs. 4,00,000/- (RUPEES Four Lakhs Only) per annum, including all retirals.
3.	Date of joining	10-May-2021 or earlier, if possible.
4.	Current posting	Gurgaon

Please note this offer is subject to you being found medically fit. You will be governed by the general terms and conditions of the organization as published in the appointment letter which will be given to you post joining.

LIST OF DOCUMENTS REQUIRED FOR JOINING

1	Certificates & mark sheets of class 10th, 12th, Graduation, PG or any other professional course	2 Copies of each
2	Registration certificate from respective Clinical/Nursing/Pharmacy Council (as applicable)	
3	Internship completion certificate	
Mandatory for Doctors: All documents mentioned in 1&2 above has to be notarized or attested by a Gazetted Officer		
4	**PAN CARD** or Acknowledgement receipt if **"PAN applied for"** (30% tax will be deducted in absence of PAN Card, Irrespective of CTC)	
5	Address Proof (Passport / Voter card / Driving license)	
6	Appointment Letter and salary slip from the last employer	
7	Relieving Letter/Resignation acceptance from the last employer	
8	Experience Certificate from all previous employers	
9	Other Documents • 5 Passport Size photographs • 1 Family Photograph for ESI Card (if applicable) • Copy of Vehicle Registration Certificate (RC) incase parking facility is required	

Please return the duplicate copy of this letter duly signed as acknowledgement in case offer is acceptable to you.

We look forward to your being part of Medanta, The Medicity.

Yours faithfully,
For **GLOBAL HEALTH PVT LTD**

MANOJ GUPTA
SENIOR VICE PRESIDENT & HEAD – HUMAN RESOURCES

I Accept.....

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Near Sanganer Airport, Jaipur-302029

ImpactGuru.com

Dear Baijnath Thakur,

I am pleased to extend to you an offer of Consultant as **Business Development Trainee** with **Impact Guru**.

We have enjoyed getting to know you and believe you have much to contribute to our firm and our culture. We hope that in the process of getting to know us, you have concluded that the fit is compelling and that ImpactGuru is the best firm at which to take the next step in your career and to grow further. We congratulate you!

ImpactGuru's aspiration of innovative thinking, open collaboration, and passion for driving change enables nonprofits, social enterprises, corporate, and other change-makers and impact creators to outperform and our Consultants to achieve greatness. We will be thrilled to have you as part of our team. You will bring your ambitious aspirations and unique talents to the firm and to our clients. In return, you will find unparalleled opportunities for personal and professional development at ImpactGuru, with no limits on the paths your career may take.

We feel that your skills and background will be valuable assets to our firm and we are delighted at the prospect of your joining us. Impact Guru is a transformative organization and aspires to be a market leader in its niche. Within and beyond ImpactGuru, our people will make a difference to the world because of the leaders they will become while here.

Please reach out to me with questions at any time. We hope to stay in close contact with you and look forward to having you as our colleague.

COMPENSATION:

Annual Professional fees

Your annual Professional fees will be **Rs. 4,00,000/-** paid in equal installments every month. Your Professional fees will be subject to TDS or other statutory deductions, if any.

Compensation details:

Internship Stipend: 25,000/- per month

Total CTC Offered: 5.80 LPA (Full time employment)

CTC offered: 4 LPA (Fixed) + Upto 60,000/- PA (Travelling Allowance) + Upto 1.20/- PA (Incentives - performance based)

Below mentioned documents are necessary to submit:

- Pan Card, Aadhar Card
- Address proof
- Educational Certificate
- Last 3 Payslips and Bank Statement

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- Previous Experience Letter/Offer Letter/ Relieving letter

- Cancelled Cheque/ Any Account Detail Proof

- Front facing Photo

- 3 Reference details from previous company (HR, Reporting Manager, Founders)

Compliance with Terms and Conditions and Policies

All consultants are required to comply with Impact Guru's policies, which include those related to non-discrimination, sexual harassment, confidentiality, non-compete, and others as outlined in other policies as will be shared with you from time to time. You will be required to sign this letter which provides a statement of basic standards of behavior and expectations central to Impact Guru's values.

Your Appointment as Consultant is subject to a positive reference verification & submission of documents and the terms and conditions outlined in this letter and all HR policies and procedures of Impact Guru, as amended from time to time. On acceptance of this letter, you cannot discard our offer and /or cannot join /accept / prefer other offer upon acceptance of our offer, you cannot leave Impact Guru within a period of 6 months, in case you want to leave within 6 months then you have to serve a 2 months' notice or buy out the notice period with 2 times of your salary, post 6 months the notice will be revised to 1 month. In conflict of aforesaid terms, you will be responsible for reimbursing the company three times of the salary paid to you within seven days from the date of your resignation failing which Impact Guru shall be constrained to file appropriate proceedings both civil and criminal, in the court of law for the recovery of the aforesaid amount. The interest shall be charged at the rate of 18% p.a. upon failing to make payment within seven days as aforesaid.

Your date of joining will be on 12th April 2021 based on Management's discretion.

Your work location for internship and full time employment is Kolkata

Accepted,

Name:

Date:

Signature:

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APP/FI1204/2021 Date 19th March 2021

Dr. Bukke Balaji Naik,

Sub: Letter of Employment

Dear Balaji,

With great pleasure, we invite you to be an integral part of **FIGmd (India) Private Limited.**

With reference to your recent application and the subsequent interview/s you had with us, the Company is pleased to confirm your appointment as **Associate Clinical Data Analyst** at **L3** Level.

The terms & conditions of the employment are as follows:

Date of Commencement: Your employment with the Company will commence from **1th April 2021.**

Compensation:
Your cost to company **(CTC)** will be **INR 550020/** per annum **(Rupees Five Lacs Fifty Thousand & Twenty only).** A detailed breakup of the CTC is set out in the Compensation sheet in Annexure A.

Your compensation consists of Basic Salary, House Rent Allowance, other allowances and Benefits as per Company's prevailing policies. Employee and Employer's PF contribution, Gratuity and any other deductions as per statutory compliance and will be debited from your CTC. Your compensation is confidential and shall not be discussed or disclosed to anyone within or outside the Company without the prior written permission from the Company.

Probation & Confirmation:
All new Associate shall be on probation for a period of **6** month(s) from the date of joining and may be confirmed as a permanent employee upon successful completion of the probation. The employee would be confirmed on the 1st day of the month succeeding the month of completion of probation of six months from the date of joining the Company or after the period of probation, whichever is later.

Your probation period can be extended at the Company's discretion if your performance is not found satisfactory by the management. Such extensions shall be communicated in writing by the management. Till such time as the confirmation letter is issued to you by the Company, you shall continue to be on Probation.

Performance Management System:
Performance review drives performance excellence in the Organization. All Associate are eligible for an annual performance review. The performance review cycle is from April to March every year. There would be Quarterly, Midyear and Annual performance reviews. To become eligible for performance review annual cycle for the current year, you should be in the organization for minimum of 6 months from your date of joining.

Compensation Progression:
Your compensation revision/progression shall depend upon your annual performance and business performance in the current appraisal cycle (AprilMarch) and such change in the compensation, in no case shall be automatic and/or as a matter of right. You will be eligible for a compensation revision if you have joined on or before 30th September in the appraisal year. In any other case, the review shall take place in the subsequent appraisal cycle.

Your salary review will be subject to the policies of the Company which may be altered and implemented by the Company from time to time.

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Leaves and Holidays:

You will be eligible for 24 paid leaves in a given Calendar Year. However, if you join the Company during the Calendar Year, you will be entitled to paid leave on a prorata basis i.e. you are entitled to 2 days' leave each month subject to manager's approval.

14 earned leaves for the calendar year may be carried forward to the next calendar year and such leaves may be accumulated only up to a maximum of 45 days.

You will also be eligible for 11 Holidays as per Company's prevailing Rules.

Location:

You will be working at **FIGmd (India) Pvt Ltd., 6th Floor, Symphony IT Park, Nanded City, Sinhgad Road, Pune - 411068.** However, your services are liable to be transferred to any other establishment, office, branch, department of the Company or subsidiary, associate or affiliate of the Company in India or abroad/existing or to be established at a later date at the discretion of the Company. Such a transfer shall not entitle you to ask for the benefits than those you are entitled to as on the date of the transfer.

In the event of such transfer, your remuneration and emoluments will not be adversely affected. However, you will be governed by the policies, rules and regulations of service applicable to the new assignment or prevailing in those establishments /offices / branches/ departments.

Working Hours:

- The Company typically observes a five day working week (Monday - Friday) with weekly off on Saturday & Sunday
- The work day can be accounted for any time between 9:00 hrs. to 21:30 hrs.
- The Company observes a 9 hours work day which includes 60 minutes break
- Associate are expected to be productive for at least 8 gross hours a day with a monthly reconciliation
- Depending on organizational requirements or project contingencies, working hours for specific Associate, groups of Associate or all Associate may be modified / altered from time to time prior to managers approvals

Changes in Personal Details:

Any change in your residential address, telephone numbers, marital status, and academic qualifications should be notified in writing to the Company. All communication will be addressed to you on the last known address notified by you and it will be presumed that you have received such communication addressed to you.

Retirement:

The age of retirement from the Company's employment shall be on attainment of Fifty-Eight (58) years. For this purpose, the date of birth considered will be as per the certificate of proof of age submitted by you at the date of joining the Company. In case the last day of your employment falls on a nonworking day, your last day of employment shall be the immediately preceding working day.

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Agreements:

You are required to sign an Intellectual Property, Non-Disclosure and Confidentiality Agreement effective from the date of joining. The Confidentiality Agreement is to ensure that all proprietary and confidential information, documents, literature, invention made or obtained during your tenure with the Company shall not be utilized by you at any point to undermine the interests of the Company.

Non-Solicitation:

It is agreed that during the period of the employment, there under, and for 36 months following the termination of your employment for any reason whatsoever, you shall not directly or indirectly provide any services to any of the Company's client or to any other company or entity doing similar business without the express, prior written consent from the Company with or without remuneration.

You further agree that you will not solicit or entertain offers from any of the existing or former clients of the Company, whether for yourself or on behalf of any other entity or in any manner attempt to induce any of the clients of the Company withdraw or reduce their business from the Company. You further agree that you will not solicit any Associate or consultants of the Company or induce them into terminating their contractual agreements with the Company.

Background Information and Checks:

This letter of employment has been issued to you on the basis of the information furnished by you about yourself in your resume. 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 herein.

If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer and/or to terminate your services immediately without notice and compensation or to take any appropriate action against you.

Separation:

Your services in the company may be terminated by either party by serving **two (2)** months notice or salary in lieu thereof. However, the Company shall have the right to terminate your services without notice for unsatisfactory performance or any misconduct. Acceptance of salary in lieu of notice shall be purely the discretion of the company and the same shall among other things depend upon the exigencies of work, completion of the assigned project etc.

Upon termination & acceptance of the separation notice as part of separation formalities, you shall immediately and not later than last working day from the date of termination or acceptance of the separation as the case may be, before you are relieved, hand over the papers, laptops, data drives, documents, keys, all soft wares, correspondence, specifications, books, data, confidential Information, drawings and any other property of the Company provided/ made available to you and shall not make or retain any copies of these items.

Information Security and Dedicated employment:

The Company's information security policies, procedures and requirements are in addition to the ones set forth in The Information Technology Act, 2000 by the government of India. Offender shall be prosecuted to the fullest extent of the law.

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You are responsible for complying with the level of access control given to you to ensure privacy & Security of company information and communication as per HIPAA Policy. If the business relationship with any associates or vendors demands disclosure of company's confidential information, immediately prior to such disclosure a Non-Disclosure agreement should be signed by both parties.

You agree not to undertake employment, whether with or without remuneration whether fulltime or parttime, as the Director / proprietor / Partner / Member / Employee of any other organization/ entity engaged in any form of business activity without the written consent of **FIGmd (India) Private Limited.** The discretion to grant consent in this regard shall be solely of the company and the consent if given can be withdrawn at any time at the discretion of the Company.

Data Privacy:

FIGmd has adopted the following privacy policy principles.

FIGmd may collect, store, use and disclose information about individual Associate which may constitute personal data under the Indian Government Laws for business purposes.

The personal data may be processed for purposes including:

- Administering relationships services.
- HR Operational purposes Conducting market or customer satisfaction research.
- Providing individuals with information concerning products and services which we believe shall be of interest.
- Compliance with any requirement of law, regulation, associations, voluntary codes we decide to adopt.
- The detection, investigation and prevention of fraud and other crimes or malpractice.
- For the purpose of, or in connection with, any legal proceedings (including prospective legal proceedings), for obtaining
- Legal advice or for establishing, exercising or defending legal rights.
- The personal data may be disclosed to FIGmd management, auditors, service providers, regulators, governmental or law enforcement agencies or any person, FIGmd reasonably thinks necessary for the processing purposes outlined above. Minimal data will be shared with the authorized entity as per the requirement only.
- The action taken after a violation if encountered is as follows:
- All violations shall be reported to Security Committee.
- A person shall be issued a warning or shall face stricter action depending upon nature of incidence for the first time of the violation.
- Any further violation on the part of the same person should result in strict disciplinary action up to termination of employment.

Code of Conduct:

Associate covered by this policy are expected to fulfill certain duties and expectations that support the vision, mission and values of the Company. They are expected to conduct themselves in a manner deserving of trust. You agree to adhere to the expectations, policies rules and regulation of the organization specified as Standard Code of Conduct in General Terms & Conditions of Employment. Subsequent disciplinary actions are described in company's Disciplinary Policy.

- The primary mode of operation for all associates will be work from home. However, if required you will have to come to the office at short notice.

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- Associate will be assigned Laptop/Dongle as per the project's requirements.
- Wi-Fi/ Broadband with minimum bandwidth of 20 mbps is mandatory.
- Attendance will be calculated based on Work log Hours logged for 8 hours or more will be considered as full day.
- Hours logged 4 hour or less will be considered as half day.
- Based on the business requirements, you may be required to work in shifts as per Company's policy.

Payments Recovery Clause:

Any loan taken for the purpose of training & development from the company or amounts paid in terms of Joining Bonus, Retention Bonus, and Relocation Bonus is treated as an advance payment and nullified at the year end from the date of joining. However, if you have availed above benefits, and resign from the Company within one year from your date of joining, the amount paid by the Company towards advance payment shall be paid by you to the company before relieving.

Jurisdiction:
This appointment letter shall be governed by the laws of India and any dispute that may arise from or as a result of or relating to this letter or your employment with the Company shall be subject to the exclusive jurisdiction of courts in Pune, Maharashtra, India.

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial association. We trust that our relationship will be guided by a quest for excellence in all facets of our interactions.

By signing this letter you communicate your acceptance of the contents of this letter and confirm that this letter supersedes any and all offers, promises made or accepted between yourself and the Company with regard to terms of your employment and the compensation thereof, whether made orally or in writing. Any changes made to this letter shall be in writing and shall be signed by both parties.

We welcome you to **FIGmd (India) Pvt. Ltd.** family and look forward to a fruitful collaboration.

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

Sincerely,
For FIGmd (India) Pvt.Ltd.,

FIGMD (INDIA) PVT. LTD. ★ PUNE ★

Ameya Gokhale
ManagerHuman Resources

For Employee,

Name:
Location:
Date:

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FIGmd

Annexure A Salary Break Up				
Sr No	**Particulars**	**Amount in INR**	**% As per Sal. Structure**	**L3**
I	**Monthly Gross Earnings**			
	Basic	18,334	40.00%	
	HRA	9,167	50% or 10%	
	Transport Allowance	1,600	As per grade	
	Medical Allowance	1,250	1250	
	Telephone Reimbursement Allowance	1000	As per grade	
	Food Allowance*	2200	2200	
	LTA reimbursement	2000	As per grade	
	Other Allowance	7252	Bal. Fig.	
	GrossSub Total 1	**42,803**		
II	**Employer Contribution**			
	Provident Fund	1950		
	ESIC	0		
	Gratuity	882		
	Health Insurance SA Rs 2 L + Accidental Insurance Premium SA Rs 10L	200	**No. of lives**	1
	Sub Total 2	**3,032**		
III	**Employee Contribution / Deductions**			
	Profession tax	200		
	Provident Fund	1800		
	ESIC	0		
	Sub Total 3	**2,000**		
IV	**Net Pay**	**40,803**		
V	**Monthly CTC**	**45835.00**		
VI	**Annual CTC**	**550,020**		
Note:The income tax will be deducted as per income tax rules.				
***A nontaxable component which will be included on request. Employee will be provided with HDFC meal card post joining.**				

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FIGMD (INDIA) PRIVATE LIMITED
B/202, 140/3 Vanshaj Prestige, Pashan Sus Road, Pune,411021 Maharashtra, India
Off : 02066879009 wesite: www.figmd.com CIN: U72900PN2016FTC165476
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Job Description

Job Title: Clinical data specialist (L3)
Location: Pune

Reports to (job): Manager

Purpose of Position

- To be part of FIGmd Data curation Team Pune.
- Perform in line with the Quality Assurance System, including the FIGmd Code of Ethics and the
- FIGmd organizational policy
- Understand the current set of applications, processes
- Build knowledge repository by going through research papers, CMS guidelines
- Work with the mapping team and Clinical research analysis in the curation of data

Major Responsibilities

- Perform data exploration and curation of clinical data from the CDR
- Identify new codes and keyword patterns from the CDR that is relevant to the measure guidelines
- Assess data quality and completeness of the CDR data for a practice
- Build clinical documentation for various measures that can help mapping team
- Ensure timeliness of deliverable
- Identify, manage and escalate issues across project lifecycle phases

Experience:

Must have:

- Knowledge of clinical coding, EMR/EHR data structures, HIPAA regulations
- Ability to independently research data points and come up with solutions
- Good written and oral communication skills
- Good interpersonal skills, with a focus on listening and questioning skills
- Ability to absorb and retain information quickly
- Proven analytical and problem-solving abilities
- Following experience will be an added advantage (nice to have):
    - Knowledge of Linux commands and SQL
    - Statistical analysis
    - Exposure to multicultural teams

Education (Required):

- Graduate or equivalent qualification with minimum 5+ years of successful experience in recognized, global IT services / consulting company in the US healthcare industry

Note: The Job Description is subject to change from time to time, as per the requirements of the Company and the competencies / qualifications you may acquire in future

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MEITRA HOSPITAL
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12th Feb 2021

To,
Ms. Batchu Sai Sravani
IIHRM – Jaipur (Campus)

Dear Ms. Batchu Sai Sravani,

Ref to our ongoing discussion as part of Campus Selection Process for IIHMR 2020 – 2021 Batch. We are impressed by your credentials, it gives us immense pleasure to offer you the position of Management Trainee in Operations Department at Meitra Hospital, Calicut (a unit of Premium Medical & Healthcare Providers Private Ltd). Your place of positing shall be at Calicut, Kerala. Your annual CTC shall be Rs 4,50,000 (Per Annum)

You will be issued an appointment letter on the actual date of Joining the company. You would need to provide the following documents for your smooth onboarding on or before actual date of joining. You will abide by the Company Policies which will be communicated on a periodic basis to you.

Your date of Joining will be on or before 1st March 2021.

In case you may wish to seek any clarification on the offer or otherwise, please feel free to discuss the same with the undersigned.

As a token of acceptance of our offer, kindly send us the confirmation email.

Your compensation will be as per annexure attached.

Congratulations!
Looking forward to you joining the Meitra Family.

For Meitra Hospital

Kapil Gupta
Vice President – Human Resources

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MEITRA HOSPITAL
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SALARY ANNEXURE

Name	Ms. Batchu Sai Sravani	
Designation	Management Trainee	
Date of Joining	01-Mar-21	
Monthly Components	**Rs. (PM)**	**Rs. (Per Annum)**
Basic	19,040	2,28,480
DA	586	7,032
HRA	476	5,712
Conveyance Allowance	1,600	19,200
Extra Allowance	2,000	24,000
Medical Allowance	1,250	15,000
Special Allowance	7,721	92,648
Fixed Pay	**30,589**	**3,92,072**
Provident Fund (Employer Contribution)	1,800	21,600
Gratuity (Employer Contribution)	944	11,328
Total Fixed CTC	**33,333**	**4,25,000**
Performance Bonus	-	**25,000**
Total Annual CTC		**4,50,000**

Other Terms & Conditions
1. You will be entitled for the pro-rated Annual Performance Bonus subject to your Individual and Company Performance. This amount shall be paid on pro-rate to you as per the PMS Cycle. This amount shall be paid subject to you being on the payroll of the company at the time of Pay-out. Amount Taxable (If any) shall be on the hands of employee.
2. Employee Contribution for the Provident Fund shall be deducted from gross earnings.
3. Taxes (if any) shall be borne by Employer
4. Employee will become for Gratuity as per the Payment of Gratuity Act, 1972
5. Compensation Structure is subjected to change without effecting emoluments adversely.
6. Compensation Details are confidential between Employer & Employee

For Meitra Hospital

Kapil Gupta
Vice President – Human Resources

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Near Sanganer Airport, Jaipur-302029

BRANDCARE MEDICAL ADVERTISING & CONSULTANCY PVT. LTD.
405, SUNRISE BUSINESS PARK, PLOT NO. B - 68, ROAD NO. 16, WAGLE ESTATE, MIDC,
THANE,400604
CIN: U74900MH2012PTC231494

LETTER OF APPOINTMENT

Date: 26/05/2021

To,

Ms. Bharti Verma

357, sector-3, type-3,

Sadiq nagar,
Near jr. KV,
New Delhi-110049.

Dear Ms. Bharti,

Brandcare Medical Advertising & Consultancy Private Limited (hereinafter referred to as **'the Company'**) is pleased to appoint you as **Management Trainee – Client Servicing** ('Consultant') based on the representations made at your end to the Company.

The Company believes in working in an atmosphere of trust, transparency and responsibility with its Consultant and values competency, performance, discipline and integrity which constitutes the foundation of any appointment.

Your appointment with the Company will be governed by the Company's policies. The terms and conditions that govern your appointment are subject to modifications from time to time at the discretion of the Company's management and/or any amendments under law.

The Company and the Consultant shall hereinafter be jointly referred to as the "**Parties**" and severally as the "**Party**".

IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. APPOINTMENT/TERM

1.1. The appointment shall commence on the date of joining i.e. **01/06/2021**

1.2. You period of retainership shall begin from **01/06/2021 to 01/11/2021**. However, if mutually agreed your appointment with the Company may be extended.

2. SCOPE OF WORK

2.1. The Consultant by virtue of her appointment shall include all aspects of the duties and responsibilities as well as any other duties assigned to him/her from time to time by Company

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2.2. The Consultant shall be bound to undertake and perform such further additional, incidental and ancillary tasks as may be directed by the Company from time to time during the Term of this Appointment.

3. RESPONSIBILITIES OF THE CONSULTANT

The Consultant shall:

3.1. maintain highest standard of initiative, efficiency, confidentiality and economy in the organization.
3.2. devote time to the work of the Company and will not undertake any direct or indirect business or work honorary, except with the written permission of the company in each case.
3.3. use all the knowledge, skill and experience possessed by her to the entire satisfaction of the management and put in extra hours if required.
3.4. be responsible for safe custody of any office equipment such as cellular phone/laptop; hard disk, storage device etc. given to him/her for official work and on termination shall be handed over/returned to the Company in a good working condition.
3.5. will abide by the service rules and regulations of the company.
3.6. be governed by the NDA, HR policy manual (Applicable Clauses), code of conduct and such other policies and procedures of the company in force from time to time.
3.7. maintain strict confidentiality and shall not disclose/share any information to press/digital media/ or display/write in any medium the information of the Company. In the event you commit violation of this clause and write about the Company (even after termination in future) which is detrimental to the goodwill of the Company, then you shall owe an apology to the Company in writing, and shall also be liable for compensation and the Company shall have the right to file legal proceedings against you for the same.

4. WORKING HOURS AND HOLIDAYS

4.1. The Consultant shall report to office by 9.30am to 7.00 pm on all working days (Monday to Friday) and Consultant at client site shall follow the working hours as applicable at client site.
4.2. Holidays would be as per the list declared by the management from time to time and weekly off shall be on Saturday and Sunday.
4.3. Consultant shall at all times abide by the decisions and directives of the management which may be issued / implemented from time to time.
4.4. Normal hours of work can be changed by management to suit the exigencies of work programmer and emergencies.

5. EXCLUSIVITY

The Consultant undertakes and accepts that she has agreed to work exclusively (full time) for the Company and the Consultant shall not accept any appointment (whether full time or part time), as a Director, Partner, Member, Consultant, professional, retainer of any other

institute, organization or entity engaged in any form of business activity during the term of this Appointment.

6. REMUNERATION AND PERQUISITES

6.1. On commencement of the appointment, the Consultant shall be entitled to the retainership fees of **Rs. 35,000 /- (Rupees Thirty five Thousand Only) per month**. The aforesaid amount shall be subject to deduction of TDS and other taxes as may be levied by the government from time to time.

6.2. The payment of fees/amount would be paid monthly subject to the Consultant/Professional raising an invoice by 5th of every following month and fees/amount will be reimbursed directly to her designated bank account by 7th to 10th of every calendar month. The Consultant/Professional agrees to take full responsibility of her Tax liabilities.

6.3. All expenses on account of travelling, lodging and boarding shall be borne by the Company during travel and stay period at locations other than the Home town. However, any such expenses shall be reimbursed by the Company at actuals on submission of valid invoices and/or shall be booked by the Company.

6.4. The Consultant shall be required to claim all legitimate business-related expenses and settle all accounts within {30 days} of incurring the expenditure, failing to which it will be deemed to be unauthorized and the Company shall not be liable to entertain such expenses. Further the Company shall have the discretion to settle dues post the aforementioned period by deducting the same from the fees/amount.

7. COMPANY'S HR POLICY MANUAL

7.1. Notwithstanding anything contained in this Appointment, the Consultant shall also be governed by the policies, terms and conditions etc. laid under the Company's HR Policy Manual **("Manual")** as applicable and shall be provided to the Consultant for reading with Letter of Appointment.

7.2. The Consultant shall be required to mandatorily read and confirm the terms therein and clear any/all queries regarding any terms therein immediately with the management.

7.3. The Consultant undertakes to abide by the Manual at all time during the course of her appointment with the Company as applicable.

7.4. By signing this Letter of Appointment, the Consultant hereby confirms reading the Manual and agrees to abide by the terms of the Manual.

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8. CONFIDENTIAL INFORMATION

8.1. Except as may be required or appropriate in connection with carrying out her duties under this Appointment, the Consultant shall not, without the prior written consent of the Company or as may otherwise be required by law or any legal process, or as is necessary in connection with any adversarial proceeding against the Company (in which case the Consultant shall cooperate with the Company in obtaining a protective order at the Company's expense against disclosure by a court of competent jurisdiction), communicate, to anyone other than the Company and those designated by the Company or on behalf of the Company in the furtherance of its business or to perform her duties hereunder, any trade secrets, confidential information, knowledge or data relating to the Company and its businesses and investments, obtained by the Consultant during the Consultant's appointment by the Company that is not generally available public knowledge (other than acts by the Consultant in violation of this Appointment).

8.2. The Consultant recognizes and acknowledges that the Company is entitled to protection of its interests in the Confidential Information. The Consultant shall not at any time, either during or subsequent to the term of this Appointment, disclose to others, use, copy or permit to be copied, except in pursuance of her duties for an on behalf of the Company, it successors, assigns or nominees, any Confidential Information of any member of the Company or its Consultant/Professionals/Clients/Directors etc (regardless of whether developed by the Consultant) without the prior written consent of the Company.

8.3. Consultant shall neither divulge nor give out candidate/client databases/formulae/methods, ppt /any data etc. to any unauthorized person, by word of mouth or otherwise, particulars or details of our processes, security arrangements, administrative and/or organizational matters of confidential and secret nature. Consultant shall also, not use the same for any purpose other than the company's purpose during the period of appointment. All information pertaining to the affairs of the company which may be cognizant to the Consultant, particularly the quotations, specifications, systems, procedures or other policy information shall be treated as confidential.

8.4. The Consultant further acknowledges that the use or disclosure of the Confidential Information to anyone or any third party could cause monetary loss and damages to the Company. Hence in the event of a violation of this covenant against non-use and non-disclosure of Confidential Information, the Company shall be entitled to a recovery of damages from Consultant and/or an injunction against Consultant for the breach or violation or continued breach or violation of this covenant.

8.5. The Consultant shall be governed by the Non-Disclosure Appointment signed by the Consultant and if there are any clauses pertaining to confidential information which are not articulated briefly hereunder but signed and confirmed by the Consultant

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under the NDA then the Consultant hereby undertakes to abide by the terms which shall be valid and legally binding to the Consultant and shall be read with this Appointment.

9. INTELECTUAL PROPERTY RIGHTS

9.1. The Consultant hereby confirms and acknowledges that the Company is the Sole Owner and proprietor of the Intellectual Property Rights disclosed/created/developed under this Appointment.

9.2. The Consultant acknowledges that any/all Intellectual Property Rights arising/created/developed during the course of her appointment shall vest with the Company in perpetuity and throughout the world in all modes, media and format and he/she shall not have any right to claim/use/share the same.

9.3. The Consultant shall ensure that he/she protects the Intellectual Property Rights of the Company in connection with the execution and performance under this Appointment. The Consultant shall not at any time infringe/disclose/share/ use/modify/alter/duplicate any trademark, patent, copyright, trade secret, work, data or any other proprietary right/information of the Company or its Client's to any third party.

9.4. Notwithstanding any rules or laws to the contrary, the right of Consultant to claim the Intellectual Property or any part thereof against the Company is hereby waived and the Consultant hereby undertakes that she shall not do anything which will adversely affect the Company's right to the Intellectual Property and also shall not do anything which shall amount to or become a breach of the Company's right to the Intellectual Property and agrees to indemnify the Company for any/all loss and damages arising there from including costs and expenses on full indemnity basis.

10. DOCUMENTS TO BE SUBMITTED

10.1. It shall be mandatory for the Consultant to submit the following documents on the date of joining the organization:

10.1.1. Copy of Passport / proof of application
10.1.2. Any identity proof like Election Card, PAN Card etc.
10.1.3. Copy of degree / University qualification.
10.1.4. Two passport size photographs
10.1.5. Relieving letter and Experience letter in case the Consultant is already employed

10.2. The onus of proving and ensuring the authenticity and accuracy of the documents submitted shall be vested on the Consultant.

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11. INCIDENTAL AND ANCILLARY APPOINTMENTS

The Consultant will also be required to execute the incidental and ancillary Appointments like the Non-Disclosure Appointment (NDA), Company's HR Policy Manual etc. simultaneously with the execution of this Appointment.

12. RESTRICTIONS ON ACCEPTING GIFTS

You shall not accept gift (either in cash or kind), for your personal gains from any person with whom you may be having official dealings on behalf of the company or put yourself under any obligations which is detrimental to the interest of the Company.

13. DISCIPLINARY ACTION

The Consultant shall at all time be responsible to follow the Code of Conduct and the guidelines of disciplines laid down by the Company. If at any time the Consultant/Professional defaults/breaches the Code of Conduct or guidelines of disciplines the Company shall have the right to take disciplinary actions such as warning, suspension, discharge, dismissal, if proved on the grounds of -

13.1. causing damage / financial loss to the company/ misconduct such as irregular attendance, unauthorised absence, misbehaviour, copying/sharing of any information or any unworthy acts like theft, misappropriation, fraud, dishonesty, immorality, conviction.

13.2. Falsification of documents, records or information given in your bio-data / application for securing appointment in the company or any undesirable acts which in the opinion of the company is prejudicial and detrimental to the interest of the company.

In case of disciplinary action the Letter of Appointment can be terminated by the Company within 24 hours without any payment.

14. NON-COMPETITION & NON-SOLICITATION

14.1. During the Appointment period (the Consultant shall not become involved as independent contractor, agent, partner, consultant, advisor, or in any other capacity) and thereafter on Termination of Appointment the Consultant shall not engage in soliciting the Clients of the Company resulting in Competitive Activity which could be detrimental to the business of the Company.

14.2. During the Appointment Period, and thereafter the Consultant will not, directly or indirectly, solicit any Clients or person employed by the Company (including her personal secretary/ assistants) for its business or personal benefit or benefit of any third party which could cause loss to the Company in any manner whatsoever.

15. NOTICES

Any notices to be given by any party under this Letter of Appointment shall be in writing and shall be deemed to be duly served if delivered by prepaid registered post acknowledgement or through a delivery

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service/courier at the addresses of the respective party as stated herein. However the parties shall inform each other immediately in case of change in address of any party.

16. TERMINATION

This Appointment shall terminate as under:

16.1. This letter of appointment shall automatically terminate on expiry of the term of this letter unless mutually extended. Either party shall have the right to terminate this Letter of Appointment by giving 1-month notice to the other Party. However, the Company shall have the right to terminate appointment of the Consultant immediately without any notice in case of unsatisfactory performance and/or breach by the Consultant.

16.1.1. Notwithstanding anything contained herein, the Company shall have the right to forthwith terminate appointment without any notice or payment of any kind whatsoever in lieu of notice or otherwise in the case of:

16.1.1.1. Any act of dishonesty, disobedience, incivility, insubordination, intemperance, irregularity in attendance or other misconduct or neglect of duty, or incompetence in the discharge of duty on the part of the Consultant.

16.1.1.2. in case of unsatisfactory performance and/or breach by the Consultant.

16.1.1.3. The reconstruction or amalgamation of the Company whether by winding up of the Company or otherwise.

17. POST TERMINATION PROVISIONS

17.1. In the event of the termination of this Appointment howsoever arising, Consultant shall return all the office equipment as per **Clause 3.4**. In case the official equipment is returned in damaged condition or is malfunctioning; the company has the right to recover an amount equivalent to the replacement cost.

17.2. Apart from what is mentioned in **Clause 17.1** the Consultant shall also hand over all documents, office keys, materials containing client information, data or any other information, notes, files, letters, e-mail, correspondence, analyses, reports, or any other data containing Information relating to Company/Clients/business/future projects etc.

17.3. The Consultant shall not any time after termination/resignation:

17.3.1. Disclose/use/share/copy/modify/sell/duplicate/protect any confidential information / information or Know-how related to the business acquired by him/her, relating to

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Company, its clients or any business of the Company during or as a result of this Appointment (save that it shall be allowed to use such know-how that has come into the public domain by means other than the Consultants breach).

17.3.2. Make any use/share/disclose/copy/modify/sell/duplicate of any intellectual property rights.

17.3.3. Use any recommendation or reference or work/data provided as a result of her work as the Consultant.

17.3.4. protect at all time information pertaining to the Company and shall not write about the Company (good and/or bad) on any social media website.

17.3.5. disclose/share any information to press/digital media/social media or display/write in any medium (print/digital/social/or any platform) information pertaining to the Company nor shall voice/write/display any saying/maxim/ negative or positive thought.

17.4. Upon termination of this Appointment the Company shall pay the Consultant the remuneration which is due, accrued and payable up to the date of termination subject to adherence of all the terms and conditions laid under this appointment/NDA and Company's HR Policy Manual.

18. GOVERNING LAW AND JURISDICTION

This Appointment is governed by and is to be construed in accordance with the laws of the Republic of India. Any suit, action or proceeding seeking to enforce any provisions of, or based on any matter arising out of or in connection with, this Letter of Appointment or the Transactions shall be brought in a court sitting in Mumbai, India, only and each of the Parties hereby consents to the exclusive jurisdiction of such court. Each Party agrees that services of notice on such party as provided in **Clause 15** shall be deemed effective service of notice on such Party.

19. ARBITRATION

In case of any dispute or difference arising out of or connected with or relating to this Appointment the same shall be referred to arbitration under Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof for the time being in force. The arbitration shall be referred to one arbitrator who will be a retired judge of any High Court in India. The venue of Arbitration will be Mumbai and the proceedings shall be conducted in English.

20. MISCELLEANEOUS

20.1. **Entire Appointment:** This Letter of Appointment represents the entire Appointment between the Parties and shall supersede any previous Appointment or understanding between the Parties except the NDA and Company's HR Policy Manual.

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20.2. **Severability:** If any provision of this Letter of Appointment is adjudged by a court to be void or enforceable, then the same shall in no way affect any other provision of this appointment or its validity or enforceability and the unenforceable provision shall be performed to the extent valid and enforceable.

20.3. **Amendments and Alterations:** This Letter of Appointment supersedes all previous letters, representations or promises and sets out all the terms agreed between the parties read along with NDA and Manual. Any amendment or alteration to this appointment must be in writing and signed by both the parties.

20.4. **Acknowledgment:** The above terms and conditions are subject to company's policy. The Consultant hereby confirms that he/she have read, understood and have agreed to accept the appointment on the above terms and conditions and are signing this Letter of Appointment voluntarily.

Further you confirm that you have been explained each and every term of this Appointment and that you have signed this Appointment out of your will and accord without any compulsions and at no point of time in the event of dispute with the Company you shall claim that the Appointment is contrary to the Principles of natural Justice.

IN WITNESS WHEREOF the parties hereto have hereunto and to its duplicate set and subscribed their respective hands the day and year first herein above written.

Signed and Delivered by)
the within named **"Company"**)

Authorised Signatory

Signed and Delivered by)
the within named **"Consultant"**)

Ms. Bharti Verma

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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ImpactGuru.com

Dear **Dr. Bhavna Nahata**,

I am pleased to extend to you an offer of Consultant as **Business Development Trainee** with **Impact Guru**.

We have enjoyed getting to know you and believe you have much to contribute to our firm and our culture. We hope that in the process of getting to know us, you have concluded that the fit is compelling and that ImpactGuru is the best firm at which to take the next step in your career and to grow further. We congratulate you!

ImpactGuru's aspiration of innovative thinking, open collaboration, and passion for driving change enables nonprofits, social enterprises, corporate, and other change-makers and impact creators to outperform and our Consultants to achieve greatness. We will be thrilled to have you as part of our team. You will bring your ambitious aspirations and unique talents to the firm and to our clients. In return, you will find unparalleled opportunities for personal and professional development at ImpactGuru, with no limits on the paths your career may take.

We feel that your skills and background will be valuable assets to our firm and we are delighted at the prospect of your joining us. Impact Guru is a transformative organization and aspires to be a market leader in its niche. Within and beyond ImpactGuru, our people will make a difference to the world because of the leaders they will become while here.

Please reach out to me with questions at any time. We hope to stay in close contact with you and look forward to having you as our colleague.

COMPENSATION:

Annual Professional fees

Your annual Professional fees will be **Rs. 4,00,000/-** paid in equal installments every month. Your Professional fees will be subject to TDS or other statutory deductions, if any.

Compensation details:

Internship Stipend: 25,000/- per month

Total CTC Offered: 5.80 LPA (Full time employment)

CTC offered: 4 LPA (Fixed) + Upto 60,000/- PA (Travel Allowance) + Upto 1.20 LPA (Incentives - performance based)

Below mentioned documents are necessary to submit:

- Pan Card, Aadhar Card
- Address proof
- Educational Certificate
- Last 3 Payslips and Bank Statement

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- Previous Experience Letter/Offer Letter/ Relieving letter

- Cancelled Cheque/ Any Account Detail Proof

- Front facing Photo

- 3 Reference details from previous company (HR, Reporting Manager, Founders)

Compliance with Terms and Conditions and Policies

All consultants are required to comply with Impact Guru's policies, which include those related to non-discrimination, sexual harassment, confidentiality, non-compete, and others as outlined in other policies as will be shared with you from time to time. You will be required to sign this letter which provides a statement of basic standards of behavior and expectations central to Impact Guru's values.

Your Appointment as Consultant is subject to a positive reference verification & submission of documents and the terms and conditions outlined in this letter and all HR policies and procedures of Impact Guru, as amended from time to time.

On acceptance of this letter, you cannot discard our offer and /or cannot join /accept / prefer other offer upon acceptance of our offer, you cannot leave Impact Guru within a period of 6 months, in case you want to leave within 6 months then you have to serve a 2 months' notice or buy out the notice period with 2 times of your salary, post 6 months the notice will be revised to 1 month. In conflict of aforesaid terms, you will be responsible for reimbursing the company three times of the salary paid to you within seven days from the date of your resignation failing which Impact Guru shall be constrained to file appropriate proceedings both civil and criminal, in the court of law for the recovery of the aforesaid amount. The interest shall be charged at the rate of 18% p.a. upon failing to make payment within seven days as aforesaid.

Your date of joining will be on or post 22nd March 2021 based on Management's discretion.

Your work location for internship would be Mumbai; for full time employment could be Bangalore.

Accepted,

Name:

Date:

Signature:

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ImpactGuru.com

Dear **Dr. Bhavna Rana**,

I am pleased to extend to you an offer of Consultant as **Business Development Trainee** with **Impact Guru.**

We have enjoyed getting to know you and believe you have much to contribute to our firm and our culture. We hope that in the process of getting to know us, you have concluded that the fit is compelling and that ImpactGuru is the best firm at which to take the next step in your career and to grow further. We congratulate you!

ImpactGuru's aspiration of innovative thinking, open collaboration, and passion for driving change enables nonprofits, social enterprises, corporate, and other change-makers and impact creators to outperform and our Consultants to achieve greatness. We will be thrilled to have you as part of our team. You will bring your ambitious aspirations and unique talents to the firm and to our clients. In return, you will find unparalleled opportunities for personal and professional development at ImpactGuru, with no limits on the paths your career may take.

We feel that your skills and background will be valuable assets to our firm and we are delighted at the prospect of your joining us. Impact Guru is a transformative organization and aspires to be a market leader in its niche. Within and beyond ImpactGuru, our people will make a difference to the world because of the leaders they will become while here.

Please reach out to me with questions at any time. We hope to stay in close contact with you and look forward to having you as our colleague.

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Total CTC Offered: 5.80 LPA (Full time employment)

CTC offered: 4 LPA (Fixed) + Upto 60,000/- PA (Travel Allowance) + Upto 1.20 LPA (Incentives - performance based)

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- Previous Experience Letter/Offer Letter/ Relieving letter

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- Front facing Photo

- 3 Reference details from previous company (HR, Reporting Manager, Founders)

Compliance with Terms and Conditions and Policies

All consultants are required to comply with Impact Guru's policies, which include those related to non-discrimination, sexual harassment, confidentiality, non-compete, and others as outlined in other policies as will be shared with you from time to time. You will be required to sign this letter which provides a statement of basic standards of behavior and expectations central to Impact Guru's values.

Your Appointment as Consultant is subject to a positive reference verification & submission of documents and the terms and conditions outlined in this letter and all HR policies and procedures of Impact Guru, as amended from time to time.

On acceptance of this letter, you cannot discard our offer and /or cannot join /accept / prefer other offer upon acceptance of our offer, you cannot leave Impact Guru within a period of 6 months, in case you want to leave within 6 months then you have to serve a 2 months' notice or buy out the notice period with 2 times of your salary, post 6 months the notice will be revised to 1 month. In conflict of aforesaid terms, you will be responsible for reimbursing the company three times of the salary paid to you within seven days from the date of your resignation failing which Impact Guru shall be constrained to file appropriate proceedings both civil and criminal, in the court of law for the recovery of the aforesaid amount. The interest shall be charged at the rate of 18% p.a. upon failing to make payment within seven days as aforesaid.

Your date of joining will be on or post 22nd March 2021 based on Management's discretion.

Your work location for internship and full time employment is Delhi.

Accepted,

Name:

Date:

Signature:

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904.

Ref: APP/FI1276/2021

Date: 27th May 2021

Ms. Celestin Prabha Arokiasamy,
8903582397

Subject: Letter of Employment

Dear Celestin Prabha,

With great pleasure, we invite you to be an integral part of **FIGmd (India) Private Limited ("Company")** as an employee.

With reference to your recent application and the subsequent interview/s you had with us, the Company is pleased to confirm your appointment as **Associate Clinical Data Analyst** at **L3** Level.

This Letter sets out the terms and conditions of your employment with the Company and supersedes all previous agreements and arrangements, whether verbal or in writing, between you and the Company.

The terms & conditions of the employment are as follows:

Date of Commencement:
Your employment with the Company shall commence **from 1st June 2021 ("Date of Employment").**

Compensation:
Your cost to company **(CTC)** will be **INR 550,020/-** per annum **(Rupees Five Lacs, Fifty Thousand & Twenty only).** A detailed breakup of the CTC is set out in the Compensation sheet in Annexure A. You understand and agree that the employee benefits will accrue with effect from your Date of Employment.

Your compensation consists of Basic Salary, House Rent Allowance, other allowances and Benefits as per Company's prevailing policies. Employee and Employer's PF contribution, Gratuity and any other deductions as per statutory compliance and will be debited from your CTC. Your compensation is confidential and shall not be discussed or disclosed to anyone within or outside the Company without the prior written permission from the Company.

Probation & Confirmation:
All new Associate shall be on probation for a period of **six** month(s) from the date of joining and may be confirmed as a permanent employee upon successful completion of the probation. The employee would be confirmed on the 1st day of the month succeeding the month of completion of probation of six months from the date of joining the Company or after the period of probation, whichever is later.

Your probation period can be extended at the Company's discretion if your performance is not found satisfactory by the management. Such extensions shall be communicated in writing by the management. Till such time as the confirmation letter is issued to you by the Company, you shall continue to be on Probation.

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Performance Management System:
Performance review drives performance excellence in the Organization. All employees are eligible for an annual performance review. The performance review cycle is from April to March every year. There would be Quarterly, Mid-year and Annual performance reviews. To become eligible for performance review annual cycle for the current year, you should be in the organization for minimum of 6 months from your date of joining.

Compensation Progression:
Your compensation revision/progression shall depend upon your annual performance and business performance in the current appraisal cycle (April-March) and such change in the compensation, in no case shall be automatic and/or as a matter of right. You will be eligible for a compensation revision if you have joined on or before 30th September in the appraisal year. In any other case, the review shall take place in the subsequent appraisal cycle.

Your salary review will be subject to the policies of the Company which may be altered and implemented by the Company from time to time.

Leaves and Holidays:
In addition to the paid holidays under the applicable laws, you will also be entitled to leaves in accordance with the policies of the Company. Any leave entitlement must be taken in accordance with the policies.

Location:
You will be working at **FIGmd (India)Pvt Ltd. 6th Floor, Symphony IT Park, Nanded City, Sinhagad Road, Pune-411041.**However, your services are liable to be transferred to any other establishment, office, branch, department of the Company or subsidiary, associate or affiliate of the Company in India or abroad/existing or to be established - at a later date- at the discretion of the Company. Such a transfer shall not entitle you to ask for the benefits than those you are entitled to as on the date of the transfer.

In the event of such transfer, your remuneration and emoluments will not be adversely affected. However, you will be governed by the policies, rules, and regulations of service applicable to the new assignment or prevailing in those establishments/ offices/ branches/ departments/ company.

Working Hours:

- The Company typically observes a five -day working week (Monday - Friday) with weekly off on Saturday & Sunday.
- The Company's hours of operations are from 9:00 AM to 6:00 PM
- The Company observes a 9-hour workday which includes 60 minutes break
- Employees are expected to be productive for at least 8 hours a day with a monthly reconciliation
- It is expected that all employees will work from office, as applicable on all working days
- Depending on organizational requirements or project contingencies, working hours for specific employees, groups of employees or all employees may be modified / altered from time to time prior to managers approvals.
- Notwithstanding anything stated herein, the Company reserves the right to require you to work different or longer hours and/ or at weekends or other public holidays, if necessary, for the proper performance of your duties.

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Based on the business requirements, you may be required to work in shifts as per Company's policy.

Changes in Personal Details:
Any change in your residential address, telephone numbers, marital status, and academic qualifications should be notified in writing to the Company. All communication will be addressed to you on the last known address notified by you and it will be presumed that you have received such communication addressed to you.

Retirement:
The age of retirement from the Company's employment shall be on attainment of fifty-eight (58) years. For this purpose, the date of birth considered will be as per the certificate of proof of age submitted by you at the date of joining the Company. In case the last day of your employment falls on a non-working day, your last day of employment shall be the immediately preceding working day.

Agreements:
You are required to sign an Intellectual Property, Non-Disclosure and Confidentiality Agreement ("**Confidentiality Agreement**") effective from the date of joining. The Confidentiality Agreement is to ensure that all proprietary and confidential information, documents, literature, invention made or obtained during your tenure with the Company shall not be utilized by you at any point to undermine the interests of the Company.

Non-Solicitation:
It is agreed that during the period of the employment, there under, and for 36 months following the termination of your employment for any reason whatsoever, you shall not directly or indirectly provide any services to any of the Company's client or to any other company or entity doing similar business without the express, prior written consent from the Company with or without remuneration.

You further agree that you will not solicit or entertain offers from any of the existing or former clients of the Company, whether for yourself or on behalf of any other entity or in any manner attempt to induce any of the clients of the Company withdraw or reduce their business from the Company. You further agree that you will not solicit any employees or consultants of the Company or induce them into terminating their contractual agreements with the Company.

Background Information and Checks:
This letter of employment has been issued to you based on the information furnished by you about yourself in your resume. 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 herein.

If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer and/or to terminate your services immediately without notice and compensation or to take any appropriate action against you.

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Separation:

Your services in the company may be terminated by either party by serving **two (2)** months' notice or salary in lieu thereof. However, the Company shall have the right to terminate your services without notice for any misconduct, including those set out below or as may be prescribed under applicable laws or under any policies of the Company. Acceptance of salary in lieu of notice shall be purely the discretion of the Company and the same shall among other things depend upon the exigencies of work, completion of the assigned project etc.

a. For non-performance of any duty assigned to you pursuant to this agreement;
b. Not carrying and displaying at all times appropriate Company identification;
c. If you have conducted yourself in any way that is inconsistent with the due and faithful discharge of your duties or the terms of this agreement;
d. If you have indulged in any form of harassment, including sexual harassment, or other discriminatory behavior;
e. If you have willfully disobeyed a lawful or reasonable order from the Company or the Policies of the Company;
f. If you have been absent from service without notice in writing or without sufficient reasons for 7 days or more;
g. If you have caused grave damage to the property of the Company;
h. If you are found to have committed any dishonest act or by your actions and/or omissions, bring the Company, its officials or any other person connected with the Company to disrepute;
i. If you are found to be bankrupt or you have been guilty of borrowing money from other staff or customers of the Company involving misuse of your official position in the Company;
j. If you have committed any fraud or have assisted in the conduct of a fraud, or have otherwise not been ethical and diligent;
k. If you have been found to be grossly negligent in the conduct of your duties;
l. If you have made or given a false statement or document testifying to your ability or competence or relating to your state of health knowing that it is false;
m. If you have been found to be under the undue influence of drugs or alcohol during office hours or business events;
n. On any other acts of misconduct including without limitation conviction for criminal offences, disloyalty, moral turpitude etc. not befitting your position in the Company; and/or
o. If you have breached the provisions of the agreement/policies or provisions of applicable law including Companies Act.

Upon termination & acceptance of the separation notice as part of separation formalities, you shall immediately and not later than last working day from the date of termination or acceptance of the separation as the case may be, before you are relieved, hand over the papers, laptops, data drives, documents, keys, all soft wares, correspondence, specifications, books, data, confidential Information, drawings and any other property of the Company provided/ made available to you and shall not make or retain any copies of these items.

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Information Security and Dedicated employment:
The Company's information security policies, procedures and requirements are in addition to the ones set forth in The Information Technology Act, 2000 by the government of India. Offender shall be prosecuted to the fullest extent of the law.

You are responsible for complying with the level of access control given to you to ensure privacy & Security of company information and communication as per HIPAA Policy. If the business relationship with any associates or vendors demand disclosure of company's confidential information, immediately prior to such disclosure a Non-Disclosure agreement should be signed by both parties.

You agree not to undertake employment, whether with or without remuneration whether full-time or part-time, as the Director / proprietor / Partner / Member / Employee of any other organization/ entity engaged in any form of business activity without the written consent of **FIGmd (India) Private Limited.** The discretion to grant consent in this regard shall be solely of the company and the consent if given can be withdrawn at any time at the discretion of the Company.

Data Privacy:
FIGmd has adopted the following privacy policy principles.

FIGmd may, subject to compliance with applicable laws, collect, store, use and disclose information about individual employees which may constitute personal data under the Indian Government Laws for business purposes.

You consent to your personal data being processed for general employment and administration-related purposes including:

- Administering relationships services.
- HR Operational purposes Conducting market or customer satisfaction research.
- Providing individuals with information concerning products and services which we believe shall be of interest.
- Compliance with any requirement of law, regulation, associations, voluntary codes we decide to adopt.
- The detection, investigation and prevention of fraud and other crimes or malpractice.
- For the purpose of, or in connection with, any legal proceedings (including prospective legal proceedings), for obtaining Legal advice or for establishing, exercising or defending legal rights.

The personal data may be disclosed to FIGmd management, auditors, service providers, regulators, governmental or law enforcement agencies or any person, FIGmd reasonably thinks necessary for the processing purposes outlined above. Minimal data will be shared with the authorized entity as per the requirement only. The action taken after a violation if encountered is as follows:

- All violations shall be reported to Security Committee.
- A person shall be issued a warning or shall face stricter action depending upon nature of incidence for the first time of the violation.
- Any further violation on the part of the same person should result in strict disciplinary action up to termination of employment.

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Code of Conduct:
Employees covered by this policy are expected to fulfill certain duties and expectations that support the vision, mission and values of the Company. They are expected to conduct themselves in a manner deserving of trust. You agree to adhere to the expectations, policies rules and regulation of the organization specified as Standard Code of Conduct in General

Terms & Conditions of Employment. Subsequent disciplinary actions are described in company's Disciplinary Policy.

Payments Recovery Clause:
Any loan taken for the purpose of training & development from the company or amounts paid in terms of Joining Bonus, Retention Bonus, and Relocation Bonus is treated as an advance payment and nullified at the year end from the date of joining. However, if you have availed above benefits, and resign from the Company within one year from your date of joining, the amount paid by the Company towards advance payment shall be paid by you to the company before relieving.

Representations and Warranties:
You represent and warrant to the Company that:

a. you have been provided with a copy of this agreement for review prior to signing it;
b. you have reviewed the agreement and that you understand the terms, purposes, and effects of this agreement;
c. you have signed the agreement only after having had the opportunity to seek clarifications;
d. you have been given a copy of the signed agreement for your own records;
e. you have not been subjected to duress or undue influence of any kind to execute this agreement and this agreement will not impose an undue hardship upon you;
f. you have executed this agreement of your own free will and without relying upon any statements made by the Company or any of its representatives, agents, or employees;
g. this agreement is in all respects reasonable and necessary to protect the legitimate business interests of the Company;
h. you have all requisite power and authority, and do not require the consent of any third party to enter into this agreement and grant the rights provided herein;
i. the execution, delivery and performance of this agreement by you does not and will not conflict with, breach, violate or cause a default under any contract, agreement, instrument, order, judgment or decree to which you are a party or by which you are bound;
j. you are not a party to or bound by any employment agreement, non-competition agreement or confidentiality agreement with any person or entity other than the Company and/or its group companies or affiliates;
k. after the execution and delivery of this agreement by the Company and you, this agreement shall be valid and binding on you, enforceable in accordance with its terms;

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l. the services performed by you and all items and/or materials furnished by you in connection with or as a result of such services shall not infringe upon or violate the personal, civil, or property rights, or the rights of privacy of, or constitute a libel, slander, or unfair competition against or violate or infringe upon any common law right, copyright, trademark, trade name, or patent, or any other right of any person or entity;

m. you will not execute any instrument or grant or transfer any rights, titles, and interests inconsistent with the terms and conditions of this agreement; and

n. you represent that you are legally permitted to be employed in India.

Indemnity:

You hereby agree to indemnify, defend and hold harmless the Company, from and against any and all losses, suffered or incurred by the Company as a result of your employment as **Associate Clinical Data Analyst** of the Company, and which arise out of, or result from or are connected with (i) any event which occurred during the period of your appointment as the **Associate Clinical Data Analyst** of the Company, whether discovered then or subsequently; or (ii) any misrepresentation in, inaccuracy in or breach by any of the representation and warranties provided by you.

Waiver

No failure by a party to exercise, nor any delay by the party in exercising, any right, power or remedy hereunder shall operate as a waiver of that or any other right, power or remedy of the party, nor shall any single or partial exercise of any right, power or remedy preclude any other or further exercise of that or any other right, power or remedy.

Severability:

Each provision of this agreement is severable and distinct from the other and if at any time one or more of such provisions is or becomes invalid, void and/ or illegal, the enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby.

Assignment:

You shall not transfer, assign, or otherwise convey this agreement and all or any of its rights and obligations hereunder to any party, except with the prior written permission of the Company.

Jurisdiction:

This appointment letter shall be governed by the laws of India and any dispute that may arise from or as a result of or relating to this letter or your employment with the Company shall be subject to the exclusive jurisdiction of courts in Pune, Maharashtra, India.

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial association. We trust that our relationship will be guided by a quest for excellence in all facets of our interactions.

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By signing this letter, you communicate your acceptance of the contents of this letter and confirm that this letter supersedes any and all offers, promises made or accepted between yourself and the Company with regard to terms of your employment and the compensation thereof, whether made orally or in writing. Any changes made to this letter shall be in writing and shall be signed by both parties.

We welcome you to **FIGmd (India) Pvt. Ltd.** family and look forward to a fruitful collaboration.

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

Sincerely,
For FIGmd (India) Pvt.Ltd.,

FIGMD (INDIA) PVT. LTD. ★ PUNE ★

Ameya Gokhale

Manager-Human Resources

For Employee,

Name:

Location:

Date:

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Annexure A

Salary Break Up				
Sr No	**Particulars**	**Amount in INR**	**% As per Sal. Structure**	**L3**
I	**Monthly Gross Earnings**			
	Basic	18,334	40.00%	
	HRA	9,167	50% or 10%	
	Transport Allowance	1,600	As per grade	
	Medical Allowance	1,250	1250	
	Telephone Reimbursement Allowance	1000	As per grade	
	Food Allowance*	2200	2200	
	LTA reimbursement	2000	As per grade	
	Other Allowance	7252	Bal. Fig.	
	GrossSub Total 1	**42,803**		
II	**Employer Contribution**			
	Provident Fund	1950		
	ESIC	0		
	Gratuity	882		
	Health Insurance SA Rs 2 L + Accidental Insurance Premium SA Rs 10L	200	**No. of lives**	1
	Sub Total 2	**3,032**		
III	**Employee Contribution / Deductions**			
	Profession tax	200		
	Provident Fund	1800		
	ESIC	0		
	Sub Total 3	**2,000**		
IV	**Net Pay**	**40,803**		
V	**Monthly CTC**	**45835.00**		
VI	**Annual CTC**	**550,020**		

Note:-The income tax will be deducted as per income tax rules.

***A non taxable component which will be included on request. Employee will be provided with HDFC meal card post joining.**

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Job Description

Job Title: Clinical data specialist (L3)

Location: Pune

Reports to (job): Manager

Purpose of Position

- To be part of FIGmd Data curation Team Pune.
- Perform in line with the Quality Assurance System, including the FIGmd Code of Ethics and the FIGmd organizational policy
- Understand the current set of applications, processes
- Build knowledge repository by going through research papers, CMS guidelines
- Work with the mapping team and Clinical research analysis in the curation of data

Major Responsibilities

- Perform data exploration and curation of clinical data from the CDR
- Identify new codes and keyword patterns from the CDR that is relevant to the measure guidelines
- Assess data quality and completeness of the CDR data for a practice
- Build clinical documentation for various measures that can help mapping team
- Ensure timeliness of deliverable
- Identify, manage and escalate issues across project lifecycle phases

Experience:

Must have:

- Knowledge of clinical coding, EMR/EHR data structures, HIPAA regulations
- Ability to independently research data points and come up with solutions
- Good written and oral communication skills
- Good interpersonal skills, with a focus on listening and questioning skills
- Ability to absorb and retain information quickly
- Proven analytical and problem-solving abilities
- Following experience will be an added advantage (nice to have):
    - Knowledge of Linux commands and SQL
    - Statistical analysis
    - Exposure to multicultural teams

Education (Required):

Graduate or equivalent qualification with minimum 5+ years of successful experience in recognized, global IT services / consulting company in the US healthcare industry

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Note: The Job Description is subject to change from time to time, as per the requirements of the Company and the competencies / qualifications you may acquire in future

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THE MISSION HOSPITAL DURGAPUR | FUTURISTIC TECHNOLOGY. BRILLIANT MINDS.

LETTER OF INTENT

Ref: TMH/LOI/ 61

Dated: 12.03.2021

Ms. Deepali Kumari
Ahmedabad
Gujrat

Dear **Ms. Deepali**,

With reference to the discussions we had with you, the management is pleased to announce that you will be doing three months "Dissertation" in our organization starting from **22nd March, 2021.**

During the dissertation period you will be paid a consolidated stipend of **Rs. 10,000/-** (Rupees Ten Thousand) only per Month.

Upon successful completion of your dissertation and completion of course, you will be appointed as **"Management Trainee"**. During this period you will be paid a stipend of **Rs. 35,000/-** (Rupees Thirty Five Thousand) only subject to statutory deductions as applicable in your case.

Further please note that you will be provided with bachelor accommodation free of cost during your dissertation period.

This is a provisional Offer, formal letter of appointment elaborating terms and conditions of employment shall I be issued once you complete dissertation and join us as Management Trainee.

Please acknowledge the receipt of this offer.

Wishing you all the best.

For The Mission Hospital,

Ramesh Lall
VP-HR

I have read, understood and accepted the terms & condition of this offer. I am willing to start my dissertation on or before .....

Name :
Signature :

Date:

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DRG
Part of **Clarivate**

27th July 2021

Name: Dibyaloson Rabha

Address: Meghalaya

Dear Dibyaloson,

With reference to your application and subsequent interview with us, we are pleased to offer you the **Healthcare Research and Data Analyst** with Clarivate Analytics, **Bangalore**.

CTC – INR 600,000 PA (Fixed 566038 + Variable 33,962) + Benefits include – Medical insurance up to INR 600,000; Gratuity; Stocks & shares – conditional benefit etc. and are requested to join us on or before **16th August 2021.**

This offer is valid for a day from the time you receive it. Please indicate your acceptance of this offer by email within this time frame.

Please bring the following documents along with you when you come for joining:

1. One Passport size photograph (White Background)
2. Proof for Date of Birth
3. PAN card
4. Qualification Certificates (Original for verification and photocopies copies for our reference and record)
5. Copy of Passport (if any)
6. Address proof (Permanent/ Current)

Further information will be provided in the Joining Letter that you will receive at the time you join the company. Included in this Joining Letter are standard terms regarding the notice of termination or resignation which are provided below for your reference:

"**Notice of termination/resignation**: 30 days' notice on either side with the Company retaining the right to pay half month's salary in lieu of the notice."

Yours sincerely,

Satyam Pattnaik

Satyam Pattnaik
VP Human Resources – India

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1. Statutory Benefits

a. You will be not be eligible to statutory benefits such as provident fund and gratuity, as detailed in the Additional Terms and Conditions of Employment, and under any applicable law or policy in force from time to time.

2. Leave

You will be entitled to **avail annual leave** every year in accordance with our 'Time Off Policy'. The leave entitlements made available to you have been clubbed for administrative convenience. Leave eligibility will be based on the location of work, please refer 'Time Off Policy' for more details. Leave will be calculated on a pro-rata basis during the first calendar year of service. Unutilized leaves cannot be carried forward or encashed.

3. Company Policies

a. During the term of your employment, you shall comply with all of the Company's policies, made available to you, including without limitation, the Company's code of conduct, Anti-Bribery policy, Anti-Fraud policy and any other policy implemented by the Company by whatever name called (together, "Company Policies"; each a "Policy"). As an employee of the Company you shall uphold the Company Policies, including any modifications, alterations, additions, deletions or replacements which the Company may undertake at its sole discretion.

The Company Policies are integral to the Company and are an important source of guidance to the Company's employees as to the standards of conduct expected of each of the Company's employees. While no document could possibly cover every question or circumstance with regard to your conduct as the Company's employee, the Company Policies provide guidance on some of the issues that are critically important to the Company. Just as important, the Company Policies can help you identify when it's time to ask for guidance from your manager, a Company's human resources business partner or a Company's lawyer.

You may be asked for a written, signed or electronic acknowledgement with respect to certain Company Policies. If so requested, please acknowledge that you have received access to and have read those Company Policies and that you understand your obligations to comply with their terms. Regardless of whether you have provided such written or signed acceptance, you expressly agree that each of the Company Policies are binding on you and that it is important for you to comply with them at all times, sometimes even after the termination of your employment. If you have computer access, you will likely be able to submit your acknowledgment electronically. Information will be provided to you as to how to submit your electronic acknowledgment. If you do not have computer access, and if required by the Company, you should sign a copy of the acknowledgment form as provided by your local human resources department.

b. The Company reserves the right to terminate your employment at any time if it does not receive your signed acknowledgement with respect to certain Company Polices. In any case, you acknowledge that non-compliance with any of the Company Policies may result in disciplinary action against you, including, where the Company considers necessary under the circumstances, termination of your employment.

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Registered Office :
CR2, 12th & 11th Floor, Prestige Shantiniketan, ITPB Main Road, Sadaramangala Village, Krishnarajapuram Hobli, Bangalore East Taluk, Bangalore - 560 048, Karnataka, INDIA.
T +91 80 4656 0000, www.DecisionResourcesGroup.com
CIN-U74900KA2015FTC080238

Gurugram Office :
12th Floor, Building 10B, DLF Cyber City,
DLF Phase II, Gurugram - 122002, Haryana, INDIA
T : +91 124 4816000, www.DecisionResourcesGroup.com
CIN-U74900KA2015FTC080238

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c. You acknowledge that it is your responsibility to know and keep yourself updated with respect to the Company Policies from time to time. Please get in touch with the relevant human resources team for assistance on where and how you may access the Company Policies.

d. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Company Policies. You therefore acknowledge and agree that the Company may, from time to time at its discretion, revise, modify, add, delete or replace any of the Company Policies in accordance with applicable laws. You hereby agree to be bound by all such changes to the Company Policies.

4. Confidentiality

a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information shall include (but not be limited to) trade secrets, know-how, business processes, product information, intellectual property, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, financial information, etc. All such information is called "Confidential Information" and is more fully defined in Clause 1(a) of the Confidential Information and Invention Assignment Agreement, which is Annexure IV to this Letter.

b. During the course of your employment and thereafter, you will keep strictly confidential, all Confidential Information as defined above, and shall not use the same for any purpose other than for the performance of your duties as an employee of the Company. Specifically, you will not disclose it to any third party, except to the extent necessary for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or are more stringent, as the circumstances may warrant.

c. You shall also execute the Clarivate Analytics Confidential information and Invention Assignment Agreement in a form attached as Annexure IV herein, under which you will have the obligations to keep Company's proprietary information confidential.

5. Intellectual Property Rights

Your employment with the Company shall at all times be subject to your signing (and acting in a manner consistent with) an undertaking in favour of the Company vesting in the Company all intellectual property rights in the works created by you in accordance with the Clarivate Analytics Confidential Information and Invention Assignment Information attached to this Letter as Annexure IV.

For Company

Satyam Pattnaik

Satyam Pattnaik

VP Human Resources – India

ACKNOWLEDGED AND AGREED

Name: Dibyaloson Rabh

Date: 27th July 2021

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Near Sanganer Airport, Jaipur-302029

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Ref: APP/FI1201/2021

Date 19th March 2021

Dr. Diksha Pawar,

Sub: Letter of Employment

Dear Diksha,

With great pleasure, we invite you to be an integral part of **FIGmd (India) Private Limited.**

With reference to your recent application and the subsequent interview/s you had with us, the Company is pleased to confirm your appointment as **Associate Clinical Data Analyst** at **L3** Level.

The terms & conditions of the employment are as follows:

Date of Commencement: Your employment with the Company will commence from **1th April 2021.**

Compensation:
Your cost to company **(CTC)** will be **INR 550020/-** per annum **(Rupees Five Lacs Fifty Thousand & Twenty only).** A detailed breakup of the CTC is set out in the Compensation sheet in Annexure A.

Your compensation consists of Basic Salary, House Rent Allowance, other allowances and Benefits as per Company's prevailing policies. Employee and Employer's PF contribution, Gratuity and any other deductions as per statutory compliance and will be debited from your CTC. Your compensation is confidential and shall not be discussed or disclosed to anyone within or outside the Company without the prior written permission from the Company.

Probation & Confirmation:
All new Associate shall be on probation for a period of **6** month(s) from the date of joining and may be confirmed as a permanent employee upon successful completion of the probation. The employee would be confirmed on the 1st day of the month succeeding the month of completion of probation of six months from the date of joining the Company or after the period of probation, whichever is later.

Your probation period can be extended at the Company's discretion if your performance is not found satisfactory by the management. Such extensions shall be communicated in writing by the management. Till such time as the confirmation letter is issued to you by the Company, you shall continue to be on Probation.

Performance Management System:
Performance review drives performance excellence in the Organization. All Associate are eligible for an annual performance review. The performance review cycle is from April to March every year. There would be Quarterly, Mid-year and Annual performance reviews. To become eligible for performance review annual cycle for the current year, you should be in the organization for minimum of 6 months from your date of joining.

Compensation Progression:
Your compensation revision/progression shall depend upon your annual performance and business performance in the current appraisal cycle (April-March) and such change in the compensation, in no case shall be automatic and/or as a matter of right. You will be eligible for a compensation revision if you have joined on or before 30th September in the appraisal year. In any other case, the review shall take place in the subsequent appraisal cycle.

Your salary review will be subject to the policies of the Company which may be altered and implemented by the Company from time to time.

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Leaves and Holidays:

You will be eligible for 24 paid leaves in a given Calendar Year. However, if you join the Company during the Calendar Year, you will be entitled to paid leave on a pro-rata basis i.e. you are entitled to 2 days' leave each month subject to manager's approval.

14 earned leaves for the calendar year may be carried forward to the next calendar year and such leaves may be accumulated only up to a maximum of 45 days.

You will also be eligible for 11 Holidays as per Company's prevailing Rules.

Location:

You will be working at **FIGmd (India) Pvt Ltd., 6th Floor, Symphony IT Park, Nanded City, Sinhgad Road, Pune-411068.** However, your services are liable to be transferred to any other establishment, office, branch, department of the Company or subsidiary, associate or affiliate of the Company in India or abroad/existing or to be established - at a later date- at the discretion of the Company. Such a transfer shall not entitle you to ask for the benefits than those you are entitled to as on the date of the transfer.

In the event of such transfer, your remuneration and emoluments will not be adversely affected. However, you will be governed by the policies, rules and regulations of service applicable to the new assignment or prevailing in those establishments /offices / branches/ departments.

Working Hours:

- The Company typically observes a five -day working week (Monday - Friday) with weekly off on Saturday & Sunday
- The work day can be accounted for any time between 9:00 hrs. to 21:30 hrs.
- The Company observes a 9 hours work day which includes 60 minutes break
- Associate are expected to be productive for at least 8 gross hours a day with a monthly reconciliation
- Depending on organizational requirements or project contingencies, working hours for specific Associate, groups of Associate or all Associate may be modified / altered from time to time prior to managers approvals

Changes in Personal Details:

Any change in your residential address, telephone numbers, marital status, and academic qualifications should be notified in writing to the Company. All communication will be addressed to you on the last known address notified by you and it will be presumed that you have received such communication addressed to you.

Retirement:

The age of retirement from the Company's employment shall be on attainment of fifty eight (58) years. For this purpose, the date of birth considered will be as per the certificate of proof of age submitted by you at the date of joining the Company. In case the last day of your employment falls on a non-working day, your last day of employment shall be the immediately preceding working day.

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Agreements:

You are required to sign an Intellectual Property, Non-Disclosure and Confidentiality Agreement effective from the date of joining. The Confidentiality Agreement is to ensure that all proprietary and confidential information, documents, literature, invention made or obtained during your tenure with the Company shall not be utilized by you at any point to undermine the interests of the Company.

Non-Solicitation:

It is agreed that during the period of the employment, there under, and for 36 months following the termination of your employment for any reason whatsoever, you shall not directly or indirectly provide any services to any of the Company's client or to any other company or entity doing similar business without the express, prior written consent from the Company with or without remuneration.

You further agree that you will not solicit or entertain offers from any of the existing or former clients of the Company, whether for yourself or on behalf of any other entity or in any manner attempt to induce any of the clients of the Company withdraw or reduce their business from the Company. You further agree that you will not solicit any Associate or consultants of the Company or induce them into terminating their contractual agreements with the Company.

Background Information and Checks:

This letter of employment has been issued to you on the basis of the information furnished by you about yourself in your resume. 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 herein.

If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer and/or to terminate your services immediately without notice and compensation or to take any appropriate action against you.

Separation:

Your services in the company may be terminated by either party by serving **two (2)** months notice or salary in lieu thereof. However, the Company shall have the right to terminate your services without notice for unsatisfactory performance or any misconduct. Acceptance of salary in lieu of notice shall be purely the discretion of the company and the same shall among other things depend upon the exigencies of work, completion of the assigned project etc.

Upon termination & acceptance of the separation notice as part of separation formalities, you shall immediately and not later than last working day from the date of termination or acceptance of the separation as the case may be, before you are relieved, hand over the papers, laptops, data drives, documents, keys, all soft wares, correspondence, specifications, books, data, confidential Information, drawings and any other property of the Company provided/ made available to you and shall not make or retain any copies of these items.

Information Security and Dedicated employment:

The Company's information security policies, procedures and requirements are in addition to the ones set forth in The Information Technology Act, 2000 by the government of India. Offender shall be prosecuted to the fullest extent of the law.

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You are responsible for complying with the level of access control given to you to ensure privacy & Security of company information and communication as per HIPAA Policy. If the business relationship with any associates or vendors demands disclosure of company's confidential information, immediately prior to such disclosure a Non-Disclosure agreement should be signed by both parties.

You agree not to undertake employment, whether with or without remuneration whether full-time or part-time, as the Director / proprietor / Partner / Member / Employee of any other organization/ entity engaged in any form of business activity without the written consent of **FIGmd (India) Private Limited.** The discretion to grant consent in this regard shall be solely of the company and the consent if given can be withdrawn at any time at the discretion of the Company.

Data Privacy:

FIGmd has adopted the following privacy policy principles.

FIGmd may collect, store, use and disclose information about individual Associate which may constitute personal data under the Indian Government Laws for business purposes.

The personal data may be processed for purposes including:

- Administering relationships services.
- HR Operational purposes Conducting market or customer satisfaction research.
- Providing individuals with information concerning products and services which we believe shall be of interest.
- Compliance with any requirement of law, regulation, associations, voluntary codes we decide to adopt.
- The detection, investigation and prevention of fraud and other crimes or malpractice.
- For the purpose of, or in connection with, any legal proceedings (including prospective legal proceedings), for obtaining
- Legal advice or for establishing, exercising or defending legal rights.
- The personal data may be disclosed to FIGmd management, auditors, service providers, regulators, governmental or law enforcement agencies or any person, FIGmd reasonably thinks necessary for the processing purposes outlined above. Minimal data will be shared with the authorized entity as per the requirement only.
- The action taken after a violation if encountered is as follows:
- All violations shall be reported to Security Committee.
- A person shall be issued a warning or shall face stricter action depending upon nature of incidence for the first time of the violation.
- Any further violation on the part of the same person should result in strict disciplinary action up to termination of employment.

Code of Conduct:

Associate covered by this policy are expected to fulfill certain duties and expectations that support the vision, mission and values of the Company. They are expected to conduct themselves in a manner deserving of trust. You agree to adhere to the expectations, policies rules and regulation of the organization specified as Standard Code of Conduct in General Terms & Conditions of Employment. Subsequent disciplinary actions are described in company's Disciplinary Policy.

- The primary mode of operation for all associates will be work from home. However, if required you will have to come to the office at short notice.

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- Associate will be assigned Laptop/Dongle as per the project's requirements.
- Wi-Fi/Broadband with minimum bandwidth of 20 mbps is mandatory.
- Attendance will be calculated based on Work log Hours logged for 8 hours or more will be considered as full day.
- Hours logged 4 hour or less will be considered as half day.
- Based on the business requirements, you may be required to work in shifts as per Company's policy.

Payments Recovery Clause:

Any loan taken for the purpose of training & development from the company or amounts paid in terms of Joining Bonus, Retention Bonus, and Relocation Bonus is treated as an advance payment and nullified at the year end from the date of joining. However, if you have availed above benefits, and resign from the Company within one year from your date of joining, the amount paid by the Company towards advance payment shall be paid by you to the company before relieving.

Jurisdiction:
This appointment letter shall be governed by the laws of India and any dispute that may arise from or as a result of or relating to this letter or your employment with the Company shall be subject to the exclusive jurisdiction of courts in Pune, Maharashtra, India.

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial association. We trust that our relationship will be guided by a quest for excellence in all facets of our interactions.

By signing this letter you communicate your acceptance of the contents of this letter and confirm that this letter supersedes any and all offers, promises made or accepted between yourself and the Company with regard to terms of your employment and the compensation thereof, whether made orally or in writing. Any changes made to this letter shall be in writing and shall be signed by both parties.

We welcome you to **FIGmd (India) Pvt. Ltd.** family and look forward to a fruitful collaboration.

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

Sincerely,
For FIGmd (India) Pvt.Ltd.,

FIGMD (INDIA) PVT. LTD. * PUNE *

Ameya Gokhale

Manager-Human Resources

For Employee,

Name:

Location:

Date:

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Annexure A Salary Break Up				
Sr No	**Particulars**	**Amount in INR**	**% As per Sal. Structure**	**L3**
I	**Monthly Gross Earnings**			
	Basic	18,334	40.00%	
	HRA	9,167	50% or 10%	
	Transport Allowance	1,600	As per grade	
	Medical Allowance	1,250	1250	
	Telephone Reimbursement Allowance	1000	As per grade	
	Food Allowance*	2200	2200	
	LTA reimbursement	2000	As per grade	
	Other Allowance	7252	Bal. Fig.	
	Gross-Sub Total 1	**42,803**		
II	**Employer Contribution**			
	Provident Fund	1950		
	ESIC	0		
	Gratuity	882		
	Health Insurance SA Rs 2 L + Accidental Insurance Premium SA Rs 10L	200	**No. of lives**	1
	Sub Total 2	**3,032**		
III	**Employee Contribution / Deductions**			
	Profession tax	200		
	Provident Fund	1800		
	ESIC	0		
	Sub Total 3	**2,000**		
IV	**Net Pay**	**40,803**		
V	**Monthly CTC**	**45835.00**		
VI	**Annual CTC**	**550,020**		
Note:-The income tax will be deducted as per income tax rules.				
***A non-taxable component which will be included on request. Employee will be provided with HDFC meal card post joining.**				

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FIGMD (INDIA) PRIVATE LIMITED
B/202, 140/3 Vanshaj Prestige, Pashan Sus Road, Pune,411021 Maharashtra, India
Off : 020-66879009 wesite: www.figmd.com CIN: U72900PN2016FTC165476
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Job Description

Job Title: Clinical data specialist (L3)
Location: Pune

Reports to (job): Manager

Purpose of Position

- To be part of FIGmd Data curation Team Pune.
- Perform in line with the Quality Assurance System, including the FIGmd Code of Ethics and the
- FIGmd organizational policy
- Understand the current set of applications, processes
- Build knowledge repository by going through research papers, CMS guidelines
- Work with the mapping team and Clinical research analysis in the curation of data

Major Responsibilities

- Perform data exploration and curation of clinical data from the CDR
- Identify new codes and keyword patterns from the CDR that is relevant to the measure guidelines
- Assess data quality and completeness of the CDR data for a practice
- Build clinical documentation for various measures that can help mapping team
- Ensure timeliness of deliverable
- Identify, manage and escalate issues across project lifecycle phases

Experience:

Must have:

- Knowledge of clinical coding, EMR/EHR data structures, HIPAA regulations
- Ability to independently research data points and come up with solutions
- Good written and oral communication skills
- Good interpersonal skills, with a focus on listening and questioning skills
- Ability to absorb and retain information quickly
- Proven analytical and problem-solving abilities
- Following experience will be an added advantage (nice to have):
    - Knowledge of Linux commands and SQL
    - Statistical analysis
    - Exposure to multicultural teams

Education (Required):

- Graduate or equivalent qualification with minimum 5+ years of successful experience in recognized, global IT services / consulting company in the US healthcare industry

Note: The Job Description is subject to change from time to time, as per the requirements of the Company and the competencies / qualifications you may acquire in future

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911

APP/FI1206/2021

Date 19th March 2021

Ms. Dipshi Aggarwal,

Sub: Letter of Employment

Dear Dipshi,

With great pleasure, we invite you to be an integral part of **FIGmd (India) Private Limited.**

With reference to your recent application and the subsequent interview/s you had with us, the Company is pleased to confirm your appointment as **Associate Clinical Registry Analyst** at **L3** Level.

The terms & conditions of the employment are as follows:

Date of Commencement: Your employment with the Company will commence from **1th April 2021.**

Compensation:
Your cost to company **(CTC)** will be **INR 550020/** per annum **(Rupees Five Lacs Fifty Thousand & Twenty only).** A detailed breakup of the CTC is set out in the Compensation sheet in Annexure A.

Your compensation consists of Basic Salary, House Rent Allowance, other allowances and Benefits as per Company's prevailing policies. Employee and Employer's PF contribution, Gratuity and any other deductions as per statutory compliance and will be debited from your CTC. Your compensation is confidential and shall not be discussed or disclosed to anyone within or outside the Company without the prior written permission from the Company.

Probation & Confirmation:
All new Associate shall be on probation for a period of **6** month(s) from the date of joining and may be confirmed as a permanent employee upon successful completion of the probation. The employee would be confirmed on the 1st day of the month succeeding the month of completion of probation of six months from the date of joining the Company or after the period of probation, whichever is later.

Your probation period can be extended at the Company's discretion if your performance is not found satisfactory by the management. Such extensions shall be communicated in writing by the management. Till such time as the confirmation letter is issued to you by the Company, you shall continue to be on Probation.

Performance Management System:
Performance review drives performance excellence in the Organization. All Associate are eligible for an annual performance review. The performance review cycle is from April to March every year. There would be Quarterly, Midyear and Annual performance reviews. To become eligible for performance review annual cycle for the current year, you should be in the organization for minimum of 6 months from your date of joining.

Compensation Progression:
Your compensation revision/progression shall depend upon your annual performance and business performance in the current appraisal cycle (AprilMarch) and such change in the compensation, in no case shall be automatic and/or as a matter of right. You will be eligible for a compensation revision if you have joined on or before 30th September in the appraisal year. In any other case, the review shall take place in the subsequent appraisal cycle.

Your salary review will be subject to the policies of the Company which may be altered and implemented by the Company from time to time.

Dipshi

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Leaves and Holidays:

You will be eligible for 24 paid leaves in a given Calendar Year. However, if you join the Company during the Calendar Year, you will be entitled to paid leave on a prorata basis i.e. you are entitled to 2 days' leave each month subject to manager's approval.

14 earned leaves for the calendar year may be carried forward to the next calendar year and such leaves may be accumulated only up to a maximum of 45 days.

You will also be eligible for 11 Holidays as per Company's prevailing Rules.

Location:

You will be working at **FIGmd (India) Pvt Ltd., 6th Floor, Symphony IT Park, Nanded City, Sinhgad Road, Pune - 411068.** However, your services are liable to be transferred to any other establishment, office, branch, department of the Company or subsidiary, associate or affiliate of the Company in India or abroad/existing or to be established at a later date at the discretion of the Company. Such a transfer shall not entitle you to ask for the benefits than those you are entitled to as on the date of the transfer.

In the event of such transfer, your remuneration and emoluments will not be adversely affected. However, you will be governed by the policies, rules and regulations of service applicable to the new assignment or prevailing in those establishments /offices / branches/ departments.

Working Hours:

- The Company typically observes a five day working week (Monday - Friday) with weekly off on Saturday & Sunday
- The work day can be accounted for any time between 9:00 hrs. to 21:30 hrs.
- The Company observes a 9 hours work day which includes 60 minutes break
- Associate are expected to be productive for at least 8 gross hours a day with a monthly reconciliation
- Depending on organizational requirements or project contingencies, working hours for specific Associate, groups of Associate or all Associate may be modified / altered from time to time prior to managers approvals

Changes in Personal Details:

Any change in your residential address, telephone numbers, marital status, and academic qualifications should be notified in writing to the Company. All communication will be addressed to you on the last known address notified by you and it will be presumed that you have received such communication addressed to you.

Retirement:

The age of retirement from the Company's employment shall be on attainment of Fifty-Eight (58) years. For this purpose, the date of birth considered will be as per the certificate of proof of age submitted by you at the date of joining the Company. In case the last day of your employment falls on a nonworking day, your last day of employment shall be the immediately preceding working day.

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Agreements:

You are required to sign an Intellectual Property, Non-Disclosure and Confidentiality Agreement effective from the date of joining. The Confidentiality Agreement is to ensure that all proprietary and confidential information, documents, literature, invention made or obtained during your tenure with the Company shall not be utilized by you at any point to undermine the interests of the Company.

Non-Solicitation:

It is agreed that during the period of the employment, there under, and for 36 months following the termination of your employment for any reason whatsoever, you shall not directly or indirectly provide any services to any of the Company's client or to any other company or entity doing similar business without the express, prior written consent from the Company with or without remuneration.

You further agree that you will not solicit or entertain offers from any of the existing or former clients of the Company, whether for yourself or on behalf of any other entity or in any manner attempt to induce any of the clients of the Company withdraw or reduce their business from the Company. You further agree that you will not solicit any Associate or consultants of the Company or induce them into terminating their contractual agreements with the Company.

Background Information and Checks:

This letter of employment has been issued to you on the basis of the information furnished by you about yourself in your resume. 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 herein.

If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer and/or to terminate your services immediately without notice and compensation or to take any appropriate action against you.

Separation:

Your services in the company may be terminated by either party by serving **two (2)** months notice or salary in lieu thereof. However, the Company shall have the right to terminate your services without notice for unsatisfactory performance or any misconduct. Acceptance of salary in lieu of notice shall be purely the discretion of the company and the same shall among other things depend upon the exigencies of work, completion of the assigned project etc.

Upon termination & acceptance of the separation notice as part of separation formalities, you shall immediately and not later than last working day from the date of termination or acceptance of the separation as the case may be, before you are relieved, hand over the papers, laptops, data drives, documents, keys, all soft wares, correspondence, specifications, books, data, confidential Information, drawings and any other property of the Company provided/ made available to you and shall not make or retain any copies of these items.

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You are responsible for complying with the level of access control given to you to ensure privacy & Security of company information and communication as per HIPAA Policy. If the business relationship with any associates or vendors demands disclosure of company's confidential information, immediately prior to such disclosure a Non-Disclosure agreement should be signed by both parties.

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The personal data may be processed for purposes including:

- Administering relationships services.
- HR Operational purposes Conducting market or customer satisfaction research.
- Providing individuals with information concerning products and services which we believe shall be of interest.
- Compliance with any requirement of law, regulation, associations, voluntary codes we decide to adopt.
- The detection, investigation and prevention of fraud and other crimes or malpractice.
- For the purpose of, or in connection with, any legal proceedings (including prospective legal proceedings), for obtaining
- Legal advice or for establishing, exercising or defending legal rights.
- The personal data may be disclosed to FIGmd management, auditors, service providers, regulators, governmental or law enforcement agencies or any person, FIGmd reasonably thinks necessary for the processing purposes outlined above. Minimal data will be shared with the authorized entity as per the requirement only.
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- The primary mode of operation for all associates will be work from home. However, if required you will have to come to the office at short notice.

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- Associate will be assigned Laptop/Dongle as per the project's requirements.
- Wi-Fi/ Broadband with minimum bandwidth of 20 mbps is mandatory.
- Attendance will be calculated based on Work log Hours logged for 8 hours or more will be considered as full day.
- Hours logged 4 hour or less will be considered as half day.
- Based on the business requirements, you may be required to work in shifts as per Company's policy.

Payments Recovery Clause:

Any loan taken for the purpose of training & development from the company or amounts paid in terms of Joining Bonus, Retention Bonus, and Relocation Bonus is treated as an advance payment and nullified at the year end from the date of joining. However, if you have availed above benefits, and resign from the Company within one year from your date of joining, the amount paid by the Company towards advance payment shall be paid by you to the company before relieving.

Jurisdiction:
This appointment letter shall be governed by the laws of India and any dispute that may arise from or as a result of or relating to this letter or your employment with the Company shall be subject to the exclusive jurisdiction of courts in Pune, Maharashtra, India.

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial association. We trust that our relationship will be guided by a quest for excellence in all facets of our interactions.

By signing this letter you communicate your acceptance of the contents of this letter and confirm that this letter supersedes any and all offers, promises made or accepted between yourself and the Company with regard to terms of your employment and the compensation thereof, whether made orally or in writing. Any changes made to this letter shall be in writing and shall be signed by both parties.

We welcome you to **FIGmd (India) Pvt. Ltd.** family and look forward to a fruitful collaboration.

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

Sincerely,
For FIGmd (India) Pvt.Ltd.,

FIGMD (INDIA) PVT. LTD. * PUNE *

Ameya Gokhale

ManagerHuman Resources

For Employee,

Dipshi

Name: Dipshi Aggarwal

Location: Pune

Date: 1/04/2021

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FIGmd

Annexure A Salary Break Up				
Sr No	Particulars	Amount in INR	% As per Sal. Structure	L3
I	**Monthly Gross Earnings**			
	Basic	18,334	40.00%	
	HRA	9,167	50% or 10%	
	Transport Allowance	1,600	As per grade	
	Medical Allowance	1,250	1250	
	Telephone Reimbursement Allowance	1000	As per grade	
	Food Allowance*	2200	2200	
	LTA reimbursement	2000	As per grade	
	Other Allowance	7252	Bal. Fig.	
	GrossSub Total 1	**42,803**		
II	**Employer Contribution**			
	Provident Fund	1950		
	ESIC	0		
	Gratuity	882		
	Health Insurance SA Rs 2 L + Accidental Insurance Premium SA Rs 10L	200	**No. of lives**	1
	Sub Total 2	**3,032**		
III	**Employee Contribution / Deductions**			
	Profession tax	200		
	Provident Fund	1800		
	ESIC	0		
	Sub Total 3	**2,000**		
IV	**Net Pay**	**40,803**		
V	**Monthly CTC**	**45835.00**		
VI	**Annual CTC**	**550,020**		

Note:The income tax will be deducted as per income tax rules.

***A nontaxable component which will be included on request. Employee will be provided with HDFC meal card post joining.**

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Job Description

Job Title: Associate Clinical Registry Analyst (L3)
Location: Pune

Reports to: Manager

Purpose of Position:

Major Responsibilities

- Provide maintenance service to data dictionaries for various registries throughout the operational year.
- Create annual data dictionary updates and obtaining reviews from registry coordinators prior to publishing.
- Create annual data dictionary updates and obtaining reviews from registry coordinators prior to publishing.
- Coordinate with Head of Clinical Registry Business Analysis Department and other groups within FIGMD.
- Mentor/Assist the junior member in problem solving and communication.
- Protects operations by keeping information confidential.

Competencies: General Skills:

- Appropriate computing and Net-surfing and correspondence skills.
- Analytical skills, Good research and referencing skills
- Technical/Domain Skills :
- Knowledge of statistical tools for obtaining data, analysis and report. Familiar with MS Office applications.
- Excellent verbal and written communication skills.
- Knowledge of medical terms and ability to handle/process clinical data and with

Education (Required):

- Any graduate from science stream D.Pharm/BSC-Sciences/ B.Pharmacy/ Paramedical sciences) or masters from Science stream e.g. Msc (Sciences/Bio Tech/ BioChemistry/ Chemistry/ Botany/ Zoology/ Microbiology).
- Candidates who are familiar with Medical terminologies, procedures, treatment with knowledge about database minimum

Note:

The Job Description is subject to change from time to time, as per the requirements of the Company and the competencies / qualifications you may acquire in future

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Dipshi

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1st February 2021

Dr. V Gopika

No.9 Shri flats Arumugam Street,

Venkatrangam Pillai Street

Triplicane, Chennai -600005.

Sub: Offer Letter

Dear Dr. V Gopika,

Welcome to the Sankara Family!!!

Congratulations! You are selected to undergo Internship at Sankara from **22nd March 2021 to 21st June 2021**. During this period you will be positioned as **"Intern"** at **Mission Head Quarters, Coimbatore**.

- You shall be paid a monthly stipend of **Rs. 20,000/-(Rupees Twenty Thousand Only)** per month subject to tax deduction as applicable by Income Tax Act.
- You will not be eligible for any leave during your internship period.
- Only on successful completion of Internship you will be eligible for Completion Certificate.
- On successful completion of internship, you will be absorbed as **"Management Trainee"** for a period of one year with a stipend of **Rs. 40,000/-(Rupees Forty Thousand Only)** per month subject to tax deduction as applicable by Income Tax Act and continue to report at **Mission Head Quarters, Coimbatore**.
- During Training period you will be eligible for one day Trainee leave per month.
- You shall report to **Ms. Srini Karthikeyan, Chief People Officer, Sankara Eye Foundation, India** during **Internship period.**
- Your Internship and Training will involve Travel to other unit hospitals. (Travel Policy applicable- travel tickets & accommodation during travel will be borne by SEF, India).
- You may be transferred to other locations during Training period.

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On the date of joining you are requested to bring

- ✓ Three Passport- size photographs.

Also carry the Originals and photocopies of the following documents:

- ✓ Educational certificates and Mark sheets.
- ✓ Medical Fitness Certificates.
- ✓ PAN Card, Residential Proof and Aadhaar Card.

Submission of the documents mentioned above is mandatory on the Date of Joining.

This Offer of employment is subject to us receiving:

- ✓ Conduct Certificate from your Institution.
- ✓ Documentary evidence of your academic qualifications.

In this process of verification, during your tenure with us, if there are confirmed unfavourable reports of your past experience, banking transactions or social standing your services shall be dis-continued with immediate effect.

Your Training period with Sankara Eye Foundation, India can be discontinued by either side by giving **30 days/1 calendar month** notice or **one month** stipend in lieu of notice without assigning any reason on either side.

Please validate your acceptance immediately on receipt of this mail. Receiving no response within two days from your end will invalidate the offer granted to you.

Our journey together will certainly be inspiring, challenging, rewarding and satisfying.

Wishing you the very best

Bharath Balasubramaniam
President Sankara Eye Hospital

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MEWAR HOSPITAL PVT. LTD.

Reg. Office : Priyadarshani Nagar, Bedla, Udaipur, Rajasthan
Phone : 0294-2442007 | Toll Free : 1800 4 192021
CIN No. : U85110RJ2003PTC018339 | E mail : info@mewarhospitals.com | www.mewarhospitals.com

Ref: MHPL/HR/GL/20-348

Date: 05th April 2021

Subject: Letter of Intent

Dear Ms. Greenal Lodha,

It has reference to our discussion on 05th April 2021, regarding exploring assignment with **Mewar Hospital Pvt. Ltd.**, based on your job application.

We are pleased to offer you an appointment with Mewar Hospital Private Limited as a **Operations Executive - Operations Department** subject to your being found medically fit, on the following terms and conditions. We shall confirm your appointment subject to background **verification checks.**

1. **REPORTING: -** You will be reporting to the **Operations Head - Non Clinical**. You will keep them updated on performance of the Company and provide all the strategic and necessary inputs to create and implement the future strategy of the business.
2. **LOCATION: -** You will be based at **Udaipur.**
3. **OFFERED SALARY: - Rs. 25,000/- CTC** per month.
4. **OFFERED VALIDITY: -** You are requested to join on or before **7th April 2021.**

As a part of your joining formalities, you need to submit following documents failing which your appointment shall stand cancelled:

1) 6 passport size photograph for employment form
2) Self-attested Copy of Education Qualification Certificates: (Secondary, Sr. Secondary, UG & PG, Any Diploma/Professional Qualification)
3) Self-attested copy of Previous employment certificates (Appointment letter, Reliving letter, Experience Certificate, Last 3 Months Salary Slip, Bank statement for 6 months)
4) Self-attested copy of ID & Address proof ({Mandatory - Aadhaar Card, Pan Card}, Ration Card, Passport, Electricity bill)

(It is mandatory for candidate to keep original documents at the time of joining for verification.)

Probation period shall be of **6 month** during which we shall check/ensure your overall performance, character, discipline and caliber.

Management reserves exclusive right to terminate you without notice at any point of time during probation.

Kindly acknowledge in acceptance and confirm your earliest date of joining. We look forward for a mutually beneficial association ahead.

For Mewar Hospital Pvt. Ltd.

Dilish David
Senior Manager – Human Resource

Registrar
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Near Sanganer Airport, Jaipur-302029

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Deloitte.

Deloitte Consulting India Private Limited

Opposite to Meenakshi Tech park,
4th Floor, Survey No 41, Gachibowli village,
Ranga Reddy, Hyderabad,
Telangana - 500032

Tel: +91 040 67621000
www.deloitte.com

07/05/2021

Mr. Gurpreet Singh
J-6, 83, First Floor, Rajouri Garden
West Delhi.,
New Delhi - 110027

Subject: Offer of Employment

Dear Gurpreet Singh:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **August 16, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000**/- and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000**/- subject to your reporting for full-time employment on **August 16, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from

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time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **August 16, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Gurpreet Singh, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:
Chandra Shekar Hegganur Shivaramu
8147E9EE3BD84A8...

Authorized Signatory

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Annexure A

Mr. Gurpreet Singh **Analyst**

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	**17,500**	**2,10,000**
House Rent Allowance (HRA)	**8,750**	**1,05,000**
Special Allowance[1a & 1b]	**11,867**	**1,42,404**
Leave Travel Allowance[2]	**1,750**	**21,000**
Meal Card[3]	**2,200**	**26,400**
Differential Allowance(L)	**5,833**	**69,996**
Employer's contribution to PF	**2,100**	**25,200**
Total Salary (in Rs.)	**50,000**	**6,00,000**
Variable Bonus*	You will be eligible for a performance linked variable bonus. If applicable, it will be paid out on the 31st of August on the basis of your performance and performance of the business	
Medical Insurance Premium[4]	**1,870**	**22,440**

* The Variable Bonus will vary, primarily based on your performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer on August 31st following the close of the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid on August 31st of that subsequent year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

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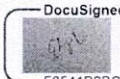
Mr. Gurpreet Singh

Acceptance

I, **Gurpreet Singh**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:

F8541B9BCE30427...

Signature

07/05/2021

Date



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Deloitte.

Dear **Gurpreet Singh**,
On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analyst** pursuant to the terms and conditions of your offer letter dated **August 16, 2021**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company. As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company. As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.

We ail look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,

Human Resources Department

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- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. https://deloittenet.deloitte.com/Pages/Home.aspx for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **August 16, 2021**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

_____ _____

Signature Name

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

[none, unless otherwise specified]

ACCEPTED AND AGREED TO:
DELOITTE CONSULTING INDIA PRIVATE LIMITED

OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Date

An *Authorized Signatory*'s signature is required only if *Pre-existing Creations* or *Pre-existing Agreements or Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that *Pre-existing Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the *Intellectual Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements or Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements or Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

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EXHIBIT C

Proceedings

[none, unless otherwise specified]

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

Signature	Name	Date
_____	_____	_____

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2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT ("Employment Agreement")

You will be expected to sign the Employer's Employment Agreement. Please contact Talent for further details.

3. HARRASSMENT POLICY

Administrative Policy Release ("APR") 213 is the Employer's policy prohibiting harassment. Deloitte LLP's subsidiaries located in India ("Deloitte India (Offices of the US)") are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining *Deloitte U.S. India*.

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer's policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years.* Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a *Deloitte Entity* or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **60 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

* This provision is not applicable for U.S. citizens (and citizens of any other country where enforcing Deloitte India (Offices of the US)'s mandatory retirement age would be prohibited by the laws of that country) for whom there is no mandatory retirement age.

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In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/ employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.

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Annexure A

[1] All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a] *Communication Expenses*	[1b] *Fuel Expenses*
Employee in Level - Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Insurance / Repairs & Maintenance*
	Rs.3,000/- per month	Rs.7,500/- per month

[1a] The internet/telephone/mobile bills should be in the Employee's name.

[1b] For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		Two Wheelers
	<= 1600 cc	> 1600 cc	
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

[2] The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

[3] Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

[4] Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.

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Deloitte.

Gurpreet Singh Hyderabad

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office at **Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad – 500 032** (the "Employer") as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. **Defined Terms.** The italicized terms in this agreement (the "Employment Agreement") are defined in **Exhibit A** hereto.

2. ***Pre-existing Agreements or Arrangements.*** I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such *Pre-existing Agreements or Arrangements* and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer's offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency's decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. **Reporting of *Proceedings*.** Except as provided by law and except as I have disclosed in writing in **Exhibit C** to this Employment Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.

4. **Confidentiality.** I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized*

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Signatory, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

5. **Third Party Information and Property.** I agree that during my *Employment*, I shall not use or disclose any Confidential Information or Intellectual Property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.

6. **Authorization**. Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.

7. **Competing Activities and Conflict of Interest.** During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.

8. **Authorization to Access *Systems* and *Electronic Communications and use of Deloitte Property*.** I understand that while employed with a *Deloitte Entity*, I will use and have access to the *Systems*. I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my *Electronic Communications* and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (*e.g.*, emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my

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possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. **Security**. I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. **Ownership of *Works.***

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10(b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the

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Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a *Deloitte Entity*, and (3) it does not result from any work performed by me and the *Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual's name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes *PII* when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual's name is used with *PII* that is not business contact information, it is included in the definition of *PII*.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any *Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement,

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including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United Stated Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the *PCAOB*, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a *Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my *Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

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I have read the foregoing, understand it, and agree to comply with its terms.

For Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Effective as of **August 16, 2021,** I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Signature Name

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EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the "Deloitte U.S. Firms"), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited ("DTTL") or any member firm of DTTL or affiliate thereof (collectively, the "DTTL Member Firms") or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term "control" (including the terms "controlled by" and "under common control with") means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems,* equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

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Fortis Escorts
HEART INSTITUTE

Escorts Heart Institute and
Research Centre Ltd.
Okhla Road, New Delhi - 110 025 (India)
Tel. : +91-11-47135000
Emergency Tel. : +91-11-105010
Fax : +91-11- 2682-5013
Email : contactus.escorts@fortishealthcare.com
Website : www.fortisescorts.in
A NABH Accredited Institute

08-Apr-2021

Mr. Hamza Perwaiz

House No.- 314 , Sahara Sunderban Phase 2
Mango , Jamshedpur
Jharkhand - 831012

Letter of Intent

Dear Hamza,

This is with reference to the discussions you had with us. As mutually agreed, we would be pleased to offer you an appointment as **Supervisor** at **EHIRCL - Okhla, (Escorts)**.

Your responsibility level and compensation is detailed in Annexure.

The final letter of appointment will be handed over to you upon joining the services of the company, which will be on or before 15-Apr-2021.

This offer of appointment is subject to your successfully completing the company's medical examination and reference checks. You will be on probation for a period of 6 months. The termination notice on either side will be 30 days during probation period and 30 days after confirmation.

Please note that this offer shall automatically lapse if you fail to commence the arrangement on the aforesaid date. The management may however in its absolute discretion extend the said date upon a written request being received from you.

You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer. Looking forward to a mutually beneficial association.

Yours faithfully,

For Escorts Heart Institute And Research Centre Limited

Ravi Ranjan Kumar Ravi
Zonal Head HR

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NABH Accredited

Annexure

Name	Mr. Hamza Perwaiz	
Designation	Supervisor	
Band Level	AS3	
Salary Components	**Rs. PM**	**Rs. PA**
Basic Salary	12250	147000
House Rent Allowance	6125	73500
Conveyance Allowance	2600	31200
Statutory Bonus	1873	22476
Special Allowance	8451	101412
Sub-Total(A)	**31299**	**375588**
Benefits		
Mediclaim (premium)	1138	13656
Personal Accident Insurance (premium)	23	276
Group Term Insurance (premium)	151	1812
Sub-Total (B)	**1312**	**15744**
Statutory Components		
Provident Fund	1800	21600
Gratuity (4.81% of Basic)	589	7068
Sub-Total (C)	**2389**	**28668**
Fixed Salary	**35000**	**420000**
Cost to Company (A+B+C)	**35000**	**420000**

Standard Terms and Conditions:

* Individual compensation structure is subject to change without affecting emoluments adversely.
* Applicable tax to be borne by the employee.
* It is expected that individual compensation package should not be shared with other employees.
* Employee's share of Provident Fund & ESI will be deducted from Monthly Gross Salary

Ravi Ranjan Kumar Ravi
Zonal Head HR

Mr. Hamza Perwaiz
08-Apr-2021

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MOHAN
FOUNDATION

CONTRACT OF EMPLOYMENT

THIS AGREEMENT is between

(1) **MOHAN Foundation** - 3rd Floor, Toshniwal Buildiing, 267, Kilpauk Garden Road, Chennai - 600 010 ('the Employer") and

(2) **Dr. Hansika Parwani** ("the Employee")

IT IS AGREED that the Employer will employ the Employee and the Employee will work for the Employer on the following terms and conditions:

1. **Job title**

The Employee's position is that of **Project Manager.**

The Employee may from time to time be required to carry out such other reasonable duties as the Employer may decide, without additional remuneration, should this be necessary to meet the needs of the business.

The Employee will be reporting to Ms. Bhavana Jagwani, Convenor, MOHAN Foundation Jaipur Citizen Forum.

2. **Commencement and continuity of employment**

The Employee's employment with the Employer will be for one year began on1st April 2021 and shall be renewed based on the performance. During the contract period this employment may be terminated by either party giving one month notice to the other in writing. Absent to work by the employee during contract period will be treated as leave without pay.

The Employee's continuous employment, taking into account any service with Employer and with any previous employer which counts, began on 1st April 2021.

3. **Hours of work**

The Employee's normal working hours are Monday to Saturday from 10.00 am to 6.00 pm

The Employee may be required to work such further hours as may be necessary to fulfil his/her duties or the needs of the business. Whenever possible, the Employer will give the Employee reasonable notice of any additional hours.

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4. Place of work

The Employee's normal place of work will be at Rajasthan and will be based at Jaipur provided that the Employer reserves the right to change this to any place within India

5. Payment

Payment is at the rate Rs.30, 000/- per month of which 10% TDS will be deducted for Income Tax purpose.

6. Training

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the Foundation's expense. Kindly note that refusal to participate in a training programme without any relevant reason may lead to your appraisal being held or termination of your services.

7. Non-Disclosure Agreement

You will not during the course of your employment with the Foundation or at any time thereafter divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the Foundation, of any information or knowledge obtained by you during your employment as to the business or affairs of the Foundation including development, process reports and reporting system.

You will not (except in the normal course of the Foundation's business) publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication relating to the Foundation's activities or to any matter with which the Foundation may be concerned, unless you have previously applied to and obtained the written permission from the Foundation's Trustees or Administration.

If any declaration given or information furnished by you proves to be false or if you have willfully suppressed any material facts or if misconduct while in service, you will be liable for removal from the services of MOHAN Foundation Jaipur Citizen Forum without notice or subject to any action as the Foundation may deem necessary.

You are obliged to sign a non-disclosure agreement specific to a particular client as and when required by organization.

Prior to joining organization, you will ensure that you will be free from any contractual restrictions preventing you from accepting this offer or starting work on the joining date.

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E-Mail: info@mohanfoundation.org, mohanfound@gmail.com
Website: www.mohanfoundation.org

100% Tax Exemption allowed U/S 80 G and 35 A/C for donation

8. Indemnity

The Employee will indemnify the Employer in respect of any liability incurred by the Employer as a direct consequence of the Employee's negligence, breach of contract, breach of duty or breach of trust in relation to the affairs of the Employer.

9. Data protection act

The Employee consents to the holding and processing of personal data provided by him/her to the Employer for all purposes relating to this employment, but not limited to administering and maintaining personnel records, paying and reviewing salary and other remuneration and benefits, undertaking performance appraisals and reviews, maintaining sickness and other absence records and taking decisions as to the Employee's fitness for work.

The Employee further acknowledges and agrees that the Employer may, in the course of its duties as an employer, be required to disclose personal data relating to him/her, after the end of his/her employment. This does not affect the Employee's rights under the Data Protection Act 1988.

10. General

You will familiarize yourself with the Transplantation of Human Organs Act within 30 days of joining the Foundation and work ethically and legally within this framework.

You shall diligently and faithfully carry out the assignments entrusted with you in connection with the activities of MOHAN Foundation, employing the power, skill and ability for the furtherance of the activities of the Foundation.

The employee will be governed by MOHAN Foundation byelaws and the leave entitlements will be as per the MOHAN Foundation policy & guidelines (Annexure I).

The Employer reserves the right to vary the terms of employment contained in this Agreement. The Employer will notify the Employee in writing within one month of such variation. This statement replaces all of the Employee's previous terms and conditions of employment with the Employer.

Signed by the Employer

Dr. Sunil Shroff
Managing Trustee
Date :1-April-2021

Signed by the Employee

Dr. Hansika Parwani
Date : 1-April-2021

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E-Mail: info@mohanfoundation.org, mohanfound@gmail.com
Website: www.mohanfoundation.org

100% Tax Exemption allowed U/S 80 G and 35 A/C for donation

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ZS Associates India Private Ltd.
Tower A4, DLF World Tech Park
Sector 30, NH-8, Gurgaon - 122002 (HR)
T | +91 124 679 7000
F | +91 124 679 7001
www.zs.com

CONFIDENTIAL

05 April 2021

Harleen Kaur
IIHMR - J

Dear Harleen:

We are pleased to extend you an offer to join ZS Associates India Private Ltd. ('ZS') as a Knowledge Management Associate, to be based in our New Delhi office. We hope that you give this opportunity with ZS serious consideration.

ZS has a special culture of collaboration and innovation. We produce work of outstanding quality, and we focus on learning, self-improvement and expertise to achieve that result.

Salary: Your annual gross salary will be INR 6,25,000, inclusive of basic and fixed allowances; all associates are paid on the last working day of every month. ZS reviews salaries each June, provided you were employed at ZS by March 31 in that year; the raise is pro-rated if your employment tenure is fewer than 12 months. For salary details, please refer to Appendix 1.

Starting Bonus: When you start full-time active, permanent employment with ZS, we will pay you a starting bonus INR 75,000 in your second month's payroll, However, if you do not then complete one full year (12 months) of continuous full-time employment with ZS immediately after that point for any reason (except for involuntary termination of your employment by ZS), then you agree to refund the starting bonus in its entirety.

Performance Bonus: ZS associates receive performance bonuses at the end of each year, based on eligible wages earned during the calendar year. During your initial 12 months, this bonus will be up to 10% of your base salary income earned. Your performance and the company's results will determine your incentive compensation.

Emerging Leader Reward Program: The expertise you gain over your tenure is valuable to ZS and we recognize your continued commitment and progression toward becoming a future leader in the firm. ZS rewards this expertise through a tenure-based incentive, which begins after 18 months' tenure. Should your employment with ZS terminate for any reason (other than a dismissal by ZS without cause), then you agree to reimburse ZS for any ELRP payments to you within the previous 6 months (from the day you complete the tenure milestone).

All bonuses are determined at the discretion of ZS, and are subject to standard withholding taxes.

Provident Fund: When you begin employment with ZS, you will be enrolled in the Provident Fund program. The primary objective of this program is to provide retirement and pension support as per the Provident Fund Act, while reducing current tax exposure. As a participant, you will make

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12% contributions on the first INR 15,000 of your monthly salary through payroll deduction; ZS makes a separate additional matching contribution to your account. You can opt for additional contributions to your Fund account through payroll deduction.

Gratuity: After you complete five years of continuous service, ZS will pay 15 days' salary for every completed year of service at the time of retirement or separation. The maximum amount payable is governed by the Gratuity Law.

In addition to components of the offer detailing direct compensation described above, this offer also includes elements describing non-cash benefits of employment with ZS. You will be eligible for all of the following benefits as of your start date with ZS. Benefits described are subject to taxes based on the prevailing government guidelines.

Annual Leave, Holidays and Sick Time: We provide 25 days of paid annual leave per year, inclusive of privilege and casual leave, on a pro-rata basis. In addition, ZS has designated paid holidays and permits up to seven paid sick days per year.

Insurance: We offer a group insurance plan to cover hospitalization expenses for employees and immediate dependents; parents residing in the same household may also be added with a benefit co-payment. Additionally, ZS provides some preventive healthcare coverage (Executive Health Check, medications, mental health, etc.). ZS provides accident insurance and business travel insurance for employees. ZS also provides life insurance coverage in the amount of three times your annual gross salary, with ZS paying these premiums in full.

Meals and Transportation: ZS provides meals during regular working hours and based on project needs. ZS also arranges shared daily commute transit for employees within defined geographic zones. For details please refer to Appendix 2.

Broadband access: ZS will provide a broadband allowance of INR 1,500 per month through payroll. We will also reimburse a one-time 'installation charge' of INR 500 against the receipt from your broadband service provider. We expect that you install a high-speed broadband connection at home to enable you to work remotely for project demands, and recommend at least a 2.0 MBPS wired connection. ZS retains the right to conduct random audits to ensure appropriate use of the allowance.

Finally, the following elements of your offer relate to logistics: getting you to ZS and getting you started.

Relocation: If you are relocating within New Delhi, ZS will provide you with relocation assistance if you wish to relocate from Zone 3 localities to Zone 1 or Zone 2. For more details, please contact Akanksha Jaiswal (akanksha.jaiswal@zs.com). If you do not complete one full year (12 months) of continuous full-time employment with ZS, then you agree to refund the relocation allowance and the expenses incurred for the accommodation and travel entirely. The relocation allowance is considered taxable income.

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Notice Period: ZS expects that experienced hires serve out their notice period with their current employer; however, ZS may opt to buy-out your notice period. If you do not start employment with ZS or then complete one full year (12 months) of continuous full-time employment with ZS immediately after that point for any reason (except for involuntary termination of your employment by ZS), then you agree to repay to ZS any buyout amount in its entirety.

Confidentiality and Employment Agreement: Our work at ZS often involves the use of confidential information of our clients, as well as the development and use of ZS proprietary software and processes. For you to start employment with ZS, you will be required to sign the employment agreement. If you have questions regarding this agreement, please do not hesitate to ask.

ZStart and Orientation: New associates who begin employment between ZStart sessions participate in an office-based Orientation program to gain a basic understanding of ZS culture and work. The ZStart Academy program, held several times per year is designed to provide a deeper view of the issues you will solve and the skills you will develop at ZS. Both session provide an excellent opportunity to get to know other new ZS associates.

Start Date and Formalities: We propose a start date of **05 April 2021**, contingent on your current employment arrangement. Please ensure that you report for work on the date indicated.

This offer is subject to verification of original certificates of educational qualifications and other documents listed below. At the time of joining, you are required to bring the following:

- Original certificates of all educational qualifications, each with a scanned copy
- Adhaar Card
- Proof of age (Pan Card or Passport scanned copy)
- Relieving letter scanned copy (if employed)
- Scanned copy of the latest salary slip from your current employer (if employed)
- Two passport-size photographs

We are pleased by the prospect of you starting your ZS career in this position. If you decide to accept this offer, please sign this letter electronically through DocuSign to return it to us. Should you decide not to accept, please decline through DocuSign so that your offer is closed.

Please know that we would like to hear from you regarding your decision as soon as possible. We will consider this offer to be valid until **10 June 2021.**

The elements of this offer are personal and specific to you and, accordingly, we do not consider them appropriate to be shared with colleagues or the public. All details conveyed in this offer are based on our understanding of your **expected completion of degree program**, availability and likely start timing. We describe benefits and conditions currently in force as of today and expected to be ongoing at the time you join. This offer is contingent upon successful completion of a background verification. If you have any questions about any of the elements of this offer, or would like to discuss the job further, please do not hesitate to contact me.

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Impact where it matters.

ZS

We look forward to you joining ZS and helping ZS (and you!) continue to grow and prosper in the future!

Sincerely,

Apoorva Aggarwal
Office Managing Principal

DocuSigned by:
Signature: Harleen Kaur
0F195D422EE045F...

Name as it appears on PAN card or passport: Harleen Kaur

Date Signed: 15-Jun-2021 | 11:35 AM CDT

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APPENDIX 1

Salary Break up Details

ZS Associates India Private Ltd.	
	Annual INR
ZS Gross	**6,25,000**
Basic	2,50,000
HRA	1,25,000
LTA	20,834
Special Allowance	2,29,166
Retirals	**12,000**
Gratuity *- payable on completing 5 years of continuous service with ZS India Private Limited as per the Payment of Gratuity Act 1972 (first year's provision)*	
Starting Bonus	**75,000**
Performance Bonus	**62,500**
Maximum 10% of ZS gross salary; pay-out at the end of calendar year, depending on individual performance	
Provident Fund	**21,600**
Employer's contribution to ***Provident Fund***	
Cash Benefit	**18,000**
Broadband Allowance *(ZS will provide a broadband allowance of INR 1,500 per month, through payroll)*	

Emerging Leaders Reward Program (ELRP) – Payout schedule

Payout months	**Tenure in Months**			**Total = INR 4,50,000**
	At the end of the Quarter of 18th month	At the end of the Quarter of 30th month	At the end of the Quarter of 42th month	
	INR 1,50,000	INR 1,50,000	INR 1,50,000	

ELRP payout only occurs if an individual is actively employed at the time of payout (end of calendar quarter).

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Impact where it matters.

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ZS

Benefit Details

Convenience Benefits:

- **Local Transportation:** A shared pickup/drop from residence to office for all employees residing within defined zones.
- **Advance toward Home Deposit:** An interest-free advance up to INR 75,000 against lease agreement, recovered over a period of 06 months through payroll.

Health and Wellness Benefits:

- **Group Medical Insurance:** A Sum Assured of INR 4,00,000 for Associates, Associate Consultants, Consultants and Managers and INR 5,00,000 for Associate Principals and Principals. Employee can nominate up to five immediate dependent family members.
- **Life Insurance Coverage:** 3 times your annual gross salary
- **Accident Policy:** A Sum Assured of INR 10,00,000
- **Executive Health Checkup:** Annual Executive Health Checkup facility through a leading hospital chain for all employees and their spouses
- **Meals:** Breakfast, Lunch, Dinner and Snacks served in office on all working days
- **Leaves:** 25 days of vacation per calendar year and up to 7 days of sick leave on pro-rata basis

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APPENDIX 2

Local Transport Service

Please find below details related to the daily shared transportation service which is a part of the non-cash benefits.

Local Transport Service	
We have divided the New Delhi region into 3 broad zones. This list, while comprehensive, is by no means exhaustive. If you are planning to relocate to, or current reside in, New Delhi, we recommend that you find housing ideally within Zone 1 (preferred locations) or within Zone 2 (other localities some distance away from the office). If you choose to live in one of the Zone 3 localities, you would need to come to the closest "pickup node" by a specific time, and ZS transport would be provided to the office from this location. This is the current transport arrangement and zoning; however, this arrangement may change in the future based on business needs.	
Zone 1: Ideal	**Entire Gurgaon region**
Zone 2: Acceptable	**Faridabad, South Delhi, Central Delhi, West Delhi and East Delhi Locations** The following areas will **not** be considered to be part of this region: Anand Parvat, Sadar Bajar, Darya Ganj,Chandini Chowk, Sabji Mandi, Chawdi Bazar, Pahad Ganj, Jama Masjid, Jahangir, Puir, Adarsh Nagar, Model Town, Timar Pur, Mukharjee Nagar, Kingsway Camp, Wazir Bad, Wazir Pur, Buradi, Narela, Samay Pur Badli, Rithala, Nangloi, Mangol Puri, Bhajan Pura, Sarai Kale Kha, Yamuna Vihar, Dilshag Garden, Shahadra, Gandhi Nagar, Seelam Pur, Krishna Nagar, Geeta Colony, Shastri Nagar, Seema Puri, Loni Road, Suraj Mal Vihar, Jhil Mil Colony, Mundka, Karawal Nagar, Dayal Pur, Sonia Vihar, Vivek Vihar, Jagat Puri, Madan Pur Khadar, Sarita Vihar, Badar Pur, Jasola Vihar, Taj Pur, Meetha Pur, Tuglaka Bad, Azad Pur, Ballabh Garh, Bahadur Garh, Najafgarh, Rewari, Tawdu, Sohna, Manesar.
Zone 3: No Service	Noida, Gaziabad or other areas not covered in the Ideal and Acceptable zone

For more details on the transportation guidelines, please contact Mohit Tomar (mohit.tomar@zs.com) from the transport team.

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APP/FI1207/2021

Date 19th March 2021

Dr. Himani Kulshreshtha,

Sub: Letter of Employment

Dear Himani,

With great pleasure, we invite you to be an integral part of **FIGmd (India) Private Limited.**

With reference to your recent application and the subsequent interview/s you had with us, the Company is pleased to confirm your appointment as **Associate Clinical Registry Analyst** at **L3** Level.

The terms & conditions of the employment are as follows:

Date of Commencement: Your employment with the Company will commence from **1th April 2021.**

Compensation:
Your cost to company **(CTC)** will be **INR 550020/** per annum **(Rupees Five Lacs Fifty Thousand & Twenty only).** A detailed breakup of the CTC is set out in the Compensation sheet in Annexure A.

Your compensation consists of Basic Salary, House Rent Allowance, other allowances and Benefits as per Company's prevailing policies. Employee and Employer's PF contribution, Gratuity and any other deductions as per statutory compliance and will be debited from your CTC. Your compensation is confidential and shall not be discussed or disclosed to anyone within or outside the Company without the prior written permission from the Company.

Probation & Confirmation:
All new Associate shall be on probation for a period of **6** month(s) from the date of joining and may be confirmed as a permanent employee upon successful completion of the probation. The employee would be confirmed on the 1st day of the month succeeding the month of completion of probation of six months from the date of joining the Company or after the period of probation, whichever is later.

Your probation period can be extended at the Company's discretion if your performance is not found satisfactory by the management. Such extensions shall be communicated in writing by the management. Till such time as the confirmation letter is issued to you by the Company, you shall continue to be on Probation.

Performance Management System:
Performance review drives performance excellence in the Organization. All Associate are eligible for an annual performance review. The performance review cycle is from April to March every year. There would be Quarterly, Midyear and Annual performance reviews. To become eligible for performance review annual cycle for the current year, you should be in the organization for minimum of 6 months from your date of joining.

Compensation Progression:
Your compensation revision/progression shall depend upon your annual performance and business performance in the current appraisal cycle (AprilMarch) and such change in the compensation, in no case shall be automatic and/or as a matter of right. You will be eligible for a compensation revision if you have joined on or before 30th September in the appraisal year. In any other case, the review shall take place in the subsequent appraisal cycle.

Your salary review will be subject to the policies of the Company which may be altered and implemented by the Company from time to time.

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Leaves and Holidays:

You will be eligible for 24 paid leaves in a given Calendar Year. However, if you join the Company during the Calendar Year, you will be entitled to paid leave on a prorata basis i.e. you are entitled to 2 days' leave each month subject to manager's approval.

14 earned leaves for the calendar year may be carried forward to the next calendar year and such leaves may be accumulated only up to a maximum of 45 days.

You will also be eligible for 11 Holidays as per Company's prevailing Rules.

Location:

You will be working at **FIGmd (India) Pvt Ltd., 6th Floor, Symphony IT Park, Nanded City, Sinhgad Road, Pune - 411068.** However, your services are liable to be transferred to any other establishment, office, branch, department of the Company or subsidiary, associate or affiliate of the Company in India or abroad/existing or to be established at a later date at the discretion of the Company. Such a transfer shall not entitle you to ask for the benefits than those you are entitled to as on the date of the transfer.

In the event of such transfer, your remuneration and emoluments will not be adversely affected. However, you will be governed by the policies, rules and regulations of service applicable to the new assignment or prevailing in those establishments /offices / branches/ departments.

Working Hours:

- The Company typically observes a five day working week (Monday - Friday) with weekly off on Saturday & Sunday
- The work day can be accounted for any time between 9:00 hrs. to 21:30 hrs.
- The Company observes a 9 hours work day which includes 60 minutes break
- Associate are expected to be productive for at least 8 gross hours a day with a monthly reconciliation
- Depending on organizational requirements or project contingencies, working hours for specific Associate, groups of Associate or all Associate may be modified / altered from time to time prior to managers approvals

Changes in Personal Details:

Any change in your residential address, telephone numbers, marital status, and academic qualifications should be notified in writing to the Company. All communication will be addressed to you on the last known address notified by you and it will be presumed that you have received such communication addressed to you.

Retirement:

The age of retirement from the Company's employment shall be on attainment of Fifty-Eight (58) years. For this purpose, the date of birth considered will be as per the certificate of proof of age submitted by you at the date of joining the Company. In case the last day of your employment falls on a nonworking day, your last day of employment shall be the immediately preceding working day.

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Agreements:

You are required to sign an Intellectual Property, Non-Disclosure and Confidentiality Agreement effective from the date of joining. The Confidentiality Agreement is to ensure that all proprietary and confidential information, documents, literature, invention made or obtained during your tenure with the Company shall not be utilized by you at any point to undermine the interests of the Company.

Non-Solicitation:

It is agreed that during the period of the employment, there under, and for 36 months following the termination of your employment for any reason whatsoever, you shall not directly or indirectly provide any services to any of the Company's client or to any other company or entity doing similar business without the express, prior written consent from the Company with or without remuneration.

You further agree that you will not solicit or entertain offers from any of the existing or former clients of the Company, whether for yourself or on behalf of any other entity or in any manner attempt to induce any of the clients of the Company withdraw or reduce their business from the Company. You further agree that you will not solicit any Associate or consultants of the Company or induce them into terminating their contractual agreements with the Company.

Background Information and Checks:

This letter of employment has been issued to you on the basis of the information furnished by you about yourself in your resume. 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 herein.

If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer and/or to terminate your services immediately without notice and compensation or to take any appropriate action against you.

Separation:

Your services in the company may be terminated by either party by serving **two (2)** months notice or salary in lieu thereof. However, the Company shall have the right to terminate your services without notice for unsatisfactory performance or any misconduct. Acceptance of salary in lieu of notice shall be purely the discretion of the company and the same shall among other things depend upon the exigencies of work, completion of the assigned project etc.

Upon termination & acceptance of the separation notice as part of separation formalities, you shall immediately and not later than last working day from the date of termination or acceptance of the separation as the case may be, before you are relieved, hand over the papers, laptops, data drives, documents, keys, all soft wares, correspondence, specifications, books, data, confidential Information, drawings and any other property of the Company provided/ made available to you and shall not make or retain any copies of these items.

Information Security and Dedicated employment:

The Company's information security policies, procedures and requirements are in addition to the ones set forth in The Information Technology Act, 2000 by the government of India. Offender shall be prosecuted to the fullest extent of the law.

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You are responsible for complying with the level of access control given to you to ensure privacy & Security of company information and communication as per HIPAA Policy. If the business relationship with any associates or vendors demands disclosure of company's confidential information, immediately prior to such disclosure a Non-Disclosure agreement should be signed by both parties.

You agree not to undertake employment, whether with or without remuneration whether fulltime or parttime, as the Director / proprietor / Partner / Member / Employee of any other organization/ entity engaged in any form of business activity without the written consent of **FIGmd (India) Private Limited.** The discretion to grant consent in this regard shall be solely of the company and the consent if given can be withdrawn at any time at the discretion of the Company.

Data Privacy:

FIGmd has adopted the following privacy policy principles.

FIGmd may collect, store, use and disclose information about individual Associate which may constitute personal data under the Indian Government Laws for business purposes.

The personal data may be processed for purposes including:

- Administering relationships services.
- HR Operational purposes Conducting market or customer satisfaction research.
- Providing individuals with information concerning products and services which we believe shall be of interest.
- Compliance with any requirement of law, regulation, associations, voluntary codes we decide to adopt.
- The detection, investigation and prevention of fraud and other crimes or malpractice.
- For the purpose of, or in connection with, any legal proceedings (including prospective legal proceedings), for obtaining
- Legal advice or for establishing, exercising or defending legal rights.
- The personal data may be disclosed to FIGmd management, auditors, service providers, regulators, governmental or law enforcement agencies or any person, FIGmd reasonably thinks necessary for the processing purposes outlined above. Minimal data will be shared with the authorized entity as per the requirement only.
- The action taken after a violation if encountered is as follows:
- All violations shall be reported to Security Committee.
- A person shall be issued a warning or shall face stricter action depending upon nature of incidence for the first time of the violation.
- Any further violation on the part of the same person should result in strict disciplinary action up to termination of employment.

Code of Conduct:

Associate covered by this policy are expected to fulfill certain duties and expectations that support the vision, mission and values of the Company. They are expected to conduct themselves in a manner deserving of trust. You agree to adhere to the expectations, policies rules and regulation of the organization specified as Standard Code of Conduct in General Terms & Conditions of Employment. Subsequent disciplinary actions are described in company's Disciplinary Policy.

- The primary mode of operation for all associates will be work from home. However, if required you will have to come to the office at short notice.

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- Associate will be assigned Laptop/Dongle as per the project's requirements.
- Wi-Fi/ Broadband with minimum bandwidth of 20 mbps is mandatory.
- Attendance will be calculated based on Work log Hours logged for 8 hours or more will be considered as full day.
- Hours logged 4 hour or less will be considered as half day.
- Based on the business requirements, you may be required to work in shifts as per Company's policy.

Payments Recovery Clause:

Any loan taken for the purpose of training & development from the company or amounts paid in terms of Joining Bonus, Retention Bonus, and Relocation Bonus is treated as an advance payment and nullified at the year end from the date of joining. However, if you have availed above benefits, and resign from the Company within one year from your date of joining, the amount paid by the Company towards advance payment shall be paid by you to the company before relieving.

Jurisdiction:

This appointment letter shall be governed by the laws of India and any dispute that may arise from or as a result of or relating to this letter or your employment with the Company shall be subject to the exclusive jurisdiction of courts in Pune, Maharashtra, India.

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial association. We trust that our relationship will be guided by a quest for excellence in all facets of our interactions.

By signing this letter you communicate your acceptance of the contents of this letter and confirm that this letter supersedes any and all offers, promises made or accepted between yourself and the Company with regard to terms of your employment and the compensation thereof, whether made orally or in writing. Any changes made to this letter shall be in writing and shall be signed by both parties.

We welcome you to **FIGmd (India) Pvt. Ltd.** family and look forward to a fruitful collaboration.

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

Sincerely,
For FIGmd (India) Pvt.Ltd.,

For Employee,

FIGMD (INDIA) PVT. LTD. * PUNE *

Ameya Gokhale

ManagerHuman Resources

Name:

Location:

Date:

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Annexure A Salary Break Up				
Sr No	**Particulars**	**Amount in INR**	**% As per Sal. Structure**	**L3**
I	**Monthly Gross Earnings**			
	Basic	18,334	40.00%	
	HRA	9,167	50% or 10%	
	Transport Allowance	1,600	As per grade	
	Medical Allowance	1,250	1250	
	Telephone Reimbursement Allowance	1000	As per grade	
	Food Allowance*	2200	2200	
	LTA reimbursement	2000	As per grade	
	Other Allowance	7252	Bal. Fig.	
	GrossSub Total 1	**42,803**		
II	**Employer Contribution**			
	Provident Fund	1950		
	ESIC	0		
	Gratuity	882		
	Health Insurance SA Rs 2 L + Accidental Insurance Premium SA Rs 10L	200	**No. of lives**	1
	Sub Total 2	**3,032**		
III	**Employee Contribution / Deductions**			
	Profession tax	200		
	Provident Fund	1800		
	ESIC	0		
	Sub Total 3	**2,000**		
IV	**Net Pay**	**40,803**		
V	**Monthly CTC**	**45835.00**		
VI	**Annual CTC**	**550,020**		

Note:The income tax will be deducted as per income tax rules.

***A nontaxable component which will be included on request. Employee will be provided with HDFC meal card post joining.**

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Job Description

Job Title: Associate Clinical Registry Analyst (L3)
Location: Pune

Reports to: Manager

Purpose of Position:

Major Responsibilities

- Provide maintenance service to data dictionaries for various registries throughout the operational year.
- Create annual data dictionary updates and obtaining reviews from registry coordinators prior to publishing.
- Create annual data dictionary updates and obtaining reviews from registry coordinators prior to publishing.
- Coordinate with Head of Clinical Registry Business Analysis Department and other groups within FIGMD.
- Mentor/Assist the junior member in problem solving and communication.
- Protects operations by keeping information confidential.

Competencies: General Skills:

- Appropriate computing and Net-surfing and correspondence skills.
- Analytical skills, Good research and referencing skills
- Technical/Domain Skills :
- Knowledge of statistical tools for obtaining data, analysis and report. Familiar with MS Office applications.
- Excellent verbal and written communication skills.
- Knowledge of medical terms and ability to handle/process clinical data and with

Education (Required):

- Any graduate from science stream D.Pharm/BSC-Sciences/ B.Pharmacy/ Paramedical sciences) or masters from Science stream e.g. Msc (Sciences/Bio Tech/ BioChemistry/ Chemistry/ Botany/ Zoology/ Microbiology).
- Candidates who are familiar with Medical terminologies, procedures, treatment with knowledge about database minimum

Note:

The Job Description is subject to change from time to time, as per the requirements of the Company and the competencies / qualifications you may acquire in future

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Confirmation letter

1 message

Dhatree Healthcare Pvt Ltd <dhatreehealthcare@gmail.com> Wed, Apr 21, 2021 at 9:59 AM
To: drjoshuajacinth@gmail.com

Dear JOSHUA,

We would like to confirm that your application for the position of Quality consultant has been accepted.

This is with reference to your application and subsequent interview with us; we are pleased to inform you that you have been selected for the position of Quality consultant in the department of Quality Assurance at DHATREE HEALTHCARE PVT LTD, Hyderabad. You will be deployed at the client location.

You will be paid a stipend of Rs 25000/- per month as per company agreed terms
You need to submit the following details at the time of joining:

- Original certificates(verification purpose only) of education along with Xerox copies
- 2 copies of passport size photographs
- ID & Address proof (Pan Card, Aadhar Card, etc.)
- Reliving letter from the previous organization if any
- Experience Certificates if any
- Last salary Certificates if applicable

--

With Regards
Dr.Banoth Chandrashekar
B.Pharm, PharmD post baccalaureate
Managing Director
Dhatree Healthcare Private Ltd
Hyderabad
Phone 9700569779

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MARKETSANDMARKETS

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Date: 04-March-2021

To,
Juhi Singh
Flat no. 101 Akshay Apartments,
Vishnupuri, Aligarh, Uttar Pradesh- 202001

Dear Juhi,

We are pleased to offer you the role of **Research Associate** with **MarketsandMarkets Research Pvt. Ltd.** You will be part of the MarketsandMarkets team with an anticipated start date of **05th March 2021.**

The key terms and conditions of employment are as set out in this letter:

Location of work

Your initial place of work will be **Pune,** However, your services are transferable and you may be assigned, after reasonable notice, to any location in India or abroad where MarketsandMarkets conducts business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

Full time employment

You will be considered as a full time employee of the Company from the date of joining and shall be on probation for a period of **6 Months**. You would not be directly or indirectly involved in any other form of employment apart from MarketsandMarkets during your tenure. Any such deviation/request must be routed through the Head of HR for approval.

Compensation

You will draw Total cost to company of INR **4,50,000** the break-up of which is attached for your reference. In this Total Cost to Company (CTC), your Variable compensation component will be INR **50,000** Per Annum and your Fixed compensation component will be INR **4,00,000** per annum. The salary structure in the offer is as per the current employment and compensation structure of the Organization and will be governed in due course by the relevant policies of the Company as may be in force from time and subject to deductions under applicable laws as may be in force from time to time. A detailed break up of your compensation is attached as Annexure 2

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Variable Structure

The variable performance bonus is based on your performance in line with the goals and objectives defined by the Company for your role as also the Company's performance overall and any criteria as may be laid down by the company in its policies from time to time. Relevant details pertaining to the prevailing variable scheme shall be communicated to you once you join the Organization.

Relocation

To assist with your relocation, you will be eligible for a relocation amount to an upper limit of **Rs 10,000/-** for goods and in addition to this budget you are also eligible to claim one-time **one-way Flight Tickets (Economy Class) for individual and immediate family (Spouse and up to two children only) by the fastest route possible from your current location of employment to Pune.** Such relocation amount can be claimed only upon submission of the Original receipts/bills and Original boarding pass and such reimbursement must be claimed within 1 year from the Date of Joining. Non-compliance of the above may result in non-reimbursement of the relocation expenses. In case you relocated from a different city the amount will be different based on the distance.

If you voluntarily resign from the Company within 12 months of your Date of Joining, the relocation amount in full shall be reimbursed by you immediately failing which the Company shall be entitled to such remedies or recourses as available under law.

Insurance

The company offers a medical Insurance scheme through its empaneled Insurance partners covering hospitalization expenses of upto **INR 1,50,000** as governed by the terms of such scheme and policy document which will be made available to you once you join the Organization.

Background checks

The Company shall be entitled, at its discretion, to conduct reference and / or background checks as per Company policy and this offer is conditional upon the result of such checks. In the event the results of such checks are unsatisfactory on any account, the Company may, in its sole discretion, revoke this offer / or terminate employment at any time.

Office Hours

You are required to work in according to the time schedule for the **APAC Geography** being assigned to you. In all cases, expectation is 9 hours of login time which includes an hour's break. You may also need to stretch as per the business needs.

Reporting Structure

Your immediate reporting will be to the **Senior Research Analyst or Manager Research**

Copyright and Disclosure

During the period of your Job with the Company, you shall be liable to disclose all copyright works or designs originated, conceived, written, or made by you or in which you have participated with others, either on completion or in marketable form, promptly when required by the company. All rights and copyrights of the work / material you produce either at the company's premises or elsewhere shall belong to the company.

During the course of your engagement confidential information will/ may be made available to you, which must not be given out or used outside. In the event of termination of engagement,

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whether voluntary or involuntary, this information should not be disclosed, used or exploited by you with any other individual, company or service.

Termination of employment while on probation

Without prejudice as per the current terms of the offer, either party can terminate the employment by issuing a notice to the other of One Month while the employee is in a probationary phase with the Organization. The notice clause applicable once the employee is confirmed with the Organization shall depend on the role and job level of the employee and is detailed in the Appointment letter which the employee is expected to sign as part of his/her appointment with the Organization. The Company reserves the right to refuse reimbursement of notice period from the employee and can insist that the employee serve the full notice period which the employee is obligated to do. The employment may also be terminated by the Company without notice for cause including but not limited to failure to perform duties, willful dishonesty, fraud, disobedience, poor performance, disorderly behavior, negligence, indiscipline, unauthorized absence from duty, conviction by any court of law, etc. Termination of employment and consequences of termination shall be governed by the applicable clauses as contained in the employment agreement.

General

This letter shall be construed to be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered to be a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation upto any time prior to the Date of Joining.

You are bound to abide and adhere to the policies, rules and regulations enforced by the company from time to time including those related to conduct, discipline, benefits, salary review, retirement and any other matters as though these rules, regulations and orders were a part of the agreement. Such policies rules and regulations may be subjected to alteration and amendment at The Company Name's own discretion by the management.

Non-Competition and Non-Solicitation

For a period of 2 years after the termination of your employment with the Company, you will not directly or indirectly be associated with, manage or advise a Company or firm that is in the same business as the company, unless with the specific written approval of the Company.

After termination of your employment with the Company, you agree not to hire the services of any individual employed with the Company, either on permanent or a temporary basis, to directly promote the business of any new Company or concern you may be associated with for a period of six months from the date of exit.

On the Date of Joining, you will be required to execute the Company's standard non-disclosure and inventions assignment agreements, the Company's standard employment agreements and such other documents as may be required by the Company's policies in force at such time.

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Governing law

This Contract shall be governed, interpreted and enforced by and in accordance with the laws of India.

Acceptance of our offer

Please acknowledge a copy of this Offer Letter as a token of your acceptance on or before **8:00 P.M** on **04th March, 2021** failing which this Offer Letter shall stand terminated automatically. Any inability on your part due to any reason whatsoever to join the Company on or before the Date of Joining should be reported to the contact persons as mentioned in **Annexure 1, failing which the Company shall have the right to withdraw this Offer Letter at its discretion.**

The Company is excited about your joining and looks forward to a beneficial and productive relationship.

Sincerely,

Sulakshana Patankar
Chief People Officer
On behalf of MarketsandMarkets Research Pvt Ltd

Declaration

I have carefully read and understood the terms of this agreement /offer letter including Annexure 1 and Annexure 2 and accept the same unconditionally. I agree to be bound by rules and regulations of the company as may be amended from time to time.

Agreed to and accepted:

Juhi Singh	Signature	Date

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MARKETSANDMARKETS

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Annexure 1

Documents required at the time of joining

We request you to submit copies of the following documents:

a. Resume/CV copy
b. Copy of X, XII, Graduation, PG Degree / Diploma / other qualification Certificates / Degree
c. Identity & Address Proof : Driver's license / Election ID Card
d. Service certificates / Relieving letter of the last employer (if employed previously)
e. Passport
f. Latest salary slip [for last three months]
g. 1 cancelled cheque of any bank, saving account's in your name
h. Experience certificates (from at least previous 2 employers)
i. Copy of PAN Card and Aadhar Card
j. Copy of TDS certificate/Form 16 of previous employer
k. Your appointment letter at your last company and also all the subsequent compensation review letters, if any.
l. Particulars of blood group and any medical allergies
m. Recent passport sized photographs (five nos)

The Company reserves the right to request for any additional documents to be submitted along with the above on the Date of Joining or at any time during the term of employment

Please report on your date of joining at 10 AM at the below mentioned address:

MarketsandMarkets Research Pvt. Ltd.
Level 1, B5,
SEZ building,
Magarpatta, Pune – 411013.

Contact Person:
Amol Deore
+91-8087637920
hrops@marketsandmarkets.com

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

MarketsandMarkets
Research Private Limited
Corporate office: Level 1, Tower B-5,
SEZ, Magarpatta City,
Hadapsar, Pune - 411013
CIN - U74999PN2017PTC168728

Annexure 2

Name	Juhi Singh	
Designation	Research Associate	
Date of Joining	05-March-2021	
CTC	450,000	
COMPONENTS	**Monthly (Rs.)**	**Annual (Rs.)**
Basic Salary	15,000	180,000
HRA	6,000	72,000
Education Allowance	0	0
Hostel Allowance	0	0
LTC/LTA	0	0
Food Allow/Meal Vouchers	0	0
Special Allowance	9,811	117,736
Sub Total (A)	**30,811**	**369,736**
Health Club Allowance	0	0
Telephone Allow /Expense	0	0
Academic Allowance	0	0
Chauffeur Allowance	0	0
Car Allowance	0	0
Total Reimbursement (B)	**0**	**0**
Total Gross Salary(C=A+B)	**30,811**	**369,736**
P.F.(Employer contribution)	1,800	21,600
E.S.I. (Employer contribution)	0	0
Gratuity	722	8,664
Total Deferred Benefits(D)	**2,522**	**30,264**
CTC(E=C+D)	**33,300**	**400,000**
Variable- Performance Bonus		**50,000**
TOTAL ANNUAL CTC		**450,000**

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Salary Structure Clause

Leave Travel Allowance claims will be treated as per existing tax laws and the remainder will be paid as Special Allowance and taxed accordingly.

The performance based variable pay is an indicative amount and may vary depending on your performance and the Company's performance.

You should be on the rolls of the company at the time of the payout to be eligible for performance based variable Pay. You would not be eligible for this payout if you have resigned /exited or serving notice.

Please note:-

-PF amount mentioned shall differ based on nationality as per governing laws.
-Conditions Apply as per the prevailing company policy.

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The IIHMR University
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Near Sanganer Airport, Jaipur-302029

MARKETSANDMARKETS

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Date: 04-March-2021

To,
Kajal Dhansingh Bhauryal
B-1302, Golden willows, Swapana Nagari ,
Mulund Mumbai , Maharashtra 400080

Dear Kajal,

We are pleased to offer you the role of **Research Associate** with **MarketsandMarkets Research Pvt. Ltd.** You will be part of the MarketsandMarkets team with an anticipated start date of **05th March 2021.**

The key terms and conditions of employment are as set out in this letter:

Location of work

Your initial place of work will be **Pune,** However, your services are transferable and you may be assigned, after reasonable notice, to any location in India or abroad where MarketsandMarkets conducts business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

Full time employment

You will be considered as a full time employee of the Company from the date of joining and shall be on probation for a period of **6 Months**. You would not be directly or indirectly involved in any other form of employment apart from MarketsandMarkets during your tenure. Any such deviation/request must be routed through the Head of HR for approval.

Compensation

You will draw Total cost to company of INR **4,50,000** the break-up of which is attached for your reference. In this Total Cost to Company (CTC), your Variable compensation component will be INR **50,000** Per Annum and your Fixed compensation component will be INR **4,00,000** per annum. The salary structure in the offer is as per the current employment and compensation structure of the Organization and will be governed in due course by the relevant policies of the Company as may be in force from time and subject to deductions under applicable laws as may be in force from time to time. A detailed break up of your compensation is attached as Annexure 2

Variable Structure

The variable performance bonus is based on your performance in line with the goals and objectives defined by the Company for your role as also the Company's performance overall and any criteria as may be laid down by the company in its policies from time to time. Relevant details pertaining to the prevailing variable scheme shall be communicated to you once you join the Organization.

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The IIHMR University
Near Sanganer Airport, Jaipur

Relocation

To assist with your relocation, you will be eligible for a relocation amount to an upper limit of **Rs 10,000/-** for goods and in addition to this budget you are also eligible to claim one-time **one-way Flight Tickets (Economy Class) for individual and immediate family (Spouse and up to two children only) by the fastest route possible from your current location of employment to Pune.** Such relocation amount can be claimed only upon submission of the Original receipts/bills and Original boarding pass and such reimbursement must be claimed within 1 year from the Date of Joining. Non-compliance of the above may result in non-reimbursement of the relocation expenses. In case you relocated from a different city the amount will be different based on the distance.

If you voluntarily resign from the Company within 12 months of your Date of Joining, the relocation amount in full shall be reimbursed by you immediately failing which the Company shall be entitled to such remedies or recourses as available under law.

Insurance

The company offers a medical Insurance scheme through its empaneled Insurance partners covering hospitalization expenses of upto **INR 1,50,000** as governed by the terms of such scheme and policy document which will be made available to you once you join the Organization.

Background checks

The Company shall be entitled, at its discretion, to conduct reference and / or background checks as per Company policy and this offer is conditional upon the result of such checks. In the event the results of such checks are unsatisfactory on any account, the Company may, in its sole discretion, revoke this offer / or terminate employment at any time.

Office Hours

You are required to work in according to the time schedule for the **APAC Geography** being assigned to you. In all cases, expectation is 9 hours of login time which includes an hour's break. You may also need to stretch as per the business needs.

Reporting Structure

Your immediate reporting will be to the **Senior Research Analyst or Manager Research**

Copyright and Disclosure

During the period of your Job with the Company, you shall be liable to disclose all copyright works or designs originated, conceived, written, or made by you or in which you have participated with others, either on completion or in marketable form, promptly when required by the company. All rights and copyrights of the work / material you produce either at the company's premises or elsewhere shall belong to the company.

Registrar
The IHMR University
Near Sanganer Airport, Jaipur-302029

During the course of your engagement confidential information will/ may be made available to you, which must not be given out or used outside. In the event of termination of engagement,

whether voluntary or involuntary, this information should not be disclosed, used or exploited by you with any other individual, company or service.

Termination of employment while on probation

Without prejudice as per the current terms of the offer, either party can terminate the employment by issuing a notice to the other of One Month while the employee is in a probationary phase with the Organization. The notice clause applicable once the employee is confirmed with the Organization shall depend on the role and job level of the employee and is detailed in the Appointment letter which the employee is expected to sign as part of his/her appointment with the Organization. The Company reserves the right to refuse reimbursement of notice period from the employee and can insist that the employee serve the full notice period which the employee is obligated to do. The employment may also be terminated by the Company without notice for cause including but not limited to failure to perform duties, willful dishonesty, fraud, disobedience, poor performance, disorderly behavior, negligence, indiscipline, unauthorized absence from duty, conviction by any court of law, etc. Termination of employment and consequences of termination shall be governed by the applicable clauses as contained in the employment agreement.

General

This letter shall be construed to be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered to be a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation upto any time prior to the Date of Joining.

You are bound to abide and adhere to the policies, rules and regulations enforced by the company from time to time including those related to conduct, discipline, benefits, salary review, retirement and any other matters as though these rules, regulations and orders were a part of the agreement. Such policies rules and regulations may be subjected to alteration and amendment at The Company Name's own discretion by the management.

Non-Competition and Non-Solicitation

For a period of 2 years after the termination of your employment with the Company, you will not directly or indirectly be associated with, manage or advise a Company or firm that is in the same business as the company, unless with the specific written approval of the Company.

After termination of your employment with the Company, you agree not to hire the services of any individual employed with the Company, either on permanent or a temporary basis, to directly promote the business of any new Company or concern you may be associated with for a period of six months from the date of exit.

Registrar
The IIHMR University
1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur-302029

On the Date of Joining, you will be required to execute the Company's standard non-disclosure and inventions assignment agreements, the Company's standard employment agreements and such other documents as may be required by the Company's policies in force at such time.

Governing law

This Contract shall be governed, interpreted and enforced by and in accordance with the laws of India.

Acceptance of our offer

Please acknowledge a copy of this Offer Letter as a token of your acceptance on or before **8:00 P.M** on **04th March, 2021** failing which this Offer Letter shall stand terminated automatically. Any inability on your part due to any reason whatsoever to join the Company on or before the Date of Joining should be reported to the contact persons as mentioned in **Annexure 1, failing which the Company shall have the right to withdraw this Offer Letter at its discretion.**

The Company is excited about your joining and looks forward to a beneficial and productive relationship.

Sincerely,

Sulakshana Patankar
Chief People Officer
On behalf of MarketsandMarkets Research Pvt Ltd

Declaration

I have carefully read and understood the terms of this agreement /offer letter including Annexure 1 and Annexure 2 and accept the same unconditionally. I agree to be bound by rules and regulations of the company as may be amended from time to time.

Agreed to and accepted:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Kajal Bhauryal	Signature	Date

MARKETSANDMARKETS

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Annexure 1

Documents required at the time of joining

We request you to submit copies of the following documents:

a. Resume/CV copy
b. Copy of X, XII, Graduation, PG Degree / Diploma / other qualification Certificates / Degree
c. Identity & Address Proof : Driver's license / Election ID Card
d. Service certificates / Relieving letter of the last employer (if employed previously)
e. Passport
f. Latest salary slip [for last three months]
g. 1 cancelled cheque of any bank, saving account's in your name
h. Experience certificates (from at least previous 2 employers)
i. Copy of PAN Card and Aadhar Card
j. Copy of TDS certificate/Form 16 of previous employer
k. Your appointment letter at your last company and also all the subsequent compensation review letters, if any.
l. Particulars of blood group and any medical allergies
m. Recent passport sized photographs (five nos)

The Company reserves the right to request for any additional documents to be submitted along with the above on the Date of Joining or at any time during the term of employment

Please report on your date of joining at 10 AM at the below mentioned address:

MarketsandMarkets Research Pvt. Ltd.
Level 1, B5,
SEZ building,
Magarpatta, Pune – 411013.

Contact Person:
Amol Deore
+91-8087637920
hrops@marketsandmarkets.com

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Annexure 2

Name	Kajal Dhansingh Bhauryal	
Designation	Research Associate	
Date of Joining	05-March-2021	
CTC	450,000	
COMPONENTS	**Monthly (Rs.)**	**Annual (Rs.)**
Basic Salary	15,000	180,000
HRA	6,000	72,000
Education Allowance	0	0
Hostel Allowance	0	0
LTC/LTA	0	0
Food Allow/Meal Vouchers	0	0
Special Allowance	9,811	117,736
Sub Total (A)	**30,811**	**369,736**
Health Club Allowance	0	0
Telephone Allow /Expense	0	0
Academic Allowance	0	0
Chauffeur Allowance	0	0
Car Allowance	0	0
Total Reimbursement (B)	**0**	**0**
Total Gross Salary(C=A+B)	**30,811**	**369,736**
P.F.(Employer contribution)	1,800	21,600
E.S.I. (Employer contribution)	0	0
Gratuity	722	8,664
Total Deferred Benefits(D)	**2,522**	**30,264**
CTC(E=C+D)	**33,300**	**400,000**
Variable- Performance Bonus		**50,000**
TOTAL ANNUAL CTC		**450,000**

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MarketsandMarkets
Research Private Limited
Corporate office: Level 1, Tower B-5,
SEZ, Magarpatta City,
Hadapsar, Pune - 411013
CIN - U74999PN2017PTC168728

Salary Structure Clause

Leave Travel Allowance claims will be treated as per existing tax laws and the remainder will be paid as Special Allowance and taxed accordingly.

The performance based variable pay is an indicative amount and may vary depending on your performance and the Company's performance.

You should be on the rolls of the company at the time of the payout to be eligible for performance based variable Pay. You would not be eligible for this payout if you have resigned /exited or serving notice.

Please note:-

-PF amount mentioned shall differ based on nationality as per governing laws.
-Conditions Apply as per the prevailing company policy.

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ExpressRCM Private Limited
Level 5, The Hive, VR Bengaluru Mall,
ITPL Main Road, Mahadevapura, Bengaluru - 560048
hello@expressrcm.com
www.expressrcm.com
CIN: U72900RJ2019PTC067077

OFFER LETTER

18-Jan-2021

Dear **Dr. Kanchan Gehani,**

At ExpressRCM Private Limited, a fully owned subsidiary of 314e Corporation, USA (hereinafter referred to as "**Company**"), we strive to provide our employees a challenging work environment and all the resources necessary to fulfil both professional and personal goals. Based on our interactions, we are confident that you have the necessary qualities and skills we are looking for.

We would therefore like to offer an **Internship cum Pre-Placement** to you. The details of the same are given in this document ("**Offer Letter**").

Your full-time internship will start on 15-Feb-2021 ("**Internship Start Date**"), and end on 9-Jul-2021 ("**Internship End Date**"). During this internship, you will hold the position of **Trainee Analyst** and will be paid a stipend of INR 35,000/- (Thirty-five thousand only) per month.

Your full-time employment with the Company will begin on 12-Jul-2021 ("**Employment Joining Date**"), subject to fulfilment of the following conditions:

1. Satisfactory performance during your internship with the Company
2. Successful completion of your degree program with IIHMR with a First Division or higher
3. Satisfactory verification of the documents/information provided to us

Once you start the full-time employment with the Company, you will hold the position of **Business Analyst** and will be paid a CTC (Cost-to-Company) of INR 6,00,000/- (Six Lakh only) per annum. The break-up of the same shall be subject to applicable government guidelines & best practices.

You will be initially posted at Jaipur, Rajasthan, India. The Company may change your work location from time to time. Due to the COVID-19 guidelines in effect, the Company is working on setting up a new office space to comply with the same. Until further notice, you will be working remotely/from home, during your internship. The Company may call you for in-person meetings by giving prior notice.

You will be on probation for a period of three (3) months from the Employment Joining Date & on successful completion of your probation period, your employment will be considered to be permanent. The Company's standard Group Health Insurance covers all its employees post completion of probation period. All employees are provided with a professional work environment. We require our employees to commit to using the facility and provided software/hardware for lawful business purposes only. The hardware/software is Company's property, and its use should be in strict compliance with our policies and procedures.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ExpressRCM Private Limited
Level 5, The Hive, VR Bengaluru Mall
ITPL Main Road, Mahadevapura, Bengaluru - 560048
hello@expressrcm.com
www.expressrcm.com
CIN: U72900RJ2019PTC067077

We require 60 days' prior written notice, or basic salary in lieu thereof, if you choose to quit the employment with the Company post probation period and a 14 days' prior written notice during the probation period. Any time, during your employment and after your separation from the Company, you are bound to maintain the confidentiality of all the information that you have come across in the course of your employment with the Company.
In the event you fail to join the Internship by the Internship Joining Date, and the full-time Employment by the Employment Joining Date, this Offer Letter shall be void *ab initio* and will have no effect, unless the joining dates are extended and communicated to you in writing by the Company.

Please confirm your acceptance to the terms and conditions of this Offer Letter by countersigning the same and emailing us a scanned copy within two (2) working days from the receipt of this letter, failing which this Offer Letter shall stand withdrawn, and revoked.

At the time of joining for full-time employment, you will be required to sign an employment agreement which shall be legally binding and shall govern your employment with the Company. Your position, responsibilities, work location and compensation may be modified based on your performance and evolving needs of the Company. Additionally, the Company reserves the right to modify benefits, contribution and reimbursement levels from time to time, as it deems necessary.
We look forward to working with you!

Regards,

Authorised Signatory

I have read and understood the terms of this Offer Letter and its Annexure and I accept the same.

Employee's Signature

Employee's Name:
Date of Signing: 19th Jan 2021
Place of Signing: Gandhidham, Gujarat

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

LORDS EDUCATION & HEALTH SOCIETY

LEHS
Lords Education & Health Society
WISH

April 12, 2021

Dr. Kartik Sharma
S/o Narottam Sharma
Sala Pura, Ward No. 10
Sheopur, Madhya Pradesh 476337

Dear Kartik,

We are pleased to offer you an **Trainee** at the **LORDS EDUCATION AND HEALTH SOCIETY,** under its flagship program, **WADHWANI INITIATIVE FOR SUSTAINABLE HEALTHCARE** i.e., **WISH**, **from April 12, 2021.** During this period, you will be reporting and closely working with Ms. Bindu Rathore, Consultant – Research and Documentation. Your detailed Scope of Work is outlined in Annexure I.

TERMS AND CONDITIONS:

Place of work and travel: You will be working from the Jaipur Office. You may be required to travel on LEHS|WISH business and in such cases, be entitled to travel expense allowances as per LEHS|WISH 's policies that are in force from time to time.

Salary: You will be paid a token monthly salary of Rs 25,000/- (Rupees Twenty Five Thousand only) including GST if applicable. TDS shall be deducted as applicable.

Payment Terms: The Salary shall be paid on monthly basis, on the submission of deliverables report by 27th of each month.

Professional ethics: You will not divulge to any person or utilize any of LEHS|WISH's privileged information, data or other information (which you may possess by reason of your association with LEHS|WISH) outside of the organisation.

Confidential Information: You will not at any time disclose or divulge or make public (except under legal obligation by order of an authorized legal authority) any information regarding LEHS|WISH's administration or program work, whether the same be confined to you or become known to you in the course of your service or otherwise. You will not seek to obtain proprietary rights to any work or publish any results of work carried out by you as part of your work with LEHS|WISH, without prior permission. You agree that this condition will hold good even after you have left LEHS|WISH insofar as the data, information, and results relate to our work while you were at here.

Contract Termination: Either party may terminate the association by giving 15 days' notice in writing or payment in lieu thereof. LEHS|WISH reserves the right to refuse your release from service until such time, as determined by LEHS|WISH, that you continue to retain

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

documents/property entrusted in your care and that are not returned to an authorized organizational representative with due acknowledgement.

Your association with LEHS|WISH is liable to be terminated with or without notice in the event of: a) Any breach by you of the conditions mentioned in this letter or of organization's Rules and Regulations; b) Any incorrect information furnished by you, and, c) Suppression by you of any information or facts or knowledge, crucial in relation to your assignment/ role.

Rules and Regulations: You will be bound by LEHS|WISH's Code of Conduct and all other rules, regulations, policies and orders issued by LEHS|WISH from time to time. You will be required to apply and maintain the highest standards of personal conduct, ethics, and integrity and to comply with all policies and procedures of LEHS|WISH.

Please carefully review this offer letter, and submit the documents required in Annexure II. We would appreciate your signing the duplicate copy of this letter to acknowledge your acceptance of the offer and its conditions and returning it to the Human Resource team.

We welcome you warmly as a member of the LEHS|WISH family and wish you productive, enjoyable, and fulfilling work.

For Lords Education and Health Society

_____

Sheena Gujral
Head Human Resource & OD

****

I accept this appointment and all the associated term and conditions. I hereby undertake that I have read and understood all the critical HR policies.

Signature: _____ **Date:** _____

Registrar
The IIHMR University
J. Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Annexure I

Indicative Scope of Work
Dr. Kartik Sharma
Trainee

Reposting to	You will be reporting in to Ms. Bindu Rathore, Consultant- Research and Documentation
TORs	• Support the innovations dept in the implementation of innovations in PHCs and Subcenters • Coordinate for any logistics related to innovation department • Coordination with the District Coordinators for getting the details on innovation devices • Supporting in the including the field experience in the learning documents of all four new devices under BIRAC • Supporting in the clinical studies of Neuro Touch and Dozee at the selected facilities • Maintain the detailed records of each innovation in the field • Supporting in developing the field learning document of innovations in Rajasthan Any other task assigned by your supervisor or any other person assigned.

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Annexure II

Joining Documents

1. An updated and signed CV
2. Self-attested copy of your income tax department issued Permanent Account Number (PAN) card.
3. Bank account information (number, type, branch name) for electronic salary transfers to either ICICI Bank or the State Bank of India. If you do not have an account with either of these banks, we can help you open one after you join.
4. Self-attested copy of highest qualification degree
5. Self-attested copy of date of birth proof
6. Self-attested copy of any Government issued photo identity card including passport/driving license/voter ID card/Aadhar card.
7. Self-attested proof of your current residence (utility bills, rental lease, ownership title deed)
8. One copy of a recent passport-size photograph

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The IIHMR University
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Near Sanganer Airport, Jaipur-302029

MARKETSANDMARKETS

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Date: 04-March-2021

To,
Komal Kaur
House No.68, Phase 9, Sector-63,
S.A.S Nagar, Mohali, Punjab - 160062

Dear Komal,

We are pleased to offer you the role of **Research Associate** with **MarketsandMarkets Research Pvt. Ltd.** You will be part of the MarketsandMarkets team with an anticipated start date of **05th March 2021.**

The key terms and conditions of employment are as set out in this letter:

Location of work

Your initial place of work will be **Pune,** However, your services are transferable and you may be assigned, after reasonable notice, to any location in India or abroad where MarketsandMarkets conducts business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

Full time employment

You will be considered as a full time employee of the Company from the date of joining and shall be on probation for a period of **6 Months**. You would not be directly or indirectly involved in any other form of employment apart from MarketsandMarkets during your tenure. Any such deviation/request must be routed through the Head of HR for approval.

Compensation

You will draw Total cost to company of INR **4,50,000** the break-up of which is attached for your reference. In this Total Cost to Company (CTC), your Variable compensation component will be INR **50,000** Per Annum and your Fixed compensation component will be INR **4,00,000** per annum. The salary structure in the offer is as per the current employment and compensation structure of the Organization and will be governed in due course by the relevant policies of the Company as may be in force from time and subject to deductions under applicable laws as may be in force from time to time. A detailed break up of your compensation is attached as Annexure 2

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Variable Structure

The variable performance bonus is based on your performance in line with the goals and objectives defined by the Company for your role as also the Company's performance overall and any criteria as may be laid down by the company in its policies from time to time. Relevant details pertaining to the prevailing variable scheme shall be communicated to you once you join the Organization.

Relocation

To assist with your relocation, you will be eligible for a relocation amount to an upper limit of **Rs 10,000/-** for goods and in addition to this budget you are also eligible to claim one-time **one-way Flight Tickets (Economy Class) for individual and immediate family (Spouse and up to two children only) by the fastest route possible from your current location of employment to Pune.** Such relocation amount can be claimed only upon submission of the Original receipts/bills and Original boarding pass and such reimbursement must be claimed within 1 year from the Date of Joining. Non-compliance of the above may result in non-reimbursement of the relocation expenses. In case you relocated from a different city the amount will be different based on the distance.

If you voluntarily resign from the Company within 12 months of your Date of Joining, the relocation amount in full shall be reimbursed by you immediately failing which the Company shall be entitled to such remedies or recourses as available under law.

Insurance

The company offers a medical Insurance scheme through its empaneled Insurance partners covering hospitalization expenses of upto **INR 1,50,000** as governed by the terms of such scheme and policy document which will be made available to you once you join the Organization.

Background checks

The Company shall be entitled, at its discretion, to conduct reference and / or background checks as per Company policy and this offer is conditional upon the result of such checks. In the event the results of such checks are unsatisfactory on any account, the Company may, in its sole discretion, revoke this offer / or terminate employment at any time.

Office Hours

You are required to work in according to the time schedule for the **APAC Geography** being assigned to you. In all cases, expectation is 9 hours of login time which includes an hour's break. You may also need to stretch as per the business needs.

Reporting Structure

Your immediate reporting will be to the **Senior Research Analyst or Manager Research**

Copyright and Disclosure

During the period of your Job with the Company, you shall be liable to disclose all copyright works or designs originated, conceived, written, or made by you or in which you have participated with others, either on completion or in marketable form, promptly when required by the company. All rights and copyrights of the work / material you produce either at the company's premises or elsewhere shall belong to the company.

Registrar
The IIHMR University
Near Sanganer Airport, Jaipur-302029

During the course of your engagement confidential information will/ may be made available to you, which must not be given out or used outside. In the event of termination of engagement,

whether voluntary or involuntary, this information should not be disclosed, used or exploited by you with any other individual, company or service.

Termination of employment while on probation

Without prejudice as per the current terms of the offer, either party can terminate the employment by issuing a notice to the other of One Month while the employee is in a probationary phase with the Organization. The notice clause applicable once the employee is confirmed with the Organization shall depend on the role and job level of the employee and is detailed in the Appointment letter which the employee is expected to sign as part of his/her appointment with the Organization. The Company reserves the right to refuse reimbursement of notice period from the employee and can insist that the employee serve the full notice period which the employee is obligated to do. The employment may also be terminated by the Company without notice for cause including but not limited to failure to perform duties, willful dishonesty, fraud, disobedience, poor performance, disorderly behavior, negligence, indiscipline, unauthorized absence from duty, conviction by any court of law, etc. Termination of employment and consequences of termination shall be governed by the applicable clauses as contained in the employment agreement.

General

This letter shall be construed to be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered to be a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation upto any time prior to the Date of Joining.

You are bound to abide and adhere to the policies, rules and regulations enforced by the company from time to time including those related to conduct, discipline, benefits, salary review, retirement and any other matters as though these rules, regulations and orders were a part of the agreement. Such policies rules and regulations may be subjected to alteration and amendment at The Company Name's own discretion by the management.

Non-Competition and Non-Solicitation

For a period of 2 years after the termination of your employment with the Company, you will not directly or indirectly be associated with, manage or advise a Company or firm that is in the same business as the company, unless with the specific written approval of the Company.

After termination of your employment with the Company, you agree not to hire the services of any individual employed with the Company, either on permanent or a temporary basis, to directly promote the business of any new Company or concern you may be associated with for a period of six months from the date of exit.

On the Date of Joining, you will be required to execute the Company's standard non-disclosure and inventions assignment agreements, the Company's standard employment agreements and such other documents as may be required by the Company's policies in force at such time.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Governing law

This Contract shall be governed, interpreted and enforced by and in accordance with the laws of India.

Acceptance of our offer

Please acknowledge a copy of this Offer Letter as a token of your acceptance on or before **8:00 P.M** on **04th March, 2021** failing which this Offer Letter shall stand terminated automatically. Any inability on your part due to any reason whatsoever to join the Company on or before the Date of Joining should be reported to the contact persons as mentioned in **Annexure 1, failing which the Company shall have the right to withdraw this Offer Letter at its discretion.**

The Company is excited about your joining and looks forward to a beneficial and productive relationship.

Sincerely,

Sulakshana Patankar
Chief People Officer
On behalf of MarketsandMarkets Research Pvt Ltd

Declaration

I have carefully read and understood the terms of this agreement /offer letter including Annexure 1 and Annexure 2 and accept the same unconditionally. I agree to be bound by rules and regulations of the company as may be amended from time to time.

Agreed to and accepted:

Registrar
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Near Sanganer Airport, Jaipur-302029

Komal Kaur _____ Signature _____ Date

MARKETSANDMARKETS

MarketsandMarkets
Research Private Limited

Corporate office: Level 1, Tower B-5,
SEZ, Magarpatta City,
Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Annexure 1

Documents required at the time of joining

We request you to submit copies of the following documents:

a. Resume/CV copy
b. Copy of X, XII, Graduation, PG Degree / Diploma / other qualification Certificates / Degree
c. Identity & Address Proof : Driver's license / Election ID Card
d. Service certificates / Relieving letter of the last employer (if employed previously)
e. Passport
f. Latest salary slip [for last three months]
g. 1 cancelled cheque of any bank, saving account's in your name
h. Experience certificates (from at least previous 2 employers)
i. Copy of PAN Card and Aadhar Card
j. Copy of TDS certificate/Form 16 of previous employer
k. Your appointment letter at your last company and also all the subsequent compensation review letters, if any.
l. Particulars of blood group and any medical allergies
m. Recent passport sized photographs (five nos)

The Company reserves the right to request for any additional documents to be submitted along with the above on the Date of Joining or at any time during the term of employment

Please report on your date of joining at 10 AM at the below mentioned address:

MarketsandMarkets Research Pvt. Ltd.
Level 1, B5,
SEZ building,
Magarpatta, Pune – 411013.

Contact Person:
Amol Deore
+91-8087637920
hrops@marketsandmarkets.com

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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MarketsandMarkets
Research Private Limited

Corporate office: Level 1, Tower B-5,
SEZ, Magarpatta City,
Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Annexure 2

Name	Komal Kaur	
Designation	Research Associate	
Date of Joining	05-March-2021	
CTC	450,000	
COMPONENTS	**Monthly (Rs.)**	**Annual (Rs.)**
Basic Salary	15,000	180,000
HRA	6,000	72,000
Education Allowance	0	0
Hostel Allowance	0	0
LTC/LTA	0	0
Food Allow/Meal Vouchers	0	0
Special Allowance	9,811	117,736
Sub Total (A)	**30,811**	**369,736**
Health Club Allowance	0	0
Telephone Allow /Expense	0	0
Academic Allowance	0	0
Chauffeur Allowance	0	0
Car Allowance	0	0
Total Reimbursement (B)	**0**	**0**
Total Gross Salary(C=A+B)	**30,811**	**369,736**
P.F.(Employer contribution)	1,800	21,600
E.S.I. (Employer contribution)	0	0
Gratuity	722	8,664
Total Deferred Benefits(D)	**2,522**	**30,264**
CTC(E=C+D)	**33,300**	**400,000**
Variable- Performance Bonus		**50,000**
TOTAL ANNUAL CTC		**450,000**

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MarketsandMarkets
Research Private Limited
Corporate office: Level 1, Tower B-5,
SEZ, Magarpatta City,
Hadapsar, Pune - 411013
CIN - U74999PN2017PTC168728

Salary Structure Clause

Leave Travel Allowance claims will be treated as per existing tax laws and the remainder will be paid as Special Allowance and taxed accordingly.

The performance based variable pay is an indicative amount and may vary depending on your performance and the Company's performance.

You should be on the rolls of the company at the time of the payout to be eligible for performance based variable Pay. You would not be eligible for this payout if you have resigned /exited or serving notice.

Please note:-

-PF amount mentioned shall differ based on nationality as per governing laws.
-Conditions Apply as per the prevailing company policy.

Registrar
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Outlook

Interview results- HLFPPT

From Nidhi Saraswat <nsaraswat@hlfppt.org>

Date Wed 12/30/2020 4:17 PM

To IIHMR Registrar <registrar@iihmr.edu.in>; Anshul Goyal <anshul@iihmr.edu.in>; Placements <placements@iihmr.edu.in>

Cc Avinash Daga <adaga@hlfppt.org>; rjain <rjain@hlfppt.org>; Pankhuri Rai <prai@hlfppt.org>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir,
Greetings from HLFPPT!

We extend our regards for the support offered by IIHMR in scheduling & conducting the interviews smoothly. We are happy to announce that we have selected 6 students based on their performance to work with us under DIB project in Rajasthan.
Salary: 15k during Probation (3Months) & 30k After Probation (Not Negotiable)

Please confirm their availability for joining on 11th January 2020 as discussed.

Name	Contact No.	Place of residence	Gender	MBA Stream	Graduation Stream
Aditya Saikia	9886143320	Jorhat	Male	Rural Management	Bachelor of Clinical Optometry
Aastha Dwivedi	9016667394	Aurangabad Bihar	Female	Pharmaceutical Management	B.Pharm.
Jahnvi Srivastava	6388331908	Kanpur	Female	Rural Management	B.Tech (Biotechnology)
Niyati Saxena	8989612609	Bhopal	Female	Rural Management	B.Com (Economics)
Rahul Kumar Singh	6206869330	Bhagalpur, Bihar	Male	Rural Management	B.Sc. (Agriculture)
L Nandini Krishna	9560199887	New Delhi	Female	Health Management	B.Sc. (Hons) (Biomedical Science)

Warm regards.
Dr. Nidhi Saraswat DPM,
DIB Project HLFPPT

Registrar
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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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ImpactGuru.com

Dear **Lalita Kumari**,

I am pleased to extend to you an offer of Consultant as **Business Development Trainee** with **Impact Guru**.

We have enjoyed getting to know you and believe you have much to contribute to our firm and our culture. We hope that in the process of getting to know us, you have concluded that the fit is compelling and that ImpactGuru is the best firm at which to take the next step in your career and to grow further. We congratulate you!

ImpactGuru's aspiration of innovative thinking, open collaboration, and passion for driving change enables nonprofits, social enterprises, corporate, and other change-makers and impact creators to outperform and our Consultants to achieve greatness. We will be thrilled to have you as part of our team. You will bring your ambitious aspirations and unique talents to the firm and to our clients. In return, you will find unparalleled opportunities for personal and professional development at ImpactGuru, with no limits on the paths your career may take.

We feel that your skills and background will be valuable assets to our firm and we are delighted at the prospect of your joining us. Impact Guru is a transformative organization and aspires to be a market leader in its niche. Within and beyond ImpactGuru, our people will make a difference to the world because of the leaders they will become while here.

Please reach out to me with questions at any time. We hope to stay in close contact with you and look forward to having you as our colleague.

COMPENSATION:

Annual Professional fees

Your annual Professional fees will be **Rs. 4,00,000/-** paid in equal installments every month. Your Professional fees will be subject to TDS or other statutory deductions, if any.

Compensation details:

Internship Stipend: 25,000/- per month

Total CTC Offered: 5.80 LPA (Full time employment)

CTC offered: 4 LPA (Fixed) + Upto 60,000/- PA (Travel Allowance) + Upto 1.20 LPA (Incentives - performance based)

Below mentioned documents are necessary to submit:

- Pan Card, Aadhar Card
- Address proof
- Educational Certificate
- Last 3 Payslips and Bank Statement

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- Previous Experience Letter/Offer Letter/ Relieving letter

- Cancelled Cheque/ Any Account Detail Proof

- Front facing Photo

- 3 Reference details from previous company (HR, Reporting Manager, Founders)

Compliance with Terms and Conditions and Policies

All consultants are required to comply with Impact Guru's policies, which include those related to non-discrimination, sexual harassment, confidentiality, non-compete, and others as outlined in other policies as will be shared with you from time to time. You will be required to sign this letter which provides a statement of basic standards of behavior and expectations central to Impact Guru's values.

Your Appointment as Consultant is subject to a positive reference verification & submission of documents and the terms and conditions outlined in this letter and all HR policies and procedures of Impact Guru, as amended from time to time.

On acceptance of this letter, you cannot discard our offer and /or cannot join /accept / prefer other offer upon acceptance of our offer, you cannot leave Impact Guru within a period of 6 months, in case you want to leave within 6 months then you have to serve a 2 months' notice or buy out the notice period with 2 times of your salary, post 6 months the notice will be revised to 1 month. In conflict of aforesaid terms, you will be responsible for reimbursing the company three times of the salary paid to you within seven days from the date of your resignation failing which Impact Guru shall be constrained to file appropriate proceedings both civil and criminal, in the court of law for the recovery of the aforesaid amount. The interest shall be charged at the rate of 18% p.a. upon failing to make payment within seven days as aforesaid.

Your date of joining will be on or post 22nd March 2021 based on Management's discretion.

Your work location for internship and full time employment is Delhi.

Accepted,

Name:

Date:

Signature:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Date: 23rd March 2021

OFFER LETTER

To
Dr. Lunika Tak
Tak Shiksha Niketan, Police Lines,
Ajmer- 305001, Rajasthan

Dear Lunika,

We are pleased to offer you the position of **Executive – Quality Department** in our hospital. Your joining is scheduled on or before **05th April 2021.**

Your total annual Cost to Company (CTC) will be **₹3,25,000 (Three Lakhs Twenty-Five Thousand Only)**, subject to applicable deductions.

You are requested to submit the following documents at the time of joining:

- Educational certificates
- Identity and address proof
- Last salary slip or proof of employment
- Passport-sized photographs
- Any other documents as may be required

Further details regarding your duties and reporting structure will be shared on the day of joining. Kindly confirm your acceptance by signing and returning a copy of this letter.

Mr. Sukanta Kumar Das
Chief Operating Officer
Mahatma Gandhi Medical College & Hospital

SUKANTA KUMAR DAS
Chief Operating Officer
Mahatma Gandhi Medical College & Hospital

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Placements

From: HR & Corporate Communications <hrd@amsindia.org>
Sent: 04 April 2021 13:30
To: Madhubala Mundra
Cc: Placements
Subject: Re: Greetings from IIHMR University, Jaipur: 2020-21 Season
Attachments: Key HR Policies and Guidelines (AMS).pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Dr. Madhubala,

We thank you for showing interest in building up a relationship with our organization.

Based on your performance in the tests and personal interactions, we are pleased to offer you the position of **Research Analyst** with our organization. This is a regular cadre position and upon successful completion of the probation period, you shall be entitled to benefits such as Provident Fund, Health Insurance, Self Development Allowance, etc.

As discussed, the starting remuneration for both the candidates would be **Rs. 6 lakh p.a.** We shall be deciding upon the date of joining and other required formalities, mutually, at a later stage.

We are sharing herewith our key HR Policies Guidelines for your kind reference.

Your place of posting shall be the **Lucknow** office of the company. For the initial period of 2 years, your base location shall be at the Lucknow Office of the organization and during this period, no request for transfer from you shall be entertained.

If agreeable, kindly convey your unequivocal acceptance to the above offer through email latest by 5th April, 2021, failing which, this offer shall no longer be valid.

Note: As per the company policy, you will be required to work on your own laptop. Hence, please make sure to carry your laptop along with you, on the date of your joining.

With Best Wishes,

Vatansa Srivastava | Manager - Human Resources

Academy of Management Studies (AMS)
Telephone: 0522 2352492, 2350825 / 011 45622401
Mobile No: +91 9554245756
www.amsindia.org

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Narayana Health™
Health for all. All for health.

10.02.2021
Employee No : 356572
Ms. Mahima Jha
Bhupendra Jha H.No. 33, Gali No. 4
Hanuman Nagar, Bihari Ganj Ajmer Ajmer
Rajasthan - 305001

Reference no. : 150111356572
Offer no. : 6000023093

Dear Mahima Jha,

Sub: Letter of Appointment

We welcome you to Narayana Health (hereafter referred to as 'NH'). We believe that you will be a valuable addition to the NH team and wish you all success in this assignment. We are pleased to appoint you on the following terms and conditions:

A.	**Designation**	: Executive-Inpatient Services
B.	**Date of Joining**	: 10.02.2021
C.	**Location**	: Narayana Hrudayalaya Limited,Sec-28,Khumbha Marg, Pratapnagar,Jaipur,Rajasthan-302033
D.	**Compensation**	: INR. 300,000.00 p.a

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Hospital's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Hospital reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this offer is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Hospital, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to hospital are found to be false or misleading, or your work performance falls short of the minimum standards required by the hospital, the hospital shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. You warrant that you are not prevented by a court or by any other administrative or judicial order from providing the services required under this employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. You will be bound by the rules and regulations enforced by the organisation from time to time in relation to conduct, discipline, leave, holidays or any matter relating to service conditions which will be deemed as rules, regulations and orders. The same will be made available to the employees on the Intranet/mailer or whatsoever may be the manner which the Organisation deemed as suitable. The Organisation reserves the right to modify, alter or delete the existing service rules or to introduce fresh service rules which will be binding upon you.

e. This appointment is being made to you & subject to producing the relevant documents as intimated to you in the offer of employment.

f. **Fitness to Work:** At any time during the tenure of service, the Organisation has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

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g. **Transfer:** You may be transferred to any of our offices/branches or subsidiaries/affiliates of the Hospital, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Employee Manual as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** An employee shall retire from the services of the Hospital at the end of the month in which he/she attains the age of 60 years, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Hospital. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, etc., explicit permission from the Hospital has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Hospital.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your Key Result Area (KRA) milestones and the applicable timelines for review within a month (30 days). This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with NH will be effective on your joining date. The Hospital operates 24 hours across 7 days a week. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you NH, as a service Organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the Organisation from time to time.

4. Probation and Notice Period

You will be on probation for an initial period of six months from the date of your joining and during this period your notice period will be one month. Your service is deemed to be confirmed upon completion of your said probation period unless your performance is found unsatisfactory and your probation is further extended in writing by NH. The Hospital may confirm your services based on satisfactory performance during the probation period In case your performance is found unsatisfactory during the probation period, the Hospital may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Hospital would be fully entitled to terminate your services with a one month. notice during the probation period without assigning any reason. Similarly you may leave the services of the Hospital giving a one month. notice without assigning any reason at any time during the probationary period.

a. After confirmation, the Hospital reserves the right to terminate your service on giving a one month notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Hospital on giving one month notice or forfeiture of salary in lieu thereof. The prerogative to ask the employee to serve the notice period or recover salary in lieu of rests with the Hospital. In case you leave the employment of the Hospital without the prescribed notice, the Hospital will have the right to recover an amount equivalent to one month salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Hospital or Hospital's property if any, and also to the extent of any advance made to you by the Hospital.

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b. You will continue to be governed by HR policies during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Hospital reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Hospital will not be liable to pay you any dues whatsoever.

c. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable HR policies or any other applicable policies governing your employment, including POSH, FAW, unauthorized absence / leave, the Hospital may terminate your employment immediately.

d. On termination of employment, an employee shall return to the office all articles of the Hospital issued to him/her by the office and his/her custody. The Hospital shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure and will be paid as arrears.

b. You will be entitled to other compensation and benefits in accordance with the Hospital's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Hospital`s discretion.

c. Your compensation will be reviewed periodically as per the Hospital's policy. Changes in your compensation are carried out at the sole discretion of the Hospital and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Hospital policies:

a. Leave and Holidays as applicable below to your category of employees and location where you are posted.

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Hospital.

c. Participation in the Employee Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Hospital medical assistance program and Contributory Insurance and benefits program for your category of employees.

7. Responsibilities

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Hospital objectives.

b. You will keep the Hospital informed of any change in your residential address or in your civil status.

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c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Hospital, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Hospital/ its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Organisation to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Hospital's work for which you will be reimbursed travel expenses as per the Hospital policy applicable to your category of employees.

e. All employees of the Hospital are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the employee manual and policies of the hospital including but not limited to the Code of Conduct, POSH, FAW, and Information Security Policy etc. which is circulated through Intranet time to time as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Hospital which may be in your use, custody or charge.

8. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed 'Confidential Information, Intellectual Property Rights and Non Compete agreement' at all times during your employment

9. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of 'force majeure', including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such 'force majeure' event remains in effect.

10. This offer shall be governed by and construed in accordance with the laws of India. The courts at India alone shall have jurisdiction in the event of any dispute.

11. In the absence of our receiving your signed acceptance of this letter appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Hospital.

Welcome to NH and I wish you the best.

for Narayana Hrudayalaya Limited,

Balwinder Singh Walia
Facility Director

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Health for all. All for health.

Annexure 1

Name : Mahima Jha
Effective Date : 10.02.2021

Your total annual compensation will be **INR 300,000.00 .** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under:

Components	Per Month (INR)	Per Annum (INR)
Basic	6,250.00	75,000.00
House Rent Allowance	3,125.00	37,500.00
Conveyance	1,600.00	19,200.00
Flexible Allowance	11,525.00	138,300.00
Statutory Bonus Advance	700.00	8,400.00
Company Contribution-PF	1,800.00	21,600.00
Total CTC	**25,000.00**	**300,000.00**

Statutory Bonus Advance: Advance Statutory Bonus paid on monthly basis will be adjusted against the bonus Payable under the Payment of Bonus Act as and when due.

National Pension Scheme (NPS): You have an option to subscribe for NPS. If you choose to exercise this option, kindly intimate the HR Department before joining services of NH. In such an event, your CTC will be restructured to factor your subscription to NPS.

Gratuity: You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Hospital. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act.

Insurance: As an employee of NH, you will be eligible for group mediclaim floater policy with an INR 100,000/- cover per annum for self, spouse and two children (children below the age of 25 years). In addition, you will be eligible for subscription to group personal accident insurance policy with an INR 500,000/- cover per annum. Apart from the above, you will also be entitled for subscription to group term life insurance policy for INR 500,000/- per annum.

If you wish, you may avail the floater cover subject to conditions, under group mediclaim insurance not exceeding INR 1,000,000/- cover for all dependents per annum by paying applicable premium.

****

Declaration:
I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Hospital.

Signature: **Date:**

Name :

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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MarketsandMarkets
Research Private Limited

Corporate office: Level 1, Tower B-5,
SEZ, Magarpatta City,
Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Date: 16-March-2021

To,
Malini Nair
2/20 AIIMS Qtrs, Behind South Extn,
Part 2, Andrewsganj,
South Delhi, Delhi 110049

Dear Malini,

We are pleased to offer you the role of **Research Associate** with **MarketsandMarkets Research Pvt. Ltd.** You will be part of the MarketsandMarkets team with an anticipated start date of **16th March 2021.**

The key terms and conditions of employment are as set out in this letter:

Location of work
Your initial place of work will be **Pune,** However, your services are transferable and you may be assigned, after reasonable notice, to any location in India or abroad where MarketsandMarkets conducts business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

Full time employment
You will be considered as a full time employee of the Company from the date of joining and shall be on probation for a period of **6 Months**. You would not be directly or indirectly involved in any other form of employment apart from MarketsandMarkets during your tenure. Any such deviation/request must be routed through the Head of HR for approval.

Compensation
You will draw Total cost to company of INR **4,50,000** the break-up of which is attached for your reference. In this Total Cost to Company (CTC), your Variable compensation component will be INR **50,000** Per Annum and your Fixed compensation component will be INR **4,00,000** per annum. The salary structure in the offer is as per the current employment and compensation structure of the Organization and will be governed in due course by the relevant policies of the Company as may be in force from time and subject to deductions under applicable laws as may be in force from time to time. A detailed break up of your compensation is attached as Annexure 2

Variable Structure
The variable performance bonus is based on your performance in line with the goals and objectives defined by the Company for your role as also the Company's performance overall and any criteria as may be laid down by the company in its policies from time to time. Relevant details pertaining to the prevailing variable scheme shall be communicated to you once you join the Organization.

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Relocation

To assist with your relocation, you will be eligible for a relocation amount to an upper limit of **Rs 10,000/-** for goods and in addition to this budget you are also eligible to claim one-time **one-way Flight Tickets (Economy Class) for individual and immediate family (Spouse and up to two children only) by the fastest route possible from your current location of employment to Pune.** Such relocation amount can be claimed only upon submission of the Original receipts/bills and Original boarding pass and such reimbursement must be claimed within 1 year from the Date of Joining. Non-compliance of the above may result in non-reimbursement of the relocation expenses. In case you relocated from a different city the amount will be different based on the distance.

If you voluntarily resign from the Company within 12 months of your Date of Joining, the relocation amount in full shall be reimbursed by you immediately failing which the Company shall be entitled to such remedies or recourses as available under law.

Insurance

The company offers a medical Insurance scheme through its empaneled Insurance partners covering hospitalization expenses of upto **INR 1,50,000** as governed by the terms of such scheme and policy document which will be made available to you once you join the Organization.

Background checks

The Company shall be entitled, at its discretion, to conduct reference and / or background checks as per Company policy and this offer is conditional upon the result of such checks. In the event the results of such checks are unsatisfactory on any account, the Company may, in its sole discretion, revoke this offer / or terminate employment at any time.

Office Hours

You are required to work in according to the time schedule for the **APAC Geography** being assigned to you. In all cases, expectation is 9 hours of login time which includes an hour's break. You may also need to stretch as per the business needs.

Reporting Structure

Your immediate reporting will be to the **Senior Research Analyst or Manager Research**

Copyright and Disclosure

During the period of your Job with the Company, you shall be liable to disclose all copyright works or designs originated, conceived, written, or made by you or in which you have participated with others, either on completion or in marketable form, promptly when required by the company. All rights and copyrights of the work / material you produce either at the company's premises or elsewhere shall belong to the company.

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During the course of your engagement confidential information will/ may be made available to you, which must not be given out or used outside. In the event of termination of engagement,

whether voluntary or involuntary, this information should not be disclosed, used or exploited by you with any other individual, company or service.

Termination of employment while on probation

Without prejudice as per the current terms of the offer, either party can terminate the employment by issuing a notice to the other of One Month while the employee is in a probationary phase with the Organization. The notice clause applicable once the employee is confirmed with the Organization shall depend on the role and job level of the employee and is detailed in the Appointment letter which the employee is expected to sign as part of his/her appointment with the Organization. The Company reserves the right to refuse reimbursement of notice period from the employee and can insist that the employee serve the full notice period which the employee is obligated to do. The employment may also be terminated by the Company without notice for cause including but not limited to failure to perform duties, willful dishonesty, fraud, disobedience, poor performance, disorderly behavior, negligence, indiscipline, unauthorized absence from duty, conviction by any court of law, etc. Termination of employment and consequences of termination shall be governed by the applicable clauses as contained in the employment agreement.

General

This letter shall be construed to be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered to be a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation upto any time prior to the Date of Joining.

You are bound to abide and adhere to the policies, rules and regulations enforced by the company from time to time including those related to conduct, discipline, benefits, salary review, retirement and any other matters as though these rules, regulations and orders were a part of the agreement. Such policies rules and regulations may be subjected to alteration and amendment at The Company Name's own discretion by the management.

Non-Competition and Non-Solicitation

For a period of 2 years after the termination of your employment with the Company, you will not directly or indirectly be associated with, manage or advise a Company or firm that is in the same business as the company, unless with the specific written approval of the Company.

After termination of your employment with the Company, you agree not to hire the services of any individual employed with the Company, either on permanent or a temporary basis, to directly promote the business of any new Company or concern you may be associated with for a period of six months from the date of exit.

On the Date of Joining, you will be required to execute the Company's standard non-disclosure and inventions assignment agreements, the Company's standard employment agreements and such other documents as may be required by the Company's policies in force at such time.

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Governing law
This Contract shall be governed, interpreted and enforced by and in accordance with the laws of India.

Acceptance of our offer

Please acknowledge a copy of this Offer Letter as a token of your acceptance on or before **8:00 P.M** on **16th March, 2021** failing which this Offer Letter shall stand terminated automatically. Any inability on your part due to any reason whatsoever to join the Company on or before the Date of Joining should be reported to the contact persons as mentioned in **Annexure 1, failing which the Company shall have the right to withdraw this Offer Letter at its discretion.**

The Company is excited about your joining and looks forward to a beneficial and productive relationship.

Sincerely,

Sulakshana Patankar
Chief People Officer
On behalf of MarketsandMarkets Research Pvt Ltd

Declaration

I have carefully read and understood the terms of this agreement /offer letter including Annexure 1 and Annexure 2 and accept the same unconditionally. I agree to be bound by rules and regulations of the company as may be amended from time to time.

Agreed to and accepted:

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Malini Nair _____ Signature _____ Date

MARKETSANDMARKETS

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Annexure 1

Documents required at the time of joining

We request you to submit copies of the following documents:

a. Resume/CV copy
b. Copy of X, XII, Graduation, PG Degree / Diploma / other qualification Certificates / Degree
c. Identity & Address Proof : Driver's license / Election ID Card
d. Service certificates / Relieving letter of the last employer (if employed previously)
e. Passport
f. Latest salary slip [for last three months]
g. 1 cancelled cheque of any bank, saving account's in your name
h. Experience certificates (from at least previous 2 employers)
i. Copy of PAN Card and Aadhar Card
j. Copy of TDS certificate/Form 16 of previous employer
k. Your appointment letter at your last company and also all the subsequent compensation review letters, if any.
l. Particulars of blood group and any medical allergies
m. Recent passport sized photographs (five nos)

The Company reserves the right to request for any additional documents to be submitted along with the above on the Date of Joining or at any time during the term of employment

Please report on your date of joining at 10 AM at the below mentioned address:

MarketsandMarkets Research Pvt. Ltd.
Level 1, B5,
SEZ building,
Magarpatta, Pune – 411013.

Contact Person:
Amol Deore
+91-8087637920
hrops@marketsandmarkets.com

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MARKETSANDMARKETS

MarketsandMarkets
Research Private Limited

Corporate office: Level 1, Tower B-5,
SEZ, Magarpatta City,
Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Annexure 2

Name	Malini Nair	
Designation	Research Associate	
Date of Joining	16-March-2021	
CTC	450,000	
COMPONENTS	**Monthly (Rs.)**	**Annual (Rs.)**
Basic Salary	15,000	180,000
HRA	6,000	72,000
Education Allowance	0	0
Hostel Allowance	0	0
LTC/LTA	0	0
Food Allow/Meal Vouchers	0	0
Special Allowance	9,811	117,736
Sub Total (A)	**30,811**	**369,736**
Health Club Allowance	0	0
Telephone Allow /Expense	0	0
Academic Allowance	0	0
Chauffeur Allowance	0	0
Car Allowance	0	0
Total Reimbursement (B)	**0**	**0**
Total Gross Salary(C=A+B)	**30,811**	**369,736**
P.F.(Employer contribution)	1,800	21,600
E.S.I. (Employer contribution)	0	0
Gratuity	722	8,664
Total Deferred Benefits(D)	**2,522**	**30,264**
CTC(E=C+D)	**33,300**	**400,000**
Variable- Performance Bonus		**50,000**
TOTAL ANNUAL CTC		**450,000**

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MarketsandMarkets Research Private Limited
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SEZ, Magarpatta City,
Hadapsar, Pune - 411013
CIN - U74999PN2017PTC168728

Salary Structure Clause

Leave Travel Allowance claims will be treated as per existing tax laws and the remainder will be paid as Special Allowance and taxed accordingly.

The performance based variable pay is an indicative amount and may vary depending on your performance and the Company's performance.

You should be on the rolls of the company at the time of the payout to be eligible for performance based variable Pay. You would not be eligible for this payout if you have resigned /exited or serving notice.

Please note:-
-PF amount mentioned shall differ based on nationality as per governing laws.
-Conditions Apply as per the prevailing company policy.

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KARKINOS

EMPLOYMENT AGREEMENT

This **Employment Agreement** ("**Agreement**") is entered into on this 05th day of May 2021.

BY AND BETWEEN:

Karkinos Healthcare Private Limited, a private limited company incorporated and existing under the laws of India and having its registered office at Mumbai, (hereinafter referred to as the "**Company**" which expression shall, unless repugnant to the context or meaning thereof, be deemed to include its successors-in-interest and assigns), of the **ONE PART**;

AND

Mayank Chhabra,currently residing at # 98, Sector 5, Part 6, Opp Sector 5Police Station, Gurgaon-122001(Hereinafter referred to as "Employee", which expression shall, unless repugnant to the context or meaning thereof, be deemed to include the employee's successors, legal heirs and permitted assigns), of the **OTHER PART**.

The Company and the Employee are hereinafter referred to individually as a "**Party**" and collectively as the "**Parties**".

WHEREAS:

A. The Company is engaged in the business of developing healthcare solutions ("**Business**").

B. The Company proposes to engage the services of the Employee as a full time employee of the company in the designation of **"Business Analyst"**subject to the terms and conditions set out in this Agreement and the Employee has agreed to accept such offer of employment, on the terms and conditions set forth in this Agreement.

NOW THEREFORE, in consideration of the mutual promises, covenants, understandings and conditions hereinafter set forth and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. DEFINITIONS AND INTERPRETATIONS

In this Agreement, unless the context clearly indicates a contrary intention, and in addition to the terms defined in the body of the Agreement, the following words or expressions shall have the meaning assigned herein:

1.1.1. "**Board of Directors**" or "**Board**" shall mean the board of directors of the Company;

1.1.2. "**Person**" shall mean any natural person, limited or unlimited liability company, corporation, partnership (whether limited or unlimited), proprietorship, Hindu undivided family, trust, union, association, government or any agency or political subdivision thereof or any other entity that may be treated as a Person under Applicable Law;

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2. EMPLOYMENT

2.1. The Company hereby employs the Employee in and with the position and title as set forth herein.

2.2. The Employee's primary place of employment shall be at Hyderabad. The Company may, from time to time, require the Employee to travel to other locations (whether in or outside India) in connection with the employment.

2.3. During the course of the employment, the Employee shall perform such duties, functions and responsibilities as the Board shall from time to time determine and entrusted to the employee. The Employee shall provide their services in accordance with the directions of the Board.

3. TIME TO BE DEVOTED TO EMPLOYMENT; LEAVE ENTITLEMENT

3.1. During the course of the employment, the Employee shall devote all of their professional and business time, attention and energies to the business and affairs of the Company.

3.2. The Employee shall be entitled to leave in accordance with the Company's policies as adopted by the Board from time to time.

3.3. The Employee shall, at all times, be required to carry out the duties and responsibilities assigned to the employee by the Board or any of the supervisors, faithfully and diligently and in compliance with the established policies and procedures, endeavoring to the best of the employee's ability to protect and promote the interests of the Company.

4. REMUNERATION

4.1. The Employee's remuneration for the services rendered by the employee shall initially be as set forth in Schedule A hereto, which may be amended by or under the authority of the Board from time to time.

4.2. The payments made and other benefits given to the Employee by the Company for the services rendered to the Company shall be subject to withholding of taxes as per applicable laws. The Employee shall be liable for any income tax and all other applicable taxes arising out of such payments and benefits.

5. INVENTION ASSIGNMENT RIGHTS

If at any time during the course of employment under this Agreement the Employee makes or discovers or participates in the making, improvement or discovery of any intellectual property directly or indirectly relating to or capable of being used by the Company, full details of the intellectual property shall immediately be disclosed in writing by the Employee to the Company and the intellectual property shall be the absolute property of the Company. At the request of the Company, the Employee shall give and supply all such information, data, drawings and assistance as may be necessary or in the opinion of the Company desirable to enable the Company to exploit the intellectual property to the best advantage (as decided by the Company). The Employee shall execute all documents and do all things which may, in the opinion of the Company, be necessary or desirable for obtaining patent or other protection for the Intellectual Property and for vesting the same in the Company, as the Company may direct.

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6. NON-COMPETITION AND NON-SOLICITATION

6.1. The Employee hereby undertakes that during the term of employment with the Company and for a further period of 1 (one) year from the date employee ceases to be in the employment of the Company ("**Non-Compete Period**"), the employee shall not, as an individual, partner, employee, consultant, shareholder, member, or in association with any Person, except on behalf of the Company, in any manner, directly or indirectly, during the Non-Compete Period: (i) Compete with the Company (ii) solicit or render services to or for a client of the Company (whether present or future) (iii) interfere with the Company's business (iv) employ any present or former employee of the company.

Further, the Employee hereby acknowledges that the type and periods of restriction imposed in the provisions of this Article 6 are fair and reasonable and are reasonably required in order to protect and maintain the legitimate business interests and the goodwill associated with the Business.

7. CONFIDENTIALITY/ NDA

7.1. The Employee acknowledges that during the course of the employment with the Company, the employee will have access to and/or will possess trade secrets and other confidential information of the Company and its suppliers and customers, including the Company's business plans, technological and strategic initiatives, marketing programs, details of suppliers and customers, pricing and credit techniques, information concerning dealings, transactions or affairs of the Company or any of its Affiliates, source codes, program codes, software design know-how, research and development activities, private processes, and books and records ("**Confidential Information**"). To protect the Confidential Information and the goodwill of the Company, the Employee undertakes to the Company that the employee shall not, without the express written permission of the Company, use or disclose (either personally or through an agent or otherwise, directly or indirectly) or allow to be used or disclosed:

7.1.1. any such Confidential Information; or
7.1.2. any trade name used by the Company, or any other name similar to such a trade name.

7.2. In furtherance of Section 7.1 above, all memoranda, notes, records or other documents, made or compiled by the Employee or made available to the employee during the course of the employment, which contain Confidential Information, if in the possession or under the Employee's control, shall be delivered to the Company, or on the Company's instructions destroyed by the Employee, upon termination of the employment.

7.3. The Employee's confidentiality obligations under this Article 7 shall continue in perpetuity, except in the following circumstances:

7.3.1. if the Employee is required by any court of law or statutory, regulatory or quasi-judicial authority to disclose any Confidential Information;
7.3.2. if the Confidential Information in question is in the public domain without any breach of this Article 7 or other confidentiality obligation; and
7.3.3. if the Employee receives the Confidential Information in question from any third party who has obtained the same lawfully.

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8. TERMINATION OF EMPLOYMENT

8.1. The Employee's employment may be terminated for Cause immediately upon notice to the Employee. For the purpose of this Agreement, "Cause" shall mean: (i) a charge sheet being filed against the Employee (ii) gross negligence or misconduct by the Employee (iii) breach of terms of employment or company policy by the Employee (iv) Employee declared as insolvent under law (v) acts or omissions by the Employee that are grounds for summary termination of employment (vi) abandonment of continuous absence for a period greater than 5 days without notice to Company.

8.2. Without prejudice to Company's right under clause 8.1 to terminate the employment with immediate effect, Either Party may terminate this Agreement by giving a 30 (thirty) day prior notice of termination to the other Party hereinafter referred to as the "Notice Period"). Termination shall be effective on the last day of the Notice Period unless otherwise agreed by the Company. As a condition for agreeing to a shorter notice period the Party who sent the termination notice under this Clause shall pay to the other Party the prevailing salary of the Employee for the period by which the Notice Period exceeds the agreed shorter notice period, unless the Parties mutually agree otherwise.

9 OBLIGATIONS UPON TERMINATION

Obligations of the Company

9.1.1. Upon the termination of the Employee's employment for any reason under this Agreement, the Company shall pay the employee (or to the employee's spouse or such other person so nominated by the employee as their nominee, any payments due to the employee in case of termination due to Employee's death), at the time of such termination, any amounts which are accrued but unpaid through the date of termination under the terms of this Agreement.

Obligations of Employee

9.1.2. As specified in Clause 7.2 above, all memoranda, notes, records or other documents, made or compiled by the Employee or made available to the employee during the course of their employment, which contain Confidential Information, shall be handed over to the Company, if in the employee's possession or under their control. Upon termination of the Employee's employment, the Employee shall handover to the Company any laptop or other communication devices including any external hard drives, data cards, etc. provided by the Company. The Employee shall also relinquish all positions and/or memberships in anybody/committee/association to which the employee was appointed or nominated by virtue of the employment with the Company.

10. REPRESENTATIONS AND WARRANTIES

10.1. The Employee hereby represents, warrants, and confirms that:

10.1.1. has executed and delivered this Agreement as a free and voluntary act, after having determined that the provisions contained herein are of benefit to the employee, and that the duties and obligations imposed on the employee hereunder are fair and reasonable and will not prevent the employee from earning a comparable livelihood following the termination of employment with the Company;

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10.1.2. has read and fully understood the terms and conditions set forth herein and the benefits and consequences of entering into this Agreement; and

10.1.3. the execution of this Agreement by the employee and performance of the employee's obligations, responsibilities and duties hereunder shall not result in the breach of any of the employee's obligations, covenants or undertakings (including any professional, statutory, contractual or fiduciary duties or obligations) to any other Person.

11. REMEDIES

Upon breach of this Agreement, the Employee recognizes, and the Company reserves the right to institute and prosecute proceedings in any court of competent jurisdiction to prevent the Employee from further violating this Agreement or any other agreement, in the form of relief including but not limited to injunction(s). Relief of injunction and/or specific performance shall be in addition to any remedy for damages which the Company may be entitled to.

12. GOVERNING LAW AND DISPUTE RESOLUTION

112.1 Any dispute or controversy arising out of or relating to this Agreement shall be settled by arbitration with its seat Mumbai, Maharashtra in accordance with the Indian Arbitration and Conciliation Act, 1996, in the English language, and shall be heard and determined by an arbitral tribunal composed of a sole arbitrator appointed by the Company. The decision of the arbitrator shall be final, conclusive and binding on the Parties. Notwithstanding the foregoing, nothing contained herein shall be deemed to prevent either Party from seeking and obtaining injunctive and equitable relief from any court of competent jurisdiction without the posting of any bond or other security.

112.2 This Agreement shall be construed with, and be governed by, the laws of India without giving effect to the principles of conflicts of laws. Subject to Clause 12.1, courts in Mumbai, Maharashtra only shall have exclusive jurisdiction over all matters arising pursuant to this Agreement.

13. MISCELLANEOUS

13.1. All notices and other communications required or permitted to be given under the provisions of this Agreement shall be in writing in English and shall be deemed to have been effected: (i) (in the case of personal delivery) when delivered, (ii) (in the case of email with return receipt requested) upon the obtaining of a return receipt from the recipient for whom it is intended, provided that a hard copy of such notice or communication is forthwith sent by prepaid post to the relevant address set out below or (iii) (in the case of a letter) 3 (three) days after being dispatched in the post, postage prepaid, by an efficient form of mail available or by registered mail, if available, at the addresses of the Parties first mentioned hereinabove.

13.2. This Agreement contains the entire understanding and agreement between the Parties relating to the subject matter hereof and shall supersede all previous agreements, negotiations and undertakings in respect thereof, and neither this Agreement nor any provision hereof may be waived, modified, amended, changed, discharged or terminated, except by an agreement in writing signed by the Party against whom enforcement of any waiver, modification, change, amendment, discharge or termination is sought. Provided, however, it is hereby agreed between the Parties that the terms contained in the Investment Agreements shall prevail over this

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Agreement in relation to the subject matter hereto in the event of any inconsistency between the two.

13.3. This Agreement may be executed simultaneously in counterparts, each of which shall be deemed an original, and both of which counterparts shall together constitute a single agreement.

13.4. If any one or more of the provisions of this Agreement shall be invalid, illegal, or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained herein shall not, in any way, be affected or impaired thereby. There shall be substituted for any such provision held invalid, illegal or unenforceable, a provision of similar import, reflecting the original intent of the Parties to the extent permissible under law.

13.5. The provisions of Article 6 (Non-Competition and Non-Solicitation), Article 7 (Confidentiality), Article 9 (Obligations upon Termination), Article 11 (Remedies), and Article 13 (Miscellaneous) of this Agreement shall survive the termination of the Employee's employment with the Company for any reason.

13.6. Save and except as otherwise provided in this Agreement, the waiver of any default or breach under this Agreement by any Party shall not constitute a waiver of the right to terminate this Agreement or otherwise exercise rights or remedies for any subsequent default of a similar nature or under any other terms and conditions of this Agreement.

13.7. No variation of this Agreement shall be binding on any Party, unless such variation is in writing and signed by each Party.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the date first above written

For Karkinos Healthcare Private Limited., Through its authorized signatory VENKATARAMANAN RAMACHANDRAN Name: R.Venkataramanan Designation: Founder/ CEO Date: 04th May 2021	Employee: Mayank Chhabra Mayank Name: Mayank Chhabra Designation: Business Analyst Date: 04th May 2021

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KARKINOS

SCHEDULE A

Details of Remuneration

ANNEXURE 1:

The annual compensation details are as follows:

Particulars	Amount(Rs)	
a) Basic + Allowances:	Monthly	Annualized
Basic	19,934.00	2,39,200.00
HRA	9,967.00	1,19,600.00
Medical Insurance	2,500.00	30,000.00
Special Allowance	7,467.00	89,600.00
b) Additions:		
c) Gross Salary	**39,867.00**	**4,78,400.00**
d) Variable (Paid Half Yearly)	0.00	0.00
e) **Total CTC (c+d)**	**39,867.00**	**4,78,400.00**
f) Deductions:		
g) Employee PF contribution	1800.00	21,600.00
Employee ESI	0.00	0.00
Professional Tax	200.00	2400.00
g) **Total Deductions**	**2000.00**	**24,000.00**
h) Net Pay (c-g)	**37,867.00**	**4,54,400.00**
i) Employer Contribution to PF	1800.00	21,600.00
j)Employer Contribution to ESI	0.00	0.00
k) Total remuneration/ Annual CTC (c+ d+ i+ j)	**41,667.00**	**5,00,000.00**

Your Compensation will be governed by rules of the company on the subject, as applicable and/or amended hereafter. Also deductions, applicable as per prevalent statutes, shall be deducted from salary

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ImpactGuru.com

Dear Megha Gusain,

I am pleased to extend to you an offer of Consultant as **Management Trainee** with **Impact Guru**.

We have enjoyed getting to know you and believe you have much to contribute to our firm and our culture. We hope that in the process of getting to know us, you have concluded that the fit is compelling and that ImpactGuru is the best firm at which to take the next step in your career and to grow further. We congratulate you!

ImpactGuru's aspiration of innovative thinking, open collaboration, and passion for driving change enables nonprofits, social enterprises, corporate, and other change-makers and impact creators to outperform and our Consultants to achieve greatness. We will be thrilled to have you as part of our team. You will bring your ambitious aspirations and unique talents to the firm and to our clients. In return, you will find unparalleled opportunities for personal and professional development at ImpactGuru, with no limits on the paths your career may take.

We feel that your skills and background will be valuable assets to our firm and we are delighted at the prospect of your joining us. Impact Guru is a transformative organization and aspires to be a market leader in its niche. Within and beyond ImpactGuru, our people will make a difference to the world because of the leaders they will become while here.

Please reach out to me with questions at any time. We hope to stay in close contact with you and look forward to having you as our colleague.

COMPENSATION:

Annual Professional fees

Your annual Professional fees will be **Rs. 4,00,000/-** paid in equal installments every month. Your Professional fees will be subject to TDS or other statutory deductions, if any.

Compensation details:

Internship Stipend: 25,000/- per month

Total CTC Offered: 5.20 LPA (Full time employment)

CTC offered: 4 LPA (Fixed) + Upto 1.20/- LPA (Incentives - performance based)

Below mentioned documents are necessary to submit:

- Pan Card, Aadhar Card

- Address proof

- Educational Certificate

- Last 3 Payslips and Bank Statement

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- Previous Experience Letter/Offer Letter/ Relieving letter

- Cancelled Cheque/ Any Account Detail Proof

- Front facing Photo

- 3 Reference details from previous company (HR, Reporting Manager, Founders)

Compliance with Terms and Conditions and Policies

All consultants are required to comply with Impact Guru's policies, which include those related to non-discrimination, sexual harassment, confidentiality, non-compete, and others as outlined in other policies as will be shared with you from time to time. You will be required to sign this letter which provides a statement of basic standards of behavior and expectations central to Impact Guru's values.

Your Appointment as Consultant is subject to a positive reference verification & submission of documents and the terms and conditions outlined in this letter and all HR policies and procedures of Impact Guru, as amended from time to time. On acceptance of this letter, you cannot discard our offer and /or cannot join /accept / prefer other offer upon acceptance of our offer, you cannot leave Impact Guru within a period of 6 months, in case you want to leave within 6 months then you have to serve a 2 months' notice or buy out the notice period with 2 times of your salary, post 6 months the notice will be revised to 1 month. In conflict of aforesaid terms, you will be responsible for reimbursing the company three times of the salary paid to you within seven days from the date of your resignation failing which Impact Guru shall be constrained to file appropriate proceedings both civil and criminal, in the court of law for the recovery of the aforesaid amount. The interest shall be charged at the rate of 18% p.a. upon failing to make payment within seven days as aforesaid.

Your date of joining will be on 12th April 2021 based on Management's discretion.

Your work location for internship and full time employment is Mumbai.

Accepted,

Name:

Date:

Signature:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

933

HEALTH INSURANCE

Privileged & Confidential

31-03-2021

Mehak Mahajan
Noida, Uttar Pradesh, India, (Branch Location)

OFFER LETTER

Dear **Mehak,**

We are pleased to offer you the position of **Assistant Manager - Claims** in **Band M7**, subject to the following terms and conditions:

1. This offer remains subject to the terms of the appointment letter to be executed by you on the day of joining and to the procedures, policies, benefits and other terms of Max Bupa Health Insurance (MBHI), which will be provided to you at the time of your joining or communicated to you from time to time. All such procedures, policies and benefits will be subject to our periodic review and can be changed with or without notice.
2. You will be based at **Noida, Uttar Pradesh, India, (Branch Location)** and will be reporting to **Chief Manager - Lead** .
3. A detailed break-up of your compensation is in the attached **Annexure I**. The compensation, including incentives or rewards shall be subject to tax deducted at source as per the applicable tax laws.
4. This offer is subject to verification of your credentials and background, completion of all necessary documentation, reference check to our satisfaction
5. Subsequent your acceptance to this offer, you will receive communication on our on-boarding process along with the list of documents to be shared with us.
6. Please note that your employment with MBHI will be "at will" and is not for a specified period. Hence, either you or MBHI may terminate the employment relationship at any time, with or without cause.
7. You acknowledge that no prior verbal or prior written agreements, prior promises or representations that are not specifically stated in this offer will be binding on us.
8. This document is privileged and confidential. You will maintain confidentiality and secrecy and will not disclose any of the contents of this offer to any third party.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

MAX Bupa
HEALTH INSURANCE

9. If you are in agreement with the above terms, you are requested to revert to the undersigned not later than **02-04-2021** by signing this offer letter and returning it to the address provided below or sending your acceptance by way of an email to the undersigned, failing which, this offer will expire.

We look forward to long lasting and mutual beneficial relationship and are confident that your abilities will play a key role in our company.

Yours sincerely,
For Max Bupa Health Insurance

Tarun Katyal
Director and Chief Human Resources Officer

EMPLOYEE ACCEPTANCE
I accept this offer of employment with the Company under the terms set forth in this offer letter:

Mehak Mahajan

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

MAX Bupa
HEALTH INSURANCE

ANNEXURE I

1	Designation	**Assistant Manager - Claims**. You will report to **Chief Manager - Lead**
2	Fixed Pay (FP)	INR **5,50,000/-**per annum, including all Retirals and Flexible Pay
3	Variable Pay	Annual Performance Bonus (as per Company Policy)
4	Date of Joining	**08-04-2021** or before
5	Place of work	**Noida, Uttar Pradesh, India, (Branch Location)**

Notes:

Post your joining, a detailed Appointment letter entailing employment terms will be issued to you

All payouts will be subject to deduction of tax at source, in accordance to Income Tax Act, 1961 and all other Central and State legislation applicable to your base location

EMPLOYEE ACCEPTANCE:

I accept this offer of employment with the Company under the terms set forth in this offer letter.

Mehak Mahajan

Tarun Katyal
Director and Chief Human Resources Officer

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

MAX Bupa
HEALTH INSURANCE

Salary Bifurcation

Name :Mehak Mahajan

Title :Assistant Manager - Claims

Band : M7

Part A - FIXED PAY – SALARY COMPUTATION

SALARY COMPUTATION	
Components	**Per Annum**
Basic	1,92,500
House Rent Allowance (HRA)	96,250
Provident Fund (Employer Contribution)*	23,100
Gratuity**	9,240
Statutory Bonus (as per provisions of Payment of Bonus Act, 1965)	21,000
Special Allowance***	2,07,910
Total Fixed Pay	**5,50,000**

Provident Fund: *The PF contribution (Company & Employee share), as per the provisions laid in Provident Fund Act, 1952, shall be deducted from your TFP and deposited to RPFC*

Gratuity: *Gratuity is payable as per provisions under Payment of Gratuity Act, 1972*

Special Allowance *includes Flexi Pay component, details of which are available in the Flexi Pay policy.*

Part B - VARIABLE PAY- Annual Performance Bonus (as per Company Policy)

Part C - Medical Benefits

Life Insurance	2.5 times of Total Fixed Pay or Min 10 Lacs
Health Insurance	2,50,000
Accidental Death Benefit	10,00,000

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

934

Global Health
Private Ltd.

LETTER OF INTENT

Dr. Mohd. Aamir Khan
Jaipur

Date: 29-Apr-2021

Dear Dr. Khan,

Congratulations! We are pleased to offer you a position at Medanta, The Medicity on the following terms:

1.	Designation	**Trainee – Medical Administration**. You will report to **DGM - Operations**, at Medanta, The Medicity.
2.	Total all inclusive fixed CTC	Rs. 3,00,000/- (RUPEES Three Lakhs Only) per annum, including all retirals till the time the result is not declared. Once your result is out you will be paid Rs. 4,00,000/- (RUPEES Four Lakhs Only) per annum, including all retirals.
3.	Date of joining	10-May-2021 or earlier, if possible.
4.	Current posting	Gurgaon

Please note this offer is subject to you being found medically fit. You will be governed by the general terms and conditions of the organization as published in the appointment letter which will be given to you post joining.

LIST OF DOCUMENTS REQUIRED FOR JOINING

1	Certificates & mark sheets of class 10th, 12th, Graduation, PG or any other professional course	2 Copies of each
2	Registration certificate from respective Clinical/Nursing/Pharmacy Council (as applicable)	
3	Internship completion certificate	
Mandatory for Doctors: All documents mentioned in 1&2 above has to be notarized or attested by a Gazetted Officer		
4	**PAN CARD** or Acknowledgement receipt if **"PAN applied for"** (30% tax will be deducted in absence of PAN Card, Irrespective of CTC)	
5	Address Proof (Passport / Voter card / Driving license)	
6	Appointment Letter and salary slip from the last employer	
7	Relieving Letter/Resignation acceptance from the last employer	
8	Experience Certificate from all previous employers	
9	Other Documents • 5 Passport Size photographs • 1 Family Photograph for ESI Card (if applicable) • Copy of Vehicle Registration Certificate (RC) incase parking facility is required	

Please return the duplicate copy of this letter duly signed as acknowledgement in case offer is acceptable to you.

We look forward to your being part of Medanta, The Medicity.

Yours faithfully,
For **GLOBAL HEALTH PVT LTD**

MANOJ GUPTA
SENIOR VICE PRESIDENT & HEAD – HUMAN RESOURCES

I Accept.....

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

CK BIRLA HOSPITALS | RBH

REF No.-RBH/2021/JAN/HRD/1989

Date: 6th January, 2021

LETTER OF OFFER

To
Mr. Mrunal Palsikar,
Kalyan, Mumbai, Maharastra.

Dear Mr. Mrunal Palsikar,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **"Management Trainee"** in the department of **Sales & Marketing.**

The formal Appointment letter elaborating your remuneration, employment terms and conditions would be issued to you, once you join duty.

We would expect you to join us on or before **5th July, 2021**, beyond which the Offer would stand withdrawn, unless a new date is mutually agreed upon, by us in writing.

On the date of your joining, you will have to submit the following documents:

1. Two copies of Proof of Age (Admit Card of Class 10).
2. Two copies of Educational Mark sheets, Certificates and Professional Certificates.
3. Two copies of Relieving certificate and Last Pay slip drawn from the employer.
4. Two copies of Appointment Letter and Salary Certificates of Earlier Companies
5. Six Passport size Photograph
6. References (not relatives).
7. Three photocopies of Voter's ID Card/Driving License/ Passport/ Aadhar Card
8. Three photocopies of PAN Card.
9. Updated Curriculum Vitae

This Letter of Offer is conditional, subject to:-

- Satisfactory reference check / antecedent verification done internally or by external support.
- Completion of Pre-joining Formalities and the above being received,
- Confirmation of the information as provided by you in the Application form as part of pre-joining Kit.

Please sign the duplicate copy of this letter as a token of your acceptance and return the same to us.

Yours sincerely,

For **CK Birla Hospitals | RBH**

Anupama Sharma
Unit HR Head

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

Fw: Final selection for RBH

From Anupama Sharma <anupama.sharma@ckbirlahospitals.com>
Date Thu 12/31/2020 11:40 AM
To Tanzila Hafiz <tanzila.j19@iihmr.in>; Anshul Goyal <anshul@iihmr.edu.in>
Cc Sandeep Puranik :- 300474 <sandeep.puranik@ckbirlahospitals.com>; Ashish Pati <ashish.pati@ckbirlahospitals.com>; 'Kshipra Saxena' <kshipra.saxena@ckbirlahospitals.com>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Tanzila,

As discussed, we have finalised following students for RBH-

1. Mrunal Palsikar (Sales & Marketing)
2. Dr. Ankita Kulshrestha (Operations)
3. Dr. Tripti Bhaskar (Medical Administration)

CTC: 4 LPA
Take home : 29,658 per Month

Other Perquisite:

- Employee Mediclaim for self, spouse, children and parents up to 2 Lacs sum Assured and 10% co-payment
- OPD and Investigation Benefits as per Institute's policy
- Corporate Mobile Connection as per eligibility

Will share their offer letters in the coming week. Do let us know,from when are they supposed to join us for dissertation & then finally as MTs.

Regards,
Anupama Sharma

This email has been scanned by the Symantec Email Security.cloud service.
For more information please visit http://www.symanteccloud.com

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Pharma Scroll

PharmaScroll Research and Consulting Private

Dear Mudit,

We're delighted to extend this offer of employment for the position of Junior Associate Research Consultant with PharmaScroll Research & Consulting Pvt Ltd. Please review this summary of terms and conditions for your anticipated employment with us.

If you accept this offer, your engagement start date will be 1st July 2021.

Please find attached the terms and conditions of your employment, should you accept this offer letter. In the meantime, please feel free to contact Mr Sahil Singla, if you have any questions.

We are looking forward to having you on our team.

Best regards,

Bhawna Gupta

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

I. Position

Job title

Your title will be Junior Associate Research Consultant and you will report to Mr Sahil Singla who is leading companies' research operations.

Working schedule

This is a full time position requiring approximately 48 hrs per week. Your regular weekly schedule will be Monday to Saturday 10:00 am -6:00pm.

Employment Relationship

You will be working on probation for 3 months starting from 1st July 2021. During the probation period, your employment with the Company will be "at will," meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause. During the probation period, you can keep working from home from your present location and need not relocate.

After the confirmation, post probation, your employment would be permanent with the firm, unless otherwise notified. After the confirmation, you may be asked to relocate to Hyderabad (Company's corporate office) to perform your duties. After the confirmation, you would have to serve a 1-month notice period, before leaving the organization.

This is the full and complete agreement between you and the Company on this term. Although your job duties, title, compensation and benefits, as well as the Company's personnel policies and procedures, may change from time to time, the "at will" nature of your employment may only be changed in an express written agreement signed by you and a duly authorized officer of the Company (other than you.)

II. Compensation

Salary

The Company will pay you a salary at the rate of Rs 25, 000 per month, payable in accordance with the Company's standard payroll schedule. You will also be entitled to a maximum of Rs 25,000 variable pay at the end of the year, based on your performance appraisal

III. Privacy and Confidentiality Agreements

Privacy Agreement

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

You are required to observe and uphold all of the Company's privacy policies and procedures as implemented or varied from time to time. Collection, storage, access to and dissemination of employee personal information will be in accordance with privacy legislation.

IV. Termination Conditions

The Company reserves the right to terminate employment of any employee for just cause at any time without notice and without payment in lieu of notice. The Company will be entitled to terminate your employment for any reason other than for just cause, upon providing to you such minimum notice as required by law.

V. Interpretation, Amendment and Enforcement

This letter agreement supersedes and replaces any prior agreements, representations or understandings (whether written, oral, implied or otherwise) between you and the Company and constitute the complete agreement between you and the Company regarding the subject matter set forth herein. This letter agreement may not be amended or modified, except by an express written agreement signed by both you and a duly authorized officer of the Company.

You may indicate your agreement with these terms and accept this offer by signing and dating this agreement by 3rd July 2021. Upon your acceptance of this employment offer, PharmaScroll will provide you with the necessary paperwork and instructions.

Sincerely,

Bhawna Gupta

BHAWNA GUPTA

_____

Applicant (Sign)

_____

Date

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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THE MISSION HOSPITAL DURGAPUR | FUTURISTIC TECHNOLOGY. BRILLIANT MINDS

LETTER OF INTENT

Ref: TMH/LOI/48 Dated: 19.01.2021

Dr. Nabanita Mukherjee
Dhanbad
Jharkhand

Dear **Dr. Nabanita,**

With reference to the discussions we had with you, the management is pleased to announce that you will be doing three months "Dissertation" in our organization starting from **22nd March, 2021.**

During the dissertation period you will be paid a consolidated stipend of **Rs. 10,000/-** (Rupees Ten Thousand) only per Month.

Upon successful completion of your dissertation and completion of course, you will be appointed as **"Management Trainee"**. During this period you will be paid a stipend of **Rs. 35,000/-** (Rupees Thirty Five Thousand) only subject to statutory deductions as applicable in your case.

Further please note that you will be provided with bachelor accommodation free of cost during your dissertation period.

This is a provisional Offer, formal letter of appointment elaborating terms and conditions of employment shall I be issued once you complete dissertation and join us as Management Trainee.

Please acknowledge the receipt of this offer.

Wishing you all the best.

For The Mission Hospital,

Ramesh Lall
VP-HR

I have read, understood and accepted the terms & condition of this offer. I am willing to start my dissertation on or before .....

Name :
Signature :

Date:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

FW: Package

From Anshul Goyal <anshul@iihmr.edu.in>
Date Mon 4/12/2021 2:29 PM
To Ms. Anita Thapa <anitathapa@iihmr.edu.in>

From: nancy batra <batranancy94@gmail.com>
Sent: Tuesday, March 30, 2021 11:53 AM
To: Anshul Goyal <anshul@iihmr.edu.in>
Subject: BHARTI AXA OFFER

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

FYI

On 24-Mar-2021, at 9:13 AM, no-reply-darwinbox@bhartiaxa.comwrote:

Logo

Hi **NANCY BATRA**,

We are looking forward to welcoming you onboard at **Bharti AXA General Insurance Company Limited.**

To ensure a smooth facilitation of the on-boarding process, we would like to share the following details with you;

Your Date of Joining is **01-04-2021.**

You can find more details in the onboarding link - Candidate Login (https://bagi.darwinbox.in/ms/candidate/careers). HR will be available to help you during onboarding process.
CTC Offered- Rs. 5,85,000/- (Five Lakh Eighty Five Thousand Only)

If you have any questions prior to your joining, please feel free to email or call us and we'll be more than happy to assist you.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

As discussed with you, in view of the ongoing COVID-19 situation, please DO NOT report to office on **01-04-2021.**

Further, request you to share your travel history and fitness declaration in below format by doing **'Reply All'** to this e-mail and keep **onkar.sawant@bhartiaxa.com** in **'To'**.

Full Name	In the last 6 months, have you traveled to any of the impacted Novel Corona-virus areas?	In the next 3 months, do you intend to travel to any of the impacted Novel Corona virus areas?	If yes, then share duration of travel.	If yes, then share locations visited.
Nancy Batra	NO	NO	NA	NA

Are you witnessing any of the following symptoms today?

Fever	No
Body Ache	No
Runny Nose / Cold	No
Cough / Sore Throat	No
Nausea / Vomiting	No
Difficulty in Breathing	No

We would like to share the tentative schedule on the date of joining i.e.;

- Introduction to Supervisor & Peers

As communicated before, your employment with the company and continuance thereof is subject to your verification of personal & professional particulars furnished by you.

Looking forward for a long term association with you. Good luck!!!

Regards,
HR Team,
Bharti AXA General Insurance Company Limited

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Sent from my iPhone

Indian
Spinal Injuries
Centre

NABH, NABL Accredited Organization

Letter of Offer for Employment

HRD/OF/06/00/01-02-11 29 January 2021

To,
Dr. Nanda Kumar KN
Rin Kalliadan House (Nandanam),
Kanhilery, Cherikkode PO,
Sreekandapuram, Kannur,
Kerala 670631.

Dear Dr. Nanda,

This is with reference to the Letter of Offer for Employment for the post of **Trainee Hospital Administrator**.

You can join ISIC on the mentioned post latest by **15th February' 2021 after adhering to the Self Quarantine Policy as per travel guidelines of MOHFW.**

Rest of the conditions would be governed by the rules of ISIC

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

Employment as per this offer is subject to your being medically fit.

Please sign and return duplicate copy of the letter in token of your acceptance.

Rin Kalra 29/1/21

Ritu Kalra
General Manager, HR

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

Offer Letter

From HR Executive <hr.executive@isiconline.org>
Date Wed 30/12/2020 2:57 PM
To Nanda Kumar <nanda.j19@iihmr.in>
CC Hem K. Bhargava <hkb@iihmr.edu.in>; Shayan Pal <shayan@iihmr.edu.in>; Anshul Goyal <anshul@iihmr.edu.in>; Jyoti B. Panda <hr.amgr@isiconline.org>; Ritu Kalra <hr.mgr@isiconline.org>

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Dear Dr. Nanda Kumar K N,

With reference to your interview and subsequent selection on the post of **Trainee Hospital Administrator,** we are pleased to inform you that our Management has approved your joining with us.

Your total annual Cost to Company (CTC) will be **Rs. 4,00,000 (Four Lakhs Only)**, subject to applicable deductions.

Kindly bring following documents on the date of joining:-

- 05 recent colored passport size photographs
- Pan Card, Aadhaar Card (Original and Xerox)
- Academic Certificates (Class 10th to highest level of qualification), Original and Photostat copies of Mark sheets and Degrees
- Experience Certificates (if applicable)
- Date of Birth of Parents along with Photograph of Parents and In Laws (If applicable)
- Bank Account No. and its IFSC code of ICICI BANK (if you have an account in ICICI Bank)

Please report to the HR Department on the date of joining at **9:00 a.m** for joining formalities.

Kindly acknowledge the receipt of this mail.

Warm Regards
Anu Seth
HR Executive
HR Department
Indian Spinal Injuries
Centre 011-42255359

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Deloitte.

Deloitte Consulting India Private Limited

Building No.5, Tower 1, Block C1, 77 Degree Town Centre,
Survey No.123, 132/2, 133/2, 133/3 and 136/1,
Amani Bellandur Khane Village,
Varthur Hobli,
Bengaluru Rural, Karnataka – 560037

Tel: +91 080 6755 5000/ +91 080 6755 4000
www.deloitte.com

07/05/2021

Ms. Narma Bhattacharya
G1/612 Multistory Government Quarter, Near Liberty Cinema
Dev Nagar, Karol Bagh,
New Delhi - 110005

Subject: Offer of Employment

Dear Narma Bhattacharya:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Bengaluru**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **August 16, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000**/- and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000**/- subject to your reporting for full-time employment on **August 16, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **August 16, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Narma Bhattacharya, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:
Chandra Shekar Hegganur Shivaramu
8147E9EE3BD84A8...

Authorized Signatory

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

DocuSign Envelope ID: 80408BB6-9563-410D-AF1B-840BA8D1DF9E

Ms. Narma Bhattacharya

Acceptance

I, **Narma Bhattacharya**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
Narma Bhattacharya
E23861B0271B436...

Signature

07/06/2021

Date

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

DocuSign Envelope ID: 80408BB6-9563-410D-AF1B-840BA8D1DF9E

Annexure A

Ms. Narma Bhattacharya **Analyst**

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	**17,500**	**2,10,000**
House Rent Allowance (HRA)	**8,750**	**1,05,000**
Special Allowance[1a & 1b]	**11,867**	**1,42,404**
Leave Travel Allowance[2]	**1,750**	**21,000**
Meal Card[3]	**2,200**	**26,400**
Differential Allowance(L)	**5,833**	**69,996**
Employer's contribution to PF	**2,100**	**25,200**
Total Salary (in Rs.)	**50,000**	**6,00,000**
Variable Bonus*	You will be eligible for a performance linked variable bonus. If applicable, it will be paid out on the 31st of August on the basis of your performance and performance of the business	
Medical Insurance Premium[4]	**1,870**	**22,440**

* The Variable Bonus will vary, primarily based on your performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer on August 31st following the close of the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid on August 31st of that subsequent year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

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Annexure A

[1] All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a] *Communication Expenses*	[1b] *Fuel Expenses*
Employee in Level - **Analyst**	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Insurance / Repairs & Maintenance*
	Rs.3,000/- per month	Rs.7,500/- per month

[1a] The internet/telephone/mobile bills should be in the Employee's name.

[1b] For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		Two Wheelers
	<= 1600 cc	> 1600 cc	
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

[2] The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

[3] Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

[4] Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.

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Deloitte.

Narma Bhattacharya Bengaluru

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office at **Block "C", Divyasree Technopolis Survey No. 123 & 132/2 Yemlur Post, Yemlur, Off Old Airport Road Bengaluru – 560 037** (the "Employer") as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. **Defined Terms.** The italicized terms in this agreement (the "Employment Agreement") are defined in **Exhibit A** hereto.

2. ***Pre-existing Agreements or Arrangements.*** I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such *Pre-existing Agreements or Arrangements* and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer's offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency's decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. **Reporting of *Proceedings*.** Except as provided by law and except as I have disclosed in writing in **Exhibit C** to this Employment Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.

4. **Confidentiality.** I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized*

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Signatory, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity.*

5. **Third Party Information and Property.** I agree that during my *Employment*, I shall not use or disclose any Confidential Information or Intellectual Property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.

6. **Authorization**. Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.

7. **Competing Activities and Conflict of Interest.** During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.

8. **Authorization to Access *Systems* and *Electronic Communications and use of Deloitte Property.*** I understand that while employed with a *Deloitte Entity*, I will use and have access to the *Systems.* I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my *Electronic Communications* and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel.* I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

   I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

   I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity,* transmitting *Deloitte Property* to me (*e.g.*, emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

   I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my

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possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. **Security**. I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. **Ownership of *Works.***

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10(b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the

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period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. ***Pre-existing Creations; Personal Creations.*** My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B,** and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.

12. **Post-*Employment* Restriction re: Clients.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, for a period of one year following the termination of my *Employment* for any reason, I will not, directly or indirectly, solicit or provide services to any client or prospective client of a *Deloitte Entity* to which I provided (or participated in a proposal to provide) services during the two-year period prior to termination of my *Employment*.

13. **Exceptions to Post-*Employment* Restriction re: Clients.** I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.

14. **Future Employment with Clients.** Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities*

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remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. **Restriction re: *Personnel* and Contractors.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated, (b) participate in the hiring or admission of any *Personnel*, or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.

16. **Post-*Employment* Restrictions re: *Deloitte Property*.** Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a *Deloitte Entity* to remove such *Deloitte Property*.

OTHER POST-*EMPLOYMENT* OBLIGATIONS

17. **Transition of Work and Cooperation.** Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licenser of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.

18. **Notification of Post-*Employment* Obligations.** I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.

19. **Certification.** I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15 and 16 of this Employment Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. **Equitable Relief and Attorney's Fees.** I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15, or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte*

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Entity is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. **Liquidated Damages: Client Fees.** I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to 50% of all fees received by me (or any person or entity with which I am associated) in connection with such breach. Such percentage shall be paid within thirty days after each fee payment is received and in respect of all services in connection with such breach during the two years following the termination of my *Employment* for any reason.

22. **Liquidated Damages: Compensation.** I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

23. **Right of Inspection.** I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. **Governing Law; Choice of Forum.** This Employment Agreement is deemed to have been executed in the Employer's office in **[HYDERABAD:** Hyderabad, Andhra Pradesh, India**] [MUMBAI**: Mumbai, Maharashtra, India**]** [**BENGALURU**: Bengaluru, Karnataka, India] [**GURGAON**: Gurgaon, Haryana, India**]** and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.

25. **Modifications.** My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.

26. **Severability.** Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to

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the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. **Blue-Penciling.** If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefor another provision that is legal and enforceable and that achieves the same objective.

28. **Waiver.** None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.

29. **Entire Agreement.** This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.

30. **Transfer and Assignment.** Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 8, 10, 11, 12, 14, 15, 16, 17, 18, 19, and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.

31. **Headings.** The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

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I have read the foregoing, understand it, and agree to comply with its terms.

For Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Effective as of **August 16, 2021,** I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Signature

Name

Registrar
The IIHMR University
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EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity.*

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP**,** and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the "Deloitte U.S. Firms"), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited ("DTTL") or any member firm of DTTL or affiliate thereof (collectively, the "DTTL Member Firms") or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term "control" (including the terms "controlled by" and "under common control with") means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems,* equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

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Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a *Deloitte Entity*, and (3) it does not result from any work performed by me and the *Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual's name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes *PII* when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual's name is used with *PII* that is not business contact information, it is included in the definition of *PII*.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any *Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement,

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including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United Stated Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the *PCAOB*, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a *Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my *Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

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Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the "Employer"), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

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EXHIBIT D

Exceptions to Post-*Employment* Restrictions: re: Clients

[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

Name of Client	Specified Kind of Services(s) Permitted

Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

I have read and understood the above policy terms.

Signature	Name	Date

An *Authorized Signatory*'s signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

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EXHIBIT C

Proceedings

[none, unless otherwise specified]

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

Signature	Name	Date

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

[none, unless otherwise specified]

ACCEPTED AND AGREED TO:
DELOITTE CONSULTING INDIA PRIVATE LIMITED

OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

_____
Date

An *Authorized Signatory*'s signature is required only if *Pre-existing Creations* or *Pre-existing Agreements or Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that *Pre-existing Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the *Intellectual Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements or Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements or Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

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2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT ("Employment Agreement")

You will be expected to sign the Employer's Employment Agreement. Please contact Talent for further details.

3. HARRASSMENT POLICY

Administrative Policy Release ("APR") 213 is the Employer's policy prohibiting harassment. Deloitte LLP's subsidiaries located in India ("Deloitte India (Offices of the US)") are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining *Deloitte U.S. India*.

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer's policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years.* Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a *Deloitte Entity* or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **60 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

* This provision is not applicable for U.S. citizens (and citizens of any other country where enforcing Deloitte India (Offices of the US)'s mandatory retirement age would be prohibited by the laws of that country) for whom there is no mandatory retirement age.

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In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/ employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.

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- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. https://deloittenet.deloitte.com/Pages/Home.aspx for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **August 16, 2021**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signature _____ Name _____

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Deloitte.

Dear **Narma Bhattacharya**,
On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analyst** pursuant to the terms and conditions of your offer letter dated **August 16, 2021**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company. As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company. As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.

We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,

Human Resources Department

Registrar
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ImpactGuru.com

Dear Navleen Kaur,

I am pleased to extend to you an offer of Consultant as **Business Development Trainee** with **Impact Guru**.

We have enjoyed getting to know you and believe you have much to contribute to our firm and our culture. We hope that in the process of getting to know us, you have concluded that the fit is compelling and that ImpactGuru is the best firm at which to take the next step in your career and to grow further. We congratulate you!

ImpactGuru's aspiration of innovative thinking, open collaboration, and passion for driving change enables nonprofits, social enterprises, corporate, and other change-makers and impact creators to outperform and our Consultants to achieve greatness. We will be thrilled to have you as part of our team. You will bring your ambitious aspirations and unique talents to the firm and to our clients. In return, you will find unparalleled opportunities for personal and professional development at ImpactGuru, with no limits on the paths your career may take.

We feel that your skills and background will be valuable assets to our firm and we are delighted at the prospect of your joining us. Impact Guru is a transformative organization and aspires to be a market leader in its niche. Within and beyond ImpactGuru, our people will make a difference to the world because of the leaders they will become while here.

Please reach out to me with questions at any time. We hope to stay in close contact with you and look forward to having you as our colleague.

COMPENSATION:

Annual Professional fees

Your annual Professional fees will be **Rs. 4,00,000/-** paid in equal installments every month. Your Professional fees will be subject to TDS or other statutory deductions, if any.

Compensation details:

Internship Stipend: 25,000/- per month

Total CTC Offered: 5.80 LPA (Full time employment)

CTC offered: 4 LPA (Fixed) + Upto 60,000/- PA (Travelling Allowance) + Upto 1.20/- LPA (Incentives - performance based)

Below mentioned documents are necessary to submit:

- Pan Card, Aadhar Card

- Address proof

- Educational Certificate

- Last 3 Payslips and Bank Statement

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- Previous Experience Letter/Offer Letter/ Relieving letter

- Cancelled Cheque/ Any Account Detail Proof

- Front facing Photo

- 3 Reference details from previous company (HR, Reporting Manager, Founders)

Compliance with Terms and Conditions and Policies

All consultants are required to comply with Impact Guru's policies, which include those related to non-discrimination, sexual harassment, confidentiality, non-compete, and others as outlined in other policies as will be shared with you from time to time. You will be required to sign this letter which provides a statement of basic standards of behavior and expectations central to Impact Guru's values.

Your Appointment as Consultant is subject to a positive reference verification & submission of documents and the terms and conditions outlined in this letter and all HR policies and procedures of Impact Guru, as amended from time to time. On acceptance of this letter, you cannot discard our offer and /or cannot join /accept / prefer other offer upon acceptance of our offer, you cannot leave Impact Guru within a period of 6 months, in case you want to leave within 6 months then you have to serve a 2 months' notice or buy out the notice period with 2 times of your salary, post 6 months the notice will be revised to 1 month. In conflict of aforesaid terms, you will be responsible for reimbursing the company three times of the salary paid to you within seven days from the date of your resignation failing which Impact Guru shall be constrained to file appropriate proceedings both civil and criminal, in the court of law for the recovery of the aforesaid amount. The interest shall be charged at the rate of 18% p.a. upon failing to make payment within seven days as aforesaid.

Your date of joining will be on 12th April 2021 based on Management's discretion.

Your work location for internship and full time employment is Mumbai

Accepted,

Name:

Date:

Signature:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

FW: Greetings from IIHMR University, Jaipur: 2020-21 Season

From Nikhil Malaviya <nikhil.malaviya@gcsmc.org>
Date Mon 3/22/2021 4:15 PM
To Placements <placements@iihmr.edu.in>
CC Neha Lal <neha.lal@gcsmc.org>; Priyanka Ahuja <priyankaahuja@iihmr.edu.in>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

3 attachments (1 MB)
Dr. Amira Alvi.pdf; Dr. Shivani S Rao.pdf; Mr. Neelaksha Singh.pdf;

Dear Mr. Anshul,

Good Evening!!

We are glad to inform that we have selected the following students for the **three month** internship at GCS Hospital. After Successful completion of Internship the offer profile will be "**Management Trainee**" and salary will be Rs. 25,000 per month plus other benefits.

1. Dr. Shivani S. Rao.
2. Dr. Amira Fatima.
3. Mr. Neelaksha Singh.

Kindly provide full address of the above mention name for further process.

Each student will be paid a stipend of Rs. 10000/- p.m. for their internship with GCS Hospital.

Please be informed that we won't be providing any accommodation facilities at the hospital, students will have to manage it on their own.

Registrar IIHMR University Near Sanganer Airport, Jaipur-302022

With Regards,

Nikhil Malaviya
HR Deepartment
GCS Medical College, Hospital & Research Centre
Phone: 079 66048109

From: Placements [mailto:placements@iihmr.edu.in]
Sent: 22 March 2021 3:03 PM
To: Nikhil Malaviya
Cc: Neha Lal; Priyanka Ahuja
Subject: RE: Greetings from IIHMR University, Jaipur: 2020-21 Season

Dear Nikhil Sir,

As discussed over phone, kindly share the names of the selected students. We will share their full addresses for generating offer letters.

Thanks & Regards
Anshul Goyal

From: Placements
Sent: Saturday, March 20, 2021 10:15 AM
To: Nikhil Malaviya <nikhil.malaviya@gcsmc.org>
Cc: Neha Lal <neha.lal@gcsmc.org>; Priyanka Ahuja <priyankaahuja@iihmr.edu.in>
Subject: RE: Greetings from IIHMR University, Jaipur: 2020-21 Season

Dear Mr. Nikhil,

Greetings of the day.

Please find below the Zoom link and slots.

Join Zoom Meeting
https://us04web.zoom.us/j/7168222091?pwd=Zyt2cElkSlZsVmxrUFZTQ2kzRHFZdz09

Meeting ID: 716 822 2091
Passcode: 8GhQx1

Near Sanganer Airport, Jaipur-302029

Sr. No.	Roll No	Name	Date	Time Slot	Contact No.
1	876	Dr. Amira Fatima Alvi	22nd March 2021	10.30 AM	8239272332
2	895	Avinash Kumar	22nd March 2021	10.45 AM	7385546022
3	942	Neelaksha Kumar Singh Yaduwanshi	22nd March 2021	11.00 AM	7597348504
4	995	Dr. Shivani Shakti Rao	22nd March 2021	11.15 AM	9896745511

Thanks & Regards
Anshul Goyal
9929442220(M)

From: Placements
Sent: Wednesday, March 17, 2021 4:17 PM
To: Nikhil Malaviya <nikhil.malaviya@gcsmc.org>
Cc: Neha Lal <neha.lal@gcsmc.org>; Priyanka Ahuja <priyankaahuja@iihmr.edu.in>
Subject: RE: Greetings from IIHMR University, Jaipur: 2020-21 Season

Dear Nikhil Ji,

Greetings of the day.

Kindly find the enclosed Students Details and Resume for GCS Medical College
Total No. of Application- 05

Please share the further steps. Dissertation will start from 22nd March 2021.

Thanks & Regards
Anshul Goyal

The IIHMR University
Registrar
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

From: Nikhil Malaviya <nikhil.malaviya@gcsmc.org>
Sent: Friday, March 12, 2021 5:32 PM
To: Placements <placements@iihmr.edu.in>; Priyanka Ahuja <priyankaahuja@iihmr.edu.in>
Cc: Neha Lal <neha.lal@gcsmc.org>
Subject: RE: Greetings from IIHMR University, Jaipur: 2020-21 Season

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Anshul,

We have following vacancies at GCSMCH&RC for which we invite your **MBA in Hospital and Health Management** students passing out in 2021 to apply for the same.

Sr. No.	Position	Qualification	No. of requirement
1	Laboratory Coordinator	MBA in H.M. / MHM	1
2	Radiology Coordinator	MBA in H.M. / MHM	1
3	ICU Coordinator	MBA in H.M. / MHM	1
4	Executive - Operations	MBA in H.M. / MHM	1
5	Assistant Manager - T & D	MBA in H.M. / MHM	1

As Management Trainee they will be provided 15000/- stipend. After internship, we will be converting the suitable MT's in to permanent employee. Salary criteria for Employment ranging from 25000 – 30000 p.m. Also please find JD attached for the positions mentioned above.

Please be informed that we won't be providing any accommodation.

For the summer internship 2021 please find the criteria as mentioned below.

Sr. No.	Internship	Duration of Internship	Designation	Remuneration
1	Summer Internship	2 Months	Intern	10000/- P.M.
2	Final Year Internship	4 Months	Management Trainee	15000/- P.M.
Internship Area : - HR / Operations / Marketing / Quality / IT / Laboratory / Radiology				

Please send us the details of both, Employement(Placement) / Internship according to the details provided .

For any other queries kindly get in touch with me.

The IIHMR University
Near Sanganer Airport, Jaipur-302029
Registrar

With Regards,
Nikhil Malaviya
HR Department
GCS Medical College, Hospital & Research Centre
Phone: 079 66048109

942

GCS Medical College, Hospital & Research Centre
Opp. D.R.M. office, Nr. Chamunda bridge, Naroda road, Ahmedabad - 25
Phone: +91 79 6604 8000 | www.gcsmc.org | E-mail: info@gcsmc.org

No. GCSMC /HR/MT/ 2021/ 4262
Date: 22.03.2021

To,
Mr. Neelaksha Singh
1 CH 30, Gayatri Nagar ,
Shiv marg Hiran Magri,
Sector 5, Udaipur 313002

Dear Mr. Neelaksha,

As mutually discussed and agreed, we are pleased to appoint you as **Management Trainee** at GCS Medical College, Hospital & Research on the following terms and conditions:-

1. You are appointed on purely temporary basis for a duration of 3 months starting **from** 1st April 2021 to 30th June 2021.
2. Your duty hours shall be as applicable to the administrative staff of the hospital and which may be changed according to the convenience of the department and for exigencies of work purely at the sole discretion of the Management.
3. You will be paid a consolidated amount of **Rs.10,000/- (Rupees Ten Thousand Only)** per month and no other allowance will be payable.
4. You will not have the status of an employee nor you will be entitled to the privileges/benefits available to other employees who are employed either on regular or temporary basis.
5. You will be responsible for carrying out your work as assigned to you to the entire satisfaction of the Management.
6. You will be punctual and regular in your duties and will not absent yourself without prior permission of the HOD and Management.
7. The Management shall have every right to terminate your training at any time without assigning any reasons therefore.

In case the above terms and conditions of service are acceptable to you, please sign and return the copy of the offer of part time in token of your acceptance to the same.

We look forward to a mutually beneficial association.

Yours cordially,

For, **GCS Medical College, Hospital & Research Centre**

Neha Lal
Sr. General Manager
Operations & HR

I accept the above terms and conditions,

H.R Official

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Employee

HEALTHARK

Date: 29th December, 2020

Dear Neha Singh,

Subject: Offer Letter

Thank you for exploring career opportunities with Healthark Wellness Solutions LLP (referred to as "Healthark Insights" subsequently in the document). You have successfully completed our selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Consultant**. Your fixed compensation including all the benefits will be Rs. 3,00,000 per annum during the probation period and **Rs. 4,50,000** per annum thereafter, as per the terms and conditions set out herein.

Kindly **accept the offer letter in one day of receipt**. Also, you are hereby requested to join us from **29th March, 2021**.

Compensations and benefits:

1. Working Hours

   You will be working for 5.5 days a week [Monday to Friday, and alternate Saturdays]. The regular working hours will be 10:00 a.m. to 6:30 p.m. All employees will be required to work in shifts and/or extended hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

2. Compensation Structure/Salary Benefits

   The compensation structure and salary components are subject to change as per the company's policy from time to time at its sole discretion.

3. Probation Period

   We will keep you on a **three month probation period** during which we will guage your performance and upon completion, both parties will mutually agree if the employment should be made permanent or not.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

HEALTHARK

4. Alternative Occupation/Employment

   Either during the period of your probation or during the period of your employment as a confirmed employee of Healthark Insights you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of Healthark Insights.

5. Confidentiality Agreement

   As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of Healthark Insights and its clients.

6. Notice Period

   You will be required to give at least **two-month notice** period failing which you are required to pay one month's salary for the same. Furthermore, Healthark Insights reserves the right to ask the candidate to complete your notice period.

7. Submission of Documents

   At the time of joining, photocopies of the following documents should be submitted:
   - Permanent Account Number (PAN) card
   - Degree Certificate
   - Birth Certificate/Proof of age
   - 4 Photographs

We look forward to having you in our team.

Sincerely,
Dr. Purav Gandhi
Founder & CEO
Healthark Insights

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

944

Narayana Health™
Health for all. All for health.

Ref. No : 6000023882/100000024379

Dr.Nema Pathania
Khajanchi Mohalla,
Kotwali Bazar Dharamshala, Tehsil Dharamshala
Kangra Himachal Pradesh- 176215.

Dear Nema,

Sub: Offer of Employment

We welcome you to Narayana Health (hereafter referred to as NH) and wish you a long term and mutually rewarding career with us.

We take pleasure in inviting you to join the NH team as **Senior Executive-Quality** at Corporate Office Narayana Health, 261/A, 2nd Floor, Bommasandra Industrial Area, Anekal Taluk, Bangalore-560099. You will report to **General Manager-Group Quality & New Initiatives** at NH. We believe that you will be a valuable addition to the NH team and wish you all success in this assignment. Your compensation is detailed in **Annexure 2.**

Working Hours: The Hospital operates 24 hours across 7 days a week. Your work hours will be intimated to you by your reporting manager. Please note that NH, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements, you shall be required to accommodate changes to your work schedule as decided and communicated to you by the Organisation from time to time.

Date of Reporting: You are required to join duty no later than **22.03.2021** at 9:00 a.m. In the event of your failing to do so, the offer made herein shall stand withdrawn, unless the reporting date is extended and communicated to you in writing by us. In case you need to extend your joining date, please discuss the same with us and your revised joining date will be communicated by us. You are required to report to the Human Resource Department to complete your joining formalities.

Probation and Notice Period: You will be on probation for a period of **6** months from the date of joining. The notice period during the probation period will be one month, subsequently upon confirmation your notice period shall be one month. Upon acceptance of this offer and reporting for duty a formal e- Appointment Letter will be available in your self service portal (NEST). Please notify HR incase of any clarification.

Please bring the documents as detailed in **Annexure 1** on the day of your joining. If you would like to know more about **NH** or have any questions or clarifications, please feel free to contact us.

Please note that the validity of this offer letter is subject to satisfactory completion of a background reference check and your medical fitness as per the pre-employment medical check-up which you shall undergo on the day of joining. Details of the medical check-up is available in Annexure 1.

Please note that the terms of this offer are strictly confidential between you and NH. If you have any queries please contact Human Resources Department.

We look forward to having you on board and wish you a long and successful career at NH. Please sign and return the duplicate copy of this offer letter of your acceptance no later than **18.03.2021**. The validity of this offer will be contingent on your acceptance.

Best Wishes,

Sirshendu Mookherjee
Group Head - HR

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Narayana Health™
Health for all. All for health.

Annexure 1: Explanatory Notes and Documents at the time of joining

1. Basic salary and Dearness Allowance is fully taxable.
2. HRA is 50% of basic salary in metro cities and 40% in other cities. This will be subject to tax as per the applicable tax statutes.
3. Conveyance Allowance is for commuting from residence to office and back. It is exempt from Income tax & subject to applicable statutes.
4. The employer's contribution to PF will be as per EPF Act.
5. Other Allowance is payable to you on a monthly basis and is fully taxable.

The tax exemption for all categories of allowances is subject to prevailing Income tax laws.

Documents to be submitted at the time of joining:

1. Photocopies of all educational documents of school leaving (10th & 12th) , Graduation, Post-Graduation (if applicable).
2. Photocopy of the relieving letter from your previous organization.
3. Photocopies of the last 3 months salary slip, offer/appointment letter or a salary certificate from the previous employer.
4. Photocopy of PAN (Permanent Account Number) card, Aadhaar card and Address Proof.
5. Five (5) passport and one stamp size colour photographs.
6. Cancelled Cheque leaflet.
7. Duly signed offer letter.

The originals of the above mentioned documents are mandatory to be produced at the time of joining and the same will be returned to you after verification.

List of Medical Tests -

Fitness certificate from any major hospital where the following test have been referred.

Clinical Staff	Non-Clinical Staff
- Serology tests (HCV,HbsAg) - CBC - Blood Group RH factor - Chest X - Ray - Eye Check - Up - Hepatitis B Vaccine - Hepatitis B Antibody Titre	- CBC - Chest X - Ray - Eye Check - Up

Please note that the above tests would be performed free of cost* across NH network upon joining. However, if you choose to provide us a fitness certificate from other hospitals, **NH shall not be liable to reimburse such expense claims.**

*Free medical test are only for the above listed ones. For further tests outside the ones listed above, as per the advice by the Doctors in declaration of your fitness, you shall arrange to pay for such additional tests as recommended

.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Narayana Health™
Health for all. All for health.

Annexure 2- Offer Letter dated

Name : Nema Pathania
Effective Date : 22.03.2021

Your total annual compensation will be **INR 300,000.00** . Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under:

Components	In INR p.a.	Payable (Prorated)
Basic	120,000.00	Monthly
House Rent Allowance	60,000.00	Monthly
Conveyance Allowance	19,200.00	Monthly
Flexible Allowance	52,320.00	Monthly
Statutory Bonus Advance	26,892.00	Monthly
Company Contribution -PF	21,600.00	Monthly
Total CTC	**300,000.00**	

National Pension Scheme (NPS) : You have an option to subscribe for NPS. If you choose to exercise this option, kindly intimate the HR Department before joining services of NH. In such an event, your CTC will be restructured to factor your subscription to NPS.

Statutory Bonus Advance: Advance Statutory Bonus paid on monthly basis will be adjusted against the bonus Payable under the Payment of Bonus Act as and when due.

Gratuity: You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment at NH. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act.

Insurance Benefits: As an employee of NH you will be eligible for a Group Medical Claim Floater Policy- of INR 100,000/- per annum for self, spouse and 2 children below the age of 25 years. In addition, you will be eligible for subscription to group personal accident insurance policy with an INR 500,000/- cover per annum. Apart from the above, you will also be entitled for subscription to group term life insurance policy for INR 500,000/- per annum.

If you wish, you may avail the floater cover subject to conditions, under group mediclaim insurance not exceeding INR 1,000,000/- cover for all dependents per annum by paying applicable premium.

****

Declaration:
I have read and understood the terms and conditions of the offer contained herein and I am happy to accept them for employment with NH. I will be joining NH on or before **22.03.2021** at 9:00am.

I do hereby authorize NH to conduct background verification checks as part of the Recruitment process.

Signature: **Date:**

Name:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

945

SRCC CHILDREN'S HOSPITAL

Managed by Narayana Health

Ref. No : 6000023808/100000024294

Ms.Netra Kadam
202, C/A Sankalp Nagar, CO-OP-HSG-Society
Old Mumbai Pune Road Kalwa
Thane Maharashtra- 400605.

Dear Netra,

Sub: Offer of Employment

We welcome you to Narayana Health (hereafter referred to as NH) and wish you a long term and mutually rewarding career with us.

We take pleasure in inviting you to join the NH team as **Executive-Electronic Medical Records** at SRCC Children's Hospital (Managed By Narayana Hrudayalaya Ltd),1 A Haji Ali Park, K Khadye Marg, Near MCGN Pump Station, Mahalaxmi, Mumbai 400034.. You will report to **Medical Superintendent-Administration** at NH. We believe that you will be a valuable addition to the NH team and wish you all success in this assignment. Your compensation is detailed in **Annexure 2.**

Working Hours: The Hospital operates 24 hours across 7 days a week. Your work hours will be intimated to you by your reporting manager. Please note that NH, as a service organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements, you shall be required to accommodate changes to your work schedule as decided and communicated to you by the Organisation from time to time.

Date of Reporting: You are required to join duty no later than **22.03.2021** at 9:00 a.m. In the event of your failing to do so, the offer made herein shall stand withdrawn, unless the reporting date is extended and communicated to you in writing by us. In case you need to extend your joining date, please discuss the same with us and your revised joining date will be communicated by us. You are required to report to the Human Resource Department to complete your joining formalities.

Probation and Notice Period: You will be on probation for a period of **6** months from the date of joining. The notice period during the probation period will be one month, subsequently upon confirmation your notice period shall be one month. Upon acceptance of this offer and reporting for duty a formal e- Appointment Letter will be available in your self service portal (NEST). Please notify HR incase of any clarification.

Please bring the documents as detailed in **Annexure 1** on the day of your joining. If you would like to know more about **NH** or have any questions or clarifications, please feel free to contact us.

Please note that the validity of this offer letter is subject to satisfactory completion of a background reference check and your medical fitness as per the pre-employment medical check-up which you shall undergo on the day of joining. Details of the medical check-up is available in Annexure 1.

Please note that the terms of this offer are strictly confidential between you and NH. If you have any queries please contact Human Resources Department.

We look forward to having you on board and wish you a long and successful career at NH. Please sign and return the duplicate copy of this offer letter of your acceptance no later than **15.03.2021**. The validity of this offer will be contingent on your acceptance.

Best Wishes,

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Rupesh R Choubey
Facility Director

Annexure 1: Explanatory Notes and Documents at the time of joining

1. Basic salary and Dearness Allowance is fully taxable.
2. HRA is 50% of basic salary in metro cities and 40% in other cities. This will be subject to tax as per the applicable tax statutes.
3. Conveyance Allowance is for commuting from residence to office and back. It is exempt from Income tax & subject to applicable statutes.
4. The employer's contribution to PF will be as per EPF Act.
5. Other Allowance is payable to you on a monthly basis and is fully taxable.

The tax exemption for all categories of allowances is subject to prevailing Income tax laws.

Documents to be submitted at the time of joining:

1. Photocopies of all educational documents of school leaving (10th & 12th) , Graduation, Post-Graduation (if applicable).
2. Photocopy of the relieving letter from your previous organization.
3. Photocopies of the last 3 months salary slip, offer/appointment letter or a salary certificate from the previous employer.
4. Photocopy of PAN (Permanent Account Number) card, Aadhaar card and Address Proof.
5. Five (5) passport and one stamp size colour photographs.
6. Cancelled Cheque leaflet.
7. Duly signed offer letter.

The originals of the above mentioned documents are mandatory to be produced at the time of joining and the same will be returned to you after verification.

List of Medical Tests -

Fitness certificate from any major hospital where the following test have been referred.

Clinical Staff	Non-Clinical Staff
- Serology tests (HCV,HbsAg) - CBC - Blood Group RH factor - Chest X - Ray - Eye Check - Up - Hepatitis B Vaccine - Hepatitis B Antibody Titre	- CBC - Chest X - Ray - Eye Check - Up

Please note that the above tests would be performed free of cost* across NH network upon joining. However, if you choose to provide us a fitness certificate from other hospitals, **NH shall not be liable to reimburse such expense claims.**

*Free medical test are only for the above listed ones. For further tests outside the ones listed above, as per the advice by the Doctors in declaration of your fitness, you shall arrange to pay for such additional tests as recommended

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Annexure 2- Offer Letter dated

Name : Netra Kadam
Effective Date : 22.03.2021

Your total annual compensation will be **INR 300,000.00** . Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under:

Components	In INR p.a.	Payable (Prorated)
Basic	121,560.00	Monthly
House Rent Allowance	60,780.00	Monthly
Conveyance Allowance	19,200.00	Monthly
Flexible Allowance	60,948.00	Monthly
Statutory Bonus Advance	15,912.00	Monthly
Company Contribution -PF	21,600.00	Monthly
Total CTC	**300,000.00**	

National Pension Scheme (NPS) : You have an option to subscribe for NPS. If you choose to exercise this option, kindly intimate the HR Department before joining services of NH. In such an event, your CTC will be restructured to factor your subscription to NPS.

Statutory Bonus Advance: Advance Statutory Bonus paid on monthly basis will be adjusted against the bonus Payable under the Payment of Bonus Act as and when due.

Gratuity: You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment at NH. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act.

Insurance Benefits: As an employee of NH you will be eligible for a Group Medical Claim Floater Policy- of INR 100,000/- per annum for self, spouse and 2 children below the age of 25 years. In addition, you will be eligible for subscription to group personal accident insurance policy with an INR 500,000/- cover per annum. Apart from the above, you will also be entitled for subscription to group term life insurance policy for INR 500,000/- per annum.

If you wish, you may avail the floater cover subject to conditions, under group mediclaim insurance not exceeding INR 1,000,000/- cover for all dependents per annum by paying applicable premium.

****

Declaration:
I have read and understood the terms and conditions of the offer contained herein and I am happy to accept them for employment with NH. I will be joining NH on or before **22.03.2021** at 9:00am.

I do hereby authorize NH to conduct background verification checks as part of the Recruitment process.

Signature: **Date:**

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Name:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ASIAN HEART INSTITUTE
Hope is Healing, Healing is Happiness

ASIAN HEART INSTITUTE & RESEARCH CENTRE PVT LTD: G/N Block, Bandra-Kurla Complex, Bandra (East), Mumbai - 400 051, INDIA. T: +91- 22 - 6698 6666. F: +91- 22 - 6698 6506.
E: info@ahirc.com I www.asianheartinstitute.org /Asian.Heart.Hospital /AsianHeartInst

Date: 13th March, 21

AHI/OFF/0021/21

Mr. Nigam Rashmi Dhar
At Bhaskar Ganj,B-Sahadev
Khunda,Balasore,Odisha
Pin code- 756001

Sub: OFFER LETTER

Dear Mr. Nigam,

With reference to your application and subsequent interviews, the management is pleased to inform you that you have been selected for the post of **Management Trainee** in the department of **Non- Clinical.**

You will need to join on or before **25 March, 2021** failing which our offer stands withdrawn.

At the time of joining you will have to submit the following documents:

- 4 passport size colour photographs,
- Photocopies of all your Educational Mark sheets and Certificates.
- And 2 photocopies of your address proof and photo identity proof.
- Relieving letter and experience certificate from the previous employer, if any.

If the offer letter is acceptable to you, please acknowledge the same by signing and returning the duplicate copy as a token of your acceptance.

Particulars of your CTC will be stated in your appointment letter.

Appointment letter will be issued to you within 15 days from the date of joining..

Your Offer letter stands valid subject to the clearance of Medical Fitness test.

For Asian Heart Institute

mr anda

Dr. Ramakanta Panda
Vice Chairman & Managing Director

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

FW: ASIAN HEART INSTITUTE #OFFER LETTER

From Anshul Goyal <anshul@iihmr.edu.in>
Date Tue 3/16/2021 2:14 PM
To Ms. Anita Thapa <anitathapa@iihmr.edu.in>

2 attachments (568 KB)
Offer Letter # Mr. Nigam Dhar.pdf; Offer Letter # Vrushali Pothare.pdf;

FYI

From: Sarita Rajput <hrd@ahirc.com>
Sent: Tuesday, March 16, 2021 12:39 PM
To: Anshul Goyal <anshul@iihmr.edu.in>
Cc: Vrushali Pothare <vrushali.j19@iihmr.in>; nigam.dhar@gmail.com; Hr ahirc <hr@ahirc.com>
Subject: ASIAN HEART INSTITUTE #OFFER LETTER

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Anshul,

Greetings from Asian Heart Institute.

We are happy to offer two of your students **Management trainee** positions in the department of **Non-Clinical** at Asian Heart Institute. As already conveyed, for MBA pass out students # CTC 324000.

1. Vrushali A. Pothare
2. Nigam Rashmi Dhar

Please find attached offer letters of your students & convey acceptance on the same. They need to join on or before **23#25 March '2021**.

We congratulate them once again and look forward to joining the Asian Heart family.

Thanks & Regards,
Team HR

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ASIAN HEART INSTITUTE

INDIA'S NO. 1 HEART HOSPITAL
By
TIMES HEALTH

India's Highest Accredited Hospital

Joint Commission International | India's 1st JCI gold standard heart care hospital | ISO 9001:2008 CERTIFIED

Awarded India's Best Cardiac Hospital by HEALTHCARE ACHIEVERS AWARDS 2014

ASIAN HEART 126126

G/N Block, Bandra-Kurla Complex, Bandra(E), Mumbai-400051, INDIA
Tel: +91-22-66986666, Fax: +91-22-66986506
http://www.asianheartinstitute.org

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This information is provided for general knowledge of the patient and his caretakers only and is not meant to substitute the independent medical judgment of a physician in the diagnostic and treatment options of a specific patient and his/her medical condition. Asian Heart Institute and/or its Doctors are not and will not be liable for any decision made or action taken in reliance of the information provided through this website.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

Selection as PC (HLFPPT)

From Renuka Singh <renukasingh@hlfppt.org>
Date Wed 02/24/2021 9:42 AM
To Nikhil Khandal <nikhil.j19@iihmr.in>
Cc Avinash Daga <adaga@hlfppt.org>; Pankhuri Rai <prai@hlfppt.org>; aawasthi@hlfppt.org; ajaysharma@hlfppt.org

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Dr. Nikhil Khandal,

This is to kindly inform you that you have been successfully selected in our organization as **Project Coordinator** Salary- 30k Per Month.

Many Congratulation!!

Please Note that your Joining date is **25th of February 2021**. Once your joining formalities would be done, we will provide you appointment letter .
Kindly confirm the same with a return mail.

Thanks & Regards
Renuka Singh
9873657985
Sr. Executive- HR

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

www.sankaraeye.com

SRI KANCHI KAMAKOTI MEDICAL TRUST
SANKARA EYE FOUNDATION, INDIA

BOARD OF TRUSTEES

Dr.S.V. Balasubramaniam - Chairman | Dr.R.V. Ramani - Founder & Managing Trustee

Dr.P.G. Viswanathan | Dr.S.R. Rao | Dr.S. Balasubramanian | Sri.M.N. Padmanabhan | Mrs. Seetha Chandrasekar | Sri.J.M. Chanrai | Sri. Murali Krishnamurthy

1st February 2021

Dr. Nikhita Bhalla

3605 Chanel, Prestige Monte Carlo,

Dodaballapur Road, Bangalore

Karnataka- 560064.

Sub: Offer Letter

Dear Dr. Nikhita Bhalla,

Welcome to the Sankara Family!!!

Congratulations! You are selected to undergo Internship at Sankara from **22nd March 2021** to **21st June 2021**. During this period you will be positioned as **"Intern"** at **Mission Head Quarters, Coimbatore**.

- You shall be paid a monthly stipend of **Rs. 20,000/-(Rupees Twenty Thousand Only)** per month subject to tax deduction as applicable by Income Tax Act.
- You will not be eligible for any leave during your internship period.
- Only on successful completion of Internship you will be eligible for Completion Certificate.
- On successful completion of internship, you will be absorbed as **"Management Trainee"** for a period of one year with a stipend of **Rs. 40,000 /-(Rupees Forty Thousand Only)** per month subject to tax deduction as applicable by Income Tax Act and continue to report at **Mission Head Quarters, Coimbatore**.
- During Training period you will be eligible for one day Trainee leave per month.
- You shall report to **Ms. Srini Karthikeyan, Chief People Officer, Sankara Eye Foundation, India** during **Internship period**.
- Your Internship and Training will involve Travel to other unit hospitals. (Travel Policy applicable- travel tickets & accommodation during travel will be borne by SEF, India).
- You may be transferred to other locations during Training period.

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On the date of joining you are requested to bring

- ✓ Three Passport- size photographs.

Also carry the Originals and photocopies of the following documents:

- ✓ Educational certificates and Mark sheets.
- ✓ Medical Fitness Certificates.
- ✓ PAN Card, Residential Proof and Aadhaar Card.

Submission of the documents mentioned above is mandatory on the Date of Joining.

This Offer of employment is subject to us receiving:

- ✓ Conduct Certificate from your Institution.
- ✓ Documentary evidence of your academic qualifications.

In this process of verification, during your tenure with us, if there are confirmed unfavourable reports of your past experience, banking transactions or social standing your services shall be dis-continued with immediate effect.

Your Training period with Sankara Eye Foundation, India can be discontinued by either side by giving **30 days/1 calendar month** notice or **one month** stipend in lieu of notice without assigning any reason on either side.

Please validate your acceptance immediately on receipt of this mail. Receiving no response within two days from your end will invalidate the offer granted to you.

Our journey together will certainly be inspiring, challenging, rewarding and satisfying.

Wishing you the very best

Bharath Balasubramaniam
President Sankara Eye Hospital

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Pristyn Care
SIMPLIFYING SURGERY EXPERIENCE

Dated: 2nd February 2021

To,
Dr. Nikita Arora,

Subject: Letter of offer for the post of Executive

Dear Dr. Nikita,

We are pleased to offer you the position of **Executive** at our **Gurgaon** location. The terms of appointment are as follows:

i. We would appreciate if your start date is no later than 8th February 2021, **at 10:00 A.M.** Please return the duplicatee copy of this letter duly signed in token of your having accepted this employment offer. We will then proceed to create a formal appointment letter at the time of joining, which outlines our **three-months'** probation period and other details and will supersede this offer letter.
ii. Your Annual CTC comprises of **Rs. 3,60,000 (Rupees Three Lakh Sixty Thousand Only)**
iii. You will be paid your salary and allowances stated in arrears monthly after giving effect to withholding(s) as required by law. Any Income Tax applicable on your remuneration or any other payment made by the Company in respect to taxes will be borne by you and as required by law, will be deducted at source.
iv. Your hours of work will be as per the Company policy and requirement of the project you are working on.
v. This position is offered subject to satisfactory reference and pre-employment checks by third party vendors/Pristyn Care and completion of three-month probation period during which time your performance will be reviewed.
vi. You shall always be subject to overall policy of the Company and agree to be bound by the same. It is your responsibility to ask the HR team to provide you with all the policies of the Company and you should abide by all such policies.
vii. All information, data and documents shared by the Company with you are the intellectual property of the Company and you will at all times maintain the confidentiality of all the information, data and documents shared with you, including this offer letter. You are not authorized to share any information of the Company, of its clients, of its operations whatsoever with any third party without prior written consent.
viii. Non – Solicitation and Non Hire of Company Employees: You agree that during the term of your employment and a further period of 12 (twelve) calendar months after separation from the Company, for whatever reasons, you shall not either directly or indirectly solicit or entice away or endeavor to solicit or to entice away or assist any other Person to solicit or hire or entice away from the Company, any Company employee.
ix. Confidentiality & Non-Complete and Non-Solicitation: You certify not to share your salary or any company details along with not joining any competitor as an employee or contractor or solicit any employee from the company to join a company.
x. Transfer & Relocation: You will be liable to transfer in such capacity as the company may from time to time determine to any other location, department, establishment, factory or branch of the company or its affiliate, associate or subsidiary companies. In such case, you will be governed by the terms and conditions of service applicable to the new assignment

We welcome you to the Pristyn Care family.

Request you to kindly accept the contents of this letter and return to us an executed copy of the same for our records purposes.

Yours sincerely,

For GHV Advanced Care Private Limited

(Head – Human Resource)
(Anjan Das)

Accepted

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Dr. Nikita Arora

Pristyn Care
SIMPLIFYING SURGERY EXPERIENCE

Salary Annexure- Dr. Nikita Arora

Name	Dr. Nikita Arora
Designation	Executive
Department	Medical Directorate
Sub Department	Medical Services
Job Location	Gurgaon
BU	Corporate

Salary Components	Monthly Amount	Annual Amount
Basic	12000	144000
HRA	6000	72000
Bonus	894	10728
Special Allowance	9306	111672
Gross Salary	**28200**	**338400**
Employer PF	1800	21600
CTC	**30000**	**360000**

*** Statutory Deductions**
1. Employer's contribution to Provident Fund shall be deducted & deposited with PF Authorities, along with employee's contribution, as per the statutory requirements.
2. Professional Tax and all incidence of income tax will be borne by the employee as per Income tax rules.
3. All applicable tax liability will be borne by the employee as per relevant statutory tax rules.
*** Additional Benefits**
4. Medi-Claim premium is calculated for self, spouse and 2 children
5. The amount of Gratuity is subject to Payment of the Gratuity Act 1972 .
*** Flexi Pay**
6. For Tax saving purpose, there is a provision to avail Car Hire Scheme & Vehicle Operating expenses as per the salary bracket.

(Head – Human Resource)
(Anjan Das)

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Dr. Nikita Arora

Pristyn Care

SIMPLIFYING SURGERY EXPERIENCE

Please bring copies of the following documents at the time of joining along with the original copies for verification (Wherever applicable): -

1. 2 Passport size Photographs
2. All educational certificates
3. Appointment letter/ Salary certificate/Pay-slip from previous employer (if applicable)
4. Release letter/ Copy of Resignation Letter (last employment)
5. PAN Card copy
6. Aadhaar Card
7. Cancelled Cheque

NOTE: You are requested to inform your HR coordinator well in advance in case you are unable to provide any of the above-mentioned documents on joining day. In the absence of any above-mentioned documents we will not be able to complete your joining.

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KARKINOS

EMPLOYMENT AGREEMENT

This **Employment Agreement** ("**Agreement**") is entered into on this 05th day of May 2021.

BY AND BETWEEN:

Karkinos Healthcare Private Limited, a private limited company incorporated and existing under the laws of India and having its registered office at Mumbai, (hereinafter referred to as the "**Company**" which expression shall, unless repugnant to the context or meaning thereof, be deemed to include its successors-in-interest and assigns), of the **ONE PART**;

AND

Pallak Khanna,currently residing at #112 DARBHANGA COLONY, PRAYAGRAJ, UTTAR PRADESH -211001 (Hereinafter referred to as "Employee", which expression shall, unless repugnant to the context or meaning thereof, be deemed to include the employee's successors, legal heirs and permitted assigns), of the **OTHER PART**.

The Company and the Employee are hereinafter referred to individually as a "**Party**" and collectively as the "**Parties**".

WHEREAS:

A. The Company is engaged in the business of developing healthcare solutions ("**Business**").

B. The Company proposes to engage the services of the Employee as a full time employee of the company in the designation of **"Product Analyst"** subject to the terms and conditions set out in this Agreement and the Employee has agreed to accept such offer of employment, on the terms and conditions set forth in this Agreement.

NOW THEREFORE, in consideration of the mutual promises, covenants, understandings and conditions hereinafter set forth and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. DEFINITIONS AND INTERPRETATIONS

In this Agreement, unless the context clearly indicates a contrary intention, and in addition to the terms defined in the body of the Agreement, the following words or expressions shall have the meaning assigned herein:

1.1.1. "**Board of Directors**" or "**Board**" shall mean the board of directors of the Company;

1.1.2. "**Person**" shall mean any natural person, limited or unlimited liability company, corporation, partnership (whether limited or unlimited), proprietorship, Hindu undivided family, trust, union, association, government or any agency or political subdivision thereof or any other entity that may be treated as a Person under Applicable Law;

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2. EMPLOYMENT

2.1. The Company hereby employs the Employee in and with the position and title as set forth herein.

2.2. The Employee's primary place of employment shall be at Hyderabad. The Company may, from time to time, require the Employee to travel to other locations (whether in or outside India) in connection with the employment.

2.3. During the course of the employment, the Employee shall perform such duties, functions and responsibilities as the Board shall from time to time determine and entrusted to the employee. The Employee shall provide their services in accordance with the directions of the Board.

3. TIME TO BE DEVOTED TO EMPLOYMENT; LEAVE ENTITLEMENT

3.1. During the course of the employment, the Employee shall devote all of their professional and business time, attention and energies to the business and affairs of the Company.

3.2. The Employee shall be entitled to leave in accordance with the Company's policies as adopted by the Board from time to time.

3.3. The Employee shall, at all times, be required to carry out the duties and responsibilities assigned to the employee by the Board or any of the supervisors, faithfully and diligently and in compliance with the established policies and procedures, endeavoring to the best of the employee's ability to protect and promote the interests of the Company.

4. REMUNERATION

4.1. The Employee's remuneration for the services rendered by the employee shall initially be as set forth in Schedule A hereto, which may be amended by or under the authority of the Board from time to time.

4.2. The payments made and other benefits given to the Employee by the Company for the services rendered to the Company shall be subject to withholding of taxes as per applicable laws. The Employee shall be liable for any income tax and all other applicable taxes arising out of such payments and benefits.

5. INVENTION ASSIGNMENT RIGHTS

If at any time during the course of employment under this Agreement the Employee makes or discovers or participates in the making, improvement or discovery of any intellectual property directly or indirectly relating to or capable of being used by the Company, full details of the intellectual property shall immediately be disclosed in writing by the Employee to the Company and the intellectual property shall be the absolute property of the Company. At the request of the Company, the Employee shall give and supply all such information, data, drawings and assistance as may be necessary or in the opinion of the Company desirable to enable the Company to exploit the intellectual property to the best advantage (as decided by the Company). The Employee shall execute all documents and do all things which may, in the opinion of the Company, be necessary or desirable for obtaining patent or other protection for the Intellectual Property and for vesting the same in the Company, as the Company may direct.

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6. NON-COMPETITION AND NON-SOLICITATION

6.1. The Employee hereby undertakes that during the term of employment with the Company and for a further period of 1 (one) year from the date employee ceases to be in the employment of the Company ("**Non-Compete Period**"), the employee shall not, as an individual, partner, employee, consultant, shareholder, member, or in association with any Person, except on behalf of the Company, in any manner, directly or indirectly, during the Non-Compete Period: (i) Compete with the Company (ii) solicit or render services to or for a client of the Company (whether present or future) (iii) interfere with the Company's business (iv) employ any present or former employee of the company.

Further, the Employee hereby acknowledges that the type and periods of restriction imposed in the provisions of this Article 6 are fair and reasonable and are reasonably required in order to protect and maintain the legitimate business interests and the goodwill associated with the Business.

7. CONFIDENTIALITY/ NDA

7.1. The Employee acknowledges that during the course of the employment with the Company, the employee will have access to and/or will possess trade secrets and other confidential information of the Company and its suppliers and customers, including the Company's business plans, technological and strategic initiatives, marketing programs, details of suppliers and customers, pricing and credit techniques, information concerning dealings, transactions or affairs of the Company or any of its Affiliates, source codes, program codes, software design know-how, research and development activities, private processes, and books and records ("**Confidential Information**"). To protect the Confidential Information and the goodwill of the Company, the Employee undertakes to the Company that the employee shall not, without the express written permission of the Company, use or disclose (either personally or through an agent or otherwise, directly or indirectly) or allow to be used or disclosed:

7.1.1. any such Confidential Information; or
7.1.2. any trade name used by the Company, or any other name similar to such a trade name.

7.2. In furtherance of Section 7.1 above, all memoranda, notes, records or other documents, made or compiled by the Employee or made available to the employee during the course of the employment, which contain Confidential Information, if in the possession or under the Employee's control, shall be delivered to the Company, or on the Company's instructions destroyed by the Employee, upon termination of the employment.

7.3. The Employee's confidentiality obligations under this Article 7 shall continue in perpetuity, except in the following circumstances:

7.3.1. if the Employee is required by any court of law or statutory, regulatory or quasi-judicial authority to disclose any Confidential Information;
7.3.2. if the Confidential Information in question is in the public domain without any breach of this Article 7 or other confidentiality obligation; and
7.3.3. if the Employee receives the Confidential Information in question from any third party who has obtained the same lawfully.

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8. TERMINATION OF EMPLOYMENT

8.1. The Employee's employment may be terminated for Cause immediately upon notice to the Employee. For the purpose of this Agreement, "Cause" shall mean: (i) a charge sheet being filed against the Employee (ii) gross negligence or misconduct by the Employee (iii) breach of terms of employment or company policy by the Employee (iv) Employee declared as insolvent under law (v) acts or omissions by the Employee that are grounds for summary termination of employment (vi) abandonment of continuous absence for a period greater than 5 days without notice to Company.

8.2. Without prejudice to Company's right under clause 8.1 to terminate the employment with immediate effect, Either Party may terminate this Agreement by giving a 30 (thirty) day prior notice of termination to the other Party hereinafter referred to as the "Notice Period"). Termination shall be effective on the last day of the Notice Period unless otherwise agreed by the Company. As a condition for agreeing to a shorter notice period the Party who sent the termination notice under this Clause shall pay to the other Party the prevailing salary of the Employee for the period by which the Notice Period exceeds the agreed shorter notice period, unless the Parties mutually agree otherwise.

9 OBLIGATIONS UPON TERMINATION

Obligations of the Company

9.1.1. Upon the termination of the Employee's employment for any reason under this Agreement, the Company shall pay the employee (or to the employee's spouse or such other person so nominated by the employee as their nominee, any payments due to the employee in case of termination due to Employee's death), at the time of such termination, any amounts which are accrued but unpaid through the date of termination under the terms of this Agreement.

Obligations of Employee

9.1.2. As specified in Clause 7.2 above, all memoranda, notes, records or other documents, made or compiled by the Employee or made available to the employee during the course of their employment, which contain Confidential Information, shall be handed over to the Company, if in the employee's possession or under their control. Upon termination of the Employee's employment, the Employee shall handover to the Company any laptop or other communication devices including any external hard drives, data cards, etc. provided by the Company. The Employee shall also relinquish all positions and/or memberships in anybody/committee/association to which the employee was appointed or nominated by virtue of the employment with the Company.

10. REPRESENTATIONS AND WARRANTIES

10.1. The Employee hereby represents, warrants, and confirms that:

10.1.1. has executed and delivered this Agreement as a free and voluntary act, after having determined that the provisions contained herein are of benefit to the employee, and that the duties and obligations imposed on the employee hereunder are fair and reasonable and will not prevent the employee from earning a comparable livelihood following the termination of employment with the Company;

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10.1.2. has read and fully understood the terms and conditions set forth herein and the benefits and consequences of entering into this Agreement; and

10.1.3. the execution of this Agreement by the employee and performance of the employee's obligations, responsibilities and duties hereunder shall not result in the breach of any of the employee's obligations, covenants or undertakings (including any professional, statutory, contractual or fiduciary duties or obligations) to any other Person.

11. REMEDIES

Upon breach of this Agreement, the Employee recognizes, and the Company reserves the right to institute and prosecute proceedings in any court of competent jurisdiction to prevent the Employee from further violating this Agreement or any other agreement, in the form of relief including but not limited to injunction(s). Relief of injunction and/or specific performance shall be in addition to any remedy for damages which the Company may be entitled to.

12. GOVERNING LAW AND DISPUTE RESOLUTION

112.1 Any dispute or controversy arising out of or relating to this Agreement shall be settled by arbitration with its seat Mumbai, Maharashtra in accordance with the Indian Arbitration and Conciliation Act, 1996, in the English language, and shall be heard and determined by an arbitral tribunal composed of a sole arbitrator appointed by the Company. The decision of the arbitrator shall be final, conclusive and binding on the Parties. Notwithstanding the foregoing, nothing contained herein shall be deemed to prevent either Party from seeking and obtaining injunctive and equitable relief from any court of competent jurisdiction without the posting of any bond or other security.

112.2 This Agreement shall be construed with, and be governed by, the laws of India without giving effect to the principles of conflicts of laws. Subject to Clause 12.1, courts in Mumbai, Maharashtra only shall have exclusive jurisdiction over all matters arising pursuant to this Agreement.

13. MISCELLANEOUS

13.1. All notices and other communications required or permitted to be given under the provisions of this Agreement shall be in writing in English and shall be deemed to have been effected: (i) (in the case of personal delivery) when delivered, (ii) (in the case of email with return receipt requested) upon the obtaining of a return receipt from the recipient for whom it is intended, provided that a hard copy of such notice or communication is forthwith sent by prepaid post to the relevant address set out below or (iii) (in the case of a letter) 3 (three) days after being dispatched in the post, postage prepaid, by an efficient form of mail available or by registered mail, if available, at the addresses of the Parties first mentioned hereinabove.

13.2. This Agreement contains the entire understanding and agreement between the Parties relating to the subject matter hereof and shall supersede all previous agreements, negotiations and undertakings in respect thereof, and neither this Agreement nor any provision hereof may be waived, modified, amended, changed, discharged or terminated, except by an agreement in writing signed by the Party against whom enforcement of any waiver, modification, change, amendment, discharge or termination is sought. Provided, however, it is hereby agreed between the Parties that the terms contained in the Investment Agreements shall prevail over this

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Agreement in relation to the subject matter hereto in the event of any inconsistency between the two.

13.3. This Agreement may be executed simultaneously in counterparts, each of which shall be deemed an original, and both of which counterparts shall together constitute a single agreement.

13.4. If any one or more of the provisions of this Agreement shall be invalid, illegal, or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained herein shall not, in any way, be affected or impaired thereby. There shall be substituted for any such provision held invalid, illegal or unenforceable, a provision of similar import, reflecting the original intent of the Parties to the extent permissible under law.

13.5. The provisions of Article 6 (Non-Competition and Non-Solicitation), Article 7 (Confidentiality), Article 9 (Obligations upon Termination), Article 11 (Remedies), and Article 13 (Miscellaneous) of this Agreement shall survive the termination of the Employee's employment with the Company for any reason.

13.6. Save and except as otherwise provided in this Agreement, the waiver of any default or breach under this Agreement by any Party shall not constitute a waiver of the right to terminate this Agreement or otherwise exercise rights or remedies for any subsequent default of a similar nature or under any other terms and conditions of this Agreement.

13.7. No variation of this Agreement shall be binding on any Party, unless such variation is in writing and signed by each Party.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the date first above written

For Karkinos Healthcare Private Limited., Through its authorized signatory VENKATARAMANAN RAMACHANDRAN Name: R.Venkataramanan Designation: Founder/ CEO Date: 04th May 2021	Employee: Pallak Khanna Pallak Khanna Name: Pallak Khanna Designation: Product Analyst Date: 04th May 2021

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KARKINOS

SCHEDULE A

Details of Remuneration

ANNEXURE 1:

The annual compensation details are as follows:

Particulars	Amount(Rs)	
a) Basic + Allowances:	Monthly	Annualized
Basic	19,934.00	2,39,200.00
HRA	9,967.00	1,19,600.00
Medical Insurance	2,500.00	30,000.00
Special Allowance	7,467.00	89,600.00
b) Additions:		
c) Gross Salary	**39,867.00**	**4,78,400.00**
d) Variable (Paid Half Yearly)	0.00	0.00
e) **Total CTC (c+d)**	**39,867.00**	**4,78,400.00**
f) Deductions:		
g) Employee PF contribution	1800.00	21,600.00
Employee ESI	0.00	0.00
Professional Tax	200.00	2400.00
g) **Total Deductions**	**2000.00**	**24,000.00**
h) Net Pay (c-g)	**37,867.00**	**4,54,400.00**
i) Employer Contribution to PF	1800.00	21,600.00
j)Employer Contribution to ESI	0.00	0.00
k) Total remuneration/ Annual CTC (c+ d+ i+ j)	**41,667.00**	**5,00,000.00**

Your Compensation will be governed by rules of the company on the subject, as applicable and/or amended hereafter. Also deductions, applicable as per prevalent statutes, shall be deducted from salary

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951

REF No.-RBH/2021/APR/HRD/2295

Date: 29th Apr 2021

LETTER OF OFFER

To
Ms. Pallavi Verma,
52, Mohan Marg, Kasturba Nagar,
Nirman Nagar, Near H.P Gas Godam,
Shyam Nagar, Jaipur, Rajasthan, 302019

Dear Ms. Pallavi,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **"Management Trainee"** in the department of **Human Resources.**

The formal Appointment letter elaborating your remuneration, employment terms and conditions would be issued to you, once you join duty.

We would expect you to join us on or before **05th July 2021**, beyond which the Offer would stand withdrawn, unless a new date is mutually agreed upon, by us in writing.

On the date of your joining, you will have to submit the following documents:

1. Two copies of Proof of Age (Admit Card of Class 10).
2. Two copies of Educational Mark sheets, Certificates and Professional Certificates.
3. Two copies of Relieving certificate and Last Pay slip drawn from the employer.
4. Two copies of Appointment Letter and Salary Certificates of Earlier Companies
5. Six Passport size Photograph
6. References (not relatives).
7. Three photocopies of Voter's ID Card/Driving License/ Passport/ Aadhar Card
8. Three photocopies of PAN Card.
9. Updated Curriculum Vitae

This Letter of Offer is conditional, subject to:-

- Satisfactory reference check / antecedent verification done internally or by external support.
- Completion of Pre-joining Formalities and the above being received,
- Confirmation of the information as provided by you in the Application form as part of pre-joining Kit.

Please sign the duplicate copy of this letter as a token of your acceptance and return the same to us.

Yours sincerely,

For **CK Birla Hospitals | RBH**

Anupama Sharma
Unit HR Head

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Near Sanganer Airport, Jaipur-302029

Outlook

FW: Final selection for RBH

From Anshul Goyal <anshul@iihmr.edu.in>
Date Thus 3/11/2021 3:32 PM
To Kshipra Saxena <kshipra.saxena@ckbirlahospitals.com>; 'Anupama Sharma' <anupama.sharma@ckbirlahospitals.com

Thanks Kshipra for the email.

@'Anupama Sharma' thanks for your wonderful support.

Thanks & Regards
Anshul Goyal

From: Kshipra Saxena <kshipra.saxena@ckbirlahospitals.com>
Sent: Thursday, March 11, 2021 2:50 PM
To: Anshul Goyal <anshul@iihmr.edu.in>
Cc: 'Anupama Sharma' <anupama.sharma@ckbirlahospitals.com>
Subject: Final selection for RBH

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Anshul,

We have finalised following students for RBH for HR department-

1. Ms. Anshu Singh
2. Ms. Pallavi Verma

CTC: 4 LPA
Take home : 29,658 per Month

Other Perquisite:

- Employee Mediclaim for self, spouse, children and parents up to 2 Lacs sum Assured and 10% co-payment
- OPD and Investigation Benefits as per Institute's policy
- Corporate Mobile Connection as per eligibility

They may start their dissertation from 22nd March'21. Request you to please share their Date of Joining as MT, so that we may release them the offer letter.

Regards, Kshipra
Saxena

This email has been scanned by the Symantec Email Security.cloud service. For more information please visit http://www.symanteccloud.com

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ImpactGuru.com

Dear Piyu Jain

I am pleased to extend to you an offer of Consultant as **Business Development Trainee** with **Impact Guru**.

We have enjoyed getting to know you and believe you have much to contribute to our firm and our culture. We hope that in the process of getting to know us, you have concluded that the fit is compelling and that ImpactGuru is the best firm at which to take the next step in your career and to grow further. We congratulate you!

ImpactGuru's aspiration of innovative thinking, open collaboration, and passion for driving change enables nonprofits, social enterprises, corporate, and other change-makers and impact creators to outperform and our Consultants to achieve greatness. We will be thrilled to have you as part of our team. You will bring your ambitious aspirations and unique talents to the firm and to our clients. In return, you will find unparalleled opportunities for personal and professional development at ImpactGuru, with no limits on the paths your career may take.

We feel that your skills and background will be valuable assets to our firm and we are delighted at the prospect of your joining us. Impact Guru is a transformative organization and aspires to be a market leader in its niche. Within and beyond ImpactGuru, our people will make a difference to the world because of the leaders they will become while here.

Please reach out to me with questions at any time. We hope to stay in close contact with you and look forward to having you as our colleague.

COMPENSATION:

Annual Professional fees

Your annual Professional fees will be **Rs. 4,00,000/-** paid in equal installments every month. Your Professional fees will be subject to TDS or other statutory deductions, if any.

Compensation details:

Internship Stipend: 25,000/- per month

Total CTC Offered: 5.80 LPA (Full time employment)

CTC offered: 4 LPA (Fixed) + Upto 60,000/- PA (Travelling Allowance) + Upto 1,20,000/- PA (Incentives - performance based)

Below mentioned documents are necessary to submit:

- Pan Card, Aadhar Card

- Address proof

- Educational Certificate

- Last 3 Payslips and Bank Statement

Impact Guru Technology Ventures Private Limited
101, Jai Singh Business Center, 119, Sahar Rd, Andheri East, Mumbai, Maharashtra 400099

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- Previous Experience Letter/Offer Letter/ Relieving letter

- Cancelled Cheque/ Any Account Detail Proof

- Front facing Photo

- 3 Reference details from previous company (HR, Reporting Manager, Founders)

Compliance with Terms and Conditions and Policies

All consultants are required to comply with Impact Guru's policies, which include those related to non-discrimination, sexual harassment, confidentiality, non-compete, and others as outlined in other policies as will be shared with you from time to time. You will be required to sign this letter which provides a statement of basic standards of behavior and expectations central to Impact Guru's values.

Your Appointment as Consultant is subject to a positive reference verification & submission of documents and the terms and conditions outlined in this letter and all HR policies and procedures of Impact Guru, as amended from time to time. On acceptance of this letter, you cannot discard our offer and /or cannot join /accept / prefer other offer upon acceptance of our offer, you cannot leave Impact Guru within a period of 6 months, in case you want to leave within 6 months then you have to serve a 2 months' notice or buy out the notice period with 2 times of your salary, post 6 months the notice will be revised to 1 month. In conflict of aforesaid terms, you will be responsible for reimbursing the company three times of the salary paid to you within seven days from the date of your resignation failing which Impact Guru shall be constrained to file appropriate proceedings both civil and criminal, in the court of law for the recovery of the aforesaid amount. The interest shall be charged at the rate of 18% p.a. upon failing to make payment within seven days as aforesaid.

Your date of joining will be on or post 19th April, 2021 based on Management's discretion.

Your work location for internship and full time employment is Mumbai.

Accepted,

Name:

Date:

Signature:

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Deloitte.

Deloitte Consulting India Private Limited

Building No.5, Tower 1, Block C1, 77 Degree Town Centre,
Survey No.123, 132/2, 133/2, 133/3 and 136/1,
Amani Bellandur Khane Village,
Varthur Hobli,
Bengaluru Rural, Karnataka – 560037

Tel: +91 080 6755 5000/ +91 080 6755 4000
www.deloitte.com

07/05/2021

Ms. Pooja Tiwari
16, Mangalam Malhar, Rapti Nagar, Phase 4
Khajanchi Chauraha, Medical College Road,
Gorakhpur, U.P. - 273003

Subject: Offer of Employment

Dear Pooja Tiwari:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Bengaluru**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **August 16, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000**/- and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000**/- subject to your reporting for full-time employment on **August 16, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

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Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **August 16, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Pooja Tiwari, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:
Chandra Shekar Hegganur Shivaramu
8147E9EE3BD84A8...

Authorized Signatory

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Deloitte.

Pooja Tiwari Bengaluru

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office at **Block "C", Divyasree Technopolis Survey No. 123 & 132/2 Yemlur Post, Yemlur, Off Old Airport Road Bengaluru – 560 037** (the "Employer") as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. **Defined Terms.** The italicized terms in this agreement (the "Employment Agreement") are defined in **Exhibit A** hereto.

2. ***Pre-existing Agreements or Arrangements.*** I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such *Pre-existing Agreements or Arrangements* and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer's offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency's decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. **Reporting of *Proceedings*.** Except as provided by law and except as I have disclosed in writing in **Exhibit C** to this Employment Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.

4. **Confidentiality.** I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized*

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Annexure A

[1] All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a] *Communication Expenses*	[1b] *Fuel Expenses*
Employee in Level - Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Insurance / Repairs & Maintenance*
	Rs.3,000/- per month	Rs.7,500/- per month

[1a] The internet/telephone/mobile bills should be in the Employee's name.

[1b] For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		Two Wheelers
	<= 1600 cc	> 1600 cc	
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

[2] The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

[3] Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

[4] Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.

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Annexure A

Ms. Pooja Tiwari **Analyst**

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	**17,500**	**2,10,000**
House Rent Allowance (HRA)	**8,750**	**1,05,000**
Special Allowance[1a & 1b]	**11,867**	**1,42,404**
Leave Travel Allowance[2]	**1,750**	**21,000**
Meal Card[3]	**2,200**	**26,400**
Differential Allowance(L)	**5,833**	**69,996**
Employer's contribution to PF	**2,100**	**25,200**
Total Salary (in Rs.)	**50,000**	**6,00,000**
Variable Bonus*	You will be eligible for a performance linked variable bonus. If applicable, it will be paid out on the 31st of August on the basis of your performance and performance of the business	
Medical Insurance Premium[4]	**1,870**	**22,440**

* The Variable Bonus will vary, primarily based on your performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer on August 31st following the close of the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid on August 31st of that subsequent year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

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Ms. Pooja Tiwari

Acceptance

I, **Pooja Tiwari**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
93B333702F00423...

Signature

07/06/2021

Date

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Signatory, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity.*

5. **Third Party Information and Property.** I agree that during my *Employment*, I shall not use or disclose any Confidential Information or Intellectual Property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.

6. **Authorization**. Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.

7. **Competing Activities and Conflict of Interest.** During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.

8. **Authorization to Access *Systems* and *Electronic Communications and use of Deloitte Property.*** I understand that while employed with a *Deloitte Entity*, I will use and have access to the *Systems.* I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my *Electronic Communications* and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel.* I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

   I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

   I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity,* transmitting *Deloitte Property* to me (*e.g.*, emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

   I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my

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possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. **Security**. I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. **Ownership of *Works.***

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10(b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the

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period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. ***Pre-existing Creations; Personal Creations.*** My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B,** and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.

12. **Post-*Employment* Restriction re: Clients.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, for a period of one year following the termination of my *Employment* for any reason, I will not, directly or indirectly, solicit or provide services to any client or prospective client of a *Deloitte Entity* to which I provided (or participated in a proposal to provide) services during the two-year period prior to termination of my *Employment*.

13. **Exceptions to Post-*Employment* Restriction re: Clients.** I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.

14. **Future Employment with Clients.** Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities*

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remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. **Restriction re: *Personnel* and Contractors.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated, (b) participate in the hiring or admission of any *Personnel*, or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.

16. **Post-*Employment* Restrictions re: *Deloitte Property*.** Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a *Deloitte Entity* to remove such *Deloitte Property*.

OTHER POST-*EMPLOYMENT* OBLIGATIONS

17. **Transition of Work and Cooperation.** Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licenser of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.

18. **Notification of Post-*Employment* Obligations.** I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.

19. **Certification.** I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15 and 16 of this Employment Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. **Equitable Relief and Attorney's Fees.** I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15, or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte*

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Entity is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. **Liquidated Damages: Client Fees.** I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to 50% of all fees received by me (or any person or entity with which I am associated) in connection with such breach. Such percentage shall be paid within thirty days after each fee payment is received and in respect of all services in connection with such breach during the two years following the termination of my *Employment* for any reason.

22. **Liquidated Damages: Compensation.** I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

23. **Right of Inspection.** I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. **Governing Law; Choice of Forum.** This Employment Agreement is deemed to have been executed in the Employer's office in **[HYDERABAD:** Hyderabad, Andhra Pradesh, India**] [MUMBAI**: Mumbai, Maharashtra, India**] [BENGALURU**: Bengaluru, Karnataka, India] [**GURGAON**: Gurgaon, Haryana, India**]** and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.

25. **Modifications.** My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.

26. **Severability.** Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to

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the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. **Blue-Penciling.** If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefor another provision that is legal and enforceable and that achieves the same objective.

28. **Waiver.** None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.

29. **Entire Agreement.** This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.

30. **Transfer and Assignment.** Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 8, 10, 11, 12, 14, 15, 16, 17, 18, 19, and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.

31. **Headings.** The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

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I have read the foregoing, understand it, and agree to comply with its terms.

For Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Effective as of **August 16, 2021,** I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Signature

Name

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EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity.*

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP**,** and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the "Deloitte U.S. Firms"), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited ("DTTL") or any member firm of DTTL or affiliate thereof (collectively, the "DTTL Member Firms") or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term "control" (including the terms "controlled by" and "under common control with") means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems,* equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

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Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a *Deloitte Entity*, and (3) it does not result from any work performed by me and the *Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual's name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes *PII* when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual's name is used with *PII* that is not business contact information, it is included in the definition of *PII*.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any *Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement,

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including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United Stated Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the *PCAOB*, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a *Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my *Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

[none, unless otherwise specified]

ACCEPTED AND AGREED TO:
DELOITTE CONSULTING INDIA PRIVATE LIMITED

OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Date

An *Authorized Signatory*'s signature is required only if *Pre-existing Creations* or *Pre-existing Agreements or Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that *Pre-existing Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the *Intellectual Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements or Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements or Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

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EXHIBIT C

Proceedings

[none, unless otherwise specified]

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

_____	_____	_____
Signature	Name	Date

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EXHIBIT D

Exceptions to Post-*Employment* Restrictions: re: Clients

[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

Name of Client	Specified Kind of Services(s) Permitted

Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

I have read and understood the above policy terms.

Signature	Name	Date

An *Authorized Signatory*'s signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

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Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the "Employer"), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

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2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT ("Employment Agreement")

You will be expected to sign the Employer's Employment Agreement. Please contact Talent for further details.

3. HARRASSMENT POLICY

Administrative Policy Release ("APR") 213 is the Employer's policy prohibiting harassment. Deloitte LLP's subsidiaries located in India ("Deloitte India (Offices of the US)") are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining *Deloitte U.S. India.*

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer's policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years.* Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a *Deloitte Entity* or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **60 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

* This provision is not applicable for U.S. citizens (and citizens of any other country where enforcing Deloitte India (Offices of the US)'s mandatory retirement age would be prohibited by the laws of that country) for whom there is no mandatory retirement age.

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In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/ employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.

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- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. https://deloittenet.deloitte.com/Pages/Home.aspx for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **August 16, 2021**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signature _____ Name _____

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Deloitte.

Dear **Pooja Tiwari**,
On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analyst** pursuant to the terms and conditions of your offer letter dated **August 16, 2021**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company. As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company. As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.

We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,

Human Resources Department

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Near Sanganer Airport, Jaipur-302029

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THE MISSION HOSPITAL DURGAPUR | FUTURISTIC TECHNOLOGY BRILLIANT MINDS

LETTER OF INTENT

Ref: TMH/LOI/52

Dated: 19.01.2021

Dr. Prachi Tyagi
Bhopal
Madhya Pradesh

Dear **Dr. Prachi**,

With reference to the discussions we had with you, the management is pleased to announce that you will be doing three months "Dissertation" in our organization starting from **22nd March, 2021.**

During the dissertation period you will be paid a consolidated stipend of **Rs. 10,000/-** (Rupees Ten Thousand) only per Month.

Upon successful completion of your dissertation and completion of course, you will be appointed as **"Management Trainee"**. During this period you will be paid a stipend of **Rs. 35,000/-** (Rupees Thirty Five Thousand) only subject to statutory deductions as applicable in your case.

Further please note that you will be provided with bachelor accommodation free of cost during your dissertation period.

This is a provisional Offer, formal letter of appointment elaborating terms and conditions of employment shall I be issued once you complete dissertation and join us as Management Trainee.

Please acknowledge the receipt of this offer.

Wishing you all the best.

For The Mission Hospital,

Ramesh Lall
VP-HR

I have read, understood and accepted the terms & condition of this offer. I am willing to start my dissertation on or before .....

Name :
Signature :

Date:

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Near Sanganer Airport, Jaipur-302029

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THE MISSION HOSPITAL DURGAPUR | FUTURISTIC TECHNOLOGY, BRILLIANT MINDS

LETTER OF INTENT

Ref: TMH/LOI/51

Dated: 19.01.2021

Dr. Pragya Mishra
Lucknow
Uttar Pradesh

Dear **Dr. Pragya,**

With reference to the discussions we had with you, the management is pleased to announce that you will be doing three months "Dissertation" in our organization starting from **22nd March, 2021.**

During the dissertation period you will be paid a consolidated stipend of **Rs. 10,000/-** (Rupees Ten Thousand) only per Month.

Upon successful completion of your dissertation and completion of course, you will be appointed as **"Management Trainee"**. During this period you will be paid a stipend of **Rs. 35,000/-** (Rupees Thirty Five Thousand) only subject to statutory deductions as applicable in your case.

Further please note that you will be provided with bachelor accommodation free of cost during your dissertation period.

This is a provisional Offer, formal letter of appointment elaborating terms and conditions of employment shall I be issued once you complete dissertation and join us as Management Trainee.

Please acknowledge the receipt of this offer.

Wishing you all the best.

For The Mission Hospital,

Ramesh Lall
VP-HR

I have read, understood and accepted the terms & condition of this offer. I am willing to start my dissertation on or before .....

Name :
Signature :

Date:

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ZS Associates India Private Ltd.
Tower A4, DLF World Tech Park
Sector 30, NH-8, Gurgaon - 122002 (HR)
T | +91 124 679 7000
F | +91 124 679 7001
www.zs.com

CONFIDENTIAL

30 March 2021

Pranchita Tiwari
Tower A4,
DLF World Tech Park,
Gurgaon.

Dear Pranchita:

We are pleased to extend you an offer to join ZS Associates India Private Ltd. ('ZS') as a Knowledge Management Associate, to be based in our New Delhi office. We hope that you give this opportunity with ZS serious consideration.

ZS has a special culture of collaboration and innovation. We produce work of outstanding quality, and we focus on learning, self-improvement and expertise to achieve that result.

Salary: Your annual gross salary will be INR 6,25,000, inclusive of basic and fixed allowances; all associates are paid on the last working day of every month. ZS reviews salaries each June, provided you were employed at ZS by March 31 in that year; the raise is pro-rated if your employment tenure is fewer than 12 months. For salary details, please refer to Appendix 1.

Starting Bonus: When you start full-time active, permanent employment with ZS, we will pay you a starting bonus INR 75,000 in your second month's payroll, However, if you do not then complete one full year (12 months) of continuous full-time employment with ZS immediately after that point for any reason (except for involuntary termination of your employment by ZS), then you agree to refund the starting bonus in its entirety.

Performance Bonus: ZS associates receive performance bonuses at the end of each year, based on eligible wages earned during the calendar year. During your initial 12 months, this bonus will be up to 10% of your base salary income earned. Your performance and the company's results will determine your incentive compensation.

Emerging Leader Reward Program: The expertise you gain over your tenure is valuable to ZS and we recognize your continued commitment and progression toward becoming a future leader in the firm. ZS rewards this expertise through a tenure-based incentive, which begins after 18 months' tenure. Should your employment with ZS terminate for any reason (other than a dismissal by ZS without cause), then you agree to reimburse ZS for any ELRP payments to you within the previous 6 months (from the day you complete the tenure milestone).

All bonuses are determined at the discretion of ZS, and are subject to standard withholding taxes.

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Provident Fund: When you begin employment with ZS, you will be enrolled in the Provident Fund program. The primary objective of this program is to provide retirement and pension support as per the Provident Fund Act, while reducing current tax exposure. As a participant, you will make 12% contributions on the first INR 15,000 of your monthly salary through payroll deduction; ZS makes a separate additional matching contribution to your account. You can opt for additional contributions to your Fund account through payroll deduction.

Gratuity: After you complete five years of continuous service, ZS will pay 15 days' salary for every completed year of service at the time of retirement or separation. The maximum amount payable is governed by the Gratuity Law.

In addition to components of the offer detailing direct compensation described above, this offer also includes elements describing non-cash benefits of employment with ZS. You will be eligible for all of the following benefits as of your start date with ZS. Benefits described are subject to taxes based on the prevailing government guidelines.

Annual Leave, Holidays and Sick Time: We provide 25 days of paid annual leave per year, inclusive of privilege and casual leave, on a pro-rata basis. In addition, ZS has designated paid holidays and permits up to seven paid sick days per year.

Insurance: We offer a group insurance plan to cover hospitalization expenses for employees and immediate dependents; parents residing in the same household may also be added with a benefit co-payment. Additionally, ZS provides some preventive healthcare coverage (Executive Health Check, medications, mental health, etc.). ZS provides accident insurance and business travel insurance for employees. ZS also provides life insurance coverage in the amount of three times your annual gross salary, with ZS paying these premiums in full.

Meals and Transportation: ZS provides meals during regular working hours and based on project needs. ZS also arranges shared daily commute transit for employees within defined geographic zones. For details please refer to Appendix 2.

Broadband access: ZS will provide a broadband allowance of INR 1,500 per month through payroll. We will also reimburse a one-time 'installation charge' of INR 500 against the receipt from your broadband service provider. We expect that you install a high-speed broadband connection at home to enable you to work remotely for project demands, and recommend at least a 2.0 MBPS wired connection. ZS retains the right to conduct random audits to ensure appropriate use of the allowance.

Finally, the following elements of your offer relate to logistics: getting you to ZS and getting you started.

Relocation: We will provide relocation assistance to support your move closer to your ZS office. If you are relocating from another city, ZS provides the following support:

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- You have to arrange train/air tickets from your college/home location to your ZS office location and share the tickets with Gaurav Chopra (Gaurav.V.Chopra@zs.com) which will enable him to book your accommodation if required.
- Upon your arrival, ZS will provide up to 2 weeks (14 days) of temporary guest house accommodation on a twin sharing basis. ZS will direct pay the guest house accommodation.
- ZS will provide a onetime relocation allowance of INR 60,000 to Associates through the second month's payroll. If you do not complete one full year (12 months) of continuous full-time employment with ZS, then you agree to refund the relocation allowance and the expenses incurred for the accommodation and travel entirely. The relocation allowance is considered taxable income.

If you are relocating within New Delhi, ZS will provide you with relocation assistance if you wish to relocate from Zone 3 localities to Zone 1 or Zone 2. For more details, please contact Akanksha Jaiswal (akanksha.jaiswal@zs.com).

Notice Period: ZS expects that experienced hires serve out their notice period with their current employer; however, ZS may opt to buy-out your notice period. If you do not start employment with ZS or then complete one full year (12 months) of continuous full-time employment with ZS immediately after that point for any reason (except for involuntary termination of your employment by ZS), then you agree to repay to ZS any buyout amount in its entirety.

Confidentiality and Employment Agreement: Our work at ZS often involves the use of confidential information of our clients, as well as the development and use of ZS proprietary software and processes. For you to start employment with ZS, you will be required to sign the employment agreement. If you have questions regarding this agreement, please do not hesitate to ask.

ZStart and Orientation: New associates who begin employment between ZStart sessions participate in an office-based Orientation program to gain a basic understanding of ZS culture and work. The ZStart Academy program, held several times per year is designed to provide a deeper view of the issues you will solve and the skills you will develop at ZS. Both session provide an excellent opportunity to get to know other new ZS associates.

Start Date and Formalities: We propose a start date of **05 April 2021**, contingent on your current employment arrangement. Please ensure that you report for work on the date indicated.

This offer is subject to verification of original certificates of educational qualifications and other documents listed below. At the time of joining, you are required to bring the following:

- Original certificates of all educational qualifications, each with a scanned copy
- Adhaar Card
- Proof of age (Pan Card or Passport scanned copy)
- Relieving letter scanned copy (if employed)
- Scanned copy of the latest salary slip from your current employer (if employed)
- Two passport-size photographs

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We are pleased by the prospect of you starting your ZS career in this position. If you decide to accept this offer, please sign this letter electronically through DocuSign to return it to us. Should you decide not to accept, please decline through DocuSign so that your offer is closed.

Please know that we would like to hear from you regarding your decision as soon as possible. We will consider this offer to be valid until **30 March 2021.**

The elements of this offer are personal and specific to you and, accordingly, we do not consider them appropriate to be shared with colleagues or the public. All details conveyed in this offer are based on our understanding of your availability and likely start timing. We describe benefits and conditions currently in force as of today and expected to be ongoing at the time you join. This offer is contingent upon successful completion of a background verification. If you have any questions about any of the elements of this offer, or would like to discuss the job further, please do not hesitate to contact me.

We look forward to you joining ZS and helping ZS (and you!) continue to grow and prosper in the future!

Sincerely,

Apoorva Aggarwal
Office Managing Principal

DocuSigned by:
Signature: Pranchita Tiwari
406013F7068D4AD...
Name as it appears on PAN card or passport: Pranchita Tiwari
Date Signed: 30-Mar-2021 | 8:14 AM EDT

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APPENDIX 1

Salary Break up Details

ZS Associates India Private Ltd.	
	Annual INR
ZS Gross	**6,25,000**
Basic	2,50,000
HRA	1,25,000
LTA	20,834
Special Allowance	2,29,166
Retirals	**12,000**
Gratuity *- payable on completing 5 years of continuous service with ZS India Private Limited as per the Payment of Gratuity Act 1972 (first year's provision)*	
Starting Bonus	**75,000**
Performance Bonus	**62,500**
Maximum 10% of ZS gross salary; pay-out at the end of calendar year, depending on individual performance	
Provident Fund	**21,600**
Employer's contribution to ***Provident Fund***	
Cash Benefit	**18,000**
Broadband Allowance *(ZS will provide a broadband allowance of INR 1,500 per month, through payroll)*	

Emerging Leaders Reward Program (ELRP) – Payout schedule

Payout months	**Tenure in Months**			**Total = INR 4,50,000**
	At the end of the Quarter of 18th month	At the end of the Quarter of 30th month	At the end of the Quarter of 42th month	
	INR 1,50,000	INR 1,50,000	INR 1,50,000	

ELRP payout only occurs if an individual is actively employed at the time of payout (end of calendar quarter).

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Benefit Details

Convenience Benefits:

- **Local Transportation:** A shared pickup/drop from residence to office for all employees residing within defined zones.
- **Advance toward Home Deposit:** An interest-free advance up to INR 75,000 against lease agreement, recovered over a period of 06 months through payroll.

Health and Wellness Benefits:

- **Group Medical Insurance:** A Sum Assured of INR 4,00,000 for Associates, Associate Consultants, Consultants and Managers and INR 5,00,000 for Associate Principals and Principals. Employee can nominate up to five immediate dependent family members.
- **Life Insurance Coverage:** 3 times your annual gross salary
- **Accident Policy:** A Sum Assured of INR 10,00,000
- **Executive Health Checkup:** Annual Executive Health Checkup facility through a leading hospital chain for all employees and their spouses
- **Meals:** Breakfast, Lunch, Dinner and Snacks served in office on all working days
- **Leaves:** 25 days of vacation per calendar year and up to 7 days of sick leave on pro-rata basis

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APPENDIX 2

Local Transport Service

Please find below details related to the daily shared transportation service which is a part of the non-cash benefits.

Local Transport Service	
We have divided the New Delhi region into 3 broad zones. This list, while comprehensive, is by no means exhaustive. If you are planning to relocate to, or current reside in, New Delhi, we recommend that you find housing ideally within Zone 1 (preferred locations) or within Zone 2 (other localities some distance away from the office). If you choose to live in one of the Zone 3 localities, you would need to come to the closest "pickup node" by a specific time, and ZS transport would be provided to the office from this location. This is the current transport arrangement and zoning; however, this arrangement may change in the future based on business needs.	
Zone 1: Ideal	**Entire Gurgaon region**
Zone 2: Acceptable	**Faridabad, South Delhi, Central Delhi, West Delhi and East Delhi Locations** The following areas will **not** be considered to be part of this region: Anand Parvat, Sadar Bajar, Darya Ganj,Chandini Chowk, Sabji Mandi, Chawdi Bazar, Pahad Ganj, Jama Masjid, Jahangir, Puir, Adarsh Nagar, Model Town, Timar Pur, Mukharjee Nagar, Kingsway Camp, Wazir Bad, Wazir Pur, Buradi, Narela, Samay Pur Badli, Rithala, Nangloi, Mangol Puri, Bhajan Pura, Sarai Kale Kha, Yamuna Vihar, Dilshag Garden, Shahadra, Gandhi Nagar, Seelam Pur, Krishna Nagar, Geeta Colony, Shastri Nagar, Seema Puri, Loni Road, Suraj Mal Vihar, Jhil Mil Colony, Mundka, Karawal Nagar, Dayal Pur, Sonia Vihar, Vivek Vihar, Jagat Puri, Madan Pur Khadar, Sarita Vihar, Badar Pur, Jasola Vihar, Taj Pur, Meetha Pur, Tuglaka Bad, Azad Pur, Ballabh Garh, Bahadur Garh, Najafgarh, Rewari, Tawdu, Sohna, Manesar.
Zone 3: No Service	Noida, Gaziabad or other areas not covered in the Ideal and Acceptable zone

For more details on the transportation guidelines, please contact Mohit Tomar (mohit.tomar@zs.com) from the transport team.

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THE MISSION HOSPITAL DURGAPUR | FUTURISTIC TECHNOLOGY, BRILLIANT MINDS

LETTER OF INTENT

Ref: TMH/LOI/50

Dated: 19.01.2021

Dr. Pratibha Gupta
Shahdol
Madhya Pradesh

Dear **Dr. Pratibha,**

With reference to the discussions we had with you, the management is pleased to announce that you will be doing three months "Dissertation" in our organization starting from **22nd March, 2021.**

During the dissertation period you will be paid a consolidated stipend of **Rs. 10,000/-** (Rupees Ten Thousand) only per Month.

Upon successful completion of your dissertation and completion of course, you will be appointed as **"Management Trainee"**. During this period you will be paid a stipend of **Rs. 35,000/-** (Rupees Thirty Five Thousand) only subject to statutory deductions as applicable in your case.

Further please note that you will be provided with bachelor accommodation free of cost during your dissertation period.

This is a provisional Offer, formal letter of appointment elaborating terms and conditions of employment shall I be issued once you complete dissertation and join us as Management Trainee.

Please acknowledge the receipt of this offer.

Wishing you all the best.

For The Mission Hospital,

Ramesh Lall
VP-HR

I have read, understood and accepted the terms & condition of this offer. I am willing to start my dissertation on or before .....

Name :
Signature :

Date:

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Rhea
Healthcare Pvt. Ltd.

motherhood
women & children's hospital

12th January 2021

Ms. Preetha Prasad,
IIHMR,
Jaipur.

LETTER OF INTENT FOR THE MANAGAMENT TRAINEE PROGRAM

Dear **Preetha Prasad,**

Congratulations!

With reference to your application and the subsequent selection process, we are pleased to include you as part of our "**Management Trainee**" program. The Management Trainee program is specially designed for young talent. You will experience challenging functional stints that will enhance your learning.

On joining, you shall be designated as **'Management Trainee'** in **'Rhea Healthcare Pvt Ltd'**.

The terms and conditions of the offer are given below.

1. You will initially report for an Orientation & Induction in Bangalore.

2. You are expected to join the Management Trainee Program on **14-June-2021**, failing which we will presume that you have no interest in working with us. Accordingly, this offer will be treated as cancelled and withdrawn. The Business hours begin from **09:30 am** onwards.

3. You will be in training for an initial period of **Twelve months.** Based on assessment of your performance during the training period, you may be considered for absorption into the regular cadre of the Company at the sole discretion of the management. Your absorption shall be only by way of written communication issued by appropriate officials in this regard.

4. This letter of intent is conditional and subject to your clearance of the **Pre-employment Medical Examination** by a Medical Officer designated by the company and submission of background verification related documents.

5. Please return the duplicate copy of this letter duly signed indicating your acceptance.

6. Please submit the following at the time of your joining:

   - Documentary evidence of date of birth
   - Attested copies of all educational qualifications (**SSC, HSC, Degree/Diploma**)
   - Four passport size photographs
   - Blood group proof
   - PAN Card copy
   - Aadhar Card Copy
   - Pre-employment Application Form (if not submitted already)

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Please note that all the above documents and information provided by you form the basis of your representation and our offer and the same shall be subject to verification as may be required by the Company from time to time.

You will be required to produce your latest qualification certificate within 90 days from the date of joining.

7. You will be on training for a period of 12 months in the first instance, subject to extension(s), if deemed necessary, at the sole discretion of the Management.

8. This is not a regular letter of appointment but a letter of intent inviting you to be a part of the organization. The formal letter of appointment will be issued at the time of your joining.

9. On completion of your training and based on your performance, you will be considered for absorption in the regular cadre of the Company as an employee.

10. The Compensation and Benefits Program applicable to your Band is a Cost to Company of Rs 6,00,000/- Only (Six Lakhs Only) including Rs. 50,000/- as Annual Performance Variable Pay. You will not be eligible for Annual Performance Variable Pay during your training period. We reiterate that your compensation is a confidential matter between you and the Company and we reaffirm that the Company shall view any breach of confidentiality with the utmost seriousness.

Please return the duplicate copy of this letter duly signed indicating your acceptance of our terms and conditions, as stated above within seven days of receipt of this letter of intent.

We once again would like to thank you for your interest in seeking a career with us and hope you will have a fruitful and successful career with us.

Yours sincerely,

For Rhea Healthcare Pvt Ltd,

Jayanthi A L

Head – Human Resources

I accept the offer as outlined above,

Signature: _____ Date: _____

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Outlook

Offer of Employment – Operations Executive

From Ankit Sanadhya<manager.operations@jnujaipur.ac.in>
Date Thu 7/5/2021 11:40 AM
To Priya Mathur <priyamathur.j19@iihmr.in>; Anshul Goyal <anshul@iihmr.edu.in>
Cc Anshul Goyal <anshul@iihmr.edu.in>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Dr. Priya Mathur,

We are pleased to inform you that you have been selected for the position of **Operations Executive** at our hospital following the interview process.

Details of your offer are as follows:

Department: Operations
CTC: INR 3,00,000 per annum (Fixed Pay)
Joining Date: 15th July 2021
Probation Period: 3 months

At the time of joining, kindly carry the following documents:

- Educational Certificates
- Previous Employment Proof (if applicable)
- Government ID & Address Proof (Aadhar/PAN)
- Two Passport-size Photographs
- Medical Fitness Certificate

We are excited to welcome you to our team and look forward to your valuable contribution. Please do not hesitate to reach out in case of any queries.

Warm regards,
Ankit Sanadhya
Manager Operation

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Sukoon

Clinical Governance by
Dept. of Mental Health and Behavioral Sciences
Fortis Hospitals Ltd.

Date: 25 June 2021

Ms Priya Mehra,

We are pleased to offer you the role of the **Sales Associate** in our Company and look forward to you joining **Sukoon Healthcare Services Pvt Ltd** on 28th June, 2021.

The following broad terms and conditions will apply:

1. Remuneration:

Your remuneration will be Rs. 30000/- (Thirty thousand only) which will be subject to local income taxes. You will have to bear and pay the Income-taxes payable under the Indian Income-Tax laws on remuneration and perquisites entitled to you under this contract.

2. KRAs:

1. Perform market analysis and research on competition
2. Assist in sales activities (e.g. Doctor outreach/meetings, Outreach OPD, direct mail, web etc.)
3. Working with the sales team to develop targeted sales strategies.
4. Manage and update company databases and customer relationship management systems (CRM).
5. Monitor all sales channels and social media platforms for trending news, ideas, and feedback.
6. Prepare SOP for the patient from India and Abroad.
7. Help with the planning and hosting of sales events.
8. Research and evaluate competitor marketing and digital content.
9. Contribute to the creation of email campaigns, and relevant social media content.
10. Collect quantitative and qualitative data from sales campaigns.
11. Coordinating collaboration with Embassies and various corporate collaborations.
12. Prepare Sales presentations.
13. Build and maintain a clinical professional network for presenting our services to

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doctors, psychologists, and corporate clients.

14. To execute the various activities planned as per the phase-wise Marketing plans, CMES, Workshops Camps, Patient Education Program, Life – Style Management Program Etc.
15. To explore new markets for customer acquisition.
16. To explore new product feasibility for a business plan.
17. Support in all marketing purposes to Head Marketing.
18. Practice financial acumen in managing budgets.
19. Reviewing patient feedback, sales records, and patients.
20. Any other work as assigned by the management.

3. Hours of Work: Your normal working week comprises 54 hours. Your normal daily hours of work are from 09:00 am to 6:00 pm 6 days a week.

4. Sole & exclusive occupation: During the period you are retained with the Company based on this Contract as modified from time to time, you will not be engaged, directly or indirectly, for gain or otherwise with any other person, firm or Company or take up any other assignment without prior written permission from the MD. Any contravention of this clause will be considered as wilful and may at the discretion of the management attract penalty including immediate termination.

5. Probation Period & Review: You will be on a six month probation period during which your performance will be measured against your expectations as mentioned above. Failing to meet your targets will result in a review.

6. Leave Policy: You will be entitled to leave as per company policy.

7. Expenses: Expenses borne by you during travel for work (transportation) will be reimbursed by the company if a bill is submitted to the Accounts Department. Lodging for travel must be booked through the company unless specifically instructed. Your phone bill is not included.

8. Duration: You agree to commit to working to the company for a minimum period of 1 Year from your date of joining and only the company has the right to terminate your contract.

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9. Confidentiality: You agree at all times (notwithstanding the termination of this Agreement) not to use for your own benefit or to disclose to any third party any information concerning the business or affairs of the Company, be it trade secrets or financial data or any information which you know or ought to have known to be confidential.

For matters which are not specifically provided herein you shall be governed by Company rules and regulations, standing orders etc. that are currently existing or brought into force at a later date.

The terms and conditions of your employment including your retainer fee should not be discussed with any employees in the Company (other than your immediate supervisor).

10.1 Termination: Your appointment can be terminated by the Company, without any reason, by giving you not less than Fifteen Days prior notice in writing or prorated fee in lieu thereof. For the purpose of this clause, fee shall mean Internship fees.

10.2 The Company reserves the right to terminate your agreement summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

10.3 You are required to serve a notice period of Thirty Days from your date of resignation.

10.4 On the termination of your agreement for whatever reason, you will return to the Company all property; patient records, documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your agreement or to clients' business affairs.

11. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion.

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All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

12 Governing Law/Jurisdiction

Your Employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of Haryana State only.

Finally, to accept this offer of agreement, please sign this letter and return to us. Look forward to having you on board soon.

Sincerely,
Kanishk Gupta
Director - Sukoon Health

Acceptance

I, Ms Priya Mehra, accept the above offer of employment and would join your Company in Gurugram on 28th June, 2021.

_____

Ms Priya Mehra
Date:
Place :

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Near Sanganer Airport, Jaipur-302029

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EMPLOMENT AGREEMENT

This agreement lays down the terms of employment, agreed upon by the employer and Employee. Whether stated explicitly in the agreement or not, both the Employee and the employer have the duty of mutual confidence and trust, and to make only lawful and reasonable demands on each other.

This EMPLOYMENT AGREEMENT (Hereinafter, the "Agreement")is entered into on this 5th day of March, 2021,

BY AND BETWEEN

SilverGenie, a private limited company incorporated under the Companies Act, 2013, having its registered office at F-1167, CR Park, New Delhi 1100019 (hereinafter referred to as the "Company" or "Employer", which expression shall, unless repugnant to the meaning or context hereof, be deemed to include all permitted successors and assigns),

AND

Ms. Priya Sharma, son/daughter/wife of _____, aged _____ years and residing at _____(hereinafter referred to as the "Employee", which expression shall, unless repugnant to the meaning or context hereof, be deemed to include all permitted successors and assigns).

WHEREAS, the parties hereto desire to enter into this Agreement to define and set forth the terms and conditions of the employment of the Employee by the Company;

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth below, it is hereby covenanted and agreed by the Company and the Employee as follows:

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1. Interpretation

In this agreement the following terms shall have the following meanings:

a) **"Confidential Information"** any trade secret or other information which is confidential or commercially sensitive and which is not in the public domain (other than through the wrongful disclosure by the Employee) and which belongs to any Group Company (whether stored or recorded in documentary or electronic form) and which (without limitation) relates to the business methods, management systems, marketing plans, strategic plans, finances, new or maturing business opportunities, marketing activities, processes, inventions, designs or similar of any Group Company, or to which any Group Company owes a duty of confidentiality to any third party and including in particular [*insert specific named items of Confidential Information*];

b)"The Employment" the employment of the Employee by the Company in accordance with the terms of this agreement;

c)"Group Company" the Company, any company of which it is a Subsidiary (being a holding company of the Company) and any Subsidiaries of the Company or any holding company, from time to time;

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d)"Subsidiary" a company as defined in section 1159 of the Companies Act 2006;

e)"Termination Date" the date on which the Employment ceases.

2. Position

a. Upon execution of this Agreement, the Employee would be posted as **Concierge, Relationship Executive,** at the Head Office of the Company, in New Delhi.

b. During the term period of this Agreement, the Company may change the Employee's above mentioned post (or position) or location based on the Company's production, operation or working requirements or according to the Employee's working capacities and performance, including but not limited to adjustments made to the Employee's job description or work place, promotion, work transfer at the same level, and demotion, etc., or adjustments made to the Employee's responsibilities without any change to Employee's post (or position).

3. Term and Probation Period

a. It is understood and agreed that the first 180 (one hundred and eighty) days of employment shall constitute a probationary period ("**Probationary Period**") during which period the Employer may, in its absolute discretion, terminate the Employee's employment, without assigning any reasons and without notice or cause.

b. After the end of the Probationary Period, the Employer may decide to confirm the Employment of the Employee, in its sole discretion.

c. After the end of the Probationary Period, this Agreement may be terminated in accordance with Clause 12 of this Agreement.

d. During the said Probationary Period, the employee will be paid a stipend of **INR 22,000 per month**. The Company shall deduct tax at source at the time of making payment. After Probation Period, is successful completed, the employee's

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confirmation will be given in writing. The applicable compensation, on confirmation, is given in Annexure A.

e. The Employee will need to successfully complete of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma subject to the minimum passing percentage/ grade/ rank/ class as determined by the Company, within the Probationary Period.

4. Performance of Duties

a. The Employee agrees that during the Employment Period, he/she shall devote his/her full business time to the business affairs of the Company and shall perform the duties assigned to him/her faithfully and efficiently, and shall endeavor, to the best of his/her abilities to achieve the goals and adhere to the parameters set by the Company.

b. The Employee shall not during the term of his employment with the Company be engaged, concerned or interested, either directly or indirectly, in any trade or business or occupation and undertake any activity which is prejudicial to the interests of the Company or contrary to the Company's internal guidelines.

c. The normal hours of work shall be between 9:30 a.m. to 6:00 p.m., 5 (five) days a week, with 30 minutes allocated for lunch break. However, the Employee maybe expected to work for additional hours as may be necessary for the efficient performance of the duties under this Agreement.

5. Compensation

Subject to the following provisions of this Agreement, post successful completion of the Probationary Period and during the Employment Period, the Employee shall be compensated for his services as follows:

a. The Employee shall receive salary as given in Annexure A. Such payments shall be subject to such normal statutory deductions by the Employer.

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b. During the term of this Agreement, the Employee's salary shall be paid by means of bank transfer, cheque, or any other method convenient to the Employer, and consented to by the Employee.

c. All reasonable expenses arising out of employment shall be reimbursed assuming that the same have been authorized prior to being incurred and with the provision of appropriate receipts.

d. It shall be your sole responsibility of the Employee to comply with all requirements under Indian tax laws, including filing of income tax returns.

6. Obligations of the Employee

a. Upon execution of agreement, the Employee shall not engage in any sort of theft, fraud, misrepresentation or any other illegal act neither in the employment space nor outside the premise of employment. If he/she shall do so, the Company shall not be liable for such an act done at his own risk.

b. The Employee further promises to never engage in any theft of the Employer's property or attempt to defraud the Employer in any manner.

c. The Employee shall always ensure that his/her conduct is in accordance with all the rules, regulations and policies of the Company as notified from time to time.

d. The Employee shall not take up part-time or full-time employment or consultation with any other party or be involved in any other business during the term of his/her employment with the Company.

e. The Employee shall always ensure that his/her conduct is in accordance with all the rules, regulations and policies of the Company as notified from time to time, including but not limited to Leave Policy and Sexual Harassment Policy.

f. The Employer hereby prohibits the Employee from engaging in any sexual harassment and the Employee promises to refrain from any form of sexual harassment during the course of employment in and around the premise of employment. If the Employee violates this term in the agreement, he shall be fully responsible for his/her actions and the Employer shall not be held responsible for any illegal acts committed at the discretion of the Employee.

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7. Leave Policy

a. During the calendar year, the Employee will be entitled to annual leaves, in addition to statutory holidays, which maybe declared at the beginning of each calendar year by the Company

b. The Employee may not carry forward or encash any holiday to the next holiday year.

c. In the event that the Employee is absent from work due to sickness or injury, he/she will follow the Leave Policy and inform the designated person as soon as possible and will provide regular updates as to his/her recovery and as far as practicable will inform the designated person of the Employer of his/her expected date of return to work.

d. If the Employee is absent from work due to sickness or injury for more than three consecutive days he/she must submit to the Employer a self-certification form. If such absence lasts for more than seven consecutive days the Employee must obtain a medical certificate from his/her doctor and submit it to the employer.

e. For any period of absence due to sickness or injury the Employee will be paid statutory sick pay only, provided that he satisfies the relevant requirements. The Employee's qualifying days for statutory sick pay purposes are Monday to Friday.

f. The Employee will comply with the Company's rules and procedures for availing of annual and sick leave.

8. Assignment

a. The Employee acknowledges that any work including without limitation inventions, designs, ideas, concepts, drawings, working notes, artistic works that the Employee may individually or jointly conceive or develop during the term of Employment are "works made for hire" and to the fullest extent permitted by law, Employee shall assign, and does hereby assign, to the Employer all of Employee's right, title and interest in and to all Intellectual Property improved, developed, discovered or written in such works.

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b. Employee shall, upon request of the Employer, execute, acknowledge, deliver and file any and all documents necessary or useful to vest in the Employer all of Employee's right, title and interest in and to all such matters.

9. Competing Businesses

During the Term of this Agreement and for a period of one (1) year after the termination of this Agreement, the Employee agrees not to engage in any employment, consulting, or other activity, that competes with the business, proposed business or business interests of the Employer, without the Employer's prior written consent.

10. Confidentiality

a. The Employee acknowledges that, in the course of performing and fulfilling his duties hereunder, he may have access to and be entrusted with confidential information concerning the present and contemplated financial status and activities of the Employer, the disclosure of any of which confidential information to the competitors of the Employer would be highly detrimental to the interests of the Employer.

b. The Employee further acknowledges and agrees that the right to maintain the confidentiality of trade secrets, source code, website information, business plans or client information or other confidential or proprietary information, for the purpose of enabling the other party such information constitutes a proprietary right which the Employer is entitled to protect.

c. Accordingly, the Employee covenants and agrees with the Employer that he will not, under any circumstance during the continuance of this agreement, disclose any such confidential information to any person, firm or corporation, nor shall he use the same, except as required in the normal course of his engagement hereunder, and even after the termination of employment, he shall not disclose or make use of the same or cause any of confidential information to be disclosed in any manner.

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d. The Employer owns any intellectual property created by the Employee during the course of the employment, or in relation to a certain field, and he shall thereon have all the necessary rights to retain it. After termination of employment, Employee shall not impose any rights on the intellectual property created. Any source code, software or other intellectual property developed, including but not limited to website design or functionality that was created by the Employee, during the course of employment under this Agreement, shall belong to the Employer.

11. Remedies

If at any time the Employee violates to a material extent any of the covenants or agreements set forth in paragraphs 6 and 9, the Company shall have the right to terminate all of its obligations to make further payments under this Agreement. The Employee acknowledges that the Company would be irreparably injured by a violation of paragraph 6 or 9 and agrees that the Company shall be entitled to an injunction restraining the Employee from any actual or threatened breach of paragraph 6 or 9 or to any other appropriate equitable remedy without any bond or other security being required.

12. Amendment and Termination

a. In case the Employer terminates the employment without just cause, in which case the Employer shall provide the Employee with advance notice of termination or compensation in lieu of notice equal to 1 (one) month(s).
b. The Employee may terminate his employment at any time by providing the Employer with at least 1 (one) month(s) advance notice of his intention to resign.
c. The Employee may terminate on the last day of the month in which the date of the Employee's death occurs; or the date on which the Company gives notice to the Employee if such termination is for Cause or Disability.

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d. For purposes of this Agreement, "Cause" means the Employee's gross misconduct resulting in material damage to the Company, willful insubordination or disobedience, theft, fraud or dishonesty, willful damage or loss of Employer's property, bribery and habitual lateness or absence, or any other willful and material breach of this Agreement.

13. Restrictive Covenant

Following the termination of employment of the Employee by the Employer, with or without cause, or the voluntary withdrawal by the Employee from the Employer, the Employee shall, for a period of three years following the said termination or voluntary withdrawal, refrain from either directly or indirectly soliciting or attempting to solicit the business of any client or customer of the Employer for his own benefit or that of any third person or organization, and shall refrain from either directly or indirectly attempting to obtain the withdrawal from the employment by the Employer of any other Employee of the Employer having regard to the same geographic and temporal restrictions. The Employee shall not directly or indirectly divulge any financial information relating to the Employer or any of its affiliates or clients to any person whatsoever.

14. Notices

a. Any notice or other written communication given under or in connection with this Agreement must be delivered personally or sent by registered post (with acknowledgment due).

b. The Company's address for service shall be its registered office or such other place as the Company may notify from time to time.

c. The Employee's address for service shall be the address given on the first page of this Agreement or such other address as he may specify in writing.

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d. And if sent by registered mail shall be deemed to have been received on the 4th business day of uninterrupted postal service following the date of mailing. Either party may change its address for notice at any time, by giving notice in writing to the other party pursuant to the provisions of this agreement.

15. Non-Assignment

The interests of the Employee under this Agreement are not subject to the claims of his creditors and may not be voluntarily or involuntarily assigned, alienated or encumbered.

16. Successors

This agreement shall be assigned by the Employer to any successor employer and be binding upon the successor employer. The Employer shall ensure that the successor employer shall continue the provisions of this agreement as if it were the original party of the first part.

17. Indemnification

The Employee shall indemnify the employer against any and all expenses, including amounts paid upon judgments, counsel fees, environmental penalties and fines, and amounts paid in settlement (before or after suit is commenced), incurred by the employer in connection with his/her defense or settlement of any claim, action, suit or proceeding in which he/she is made a party or which may be asserted against his/her by reason of his/her employment or the performance of duties in this Agreement. Such indemnification shall be in addition to any other rights to which those indemnified may be entitled under any law, by-law, agreement, or otherwise.

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18. Modification

Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.

19. Severability

Each paragraph of this agreement shall be and remain separate from and independent of and severable from all and any other paragraphs herein except where otherwise indicated by the context of the agreement. The decision or declaration that one or more of the paragraphs are null and void shall have no effect on the remaining paragraphs of this agreement.

20. Paragraph headings

The titles to the paragraphs of this Agreement are solely for the convenience of the parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this Agreement.

21. Applicable Law and Jurisdiction

This Agreement shall be governed by and construed in accordance with the laws of India. Each party hereby irrevocably submits to the exclusive jurisdiction of the courts of New Delhi, India, for the adjudication of any dispute hereunder or in connection herewith.

22. Counterparts

The Agreement may be executed in two or more counterparts, any one of which shall be deemed the original without reference to the others.

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IN WITNESS WHEREOF, the Employee has hereunto set his hand, and the Company has caused these presents to be executed in its name and on its behalf, all as of the day and year first above written.

_____	_____
(Employee)	**(The Employer)**
Name: _____	Represented By:
	Designation: _____

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ANNEXURE A

Name	**Ms. Priya Sharma**
Designation	**Concierge-Relationship Executive**
Location	**Head office**
Date to Joining	**April 5, 2021**

	Head	Payable	Rs/Month	Rs/Year
A	**Gross Pay**	Monthly	31,000	3,72,000
B	**Performance Based Incentives**	Yearly		40000
		Total CTC (A+B)		**4,12,000**

NOTE

Monthly Take Home does not account any tax deduction

Next salary review – May 2022

Additional special incentives will be launched from time to time and communicated separately, at the discretion of SilverGenie management.

....

Employer **Employee**

Represented By

Designation

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Outlook

FW: Invitation for Hiring Talent from IIHMR University Jaipur

From Health Gennie HR <hr@healthgennie.com>
Date Mon 11/22/2021 11:48 AM
To Priyanka Yadav <priyankayadav.j19@iihmr.in>
CC IIHMR Registrar <mailto:registrar@iihmr.edu.in>; Anshul Goyal <anushul@iihmr.edu.in

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Priyanka,

Congratulations!

With reference to our meeting held with you regarding the possibility of appointment with the company, we are pleased to offer you the position of **Business Analyst** in our organization.

Your work responsibility and compensation shall be as per the discussions held with the Directors/Chairman. Your Probation period will be three months from date of joining. Your total Cost to Company will be Rs. 3,00,000 per annum.

Please treat this letter as confirmation of appointment.
Your detailed appointment letter along with terms & conditions of employment will be issued to you on joining this organization.

We are confident that you will play a key role in the growth of our organization.

Your Joining date will be 01.03.2021. Please report to office at 10.00 am sharp along with your Documents as mentioned below:

Aadhar Card

PAN Card & Voter ID

All Marksheets

Experience Letter/Relieving Letter of previous company

Last Salary Slips

Thanks & Regards
Ayushi Gupta
HR Manager
Health Gennie
Email : hr@healthgennie.com
Mob : 8905557259, 7800042900
Web : www.healthgennie.com

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ExpressRCM Private Limited
Level 5, The Hive, VR Bengaluru Mall,
ITPL Main Road, Mahadevapura, Bengaluru - 560048
hello@expressrcm.com
www.expressrcm.com
CIN: U72900RJ2019PTC067077

OFFER LETTER

18-Jan-2021

Dear **Punima Rathore,**

At ExpressRCM Private Limited, a fully owned subsidiary of 314e Corporation, USA (hereinafter referred to as "**Company**"), we strive to provide our employees a challenging work environment and all the resources necessary to fulfil both professional and personal goals. Based on our interactions, we are confident that you have the necessary qualities and skills we are looking for.

We would therefore like to offer an **Internship cum Pre-Placement** to you. The details of the same are given in this document ("**Offer Letter**").

Your full-time internship will start on 15-Feb-2021 ("**Internship Start Date**"), and end on 9-Jul-2021 ("**Internship End Date**"). During this internship, you will hold the position of **Trainee Analyst** and will be paid a stipend of INR 35,000/- (Thirty-five thousand only) per month.

Your full-time employment with the Company will begin on 12-Jul-2021 ("**Employment Joining Date**"), subject to fulfilment of the following conditions:

1. Satisfactory performance during your internship with the Company
2. Successful completion of your degree program with IIHMR with a First Division or higher
3. Satisfactory verification of the documents/information provided to us

Once you start the full-time employment with the Company, you will hold the position of **Business Analyst** and will be paid a CTC (Cost-to-Company) of INR 6,00,000/- (Six Lakh only) per annum. The break-up of the same shall be subject to applicable government guidelines & best practices.

You will be initially posted at Jaipur, Rajasthan, India. The Company may change your work location from time to time. Due to the COVID-19 guidelines in effect, the Company is working on setting up a new office space to comply with the same. Until further notice, you will be working remotely/from home, during your internship. The Company may call you for in-person meetings by giving prior notice.

You will be on probation for a period of three (3) months from the Employment Joining Date & on successful completion of your probation period, your employment will be considered to be permanent. The Company's standard Group Health Insurance covers all its employees post completion of probation period. All employees are provided with a professional work environment. We require our employees to commit to using the facility and provided software/hardware for lawful business purposes only. The hardware/software is Company's property, and its use should be in strict compliance with our policies and procedures.

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J. Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ExpressRCM Private Limited
Level 5, The Hive, VR Bengaluru Mall,
ITPL Main Road, Mahadevapura, Bengaluru - 560048
hello@expressrcm.com
www.expressrcm.com
CIN: U72900RJ2019PTC067077

We require 60 days' prior written notice, or basic salary in lieu thereof, if you choose to quit the employment with the Company post probation period and a 14 days' prior written notice during the probation period. Any time, during your employment and after your separation from the Company, you are bound to maintain the confidentiality of all the information that you have come across in the course of your employment with the Company.

In the event you fail to join the Internship by the Internship Joining Date, and the full-time Employment by the Employment Joining Date, this Offer Letter shall be void *ab initio* and will have no effect, unless the joining dates are extended and communicated to you in writing by the Company.

Please confirm your acceptance to the terms and conditions of this Offer Letter by countersigning the same and emailing us a scanned copy within two (2) working days from the receipt of this letter, failing which this Offer Letter shall stand withdrawn, and revoked.

At the time of joining for full-time employment, you will be required to sign an employment agreement which shall be legally binding and shall govern your employment with the Company. Your position, responsibilities, work location and compensation may be modified based on your performance and evolving needs of the Company. Additionally, the Company reserves the right to modify benefits, contribution and reimbursement levels from time to time, as it deems necessary.

We look forward to working with you!

Regards,

Authorised Signatory

I have read and understood the terms of this Offer Letter and its Annexure and I accept the same.

Employee's Signature

Employee's Name: Purnima Rathore
Date of Signing: 20/01/21
Place of Signing: Jaipur

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www.sankaraeye.com

SRI KANCHI KAMAKOTI MEDICAL TRUST
SANKARA EYE FOUNDATION, INDIA

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1st February 2021

Dr. Pushpak Pralhad Mahajan

Shriram Nagar,

Section 29,

Ulhasnagar, Thane- 421004.

Sub: Offer Letter

Dear Dr. Pushpak Pralhad Mahajan,

Welcome to the Sankara Family!!!

Congratulations! You are selected to undergo Internship at Sankara from **22nd March 2021 to 21st June 2021**. During this period you will be positioned as **"Intern"** at **Mission Head Quarters, Coimbatore**.

- You shall be paid a monthly stipend of **Rs. 20,000 /-(Rupees Twenty Thousand Only)** per month subject to tax deduction as applicable by Income Tax Act.
- You will not be eligible for any leave during your internship period.
- Only on successful completion of Internship you will be eligible for Completion Certificate.
- On successful completion of internship, you will be absorbed as **"Management Trainee"** for a period of one year with a stipend of **Rs. 40,000 /-(Rupees Forty Thousand Only)** per month subject to tax deduction as applicable by Income Tax Act and continue to report at **Mission Head Quarters, Coimbatore**.
- During Training period you will be eligible for one day Trainee leave per month.
- You shall report to **Ms. Srini Karthikeyan, Chief People Officer, Sankara Eye Foundation, India** during **Internship period**
- Your Internship and Training will involve Travel to other unit hospitals. (Travel Policy applicable- travel tickets & accommodation during travel will be borne by SEF, India).
- You may be transferred to other locations during Training period.

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On the date of joining you are requested to bring

- ✓ Three Passport- size photographs.

Also carry the Originals and photocopies of the following documents:

- ✓ Educational certificates and Mark sheets.
- ✓ Medical Fitness Certificates.
- ✓ PAN Card, Residential Proof and Aadhaar Card.

Submission of the documents mentioned above is mandatory on the Date of Joining.

This Offer of employment is subject to us receiving:

- ✓ Conduct Certificate from your Institution.
- ✓ Documentary evidence of your academic qualifications.

In this process of verification, during your tenure with us, if there are confirmed unfavourable reports of your past experience, banking transactions or social standing your services shall be dis-continued with immediate effect.

Your Training period with Sankara Eye Foundation, India can be discontinued by either side by giving **30 days/1 calendar month** notice or **one month** stipend in lieu of notice without assigning any reason on either side.

Please validate your acceptance immediately on receipt of this mail. Receiving no response within two days from your end will invalidate the offer granted to you.

Our journey together will certainly be inspiring, challenging, rewarding and satisfying.

Wishing you the very best

Bharath Balasubramaniam
President Sankara Eye Hospital

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Near Sanganer Airport, Jaipur-302029

967

ImpactGuru.com

Dear Quba Ansari,

I am pleased to extend to you an offer of Consultant as **Business Development Trainee** with **Impact Guru**.

We have enjoyed getting to know you and believe you have much to contribute to our firm and our culture. We hope that in the process of getting to know us, you have concluded that the fit is compelling and that ImpactGuru is the best firm at which to take the next step in your career and to grow further. We congratulate you!

ImpactGuru's aspiration of innovative thinking, open collaboration, and passion for driving change enables nonprofits, social enterprises, corporate, and other change-makers and impact creators to outperform and our Consultants to achieve greatness. We will be thrilled to have you as part of our team. You will bring your ambitious aspirations and unique talents to the firm and to our clients. In return, you will find unparalleled opportunities for personal and professional development at ImpactGuru, with no limits on the paths your career may take.

We feel that your skills and background will be valuable assets to our firm and we are delighted at the prospect of your joining us. Impact Guru is a transformative organization and aspires to be a market leader in its niche. Within and beyond ImpactGuru, our people will make a difference to the world because of the leaders they will become while here.

Please reach out to me with questions at any time. We hope to stay in close contact with you and look forward to having you as our colleague.

COMPENSATION:

Annual Professional fees

Your annual Professional fees will be **Rs. 4,00,000/-** paid in equal installments every month. Your Professional fees will be subject to TDS or other statutory deductions, if any.

Compensation details:

Internship Stipend: 25,000/- per month

Total CTC Offered: 5.80 LPA (Full time employment)

CTC offered: 4 LPA (Fixed) + Upto 60,000/- PA (Travelling Allowance) + Upto 1.20/- LPA (Incentives - performance based)

Below mentioned documents are necessary to submit:

- Pan Card, Aadhar Card
- Address proof
- Educational Certificate
- Last 3 Payslips and Bank Statement

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- Previous Experience Letter/Offer Letter/ Relieving letter

- Cancelled Cheque/ Any Account Detail Proof

- Front facing Photo

- 3 Reference details from previous company (HR, Reporting Manager, Founders)

Compliance with Terms and Conditions and Policies

All consultants are required to comply with Impact Guru's policies, which include those related to non-discrimination, sexual harassment, confidentiality, non-compete, and others as outlined in other policies as will be shared with you from time to time. You will be required to sign this letter which provides a statement of basic standards of behavior and expectations central to Impact Guru's values.

Your Appointment as Consultant is subject to a positive reference verification & submission of documents and the terms and conditions outlined in this letter and all HR policies and procedures of Impact Guru, as amended from time to time. On acceptance of this letter, you cannot discard our offer and /or cannot join /accept / prefer other offer upon acceptance of our offer, you cannot leave Impact Guru within a period of 6 months, in case you want to leave within 6 months then you have to serve a 2 months' notice or buy out the notice period with 2 times of your salary, post 6 months the notice will be revised to 1 month. In conflict of aforesaid terms, you will be responsible for reimbursing the company three times of the salary paid to you within seven days from the date of your resignation failing which Impact Guru shall be constrained to file appropriate proceedings both civil and criminal, in the court of law for the recovery of the aforesaid amount. The interest shall be charged at the rate of 18% p.a. upon failing to make payment within seven days as aforesaid.

Your date of joining will be on 12th April 2021 based on Management's discretion.

Your work location for internship and full time employment is Delhi.

Accepted,

Name:

Date:

Signature:

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P. D. HINDUJA NATIONAL HOSPITAL
& MEDICAL RESEARCH CENTRE
(Established and managed by the National Health & Education Society)

VEER SAVARKAR MARG, MAHIM, MUMBAI - 400 016, INDIA
PHONE : 2445 1515, 2445 2222, 2444 9199 FAX : 2444 9151

HH/PD

01.03.2021

Mr.Rakesh Reddy Surusani
Flat No 701, Madhavaram Serenity,
Karmanghat, Sagar Road,
Hyderabad,
Telangana

Dear Mr.Rakesh,

This has reference to your application and the subsequent interview you had with us. We are pleased to offer you the post of **'Executive – Trainee'** in the **Materials Department** in our Hospital on the terms & conditions mutually agreed upon.

You will be paid a total annual compensation of **Rs.7,00,000/- (Rupees Seven lacs only)**

***Inclusive of deferred bonus of Rs.1,00,000 lacs)**

However, this offer is subject to you being declared medically fit by the Hospital and satisfactory references from your referees. Letter of appointment will be issued to you on joining.

At the time of joining you are requested to bring the following original documents along with one photocopy of each:

a) Proof of date of birth certificates.
b) Educational qualification certificates.
c) Relieving / experience certificate from all previous employers.
d) Salary certificate from the last employer.
e) 4 colour photographs
f) Aadhar Card & Pan Card

With good wishes,

Yours sincerely,

Jagdeep Chauhan
Director – HR

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Candidates Name	Mr.Rakesh Reddy Surusani	
Job Position & designation	Executive Trainee	
Grade	ET	
Department	Materials	
Compensation Components	Proposed Compensation	
Payslip Components	Per Month	Per Annum
Basic	7,400	88,800
HRA	2,220	26,640
Grade Allowance	33,668	4,04,014
Education Allowance	550	6,600
Conveyance Allowance	1,600	19,200
Total A	45,438	5,45,254
Reimbursements		
LTA	740	8,880
Total B	740	8,880
Provident Fund	1,800	21,600
Gratuity	355.2	4,262
Ex-Gratia	1,667	20,004
Total C	3,822	45,866
Deferred Bonus	8,333	1,00,000
Total D	8,333	1,00,000
Fixed cost to company - FCTC - A+B+C = F	50,000	6,00,000
Total Cost to Company - TCTC - F+D = T	**58,333**	**7,00,000**

1/3/2021

Note : The deferred bonus will be given after completion of 1 year of continuous service.

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ExpressRCM Private Limited
Level 5, The Hive, VR Bengaluru Mall,
ITPL Main Road, Mahadevapura, Bengaluru - 560048
hello@expressrcm.com
www.expressrcm.com
CIN: U72900RJ2019PTC067077

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OFFER LETTER

18-Jan-2021

Dear **Dr. Rashika Sharma**,

At ExpressRCM Private Limited, a fully owned subsidiary of 314e Corporation, USA (hereinafter referred to as "**Company**"), we strive to provide our employees a challenging work environment and all the resources necessary to fulfil both professional and personal goals. Based on our interactions, we are confident that you have the necessary qualities and skills we are looking for.

We would therefore like to offer an **Internship cum Pre-Placement** to you. The details of the same are given in this document ("**Offer Letter**").

Your full-time internship will start on 15-Feb-2021 ("**Internship Start Date**"), and end on 9-Jul-2021 ("**Internship End Date**"). During this internship, you will hold the position of **Trainee Analyst** and will be paid a stipend of INR 35,000/- (Thirty-five thousand only) per month.

Your full-time employment with the Company will begin on 12-Jul-2021 ("**Employment Joining Date**"), subject to fulfilment of the following conditions:

1. Satisfactory performance during your internship with the Company
2. Successful completion of your degree program with IIHMR with a First Division or higher
3. Satisfactory verification of the documents/information provided to us

Once you start the full-time employment with the Company, you will hold the position of **Business Analyst** and will be paid a CTC (Cost-to-Company) of INR 6,00,000/- (Six Lakh only) per annum. The break-up of the same shall be subject to applicable government guidelines & best practices.

You will be initially posted at Jaipur, Rajasthan, India. The Company may change your work location from time to time. Due to the COVID-19 guidelines in effect, the Company is working on setting up a new office space to comply with the same. Until further notice, you will be working remotely/from home, during your internship. The Company may call you for in-person meetings by giving prior notice.

You will be on probation for a period of three (3) months from the Employment Joining Date & on successful completion of your probation period, your employment will be considered to be permanent. The Company's standard Group Health Insurance covers all its employees post completion of probation period. All employees are provided with a professional work environment. We require our employees to commit to using the facility and provided software/hardware for lawful business purposes only. The hardware/software is Company's property, and its use should be in strict compliance with our policies and procedures.

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Jaipur

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ITPL Main Road, Mahadevapura, Bengaluru - 560048
hello@expressrcm.com
www.expressrcm.com
CIN: U72900RJ2019PTC067077

We require 60 days' prior written notice, or basic salary in lieu thereof, if you choose to quit the employment with the Company post probation period and a 14 days' prior written notice during the probation period. Any time, during your employment and after your separation from the Company, you are bound to maintain the confidentiality of all the information that you have come across in the course of your employment with the Company.

In the event you fail to join the Internship by the Internship Joining Date, and the full-time Employment by the Employment Joining Date, this Offer Letter shall be void *ab initio* and will have no effect, unless the joining dates are extended and communicated to you in writing by the Company.

Please confirm your acceptance to the terms and conditions of this Offer Letter by countersigning the same and emailing us a scanned copy within two (2) working days from the receipt of this letter, failing which this Offer Letter shall stand withdrawn, and revoked.

At the time of joining for full-time employment, you will be required to sign an employment agreement which shall be legally binding and shall govern your employment with the Company. Your position, responsibilities, work location and compensation may be modified based on your performance and evolving needs of the Company. Additionally, the Company reserves the right to modify benefits, contribution and reimbursement levels from time to time, as it deems necessary.

We look forward to working with you!

Regards,

Authorised Signatory

I have read and understood the terms of this Offer Letter and its Annexure and I accept the same.

Employee's Signature

Employee's Name: Rashika Sharma
Date of Signing: 20-01-2021
Place of Signing: Jaipur

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Sukoon

Clinical Governance by
Dept. of Mental Health and Behavioral Sciences
Fortis Hospitals Ltd.

Date: 25 June 2021

Dr Rashmi Arya,

We are pleased to offer you the role of the **Sales Associate** in our Company and look forward to you joining **Sukoon Healthcare Services Pvt Ltd** on 28th June, 2021.

The following broad terms and conditions will apply:

1. Remuneration:

Your remuneration will be Rs. 30000/- (Thirty thousand only) which will be subject to local income taxes. You will have to bear and pay the Income-taxes payable under the Indian Income-Tax laws on remuneration and perquisites entitled to you under this contract.

2. KRAs:

1. Perform market analysis and research on competition
2. Assist in sales activities (e.g. Doctor outreach/meetings, Outreach OPD, direct mail, web etc.)
3. Working with the sales team to develop targeted sales strategies.
4. Manage and update company databases and customer relationship management systems (CRM).
5. Monitor all sales channels and social media platforms for trending news, ideas, and feedback.
6. Prepare SOP for the patient from India and Abroad.
7. Help with the planning and hosting of sales events.
8. Research and evaluate competitor marketing and digital content.
9. Contribute to the creation of email campaigns, and relevant social media content.
10. Collect quantitative and qualitative data from sales campaigns.
11. Coordinating collaboration with Embassies and various corporate collaborations.
12. Prepare Sales presentations.
13. Build and maintain a clinical professional network for presenting our services to

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doctors, psychologists, and corporate clients.

14. To execute the various activities planned as per the phase-wise Marketing plans, CMES, Workshops Camps, Patient Education Program, Life – Style Management Program Etc.
15. To explore new markets for customer acquisition.
16. To explore new product feasibility for a business plan.
17. Support in all marketing purposes to Head Marketing.
18. Practice financial acumen in managing budgets.
19. Reviewing patient feedback, sales records, and patients.
20. Any other work as assigned by the management.

3. Hours of Work: Your normal working week comprises 54 hours. Your normal daily hours of work are from 09:00 am to 6:00 pm 6 days a week.

4. Sole & exclusive occupation: During the period you are retained with the Company based on this Contract as modified from time to time, you will not be engaged, directly or indirectly, for gain or otherwise with any other person, firm or Company or take up any other assignment without prior written permission from the MD. Any contravention of this clause will be considered as wilful and may at the discretion of the management attract penalty including immediate termination.

5. Probation Period & Review: You will be on a six month probation period during which your performance will be measured against your expectations as mentioned above. Failing to meet your targets will result in a review.

6. Leave Policy: You will be entitled to leave as per company policy.

7. Expenses: Expenses borne by you during travel for work (transportation) will be reimbursed by the company if a bill is submitted to the Accounts Department. Lodging for travel must be booked through the company unless specifically instructed. Your phone bill is not included.

8. Duration: You agree to commit to working to the company for a minimum period of 1 Year from your date of joining and only the company has the right to terminate your contract prior.

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9. Confidentiality: You agree at all times (notwithstanding the termination of this Agreement) not to use for your own benefit or to disclose to any third party any information concerning the business or affairs of the Company, be it trade secrets or financial data or any information which you know or ought to have known to be confidential.

For matters which are not specifically provided herein you shall be governed by Company rules and regulations, standing orders etc. that are currently existing or brought into force at a later date.

The terms and conditions of your employment including your retainer fee should not be discussed with any employees in the Company (other than your immediate supervisor).

10.1 Termination: Your appointment can be terminated by the Company, without any reason, by giving you not less than Fifteen Days prior notice in writing or prorated fee in lieu thereof.

10.2 The Company reserves the right to terminate your agreement summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

10.3 You are required to serve a notice period of Thirty Days from your date of resignation.

10.4 On the termination of your agreement for whatever reason, you will return to the Company all property; patient records, documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your agreement or to clients' business affairs.

11. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion.

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All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

12 Governing Law/Jurisdiction

Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of Haryana State only.

Finally, to accept this offer of agreement, please sign this letter and return to us. Look forward to having you on board soon.

Sincerely,
Kanishk Gupta
Director - Sukoon Health

Acceptance

I, Dr Rashmi Arya, accept the above offer of employment and would join your Company in Gurugram on 28th June, 2021.

_____

Dr Rashmi Arya
Date:
Place :

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Sandor
Speciality Diagnostics Pvt. Ltd.

Date: 16/03/2021
Place: Hyderabad

Dear **Y Ravi Kiran,**

Congratulations and thank you for your interest in Sandor Specialty Diagnostics Private Limited (SSDPL).

We are pleased to offer you a position of **Marketing Manager** in our **Hyderabad** location.

The detail of your compensation break-up is provided in Annexure I. You will also be entitled to additional benefits as are generally extended to the employees of SSDPL at your work level.

This offer of employment is valid subject to satisfactory completion of reference / background verification of your credentials related to your educational and/or professional experience.

The appointment is effective from the date of your joining and we request you to join on or before **22nd March 2021**

Please confirm that the terms of this offer are acceptable within three days from the date of offer or this offer shall be deemed to have been withdrawn and consequently you will not have any further claim for employment with us. It is understood that we will mutually keep this offer as **CONFIDENTIAL** till the time you are on board with us.

We are excited about many ways you will have opportunities to contribute to the success and look forward to having a mutually beneficial association.

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Speciality Diagnostics Pvt. Ltd.

ANNEXURE - I

- Name : **Y Ravi Kiran**
- Position : **Marketing Manager**
- Location : **Hyderabad**

Base Components	Per month	Per annum
Basic	16,667	2,00,000
HRA	6,667	80,000
Medical allowance	1,250	15,000
Conveyance allowance	1,600	19,200
Advance Bonus	583	6,996
Special allowance	4,767	57,204
Total Base /Gross (A)	**31,533**	**3,78,400**
Retirement benefits		
Employer EPF Contribution	1,800	21,600
Total Retirement benefits(B)	**1,800**	**21,600**
Cost to the Company (CTC), C = (A+B)	**33,333**	**4,00,000**

Guidelines on Emoluments / Benefits:

Personal Accident policy coverage insured been provided by company.

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Speciality Diagnostics Pvt. Ltd.

Group Medical Insurance, which covers only for Self, Spouse and two dependent children.
This CTC includes Subject to the changes of Future Employee Benefits.

Probation: Six (6) months from the date of joining. Probation can be extended on unsatisfactory performance.

Working Days: Six (6) days a week. Any one Saturday can be availed every month

Working hours: Minimum 8 hours 30 minutes is mandatory.

Leave Eligibility: Employees are eligible for 12 Casual & 12 Sick Leave per annum and Earned leave of 15 days per annum. The CL & SL will be credited on prorated basis from the date of joining and EL will be credited after 12 months from the date of joining. The annual leave credit period is from April tillMarch.

Note: The management reserves the right to change any policies at its own discretion and the applicability will be based on new policy. We will issue the formal appointment letter detailing the terms and conditions of employment on your joining our organization. It is understood that such terms and conditions of employment will be binding on you and you will comply with

All rules, regulations and code of conduct applicable to employees of the company.

Please bring the following certificates / documents (original & copies) at the time of reporting:

CERTIFICATES:

I) EDUCATIONAL

a) School Leaving

b) P.U. or Equivalent

c) Degree Certificate / Marks Sheets - Duly approved by UGC / AICTE

d) Post Graduation Certificate / Marks Sheets

e) Any Other

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II) OTHERS

a) Date of Birth Certificate / Proof

b) Experience Letter - all supporting documents to substantiate your total experience mentioned in the resume.

c) Salary Slips of last 2 months

d) Relieving Letter

e) Passport size photographs : 3 numbers

f) Pan Card

g) Aadhaar Card

Regards,
Rahul T.V
Manager - Human Resources
Sandor Speciality Diagnostics Private Limited
#8-2-326/5, 2nd Floor, Road No. 3, Banjara Hills,
Hyderabad - 500034, Telangana, India.

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APP/FI1213/2021 Date 1st April 2021

Ms. Resham Gautam,

Sub: Letter of Employment

Dear Resham,

With great pleasure, we invite you to be an integral part of **FIGmd (India) Private Limited.**

With reference to your recent application and the subsequent interview/s you had with us, the Company is pleased to confirm your appointment as **Associate Clinical Registry Analyst** at **L3** Level.

The terms & conditions of the employment are as follows:

Date of Commencement: Your employment with the Company will commence from **5th April 2021.**

Compensation:
Your cost to company **(CTC)** will be **INR 550020/** per annum **(Rupees Five Lacs Fifty Thousand & Twenty only).** A detailed breakup of the CTC is set out in the Compensation sheet in Annexure A.

Your compensation consists of Basic Salary, House Rent Allowance, other allowances and Benefits as per Company's prevailing policies. Employee and Employer's PF contribution, Gratuity and any other deductions as per statutory compliance and will be debited from your CTC. Your compensation is confidential and shall not be discussed or disclosed to anyone within or outside the Company without the prior written permission from the Company.

Probation & Confirmation:
All new Associate shall be on probation for a period of **6** month(s) from the date of joining and may be confirmed as a permanent employee upon successful completion of the probation. The employee would be confirmed on the 1st day of the month succeeding the month of completion of probation of six months from the date of joining the Company or after the period of probation, whichever is later.

Your probation period can be extended at the Company's discretion if your performance is not found satisfactory by the management. Such extensions shall be communicated in writing by the management. Till such time as the confirmation letter is issued to you by the Company, you shall continue to be on Probation.

Performance Management System:
Performance review drives performance excellence in the Organization. All Associate are eligible for an annual performance review. The performance review cycle is from April to March every year. There would be Quarterly, Midyear and Annual performance reviews. To become eligible for performance review annual cycle for the current year, you should be in the organization for minimum of 6 months from your date of joining.

Compensation Progression:
Your compensation revision/progression shall depend upon your annual performance and business performance in the current appraisal cycle (AprilMarch) and such change in the compensation, in no case shall be automatic and/or as a matter of right. You will be eligible for a compensation revision if you have joined on or before 30th September in the appraisal year. In any other case, the review shall take place in the subsequent appraisal cycle.

Your salary review will be subject to the policies of the Company which may be altered and implemented by the Company from time to time.

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Leaves and Holidays:

You will be eligible for 24 paid leaves in a given Calendar Year. However, if you join the Company during the Calendar Year, you will be entitled to paid leave on a prorata basis i.e. you are entitled to 2 days' leave each month subject to manager's approval.

14 earned leaves for the calendar year may be carried forward to the next calendar year and such leaves may be accumulated only up to a maximum of 45 days.

You will also be eligible for 11 Holidays as per Company's prevailing Rules.

Location:

You will be working at **FIGmd (India) Pvt Ltd., 6th Floor, Symphony IT Park, Nanded City, Sinhgad Road, Pune - 411068.** However, your services are liable to be transferred to any other establishment, office, branch, department of the Company or subsidiary, associate or affiliate of the Company in India or abroad/existing or to be established at a later date at the discretion of the Company. Such a transfer shall not entitle you to ask for the benefits than those you are entitled to as on the date of the transfer.

In the event of such transfer, your remuneration and emoluments will not be adversely affected. However, you will be governed by the policies, rules and regulations of service applicable to the new assignment or prevailing in those establishments /offices / branches/ departments.

Working Hours:

- The Company typically observes a five day working week (Monday - Friday) with weekly off on Saturday & Sunday
- The work day can be accounted for any time between 9:00 hrs. to 21:30 hrs.
- The Company observes a 9 hours work day which includes 60 minutes break
- Associate are expected to be productive for at least 8 gross hours a day with a monthly reconciliation
- Depending on organizational requirements or project contingencies, working hours for specific Associate, groups of Associate or all Associate may be modified / altered from time to time prior to managers approvals

Changes in Personal Details:

Any change in your residential address, telephone numbers, marital status, and academic qualifications should be notified in writing to the Company. All communication will be addressed to you on the last known address notified by you and it will be presumed that you have received such communication addressed to you.

Retirement:

The age of retirement from the Company's employment shall be on attainment of Fifty-Eight (58) years. For this purpose, the date of birth considered will be as per the certificate of proof of age submitted by you at the date of joining the Company. In case the last day of your employment falls on a nonworking day, your last day of employment shall be the immediately preceding working day.

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Agreements:

You are required to sign an Intellectual Property, Non-Disclosure and Confidentiality Agreement effective from the date of joining. The Confidentiality Agreement is to ensure that all proprietary and confidential information, documents, literature, invention made or obtained during your tenure with the Company shall not be utilized by you at any point to undermine the interests of the Company.

Non-Solicitation:

It is agreed that during the period of the employment, there under, and for 36 months following the termination of your employment for any reason whatsoever, you shall not directly or indirectly provide any services to any of the Company's client or to any other company or entity doing similar business without the express, prior written consent from the Company with or without remuneration.

You further agree that you will not solicit or entertain offers from any of the existing or former clients of the Company, whether for yourself or on behalf of any other entity or in any manner attempt to induce any of the clients of the Company withdraw or reduce their business from the Company. You further agree that you will not solicit any Associate or consultants of the Company or induce them into terminating their contractual agreements with the Company.

Background Information and Checks:

This letter of employment has been issued to you on the basis of the information furnished by you about yourself in your resume. 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 herein.

If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer and/or to terminate your services immediately without notice and compensation or to take any appropriate action against you.

Separation:

Your services in the company may be terminated by either party by serving **two (2)** months notice or salary in lieu thereof. However, the Company shall have the right to terminate your services without notice for unsatisfactory performance or any misconduct. Acceptance of salary in lieu of notice shall be purely the discretion of the company and the same shall among other things depend upon the exigencies of work, completion of the assigned project etc.

Upon termination & acceptance of the separation notice as part of separation formalities, you shall immediately and not later than last working day from the date of termination or acceptance of the separation as the case may be, before you are relieved, hand over the papers, laptops, data drives, documents, keys, all soft wares, correspondence, specifications, books, data, confidential Information, drawings and any other property of the Company provided/ made available to you and shall not make or retain any copies of these items.

Information Security and Dedicated employment:

The Company's information security policies, procedures and requirements are in addition to the ones set forth in The Information Technology Act, 2000 by the government of India. Offender shall be prosecuted to the fullest extent of the law.

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You are responsible for complying with the level of access control given to you to ensure privacy & Security of company information and communication as per HIPAA Policy. If the business relationship with any associates or vendors demands disclosure of company's confidential information, immediately prior to such disclosure a Non-Disclosure agreement should be signed by both parties.

You agree not to undertake employment, whether with or without remuneration whether fulltime or parttime, as the Director / proprietor / Partner / Member / Employee of any other organization/ entity engaged in any form of business activity without the written consent of **FIGmd (India) Private Limited.** The discretion to grant consent in this regard shall be solely of the company and the consent if given can be withdrawn at any time at the discretion of the Company.

Data Privacy:

FIGmd has adopted the following privacy policy principles.

FIGmd may collect, store, use and disclose information about individual Associate which may constitute personal data under the Indian Government Laws for business purposes.

The personal data may be processed for purposes including:

- Administering relationships services.
- HR Operational purposes Conducting market or customer satisfaction research.
- Providing individuals with information concerning products and services which we believe shall be of interest.
- Compliance with any requirement of law, regulation, associations, voluntary codes we decide to adopt.
- The detection, investigation and prevention of fraud and other crimes or malpractice.
- For the purpose of, or in connection with, any legal proceedings (including prospective legal proceedings), for obtaining
- Legal advice or for establishing, exercising or defending legal rights.
- The personal data may be disclosed to FIGmd management, auditors, service providers, regulators, governmental or law enforcement agencies or any person, FIGmd reasonably thinks necessary for the processing purposes outlined above. Minimal data will be shared with the authorized entity as per the requirement only.
- The action taken after a violation if encountered is as follows:
- All violations shall be reported to Security Committee.
- A person shall be issued a warning or shall face stricter action depending upon nature of incidence for the first time of the violation.
- Any further violation on the part of the same person should result in strict disciplinary action up to termination of employment.

Code of Conduct:

Associate covered by this policy are expected to fulfill certain duties and expectations that support the vision, mission and values of the Company. They are expected to conduct themselves in a manner deserving of trust. You agree to adhere to the expectations, policies rules and regulation of the organization specified as Standard Code of Conduct in General Terms & Conditions of Employment. Subsequent disciplinary actions are described in company's Disciplinary Policy.

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- The primary mode of operation for all associates will be work from home. However, if required you will have to come to the office at short notice.

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- Associate will be assigned Laptop/Dongle as per the project's requirements.
- Wi-Fi/ Broadband with minimum bandwidth of 20 mbps is mandatory.
- Attendance will be calculated based on Work log Hours logged for 8 hours or more will be considered as full day.
- Hours logged 4 hour or less will be considered as half day.
- Based on the business requirements, you may be required to work in shifts as per Company's policy.

Payments Recovery Clause:

Any loan taken for the purpose of training & development from the company or amounts paid in terms of Joining Bonus, Retention Bonus, and Relocation Bonus is treated as an advance payment and nullified at the year end from the date of joining. However, if you have availed above benefits, and resign from the Company within one year from your date of joining, the amount paid by the Company towards advance payment shall be paid by you to the company before relieving.

Jurisdiction:

This appointment letter shall be governed by the laws of India and any dispute that may arise from or as a result of or relating to this letter or your employment with the Company shall be subject to the exclusive jurisdiction of courts in Pune, Maharashtra, India.

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial association. We trust that our relationship will be guided by a quest for excellence in all facets of our interactions.

By signing this letter you communicate your acceptance of the contents of this letter and confirm that this letter supersedes any and all offers, promises made or accepted between yourself and the Company with regard to terms of your employment and the compensation thereof, whether made orally or in writing. Any changes made to this letter shall be in writing and shall be signed by both parties.

We welcome you to **FIGmd (India) Pvt. Ltd.** family and look forward to a fruitful collaboration.

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

Sincerely,
For FIGmd (India) Pvt.Ltd.,

FIGMD (INDIA) PVT. LTD. * PUNE *

Ameya Gokhale

ManagerHuman Resources

For Employee,

Name:

Location:

Date:

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FIGmd

Annexure A Salary Break Up				
Sr No	**Particulars**	**Amount in INR**	**% As per Sal. Structure**	**L3**
I	**Monthly Gross Earnings**			
	Basic	18,334	40.00%	
	HRA	9,167	50% or 10%	
	Transport Allowance	1,600	As per grade	
	Medical Allowance	1,250	1250	
	Telephone Reimbursement Allowance	1000	As per grade	
	Food Allowance*	2200	2200	
	LTA reimbursement	2000	As per grade	
	Other Allowance	7252	Bal. Fig.	
	GrossSub Total 1	**42,803**		
II	**Employer Contribution**			
	Provident Fund	1950		
	ESIC	0		
	Gratuity	882		
	Health Insurance SA Rs 2 L + Accidental Insurance Premium SA Rs 10L	200	**No. of lives**	1
	Sub Total 2	**3,032**		
III	**Employee Contribution / Deductions**			
	Profession tax	200		
	Provident Fund	1800		
	ESIC	0		
	Sub Total 3	**2,000**		
IV	**Net Pay**	**40,803**		
V	**Monthly CTC**	**45835.00**		
VI	**Annual CTC**	**550,020**		

Note:The income tax will be deducted as per income tax rules.

***A nontaxable component which will be included on request. Employee will be provided with HDFC meal card post joining.**

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Job Description

Job Title: Associate Clinical Registry Analyst (L3)
Location: Pune

Reports to: Manager

Purpose of Position:

Major Responsibilities

- Provide maintenance service to data dictionaries for various registries throughout the operational year.
- Create annual data dictionary updates and obtaining reviews from registry coordinators prior to publishing.
- Create annual data dictionary updates and obtaining reviews from registry coordinators prior to publishing.
- Coordinate with Head of Clinical Registry Business Analysis Department and other groups within FIGMD.
- Mentor/Assist the junior member in problem solving and communication.
- Protects operations by keeping information confidential.

Competencies: General Skills:

- Appropriate computing and Net-surfing and correspondence skills.
- Analytical skills, Good research and referencing skills
- Technical/Domain Skills :
- Knowledge of statistical tools for obtaining data, analysis and report. Familiar with MS Office applications.
- Excellent verbal and written communication skills.
- Knowledge of medical terms and ability to handle/process clinical data and with

Education (Required):

- Any graduate from science stream D.Pharm/BSC-Sciences/ B.Pharmacy/ Paramedical sciences) or masters from Science stream e.g. Msc (Sciences/Bio Tech/ BioChemistry/ Chemistry/ Botany/ Zoology/ Microbiology).
- Candidates who are familiar with Medical terminologies, procedures, treatment with knowledge about database minimum

Note:

The Job Description is subject to change from time to time, as per the requirements of the Company and the competencies / qualifications you may acquire in future

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FIGMD (INDIA) PRIVATE LIMITED
B/202, 140/3 Vanshaj Prestige, Pashan Sus Road, Pune,411021 Maharashtra, India
Off : 02066879009 wesite: www.figmd.com CIN: U72900PN2016FTC165476
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PORTEA
HOME MEDICAL CARE SERVICES

9th May 2021

Bangalore

Offer Letter

Dear Rishab Budakoti,

Based on your application and subsequent discussions we had with you, we are pleased to offer you employment in our organization as **Assistant Manager – Product.**

Portea (Healthvista India Pvt. Ltd.) is one of India's leading Home healthcare providers with operations across NCR, Bangalore, Mumbai and Chennai. We are rapidly expanding our operations in these locations and also across the country.

Our healthcare services at home address a great need of patients and we are delighted that you will be joining our team to help a lot of patients live a healthier and a more comfortable life.

We welcome you on board and wish you the very best.

Let's together create a healthier and happier world!

Sincerely yours,

For Portea Medical Private Limited

Vaibhav Tewari

Mr. Vaibhav Tewari
CoFounder & COO

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

080 3355 4554

Healthvista India Pvt. Ltd. 69/B, 1st Cross, 1st Stage, Domlur Layout, [Next to Domlur Post Office], Bangalore-560071

PORTEA
HOME MEDICAL CARE SERVICES

Terms and conditions:

1. You will join us on or before **10th May 2021.**
2. You will be on probation for a period of six months from the date of joining and your confirmation would be dependent on satisfactory completion of your Probation period.
3. You will be based at **Bangalore.** You are however, liable to be transferred to any of our establishments in India, or to any subsidiary or associate company: whether now existing or still to be formed. Such transfer / deputation will be in accordance with the company's rules for the time being in force.
4. Your annual Cost to Company will be **Rs 4, 50,000/- (Four Lakh Fifty Thousand only)**. This is subject to usual statutory and / or other taxes, which may be imposed from time to time by the Government, or any public body authorized to do so.
5. You will be entitled to allowances as detailed in the annexure to this letter. You will also be covered by Provident Fund and other schemes of the company as applicable to your category that are in force at present and / or may be amended from time to time. These shall also be subject to taxes as applicable under relevant laws.
6. The employment offer is valid for next one week from this date of offer. If the company does not receive any confirmation from you within the stipulated time this offer shall lapse automatically and then there shall be no further communication from the company in furtherance of this offer of employment.
7. You will be required to give 60 days' notice to terminate this appointment after confirmation. The Notice period during probation will be 30 days. The last working day would be decided at the sole discretion of the Management and in the event of being relieved within the above number of days, the remaining part of notice period days would be adjusted against the existing leave balance or an equivalent of basic salary and HRA. The Company, however will have the right to terminate your appointment forthwith on account of misconduct, including but not limited to, fraudulent, dishonest or undisciplined conduct, or breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's or Client's property or breach of the confidentiality obligations. In all other cases, the Company will have the right to terminate the appointment by giving 60 days' notice or payment of basic salary and HRA in lieu of notice.
8. Any revisions of your compensation package, promotions, and your continued employment with the Company are all subject to you meeting the performance levels applicable to you from time to time. Your performance may be informally discussed with you by your manager/s on a regular basis.

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PORTEA
HOME MEDICAL CARE SERVICES

CTC ANNEXURE

Compensation Structure		
Name	**Rishab Budakoti**	
Total Annual CTC (Rs.) :	**450000**	
Total Fixed Income (Rs.) :	450000	
Monthly CTC	37500	
Particulars	**Monthly**	**Annual**
Basic	15000	180000
HRA	7500	90000
Conveyance	1600	19200
Fixed Visit Allowance	0	0
Special Allowance	11600	139200
Gross Salary	**35700**	**428400**
Deductions		
PF	1800	21600
PT	200	2400
ESI	0	0
Total Deductions	**2000**	**24000**
Company Contributions		
PF	1800	21600
ESI	0	0
Gratuity *(As per the Act)*	0	0
Sub total	**1800**	**21600**
Fixed CTC	**37500**	**450000**
Total CTC	**37500**	**450000**

You will be covered under Group Medical Insurance up to Rs.2 Lac

For Portea Medical Private Limited

Vaibhav Tewari

Mr. Vaibhav Tewari
CoFounder & COO

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Near Sanganer Airport, Jaipur-302029

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Apollomedics
SUPER SPECIALITY HOSPITALS

02rd November, 2020

Mr.Rishabh Singh
U.P,

Letter of Intent

Dear Rishabh ,

We are pleased to inform that you have been selected as **Management Trainee** at Apollomedics Super Speciality Hospitals, a venture of Medics International Lifesciences Limited pursuant to your candidature being found suitable in the selection process on the terms and conditions mutually agreed upon and subject to terms indicated in this letter.

You are requested to join us on or before 1st **Jan, 2021** after which this offer shall stand withdrawn automatically.

This offer is subject to your reference check including background verification is found satisfactory. A detailed letter of appointment elaborating the terms and conditions will be issued to you on joining the organization and completing the necessary documentation.

You are requested to submit the copy of following at the time of your joining and carry originals for verification and return:

- passport size photographs of Self (5 Nos.), Spouse (1 Nos) and Dependents (1 each)
- Relieving & Experience letter from immediate & past employer.
- Proof of Date of Birth (class X or Birth Certificate) / Address Proof (Passport I Driving License)
- PAN card, Pay Slip in support of last salary drawn
- Academic and Professional Qualifications certificates.

Your services are liable to be transferred at the sole discretion of management, in such other capacity as the company may determine to any department/section, location, associate, sister concern or subsidiary.

Kindly sign the duplicate copy of this letter as a token of having accepted this offer and return the same.
We look forward for a long and mutually beneficial association.

for **APOLLOMEDICS SUPER SPECIALITY HOSPITALS,**

[a venture of Medics International Lifesciences Limited]

( )

Capt. Sanjay Mukerjee,

General Manager & HoD,

Human Resources,

MEDICS INTERNATIONAL LIFESCIENCES LTD
HR
LUCKNOW
226012

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

Fw: Offer Letter

From Rishabh Singh <rishabh.j19@iihmr.in>
Date Sat 4/3/2021 1:06 PM
To Placements <placements@iihmr.edu.in>; Anshul Goyal <anshul@iihmr.edu.in>

1 attachments (1 MB) Offer Letter_Dr. Rishabh.pdf

Dear Sir,

Please Find the Attached Offer from Apollomedics.

Warm Regards

Rishabh Singh

Class Representative HM Section B &
Member Academic Committee

IIHMR UNIVERSITY
An Exclusive Health Research and Post Graduate University

Address: 1, Prabhu Dayal Marg
Sanganer Airport, Jaipur-302029
Phone: 91-141-3924700
Fax: 91-141-3924738

Mobile Number : +91 9521449749

From: Shashank Bajpayee <shanshank_b@apollohospitals.com>
Sent: 02 November 2021 01:05 PM
To: Rishabh Singh <rishabh.j19@iihmr.in>
Subject: Offer Letter

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Dr. Rishabh Singh,

Greetings from Apollomedics Super Speciality Hospitals !

With reference to your application and interview, we are pleased to inform that you have been selected as **"Management Trainee"**. Your Total Cost to Company (CTC) will be **INR 8,50,000 per annum.** Offer Letter is attached for your references.

We know you're going to be a valuable asset to our company and can't wait to see what you achieve.

A detailed offer letter will be given to you post your joining.

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Please send me the soft/scan copies of the following documents by tomorrow.

1. Identity Proof(aadhar & Pan)
2.Educational Certificates
2. Professional certificates/internship Certificates(if any)

Feel free to reach out to me in case of any queries.

Thanks & Regards,
Shashank Bhajpayee
HR Manager





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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

MARKETSANDMARKETS

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Date: 10th March 2021

To
Ritika Gupta
59/105 Canal Road,
Kanpur, Kanpur,
Kanpur Nagar,
Uttar Pradesh - 208001

Dear Ritika,
We are pleased to offer you the role of **Research Associate** with **MarketsandMarkets Research Pvt. Ltd.** You will be part of the MarketsandMarkets team with an anticipated start date of **11th March 2021**

The key terms and conditions of employment are as set out in this letter:

Location of work
Your initial place of work will be **Pune,** However, your services are transferable and you may be assigned, after reasonable notice, to any location in India or abroad where MarketsandMarkets conducts business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

Full time employment
You will be considered as a full time employee of the Company from the date of joining and shall be on probation for a period of **6 Months**. You would not be directly or indirectly involved in any other form of employment apart from MarketsandMarkets during your tenure. Any such deviation/request must be routed through the Head of HR for approval.

Compensation
You will draw Total cost to company of **INR 4,50,000 Per Annum** the break-up of which is attached for your reference. In this Total Cost to Company (CTC), your Variable compensation component will be **INR 50,000 Per Annum** and your Fixed compensation component will be **INR 4,00,000 Per Annum**. The salary structure in the offer is as per the current employment and compensation structure of the Organization and will be governed in due course by the relevant policies of the Company as may be in force from time and subject to deductions under applicable laws as may be in force from time to time. A detailed break up of your compensation is attached as Annexure 2

Insurance
The company offers a medical Insurance scheme through its empaneled Insurance partners covering hospitalization expenses of upto **INR 1,50,000** as governed by the terms of such scheme and policy document which will be made available to you once you join the Organization.

Registrar
The [illegible]
Near Sanganer Airport, Jaipur-302029

Variable Structure :

The variable performance bonus is based on your performance in line with the goals and objectives defined by the Company for your role as also the Company's performance overall and any criteria as may be laid down by the company in its policies from time to time. Relevant details pertaining to the prevailing variable scheme shall be communicated to you once you join the Organization.

Relocation Policy

To assist with your relocation, you will be eligible for a relocation amount to an upper limit of **Rs 10,000/- for goods** and in addition to this budget you are also eligible to claim **one-time one-way Flight Tickets (Economy Class) for individual and immediate family (Spouse and up to two children only) by the fastest route possible from your current location of employment to Pune.** Such relocation amount can be claimed only upon submission of the Original receipts/bills and Original boarding pass and such reimbursement must be claimed within 1 year from the date of Joining. Non-compliance with the above may result in non-reimbursement of the relocation expenses. In case you relocated from a different city the amount will be different based on the distance.

Background Checks

The Company shall be entitled, at its discretion, to conduct reference and / or background checks as per Company policy and this offer is conditional upon the result of such checks. In the event the results of such checks are unsatisfactory on any account, the Company may, in its sole discretion, revoke this offer / or terminate employment at any time.

Office Hours

You are required to work in according to the time schedule for the **EU Geography** being assigned to you. In all cases, expectation is 9 hours of login time which includes an hour's break. You may also need to stretch as per the business needs.

Reporting Structure

Your immediate reporting will be to the **Senior Research Analyst** or anyone delegated by **Domain Head** in future.

Copyright and Disclosure

During the period of your Job with the Company, you shall be liable to disclose all copyright works or designs originated, conceived, written, or made by you or in which you have participated with others, either on completion or in marketable form, promptly when required by the company. All rights and copyrights of the work / material you produce either at the company's premises or elsewhere shall belong to the company.

During the course of your engagement confidential information will/ may be made available to you, which must not be given out or used outside. In the event of termination of engagement, whether voluntary or involuntary, this information should not be disclosed, used or exploited by you with any other individual, company or service.

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Termination of employment while on probation

Without prejudice as per the current terms of the offer, either party can terminate the employment by issuing a notice to the other of One Month while the employee is in a probationary phase with the Organization. The notice clause applicable once the employee is confirmed with the Organization shall depend on the role and job level of the employee and is detailed in the Appointment letter which the employee is expected to sign as part of his/her appointment with the Organization. The Company reserves the right to refuse reimbursement of notice period from the employee and can insist that the employee serve the full notice period which the employee is obligated to do. The employment may also be terminated by the Company without notice for cause including but not limited to failure to perform duties, willful dishonesty, fraud, disobedience, poor performance, disorderly behavior, negligence, indiscipline, unauthorized absence from duty, conviction by any court of law, etc. Termination of employment and consequences of termination shall be governed by the applicable clauses as contained in the employment agreement.

General

This letter shall be construed to be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered to be a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation upto any time prior to the Date of Joining.

You are bound to abide and adhere to the policies, rules and regulations enforced by the company from time to time including those related to conduct, discipline, benefits, salary review, retirement and any other matters as though these rules, regulations and orders were a part of the agreement. Such policies rules and regulations may be subjected to alteration and amendment at The Company Name's own discretion by the management.

Non-Competition and Non-Solicitation

For a period of 2 years after the termination of your employment with the Company, you will not directly or indirectly be associated with, manage or advise a Company or firm that is in the same business as the company, unless with the specific written approval of the Company.

After termination of your employment with the Company, you agree not to hire the services of any individual employed with the Company, either on permanent or a temporary basis, to directly promote the business of any new Company or concern you may be associated with for a period of six months from the date of exit.

On the Date of Joining, you will be required to execute the Company's standard non-disclosure and inventions assignment agreements, the Company's standard employment agreements and such other documents as may be required by the Company's policies in force at such time.

Governing law

This Contract shall be governed, interpreted and enforced by and in accordance with the laws of India.

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Prabhu Dayal Sharma
Near Sanganer Airport, Jaipur-302029

MARKETSANDMARKETS

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Acceptance of our offer

Please acknowledge a copy of this Offer Letter as a token of your acceptance on or before **10 PM** on **11th March, 2021** failing which this Offer Letter shall stand terminated automatically. Any inability on your part due to any reason whatsoever to join the Company on or before the Date of Joining should be reported to the contact persons as mentioned in **Annexure 1, failing which the Company shall have the right to withdraw this Offer Letter at its discretion.**

The Company is excited about your joining and looks forward to a beneficial and productive relationship.

Sincerely,

Sulakshana Patankar
Chief People Officer
On behalf of MarketsandMarkets Research Pvt Ltd

Declaration

I have carefully read and understood the terms of this agreement /offer letter including Annexure 1 and Annexure 2 and accept the same unconditionally. I agree to be bound by rules and regulations of the company as may be amended from time to time.

Agreed to and accepted:

Ritika Gupta	Signature	Date

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Annexure 1

Documents required at the time of joining

We request you to submit copies of the following documents:

a. Resume/CV copy
b. Copy of X, XII, Graduation, PG Degree / Diploma / other qualification Certificates / Degree
c. Identity & Address Proof : Driver's license / Election ID Card
d. Service certificates / Relieving letter of the last employer (if employed previously)
e. Passport
f. Latest salary slip [for last three months]
g. 1 cancelled cheque of any bank, saving account's in your name
h. Experience certificates (from at least previous 2 employers)
i. Copy of PAN Card and Aadhar Card
j. Copy of TDS certificate/Form 16 of previous employer
k. Your appointment letter at your last company and also all the subsequent compensation review letters, if any.
l. Particulars of blood group and any medical allergies
m. Recent passport sized photographs (five nos)

The Company reserves the right to request for any additional documents to be submitted along with the above on the Date of Joining or at any time during the term of employment

Please report on your date of joining at 10 AM at the below mentioned address:

MarketsandMarkets Research Pvt. Ltd.
Level 1, B5,
SEZ building,
Magarpatta, Pune – 411013.

Contact Person:
Amol Deore : amol.deore@marketsandmarkets.com
hrops@marketsandmarkets.com

Noel Farias : noel.farias@marketsandmarkets.com
hrbusinesspartner@marketsandmarkets.com

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

MARKETSANDMARKETS

MarketsandMarkets
Research Private Limited

Corporate office: Level 1, Tower B-5,
SEZ, Magarpatta City,
Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Annexure 2

Name	Ritika Gupta	
Designation	Research Associate	
Date of Joining	11-March-2021	
CTC	INR 4,50,000	
COMPONENTS	**Monthly (Rs.)**	**Annual (Rs.)**
Basic Salary	15,000	1,80,000
HRA	6,000	72,000
Education Allowance	0	0
Hostel Allowance	0	0
LTC/LTA	0	0
Food Allow/Meal Vouchers	0	0
Special Allowance	9,811	1,17,736
Sub Total (A)	**30,811**	**3,69,736**
Health Club Allowance	0	0
Telephone Allow /Expense	0	0
Academic Allowance	0	0
Chauffeur Allowance	0	0
Car Allowance	0	0
Total Reimbursement (B)	**0**	**0**
Total Gross Salary (C=A+B)	**30,811**	**3,69,736**
P.F. (Employer contribution)	1,800	21,600
E.S.I. (Employer contribution)	0	0
Gratuity	722	8,664
Total Deferred Benefits (D)	**2,522**	**30,264**
CTC (E=C+D)	**33,300**	**4,00,000**
Variable - Performance Incentives		**50,000**
TOTAL ANNUAL CTC		**4,50,000**

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5,
SEZ, Magarpatta City,
Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Salary Structure Clause

Leave Travel Allowance claims will be treated as per existing tax laws and the remainder will be paid as Special Allowance and taxed accordingly.

The performance based variable pay is an indicative amount and may vary depending on your performance and the Company's performance.

You should be on the rolls of the company at the time of the payout to be eligible for performance based variable Pay. You would not be eligible for this payout if you have resigned /exited or serving notice.

Please note:-

-PF amount mentioned shall differ based on nationality as per governing laws.

-Conditions Apply as per the prevailing company policy.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

HEALTHARK

Date: 29th December, 2020

Dear Rituparna Das,

Subject: Offer Letter

Thank you for exploring career opportunities with Healthark Wellness Solutions LLP (referred to as "Healthark Insights" subsequently in the document). You have successfully completed our selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Consultant**. Your fixed compensation including all the benefits will be Rs. 3,00,000 per annum during the probation period and **Rs. 4,50,000** per annum thereafter, as per the terms and conditions set out herein.

Kindly **accept the offer letter in one day of receipt**. Also, you are hereby requested to join us from **29th March, 2021**.

Compensations and benefits:

1. Working Hours

   You will be working for 5.5 days a week [Monday to Friday, and alternate Saturdays]. The regular working hours will be 10:00 a.m. to 6:30 p.m. All employees will be required to work in shifts and/or extended hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

2. Compensation Structure/Salary Benefits

   The compensation structure and salary components are subject to change as per the company's policy from time to time at its sole discretion.

3. Probation Period

   We will keep you on a **three month probation period** during which we will guage your performance and upon completion, both parties will mutually agree if the employment should be made permanent or not.

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1, Prabhu Dayal Marg
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HEALTHARK

4. Alternative Occupation/Employment

   Either during the period of your probation or during the period of your employment as a confirmed employee of Healthark Insights you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of Healthark Insights.

5. Confidentiality Agreement

   As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of Healthark Insights and its clients.

6. Notice Period

   You will be required to give at least **two-month notice** period failing which you are required to pay one month's salary for the same. Furthermore, Healthark Insights reserves the right to ask the candidate to complete your notice period.

7. Submission of Documents

   At the time of joining, photocopies of the following documents should be submitted:
   - Permanent Account Number (PAN) card
   - Degree Certificate
   - Birth Certificate/Proof of age
   - 4 Photographs

We look forward to having you in our team.

Sincerely,
Dr. Purav Gandhi
Founder & CEO
Healthark Insights

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

KD Hospital
કુસુમ ધીરજલાલ હોસ્પિટલ

OFFER LETTER

Date:10th March 2021

Dr. Roshni Patel,
18, Trishla Residency,
Opp. New Guj. High Court,
S.G. Highway, Sola,
Ahmedabad - 380061

Dear Dr. Roshni,

Greetings...

As discussed and mutually agreed upon. We are pleased to offer you position of **Executive** in **Quality Department.**

You are requested to report on **22nd March, 2021** failing which it will be presumed that you are not interested in the offer made to you and consequently the letter of offer shall stand irrevocably withdrawn/cancelled without any further reference to you.

This offer letter is subject to your successfully completing the company's medical examination & reference check.

With best wishes,
For, Kusum Dhirajlal Hospital

K.D. HOSPITAL HR AHMEDABAD

Mr. Dhiraj V Advani
Chief Human Resources Officer(CHRO)
& Head # Communication

Please sign here as a token of acceptance of the above offer letter

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

A Unit of:
Shri Harihar Maharaj
Charitable Trust

Kusum Dhirajlal Hospital
Vaishnodevi Circle, SG Road,
Ahmedabad - 382421

T: +91 79 6677 0000
www.kdhospital.co.in

Outlook

Fw: Offer Letter- KD Hospital

From Roshni Patel <roshni.j19@iihmr.in>
Date Sat 5/8/2021 1:25 PM
To Anshul Goyal <anshul@iihmr.edu.in>

1 attachments (1 MB)
OL_Roshni.pdf;

Dear Sir,

PF Attached Offer letter.

Thanks and Regards,
Dr. Roshni Patel

From: HR <hr@kdhospital.co.in>
Sent: Wednesday, March 11, 2021 3:32 PM
To: Roshni Patel <roshni.j19@iihmr.in>
CC: Dhiraj V. Advani <dhiraj@kdhospital.co.in>; Pratima Patel <payroll@kdhospital.co.in>;
Subject: Offer Letter- KD Hospital

Dear Dr Roshni,

Refer to your interview, we would like to offer you an "**Executive**" profile in Quality department at our Hospital. The CTC Offer- 3 LPA.
Following documents will be required on the first day of your reporting:
1. Copy of your previous and recent marksheets (undergrad and Grad preferably)
2. Copy of ID proof such as Aadhar card or PAN Card
3. 4 Passport Size Photographs

Please share the acceptance copy of attached Offer letter as a confirmation for the same.
For any other questions you can contact me through this email ID or call on 6359603644.

Thanks & Regards,
Team HR

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Proud to be Gujarat's only Hospital to bag 6 of the highest accreditations from the Quality Council of India

NABH NABH NABH NABH NABH

KD Hospital
કુસુમ વીરજલાલ હોસ્પિટલ
Hope · Health · Happiness

Vaishnodevi Circle, S. G. Road, Ahmedabad - 382421 kdhospital.co.in +9179 6677 0000

Placements

From: Rupal Jain
Sent: 28 May 2021 12:35
To: Placements
Subject: Fw: IIHMR, Jaipur - Adfactors PR Job Offer - Rupal Jain
Attachments: Compensation Annexure- Rupal Jain.pdf

From: Himanshi Gupta <himanshi.gupta@adfactorspr.com>
Sent: Thursday, April 22, 2021 12:57 PM
To: Rupal Jain <rupal.j19@iihmr.in>
Cc: Ajay Tyagi <ajay.tyagi@adfactorspr.com>; Reshma Nichani <reshma.nichani@adfactorspr.com>; Nancy Shinde <nancy@adfactorspr.com>; Kriti Vats <kriti.vats@adfactorspr.com>; Amruta Pathak <amruta.pathak@adfactorspr.com>
Subject: IIHMR, Jaipur - Adfactors PR Job Offer - Rupal Jain

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Rupal,

Congratulations! We are pleased to extend an offer of employment on behalf of Adfactors PR for the position of **"Trainee Account Executive"**. The confirmed **work location** will be informed to you in a few days along with **date of joining**.

Adfactors PR is India's most awarded and largest Public Relations firm. In October 2020, PRovoke Media named us one of the seven Global Agencies of the Decade, the only firm in the Asia-Pacific region to be awarded this recognition. We have 400+ marquee clients, who trust our proposition of 'Knowledge-Driven Communications'.

Employees at Adfactors PR are like our entrepreneurial partners and we are proud to encourage a performance-driven culture. We nurture talented people and find a place within the Adfactors PR family for each person to grow, find meaningful new challenges and do their best work.

We were all very excited to meet and get to know you over the past few days. We believe that your knowledge, skills and experience would be a great fit for our organization. We hope you will enjoy your role and make a significant contribution to the overall success of the organization.

Your Gross CTC will be **Rs. 600,000/- per annum.** Attached is the letter with more details and break up. Apart from the above, you will also be entitled to the following benefits:

1. Gratuity, as per the payment of Gratuity Act
2. Mediclaim insurance benefit of Rs.500,000 for self and immediate family members (Spouse and 2 kids)
3. Mobile reimbursement as per policy
4. Book allowance of Rs.7,500 annually. You can buy any PR, Marketing and Management books of your domain and get it reimbursed

Request you to please respond to this mail as acceptance of this offer by **24th April 2021.** Kindly note that in case we do not receive the acceptance, the offer will stand revoked automatically.

Registrar
The IIHMR University
I, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Further on joining, you will all need to submit the **scan copies** of the following documents, for documentation purpose.

1. Highest Qualification Certificate
2. Residential address proof **(Copy of Aadhar Card is Mandatory)**
3. PAN Card **(Copy)**
4. A cancelled cheque of your operational bank account
5. 1 copy of your recent passport-size photograph **(not older than 3 months)**

Should you need any clarifications in this matter, please feel free to contact us.

Regards,
Himanshi Gupta | Assistant Manager | Delhi

Adfactors PR | **M:** +91 9899070574 | **T:** +91 11 40565100; Ext: 179
Website | Blog | Facebook | Twitter | LinkedIn | Instagram

Disclaimer: The information in this email is confidential and is intended solely for the addressee(s). Access to this email by anyone else is unauthorized. If you are not an intended recipient, you must not read, use or disseminate the information contained in this email.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ADFACTORS PR
Knowledge-driven communications

Compensation Summary		
Date of Offer	**April 22, 2021**	
Name	**Rupal Jain**	
Designation	**Trainee Account Executive**	
Monthly CTC (Rs)	**50,000**	
Annual CTC (Rs)	**6,00,000**	
	Monthly (Rs)	**Annually (Rs)**
Basic Salary	20000	240000
House Rent Allowance	10000	120000
City Compensatory Allowance	6250	75000
Conveyance Allowance	6250	75000
Special Allowance	5100	61200
Gross CTC (A)	**47,600**	**5,71,200**
PF - Employer Contribution (B)	**2400**	**28800**
Total Monthly CTC (A+B)	**50,000**	**6,00,000**
P.F deduction - Employee Contribution	2400	28800
Total Deduction	**2400**	**28800**
Net Salary (in hand before deducting tax)	**45,200**	**5,42,400**

Income Tax will be deducted as per the Income Tax Act 1961

Other Benefits

Mediclaim Coverage for self, spouse and 2 kids	500,000 (Rs.) Annually
Telephone Reimbursement	As per policy
Local Conveyance	As per policy
Book Allowance	7,500 (Rs.) Annually

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

POPULAR MEDICARE LIMITED

Caring for your every breath

Ref:PML/IIR/VNS/51/2021-2022

August 06, 2021

Confidential

Mr. Sai Sravan Kumar Patnaik Garbham
Add: D.No: 38-34-38,Sri Harsha Nagar, Marripalem,
530018 Visakhapatnam. India
Mob: +91 919533325334
Email ID: sravan.j19@iihmr.in

Letter of Intent

Dear Mr. Sai Sravan

Further to our discussions with you, we are pleased to offer you the position of **Management Trainee** in the department of **Human Resources** in **POPULAR MULTI SUPER SPECIALITY HOSPITAL (A UNIT OF POPULAR MEDICARE LTD., Varanasi).**

- You shall be based at **Mirzapur** and shall be governed by the policies and regulations of **Popular Medicare Ltd.** as communicated from time to time.
- Your appointment will be effective on or before **September 01, 2021.**
- Your Cost to the company will be **Rs. 25,000/-PM;** applicable tax to be borne by the employee. It is expected that individual compensation package should not be shared with other employees.
- Minimum One Year job tenure is compulsory from the date of joining & a notice period of 30 days is must to be served.
- **You will be eligible to avail the company's medical assistance program and other benefits as per policy,** taxes, ifany applicable on this program shall be to your account.
- The management reserves the right to withdraw the said offer in case any of the information provided by you in the Application Form/ Personal Data Form is found misleading or misconceived and/or if any of the above conditions are not fulfilled by you at the time of joining.
- This Letter of offer is subject to clearance from the "Pre-Employment Medical Examination" which you will be required to undergo by the company's Medical officer or such other Medical Officer that the company may appoint.
- Please sign a copy of this offer letter as your acceptance or send us a signed scan copy of your acceptance of our offer not later than 7 days from the date of Letter of Intent. Your offer letter stands annulled upon non acceptance of your acceptance.
- You will be on probation period of 6 months. Upon successful completion of probation, the services shall be confirmed.
- The appointment letter detailing the compensation package and other terms & conditions will be given to you at the time of joining subject to completion of all formalities pertaining to joining.
- Marking attendance on Bio-metric is mandatory.
- Accommodation (Yes).

Yours sincerely,
For POPULAR MEDICARE LTD.

POPULAR MEDICARE LIMITED Reg. No. AL0047 HRD Kakarmatta, Varanasi

R. K. Mishra
Group Head-Human Resources

I have read and accept the above mentioned Letter of Intent.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Signature & Date

Scanned with CamScanner

POPULAR MEDICARE LIMITED

Caring for your every breath

Annexure 1

The following documents, as applicable should be brought along to complete the joining formalities.

1. **Passport size photographs:**

1.1 Self – 6 (passport size)

1.2 Dependents to be covered under medical policy – 1 each (passport size) Kindly, write your name behind all the photographs.

2. **Qualification Documents**

2.1 10th Mark-sheet & certificate

2.2 12th Mark-sheet & certificate

2.3 Graduation or other degree/diploma Mark-sheet & certificate

2.4 Post Graduation Mark-sheet & certificate

2.5 Additional Qualification Mark-sheet & certificate

3. Experience Documents (Any job full-time / part time mentioned needs to be supported with experience certificates)

3.1 Appointment Letter of current employer.

3.2 Salary Slips & Bank Statement of last 3 months

3.3 Relieving letter or the acceptance of the resignation letter from the last employer.

3.3 Appointment letter and relieving letter of all previous employment.

4. Registration Document

4.1 In case of doctors or other professionals (Nurses/Pharmacist etc.) where registration certificates is valid, kindly provide the same.

4.2 Current and Valid Medical Indemnity Insurance Bond

5. Miscellaneous Documents

5.1 PAN Card (Mandatory)

5.2 Aadhar Card (Mandatory)

5.3 Any two of the following for an Address proof;

- Ø Passport
- Ø Voter ID Card
- Ø Driving License

Note: Kindly report to HR department at 9:00 AM atleast 1 day prior to D.O.J for Pre-Employment Health Check-ups. Request you to visit empty stomach (Avoid taking tea, coffee, Juice etc.) at our Varanasi Unit.

Yours sincerely,
For POPULAR MEDICARE LIMITED

POPULAR MEDICARE LIMITED * Kakarmatta, Varanasi * Regd. No. AL0047 HRD

R. K. Mishra
Group Head-Human Resources

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

I understand and accept the above mentioned Letter of Intent.

Signature & Date

Name: _____

Scanned with CamScanner

PharmaACE
Analytics Center of Excellence

OFFER OF EMPLOYMENT
(STRICTLY PRIVATE AND CONFIDENTIAL)

25 January 2021

Dear Dr. Sajal Baxi

Congratulations!

We are delighted to formally offer you the position of **Trainee Analyst** at PharmaACE in Pune, India.

PharmaACE has a unique philosophy of collaborating with the best people and delivering excellence to our clients for their most critical business problems. We believe in a culture of learning, self-improvement, and honing expertise and thereby driving quality from our employees.

Joining Details:

1. Start Date: If you accept this offer, your start date will be **5th July 2021, Monday.**

2. Compensation:

2.1 Salary: Your annual gross salary will be **INR 4,18,400,** inclusive of your basic, fixed allowances and provident fund contributions, which will be remitted monthly.

Details of the compensation break up and office specific benefits are shared in **Annexure A**.

All bonuses are determined at the discretion of PharmaACE and is subjected to any standard withholding taxes.

2.2 Retirals: Provident Fund and Gratuity will be as per rules

2.3 Insurance: Company offers Group Medical Insurance for floater sum insured of Rupees Three Lakhs only covering you, your spouse & 2 children (under the age of 25 years), if applicable.

In addition to components of the offer detailing direct compensation described above, this offer also includes the following additional benefits:

2.4 Leaves: Confirmed employees are entitled for 20 Earned leaves, 6 Optional leaves and 4 Core Holidays, in total 30 leaves annually. There is no carry forward or encashment of leaves for the previous years.

2.5 Work from Home: WFH option is available subjected to manager's approval and under specific circumstances.

3.0 Additional Details

Finally, the following are the elements of your offer with regards to the logistics of getting you onboarded successfully at PharmaACE

3.1 Orientation & Training: At PharmaACE, all new hires, on the first day of work, who begin employment participate in a virtual/ office-based Induction program to acquaint yourself with our culture and way of working. We have a blended learning program- Self paced learning platform (LMS) and trainer led training program. This is specifically designed to empower you with the right skillsets and equipping you with the right business acumen.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

PharmaACE
Analytics Center of Excellence

3.2 Start Date Formalities: This offer is subject to verification of original certificates of educational qualifications and other documents listed below. At the time of joining, you are required to bring the following:

1. Relieving Letter and Offer Letter from all the previous employers (if any)
2. Salary slip or salary certificate from most recent employer (if any)
3. Experience Certificate from all previous employers (if any)
4. Proof of Academic Qualification
   - 10th & 12th degree and mark sheets
   - Undergraduate and master's degree certificates and mark sheets
   - Other qualifications - certificates (if any)
5. Proof of identity: PAN and Aadhar Card
6. Passport copy
7. Current and permanent address proof
8. Passport size Photograph

3.3 Probation: Your Probation period will be 6 (Six) months. 5 months of Internship +1 month. On successful completion of probation, you will be confirmed.

3.4 Notice Period: 3 months

During the probationary period, employer can terminate the employment at any given point of time in case of non-performance by the employee or without compensation in lieu of notice in case of any misconduct including but not limited to, fraudulent, dishonest or undisciplined conduct of, or breach of integrity, or embezzlement, or misappropriation or misuse by you of PharmaACE property, or insubordination or failure to comply with the directions given to you by persons so authorized, or your insolvency or conviction for any offence involving moral turpitude, or breach by you of any terms of this Agreement or the policies of PharmaACE or other documents or directions of PharmaACE, or redundancy of your post in PharmaACE, or upon you conducting yourself in a manner which is regarded by PharmaACE as prejudicial to its own interests or to the interests of its clients.

a. During the probationary period, employee can terminate the employment by giving two months' notice or two months of compensation.
b. Post confirmation, either party can terminate the employment by giving three months' notice.

Sincerely,

Pooja Cornelius
Lead- Talent Acquisition and Development
PharmaACE

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

PharmaACE
Analytics Center of Excellence

Annexure A
Remuneration Details

Dr. Sajal Baxi **Trainee Analyst**

Salary Component	Per Annum (INR)	In words
Basic Salary	4,18,400	Rupees Four Lakhs Eighteen Thousand Four Hundred Only
Confirmation Bonus *	50,000	Rupees Fifty Thousand Only
Performance Bonus **	50,000	Rupees Fifty Thousand Only
Retention Bonus ***	1,00,000	Rupees One Lakh Only
Gratuity	21,600	Rupees Twenty-One Thousand Six Hundred Only
Mediclaim (Notional)	10,000	Rupees Ten Thousand Only
Total CTC	**6,50,000**	Rupees Six Lakhs Fifty Thousand Only
Income Tax, Professional tax and other applicable taxes shall be deducted from the salary on monthly basis as per Government Policy.		

* **Confirmation Bonus** will be paid on the successful completion of the probation period. In case an employee wishes to leave the organization before 2 years from the date of confirmation, this bonus will have to be settled.

****Performance Bonus** is to be paid out in one instalment: on the closure of financial cycle (pro-rata basis, if applicable). This may change contingent on the company, group & individual performance.

*****Retention Bonus** will be linked to Appraisals & can be availed on a yearly / monthly basis for each of the first three years from the date of confirmation based on the candidate's acceptance. (as you opt for monthly basis, the Retention bonus is a component of your annual Gross Salary)
If the employee wishes to leave the organization before 3rd year of his employment starting from the date of his confirmation, he/she will have to settle the Retention Bonus benefitted until then.

As mentioned above, you will be entitled for Group Medical Insurance for floater sum insured Rupees Three Lakhs only. Details of the same would be furnished in the Appointment Letter.

Best Regards,
Pooja Cornelius
Pooja Cornelius
Lead- Talent Acquisition and Development
PharmaACE

Accepted By:
Date:

Registrar
The IIHMR University
J, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

PharmaACE
Analytics Center of Excellence

Annexure B
CONFIDENTIALITY AND NON-COMPETE AGREEMENT

A. During the employment period and for a period of 2 years after the end of one year post the last employment date, employee agrees not to accept job offer or apply for any jobs in the following companies as these companies compete directly with PharmaACE and its clients:

1. Merck & Co. including Merck India and all other affiliates
2. Aspect Ratio including all its affiliates
3. Novartis International AG including Novartis India and all other affiliates
4. IQVIA Health including all its affiliates
5. ZS Associates
6. Axtria India Pvt. Ltd.

B. During the Employment Period, the Employee may have access to or receive certain information about PharmaACE customers and their projects. All project related information, whether labelled confidential or not, is designated as Confidential Information. **Confidential Information** includes information related to PharmaACE and its client's financial statements, budgets and projections, customer identifying information, potential and intended customers, employers, products, computer programs, specifications, manuals, software, analyses, strategies, marketing plans, business plans, and other confidential information, provided orally, in writing, by drawings, or by any other media. The Employee will treat the Confidential Information as confidential and will not disclose it to any third party. In addition, the Employee shall use due care and diligence to prevent the unauthorized use or disclosure of that information.

Best Regards,
Pooja Cornelius
Pooja Cornelius
Lead- Talent Acquisition and Development
PharmaACE

Accepted By:
Date:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

PharmaACE
Analytics Center of Excellence

Internship Offer Letter

January 25, 2021

Dear Dr. Sajal Baxi,

We are delighted to offer you an Internship Program at PharmaACE, India. Your commencement date will be 1st February 2021. You will be under internship program for 5 months i.e., February to July 2021.

The consolidated stipend during your internship would be INR 30K (Rupees Thirty Thousand only) per month.

Further details of the assignment during internship will be given to you at the time of joining.

Please confirm your acceptance of this internship offer by signing this letter.

Look forward to having you as part of the team and doing great work together.

With best regards,

Pooja Cornelius

Pooja Cornelius
Lead- Talent Acquisition and Development
PharmaACE

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

MOHAN
FOUNDATION

CONTRACT OF EMPLOYMENT

THIS AGREEMENT is between

(1) MOHAN Foundation - 3rd Floor, Toshniwal Buildiing, 267, Kilpauk Garden Road, Chennai - 600 010 ('the Employer") and

(2) Sanaa Bhadwal ("the Employee")

IT IS AGREED that the Employer will employ the Employee and the Employee will work for the Employer on the following terms and conditions:

1. Job title

The Employee's position is that of Project Manager.

The Employee may from time to time be required to carry out such other reasonable duties as the Employer may decide, without additional remuneration, should this be necessary to meet the needs of the business.

The Employee will be reporting to Ms. Bhavana Jagwani, Convenor, MOHAN Foundation Jaipur Citizen Forum.

2. Commencement and continuity of employment

The Employee's employment with the Employer will be for one year began on1st April 2021 and shall be renewed based on the performance. During the contract period this employment may be terminated by either party giving one month notice to the other in writing. Absent to work by the employee during contract period will be treated as leave without pay.

The Employee's continuous employment, taking into account any service with Employer and with any previous employer which counts, began on 1st April 2021.

3. Hours of work

The Employee's normal working hours are Monday to Saturday from 10.00 am to 6.00 pm

The Employee may be required to work such further hours as may be necessary to fulfil his/her duties or the needs of the business. Whenever possible, the Employer will give the Employee reasonable notice of any additional hours.

Registrar
The IIHMR University
Near Sanganer Airport, Jaipur-302029

4. Place of work

The Employee's normal place of work will be at Rajasthan and will be based at Jaipur provided that the Employer reserves the right to change this to any place within India

5. Payment

Payment is at the rate Rs.30, 000/- per month of which 10% TDS will be deducted for Income Tax purpose.

6. Training

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the Foundation's expense. Kindly note that refusal to participate in a training programme without any relevant reason may lead to your appraisal being held or termination of your services.

7. Non-Disclosure Agreement

You will not during the course of your employment with the Foundation or at any time thereafter divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the Foundation, of any information or knowledge obtained by you during your employment as to the business or affairs of the Foundation including development, process reports and reporting system.

You will not (except in the normal course of the Foundation's business) publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication relating to the Foundation's activities or to any matter with which the Foundation may be concerned, unless you have previously applied to and obtained the written permission from the Foundation's Trustees or Administration.

If any declaration given or information furnished by you proves to be false or if you have willfully suppressed any material facts or if misconduct while in service, you will be liable for removal from the services of MOHAN Foundation Jaipur Citizen Forum without notice or subject to any action as the Foundation may deem necessary.

You are obliged to sign a non-disclosure agreement specific to a particular client as and when required by organization.

Registrar
The IIHMR University

Prior to joining organization, you will ensure that you will be free from any contractual restrictions preventing you from accepting this offer or starting work on the joining date.

MULTI ORGAN HARVESTING AID NETWORK

8. Indemnity

The Employee will indemnify the Employer in respect of any liability incurred by the Employer as a direct consequence of the Employee's negligence, breach of contract, breach of duty or breach of trust in relation to the affairs of the Employer.

9. Data protection act

The Employee consents to the holding and processing of personal data provided by him/her to the Employer for all purposes relating to this employment, but not limited to administering and maintaining personnel records, paying and reviewing salary and other remuneration and benefits, undertaking performance appraisals and reviews, maintaining sickness and other absence records and taking decisions as to the Employee's fitness for work.

The Employee further acknowledges and agrees that the Employer may, in the course of its duties as an employer, be required to disclose personal data relating to him/her, after the end of his/her employment. This does not affect the Employee's rights under the Data Protection Act 1988.

10. General

You will familiarize yourself with the Transplantation of Human Organs Act within 30 days of joining the Foundation and work ethically and legally within this framework.

You shall diligently and faithfully carry out the assignments entrusted with you in connection with the activities of MOHAN Foundation, employing the power, skill and ability for the furtherance of the activities of the Foundation.

The employee will be governed by MOHAN Foundation byelaws and the leave entitlements will be as per the MOHAN Foundation policy & guidelines (Annexure I).

The Employer reserves the right to vary the terms of employment contained in this Agreement. The Employer will notify the Employee in writing within one month of such variation. This statement replaces all of the Employee's previous terms and conditions of employment with the Employer.

Signed by the Employer

Dr. Sunil Shroff
Managing Trustee
Date :1-April-2021

Signed by the Employee

Sanna Bhadwal
Date : 1-April-2021

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

DocuSign Envelope ID: 56BCF28B-8BEB-4871-A79F-FBFC5026E979

ZS Associates India Private Ltd.
Tower A4, DLF World Tech Park
Sector 30, NH-8, Gurgaon - 122002 (HR)
T | +91 124 679 7000
F | +91 124 679 7001
www.zs.com

CONFIDENTIAL

30 March 2021

Sanchi Bhasin
Tower A4,
DLF World Tech Park,
Gurgaon.

Dear Sanchi:

We are pleased to extend you an offer to join ZS Associates India Private Ltd. ('ZS') as a Knowledge Management Associate, to be based in our New Delhi office. We hope that you give this opportunity with ZS serious consideration.

ZS has a special culture of collaboration and innovation. We produce work of outstanding quality, and we focus on learning, self-improvement and expertise to achieve that result.

Salary: Your annual gross salary will be INR 6,25,000, inclusive of basic and fixed allowances; all associates are paid on the last working day of every month. ZS reviews salaries each June, provided you were employed at ZS by March 31 in that year; the raise is pro-rated if your employment tenure is fewer than 12 months. For salary details, please refer to Appendix 1.

Starting Bonus: When you start full-time active, permanent employment with ZS, we will pay you a starting bonus INR 75,000 in your second month's payroll, However, if you do not then complete one full year (12 months) of continuous full-time employment with ZS immediately after that point for any reason (except for involuntary termination of your employment by ZS), then you agree to refund the starting bonus in its entirety.

Performance Bonus: ZS associates receive performance bonuses at the end of each year, based on eligible wages earned during the calendar year. During your initial 12 months, this bonus will be up to 10% of your base salary income earned. Your performance and the company's results will determine your incentive compensation.

Emerging Leader Reward Program: The expertise you gain over your tenure is valuable to ZS and we recognize your continued commitment and progression toward becoming a future leader in the firm. ZS rewards this expertise through a tenure-based incentive, which begins after 18 months' tenure. Should your employment with ZS terminate for any reason (other than a dismissal by ZS without cause), then you agree to reimburse ZS for any ELRP payments to you within the previous 6 months (from the day you complete the tenure milestone).

All bonuses are determined at the discretion of ZS, and are subject to standard withholding taxes.

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Provident Fund: When you begin employment with ZS, you will be enrolled in the Provident Fund program. The primary objective of this program is to provide retirement and pension support as per the Provident Fund Act, while reducing current tax exposure. As a participant, you will make 12% contributions on the first INR 15,000 of your monthly salary through payroll deduction; ZS makes a separate additional matching contribution to your account. You can opt for additional contributions to your Fund account through payroll deduction.

Gratuity: After you complete five years of continuous service, ZS will pay 15 days' salary for every completed year of service at the time of retirement or separation. The maximum amount payable is governed by the Gratuity Law.

In addition to components of the offer detailing direct compensation described above, this offer also includes elements describing non-cash benefits of employment with ZS. You will be eligible for all of the following benefits as of your start date with ZS. Benefits described are subject to taxes based on the prevailing government guidelines.

Annual Leave, Holidays and Sick Time: We provide 25 days of paid annual leave per year, inclusive of privilege and casual leave, on a pro-rata basis. In addition, ZS has designated paid holidays and permits up to seven paid sick days per year.

Insurance: We offer a group insurance plan to cover hospitalization expenses for employees and immediate dependents; parents residing in the same household may also be added with a benefit co-payment. Additionally, ZS provides some preventive healthcare coverage (Executive Health Check, medications, mental health, etc.). ZS provides accident insurance and business travel insurance for employees. ZS also provides life insurance coverage in the amount of three times your annual gross salary, with ZS paying these premiums in full.

Meals and Transportation: ZS provides meals during regular working hours and based on project needs. ZS also arranges shared daily commute transit for employees within defined geographic zones. For details please refer to Appendix 2.

Broadband access: ZS will provide a broadband allowance of INR 1,500 per month through payroll. We will also reimburse a one-time 'installation charge' of INR 500 against the receipt from your broadband service provider. We expect that you install a high-speed broadband connection at home to enable you to work remotely for project demands, and recommend at least a 2.0 MBPS wired connection. ZS retains the right to conduct random audits to ensure appropriate use of the allowance.

Finally, the following elements of your offer relate to logistics: getting you to ZS and getting you started.

Relocation: We will provide relocation assistance to support your move closer to your ZS office. If you are relocating from another city, ZS provides the following support:

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ZS

- You have to arrange train/air tickets from your college/home location to your ZS office location and share the tickets with Gaurav Chopra (Gaurav.V.Chopra@zs.com) which will enable him to book your accommodation if required.
- Upon your arrival, ZS will provide up to 2 weeks (14 days) of temporary guest house accommodation on a twin sharing basis. ZS will direct pay the guest house accommodation.
- ZS will provide a onetime relocation allowance of INR 60,000 to Associates through the second month's payroll. If you do not complete one full year (12 months) of continuous full-time employment with ZS, then you agree to refund the relocation allowance and the expenses incurred for the accommodation and travel entirely. The relocation allowance is considered taxable income.

If you are relocating within New Delhi, ZS will provide you with relocation assistance if you wish to relocate from Zone 3 localities to Zone 1 or Zone 2. For more details, please contact Akanksha Jaiswal (akanksha.jaiswal@zs.com).

Notice Period: ZS expects that experienced hires serve out their notice period with their current employer; however, ZS may opt to buy-out your notice period. If you do not start employment with ZS or then complete one full year (12 months) of continuous full-time employment with ZS immediately after that point for any reason (except for involuntary termination of your employment by ZS), then you agree to repay to ZS any buyout amount in its entirety.

Confidentiality and Employment Agreement: Our work at ZS often involves the use of confidential information of our clients, as well as the development and use of ZS proprietary software and processes. For you to start employment with ZS, you will be required to sign the employment agreement. If you have questions regarding this agreement, please do not hesitate to ask.

ZStart and Orientation: New associates who begin employment between ZStart sessions participate in an office-based Orientation program to gain a basic understanding of ZS culture and work. The ZStart Academy program, held several times per year is designed to provide a deeper view of the issues you will solve and the skills you will develop at ZS. Both session provide an excellent opportunity to get to know other new ZS associates.

Start Date and Formalities: We propose a start date of **05 April 2021**, contingent on your current employment arrangement. Please ensure that you report for work on the date indicated.

This offer is subject to verification of original certificates of educational qualifications and other documents listed below. At the time of joining, you are required to bring the following:

- Original certificates of all educational qualifications, each with a scanned copy
- Adhaar Card
- Proof of age (Pan Card or Passport scanned copy)
- Relieving letter scanned copy (if employed)
- Scanned copy of the latest salary slip from your current employer (if employed)
- Two passport-size photographs

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Impact where it matters.

ZS

We are pleased by the prospect of you starting your ZS career in this position. If you decide to accept this offer, please sign this letter electronically through DocuSign to return it to us. Should you decide not to accept, please decline through DocuSign so that your offer is closed.

Please know that we would like to hear from you regarding your decision as soon as possible. We will consider this offer to be valid until **30 March 2021.**

The elements of this offer are personal and specific to you and, accordingly, we do not consider them appropriate to be shared with colleagues or the public. All details conveyed in this offer are based on our understanding of your availability and likely start timing. We describe benefits and conditions currently in force as of today and expected to be ongoing at the time you join. This offer is contingent upon successful completion of a background verification. If you have any questions about any of the elements of this offer, or would like to discuss the job further, please do not hesitate to contact me.

We look forward to you joining ZS and helping ZS (and you!) continue to grow and prosper in the future!

Sincerely,

Apoorva Aggarwal
Office Managing Principal

DocuSigned by:
Signature: Sanchi Bhasin
5D2AE53FBCF34C0...
Name as it appears on PAN card or passport: Sanchi Bhasin
Date Signed: 30-Mar-2021 | 9:34 AM EDT

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Near Sanganer Airport, Jaipur-302029

DocuSign Envelope ID: 56BCF28B-8BEB-4871-A79F-FBFC5026E979

APPENDIX 1

Salary Break up Details

ZS Associates India Private Ltd.	
	Annual INR
ZS Gross	**6,25,000**
Basic	2,50,000
HRA	1,25,000
LTA	20,834
Special Allowance	2,29,166
Retirals	**12,000**
Gratuity *- payable on completing 5 years of continuous service with ZS India Private Limited as per the Payment of Gratuity Act 1972 (first year's provision)*	
Starting Bonus	**75,000**
Performance Bonus	**62,500**
Maximum 10% of ZS gross salary; pay-out at the end of calendar year, depending on individual performance	
Provident Fund	**21,600**
Employer's contribution to ***Provident Fund***	
Cash Benefit	**18,000**
Broadband Allowance *(ZS will provide a broadband allowance of INR 1,500 per month, through payroll)*	

Emerging Leaders Reward Program (ELRP) – Payout schedule

Payout months	**Tenure in Months**			**Total = INR 4,50,000**
	At the end of the Quarter of 18th month	At the end of the Quarter of 30th month	At the end of the Quarter of 42th month	
	INR 1,50,000	INR 1,50,000	INR 1,50,000	

ELRP payout only occurs if an individual is actively employed at the time of payout (end of calendar quarter).

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Benefit Details

Convenience Benefits:

- **Local Transportation:** A shared pickup/drop from residence to office for all employees residing within defined zones.
- **Advance toward Home Deposit:** An interest-free advance up to INR 75,000 against lease agreement, recovered over a period of 06 months through payroll.

Health and Wellness Benefits:

- **Group Medical Insurance:** A Sum Assured of INR 4,00,000 for Associates, Associate Consultants, Consultants and Managers and INR 5,00,000 for Associate Principals and Principals. Employee can nominate up to five immediate dependent family members.
- **Life Insurance Coverage:** 3 times your annual gross salary
- **Accident Policy:** A Sum Assured of INR 10,00,000
- **Executive Health Checkup:** Annual Executive Health Checkup facility through a leading hospital chain for all employees and their spouses
- **Meals:** Breakfast, Lunch, Dinner and Snacks served in office on all working days
- **Leaves:** 25 days of vacation per calendar year and up to 7 days of sick leave on pro-rata basis

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ZS

APPENDIX 2

Local Transport Service

Please find below details related to the daily shared transportation service which is a part of the non-cash benefits.

Local Transport Service	
We have divided the New Delhi region into 3 broad zones. This list, while comprehensive, is by no means exhaustive. If you are planning to relocate to, or current reside in, New Delhi, we recommend that you find housing ideally within Zone 1 (preferred locations) or within Zone 2 (other localities some distance away from the office). If you choose to live in one of the Zone 3 localities, you would need to come to the closest "pickup node" by a specific time, and ZS transport would be provided to the office from this location. This is the current transport arrangement and zoning; however, this arrangement may change in the future based on business needs.	
Zone 1: Ideal	**Entire Gurgaon region**
Zone 2: Acceptable	**Faridabad, South Delhi, Central Delhi, West Delhi and East Delhi Locations** The following areas will **not** be considered to be part of this region: Anand Parvat, Sadar Bajar, Darya Ganj,Chandini Chowk, Sabji Mandi, Chawdi Bazar, Pahad Ganj, Jama Masjid, Jahangir, Puir, Adarsh Nagar, Model Town, Timar Pur, Mukharjee Nagar, Kingsway Camp, Wazir Bad, Wazir Pur, Buradi, Narela, Samay Pur Badli, Rithala, Nangloi, Mangol Puri, Bhajan Pura, Sarai Kale Kha, Yamuna Vihar, Dilshag Garden, Shahadra, Gandhi Nagar, Seelam Pur, Krishna Nagar, Geeta Colony, Shastri Nagar, Seema Puri, Loni Road, Suraj Mal Vihar, Jhil Mil Colony, Mundka, Karawal Nagar, Dayal Pur, Sonia Vihar, Vivek Vihar, Jagat Puri, Madan Pur Khadar, Sarita Vihar, Badar Pur, Jasola Vihar, Taj Pur, Meetha Pur, Tuglaka Bad, Azad Pur, Ballabh Garh, Bahadur Garh, Najafgarh, Rewari, Tawdu, Sohna, Manesar.
Zone 3: No Service	Noida, Gaziabad or other areas not covered in the Ideal and Acceptable zone

For more details on the transportation guidelines, please contact Mohit Tomar (mohit.tomar@zs.com) from the transport team.

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986.

PharmaACE
Analytics Center of Excellence

OFFER OF EMPLOYMENT
(STRICTLY PRIVATE AND CONFIDENTIAL)

25 January 2021

Dear Dr. Sanoj Chacko

Congratulations!

We are delighted to formally offer you the position of **Trainee Analyst** at PharmaACE in Pune, India.

PharmaACE has a unique philosophy of collaborating with the best people and delivering excellence to our clients for their most critical business problems. We believe in a culture of learning, self-improvement, and honing expertise and thereby driving quality from our employees.

Joining Details:

1. Start Date: If you accept this offer, your start date will be **5th July 2021, Monday.**

2. Compensation:

2.1 Salary: Your annual gross salary will be **INR 4,18,400**, inclusive of your basic, fixed allowances and provident fund contributions, which will be remitted monthly.

Details of the compensation break up and office specific benefits are shared in **Annexure A**.

All bonuses are determined at the discretion of PharmaACE and is subjected to any standard withholding taxes.

2.2 Retirals: Provident Fund and Gratuity will be as per rules

2.3 Insurance: Company offers Group Medical Insurance for floater sum insured of Rupees Three Lakhs only covering you, your spouse & 2 children (under the age of 25 years), if applicable.

In addition to components of the offer detailing direct compensation described above, this offer also includes the following additional benefits:

2.4 Leaves: Confirmed employees are entitled for 20 Earned leaves, 6 Optional leaves and 4 Core Holidays, in total 30 leaves annually. There is no carry forward or encashment of leaves for the previous years.

2.5 Work from Home: WFH option is available subjected to manager's approval and under specific circumstances.

3.0 Additional Details

Finally, the following are the elements of your offer with regards to the logistics of getting you onboarded successfully at PharmaACE

3.1 Orientation & Training: At PharmaACE, all new hires, on the first day of work, who begin employment participate in a virtual/ office-based Induction program to acquaint yourself with our culture and way of working. We have a blended learning program- Self paced learning platform (LMS) and trainer led training program. This is specifically designed to empower you with the right skillsets and equipping you with the right business acumen.

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3.2 Start Date Formalities: This offer is subject to verification of original certificates of educational qualifications and other documents listed below. At the time of joining, you are required to bring the following:

1. Relieving Letter and Offer Letter from all the previous employers (if any)
2. Salary slip or salary certificate from most recent employer (if any)
3. Experience Certificate from all previous employers (if any)
4. Proof of Academic Qualification
   - 10th & 12th degree and mark sheets
   - Undergraduate and master's degree certificates and mark sheets
   - Other qualifications - certificates (if any)
5. Proof of identity: PAN and Aadhar Card
6. Passport copy
7. Current and permanent address proof
8. Passport size Photograph

3.3 Probation: Your Probation period will be 6 (Six) months. 5 months of Internship +1 month. On successful completion of probation, you will be confirmed.

3.4 Notice Period: 3 months

During the probationary period, employer can terminate the employment at any given point of time in case of non-performance by the employee or without compensation in lieu of notice in case of any misconduct including but not limited to, fraudulent, dishonest or undisciplined conduct of, or breach of integrity, or embezzlement, or misappropriation or misuse by you of PharmaACE property, or insubordination or failure to comply with the directions given to you by persons so authorized, or your insolvency or conviction for any offence involving moral turpitude, or breach by you of any terms of this Agreement or the policies of PharmaACE or other documents or directions of PharmaACE, or redundancy of your post in PharmaACE, or upon you conducting yourself in a manner which is regarded by PharmaACE as prejudicial to its own interests or to the interests of its clients.

a. During the probationary period, employee can terminate the employment by giving two months' notice or two months of compensation.
b. Post confirmation, either party can terminate the employment by giving three months' notice.

Sincerely,

Pooja Cornelius
Lead- Talent Acquisition and Development
PharmaACE

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Near Sanganer Airport, Jaipur-302029

PharmaACE
Analytics Center of Excellence

Annexure A
Remuneration Details

Dr. Sanoj Chacko **Trainee Analyst**

Salary Component	Per Annum (INR)	In words
Basic Salary	4,18,400	Rupees Four Lakhs Eighteen Thousand Four Hundred Only
Confirmation Bonus *	50,000	Rupees Fifty Thousand Only
Performance Bonus **	50,000	Rupees Fifty Thousand Only
Retention Bonus ***	1,00,000	Rupees One Lakh Only
Gratuity	18,800	Rupees Twenty-One Thousand Six Hundred Only
Mediclaim (Notional)	10,000	Rupees Ten Thousand Only
Total CTC	**6,50,000**	Rupees Six Lakhs Fifty Thousand Only
Income Tax, Professional tax and other applicable taxes shall be deducted from the salary on monthly basis as per Government Policy.		

* **Confirmation Bonus** will be paid on the successful completion of the probation period. In case an employee wishes to leave the organization before 2 years from the date of confirmation, this bonus will have to be settled.

****Performance Bonus** is to be paid out in one instalment: on the closure of financial cycle (pro-rata basis, if applicable). This may change contingent on the company, group & individual performance.

*****Retention Bonus** will be linked to Appraisals & can be availed on a yearly / monthly basis for each of the first three years from the date of confirmation based on the candidate's acceptance. (as you opt for monthly basis, the Retention bonus is a component of your annual Gross Salary)
If the employee wishes to leave the organization before 3rd year of his employment starting from the date of his confirmation, he/she will have to settle the Retention Bonus benefitted until then.

As mentioned above, you will be entitled for Group Medical Insurance for floater sum insured Rupees Three Lakhs only. Details of the same would be furnished in the Appointment Letter.

Best Regards,
Pooja Cornelius
Pooja Cornelius
Lead- Talent Acquisition and Development
PharmaACE

Accepted By:
Date:

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Near Sanganer Airport, Jaipur-302029

Annexure B
CONFIDENTIALITY AND NON-COMPETE AGREEMENT

A. During the employment period and for a period of 2 years after the end of one year post the last employment date, employee agrees not to accept job offer or apply for any jobs in the following companies as these companies compete directly with PharmaACE and its clients:

1. Merck & Co. including Merck India and all other affiliates
2. Aspect Ratio including all its affiliates
3. Novartis International AG including Novartis India and all other affiliates
4. IQVIA Health including all its affiliates
5. ZS Associates
6. Axtria India Pvt. Ltd.

B. During the Employment Period, the Employee may have access to or receive certain information about PharmaACE customers and their projects. All project related information, whether labelled confidential or not, is designated as Confidential Information. **Confidential Information** includes information related to PharmaACE and its client's financial statements, budgets and projections, customer identifying information, potential and intended customers, employers, products, computer programs, specifications, manuals, software, analyses, strategies, marketing plans, business plans, and other confidential information, provided orally, in writing, by drawings, or by any other media. The Employee will treat the Confidential Information as confidential and will not disclose it to any third party. In addition, the Employee shall use due care and diligence to prevent the unauthorized use or disclosure of that information.

Best Regards,
Pooja Cornelius
Pooja Cornelius
Lead- Talent Acquisition and Development
PharmaACE

Accepted By:
Date:

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Babylon
(A Unit of Babylon Hospital Pvt. Ltd.)
Children's Hospital & Perinatal Centre

Letter of Engagement

Dr. Sapna Patel

Jaipur

Dear Sapna,

We are pleased to engage you as a Public Relation Executive with Babylon Hospital on the following terms and conditions:

Duration

1. Your engagement with the Company shall be for period of 3 months (approx.) effective from **8th March 2021.**
2. After completion of internship full time offer will be rolled out depending upon the performance in the probation period.

Stipend

1. You shall be paid a stipend of Rs 12,000 per month as fixed stipend.
2. Post internship compensation will range between 3.5LPA- 4LPA basis on the performance.
3. During your working period, your performance will be monitored regularly.
4. Your stipend is confidential between you and the Company and you are obliged to maintain absolute confidentiality of the terms and conditions.

Taxes

1. All taxes, where applicable, will be to your account.

Confidentiality & Invention

1. You shall treat all information imparted to you during your engagement with Babylon Hospital as confidential and shall not divulge the same directly or indirectly to any person or firm or organization.
2. You shall not, either during your engagement with the Company or thereafter, divulge to any person whatsoever any formulae, processes, methods, machines, compositions, ideas or any other information concerning the business and affairs of the Company, clients, business partner or any of its dealings, transactions which come to your knowledge during your engagement, or use any of the same for your own benefit.

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3. Any invention, improvement or design conceived by you while in our engagement which is within the existing or contemplated scope of the business of the Company shall become the Company's exclusive property for all countries.

4. On ceasing to be in the contractual arrangement with the Company, you shall return forthwith all the properties of the Company that are entrusted during your contractual arrangement with the Company.

Termination

1. This engagement can be terminated at any time by either party hereto giving a notice of 7 days.

Other Conditions

1. You shall devote your time and attention to the business of the Company to the best of your ability while carrying out your engagement and you shall not become interested or employed or otherwise concerned at any time directly or indirectly with any other business which is likely to create conflict of interest with that of the Company.

2. If at any time you shall, by your conduct, render yourself incompetent to perform your duties or if you should be dishonest, disobedient, intemperate, irregular in attendance, commit any breach of the terms of your engagement or any of its stipulates herein contained, Babylon Hospital shall, without prejudice to any of its rights under the terms herein be entitled to terminate your contractual engagement forthwith without notice or payment in lieu of notice and to deduct from your fees or other emoluments, if any, then due to you, the amount of loss Babylon Hospital may have sustained.

3. If you or your dependent family members have a financial/gainful interest in any business with Babylon Hospital or its associate companies including clients, then it would be obligatory on your part to make a written declaration to this effect before any business deal is entered.

We hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it to us.

For Babylon Hospital.

Dhruv Mangal



Head HR



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Near Sanganer Airport, Jaipur-302029

Global Health
Private Ltd.

LETTER OF INTENT

Dr. Saumya Sharma
New Delhi

Date: 29-Apr-2021

Dear Saumya,

Congratulations! We are pleased to offer you a position at Medanta, The Medicity on the following terms:

1.	Designation	**Trainee – Medical Administration.** You will report to **DGM - Operations**, at Medanta, The Medicity.
2.	Total all inclusive fixed CTC	Rs. 3,00,000/- (RUPEES Three Lakhs Only) per annum, including all retirals till the time the result is not declared. Once your result is out you will be paid Rs. 4,00,000/- (RUPEES Four Lakhs Only) per annum, including all retirals.
3.	Date of joining	10-May-2021 or earlier, if possible.
4.	Current posting	Gurgaon

Please note this offer is subject to you being found medically fit. You will be governed by the general terms and conditions of the organization as published in the appointment letter which will be given to you post joining.

LIST OF DOCUMENTS REQUIRED FOR JOINING

1	Certificates & mark sheets of class 10th, 12th, Graduation, PG or any other professional course	2 Copies of each
2	Registration certificate from respective Clinical/Nursing/Pharmacy Council (as applicable)	
3	Internship completion certificate	
	Mandatory for Doctors: All documents mentioned in 1&2 above has to be notarized or attested by a Gazetted Officer	
4	**PAN CARD** or Acknowledgement receipt if **"PAN applied for"** (30% tax will be deducted in absence of PAN Card, Irrespective of CTC)	
5	Address Proof (Passport / Voter card / Driving license)	
6	Appointment Letter and salary slip from the last employer	
7	Relieving Letter/Resignation acceptance from the last employer	
8	Experience Certificate from all previous employers	
9	Other Documents • 5 Passport Size photographs • 1 Family Photograph for ESI Card (if applicable) • Copy of Vehicle Registration Certificate (RC) incase parking facility is required	

Please return the duplicate copy of this letter duly signed as acknowledgement in case offer is acceptable to you.

We look forward to your being part of Medanta, The Medicity.

Yours faithfully,
For GLOBAL HEALTH PVT LTD

MANOJ GUPTA
SENIOR VICE PRESIDENT & HEAD – HUMAN RESOURCES

I Accept.....

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

989

PORTEA
HOME MEDICAL CARE SERVICES

9th May 2021

Bangalore

Offer Letter

Dear Savan Vekariya,

Based on your application and subsequent discussions we had with you, we are pleased to offer you employment in our organization as **Assistant Manager – Product.**

Portea (Healthvista India Pvt. Ltd.) is one of India's leading Home healthcare providers with operations across NCR, Bangalore, Mumbai and Chennai. We are rapidly expanding our operations in these locations and also across the country.

Our healthcare services at home address a great need of patients and we are delighted that you will be joining our team to help a lot of patients live a healthier and a more comfortable life.

We welcome you on board and wish you the very best.

Let's together create a healthier and happier world!

Sincerely yours,

For Portea Medical Private Limited

Vaibhav Tewari

Mr. Vaibhav Tewari
CoFounder & COO

080 3355 4554

Healthvista India Pvt. Ltd. 69/B, 1st Cross, 1st Stage, Domlur Layout, [Next to Domlur Post Office], Bangalore-560071

Registrar
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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

PORTEA
HOME MEDICAL CARE SERVICES

Terms and conditions:

1. You will join us on or before **10th May 2021.**
2. You will be on probation for a period of six months from the date of joining and your confirmation would be dependent on satisfactory completion of your Probation period.
3. You will be based at **Bangalore.** You are however, liable to be transferred to any of our establishments in India, or to any subsidiary or associate company: whether now existing or still to be formed. Such transfer / deputation will be in accordance with the company's rules for the time being in force.
4. Your annual Cost to Company will be **Rs 4, 50,000/- (Four Lakh Fifty Thousand only)**. This is subject to usual statutory and / or other taxes, which may be imposed from time to time by the Government, or any public body authorized to do so.
5. You will be entitled to allowances as detailed in the annexure to this letter. You will also be covered by Provident Fund and other schemes of the company as applicable to your category that are in force at present and / or may be amended from time to time. These shall also be subject to taxes as applicable under relevant laws.
6. The employment offer is valid for next one week from this date of offer. If the company does not receive any confirmation from you within the stipulated time this offer shall lapse automatically and then there shall be no further communication from the company in furtherance of this offer of employment.
7. You will be required to give 60 days' notice to terminate this appointment after confirmation. The Notice period during probation will be 30 days. The last working day would be decided at the sole discretion of the Management and in the event of being relieved within the above number of days, the remaining part of notice period days would be adjusted against the existing leave balance or an equivalent of basic salary and HRA. The Company, however will have the right to terminate your appointment forthwith on account of misconduct, including but not limited to, fraudulent, dishonest or undisciplined conduct, or breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's or Client's property or breach of the confidentiality obligations. In all other cases, the Company will have the right to terminate the appointment by giving 60 days' notice or payment of basic salary and HRA in lieu of notice.
8. Any revisions of your compensation package, promotions, and your continued employment with the Company are all subject to you meeting the performance levels applicable to you from time to time. Your performance may be informally discussed with you by your manager/s on a regular basis.

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Near Sanganer Airport, Jaipur-302029

080 3355 4554

Healthvista India Pvt. Ltd. 69/B, 1st Cross, 1st Stage, Domlur Layout, [Next to Domlur Post Office], Bangalore-560071

PORTEA
HOME MEDICAL CARE SERVICES

CTC ANNEXURE

Compensation Structure		
Name	Savan Vekariya	
Total Annual CTC (Rs.) :	450000	
Total Fixed Income (Rs.) :	450000	
Monthly CTC	37500	
Particulars	Monthly	Annual
Basic	15000	180000
HRA	7500	90000
Conveyance	1600	19200
Fixed Visit Allowance	0	0
Special Allowance	11600	139200
Gross Salary	35700	428400
Deductions		
PF	1800	21600
PT	200	2400
ESI	0	0
Total Deductions	2000	24000
Company Contributions		
PF	1800	21600
ESI	0	0
Gratuity *(As per the Act)*	0	0
Sub total	1800	21600
Fixed CTC	37500	450000
Total CTC	37500	450000

You will be covered under Group Medical Insurance up to Rs.2 Lac

For Portea Medical Private Limited

Vaibhav Tewari

Mr. Vaibhav Tewari
CoFounder & COO

080 3355 4554

Healthvista India Pvt. Ltd. 69/B, 1st Cross, 1st Stage, Domlur Layout, [Next to Domlur Post Office], Bangalore-560071

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Banas Medical College & Research Institute, Palanpur
General Hospital Campus, Simla Gate, Palanpur -385001(Gujarat)
(UNDER HEALTH POLICY 2016, GOVT. OF GUJARAT)
Telephone: 02742-296001-5
Email: banasmcri@gmail.com www.bmcri.co.in

990

GNPCT/BMCRI/ADMIN/2022/02/04/ 1612

Date: 04.02.2022

OFFICE ORDER

This is to State that Dr. Himanshu Shah, Professor & Head, Department of Anaesthesiology is appointed as Deputy Medical Superintendent at General Hospital, Palanpur **w.e.f 04.02.2022.**

Banas Medical College & Research Institute * Palanpur-385001 * GNPC TRUST Reg.No. E/1530/B.K.

Dean
BMCRI, Palanpur
Dean
Banas Medical College
& Research Institute
Palanpur-385001

Copy to:

- Hon' CEO, GNPC Trust, Palanpur
- MS, BMCRI & G.H, Palanpur
- HR, Department, BMCRI, Palanpur

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Near Sanganer Airport, Jaipur-302029

FUTURE GENERALI
TOTAL INSURANCE SOLUTIONS

Date: 19.04.2021

Strictly Private and Confidential

To,
Shanaia Kumar

IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029

Dear Shanaia Kumar,

With reference to your interview and subsequent discussion with us, we are pleased to make an offer to you to join as a Health Claims Trainee. Your appointment as a trainee with Future Generali India Insurance Company Limited shall be governed by the terms and conditions mentioned below.

1. Your employment with the company is subject to your clearance in the final examination of the course that you are currently perusing.

2. Your starting date of service with the Company shall be on or before 10th May 2021. Your period of trainee will be for 1 year from your date of joining post that you will be evaluated basis your performance.

3. Office timings are 9.30am to 6pm with a 30-minute lunch break. The schedule for working days is Monday to Friday and last Saturday of the month. Company reserves the right to change in the training hours, Saturdays and on holidays as per business urgency

4. Your overall compensation package is 4.50 LPA (Fixed CTC). All payments made to you will be subject to deduction of tax at source as applicable from time to time.

5. You shall not, at any time, make any untrue or misleading statements in relation to the Company nor in particular after the termination of your traineeship hereunder represent yourself as being employed by or connected with the Company in any manner.

6. By signing this letter, you acknowledge that you shall comply with the Future Generali Code of Conduct as in effect from time to time and understand that any violation of the Code of Conduct may be grounds for disciplinary action which includes termination.

7. You shall not during your service pursuant to this letter or at any time thereafter without the consent in writing of the Company divulge to any person or company any information concerning the business, processes, products, know-how, technology, accounts, finances, clients or customers of the Company and upon completion of traineeship and/or termination whichever is earlier, you shall forthwith surrender to the Company all original and copy documents, samples or other items relating to any matters aforesaid.

8. You shall not remove any documents (including electronic documents), or tangible items which belong to the Company or which contain any confidential information from the Company's premises at any time without proper advance authorization.

9. The above terms and conditions mentioned are summary only and does not explain in full either the terms of your employment. You will be issued a detailed appointment letter at the time of joining the Company. Your employment are subject to the terms and conditions set out in the appointment letter which you must sign as condition of your employment with the Company and which shall take precedence over this letter if there is any inconsistency.

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10. On the date of Joining, please submit the following documents :
    - Pan Card
    - Aadhar card
    - Educational certificates (10, 12, Graduation & Post Graduation)

11. This appointment is subject to your clearance in the final examination of your MBA in Hospital and Health Management and joining the Company on the agreed date of joining and satisfactory completion of all your joining formalities, references checks, clearance of your medical test should the Company require you to undergo.

We believe that the position that we offer, our dynamic work environment create an excellent experience & opportunity. We kindly ask you to sign and return this letter for our records as a token of your acceptance of the terms and conditions highlighted above.

SIGNED BY



Konica Sharma
Assistant Vice President - Corporate HR

For and on behalf of

Future Generali India Insurance Company Limited

Name of the Trainee

Signature



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Near Sanganer Airport, Jaipur-302029

www.sankaraeye.com

SRI KANCHI KAMAKOTI MEDICAL TRUST
SANKARA EYE FOUNDATION, INDIA

BOARD OF TRUSTEES

Dr.S.V. Balasubramaniam - Chairman

Dr.R.V. Ramani - Founder & Managing Trustee

Dr.P.G. Viswanathan Dr.S.R. Rao Dr.S. Balasubramanian Sri.M.N. Padmanabhan Mrs. Seetha Chandrasekar Sri.J.M. Chanrai Sri. Murali Krishnamurthy

1st February 2021

Dr. Shaurya Prakash Verma

Flat No. 702, Sunny Square Appartments,

Near Aabkari Thana, Sanganer

Jaipur- 302029.

Sub: Offer Letter

Dear Dr. Shaurya Prakash Verma,

Welcome to the Sankara Family!!!

Congratulations! You are selected to undergo Internship at Sankara from **22nd March 2021 to 21st June 2021**. During this period you will be positioned as **"Intern"** at **Mission Head Quarters, Coimbatore**.

- You shall be paid a monthly stipend of **Rs. 20,000/-(Rupees Twenty Thousand Only)** per month subject to tax deduction as applicable by Income Tax Act.
- You will not be eligible for any leave during your internship period.
- Only on successful completion of Internship you will be eligible for Completion Certificate.
- On successful completion of internship, you will be absorbed as **"Management Trainee"** for a period of one year with a stipend of **Rs. 40,000/-(Rupees Forty Thousand Only)** per month subject to tax deduction as applicable by Income Tax Act and continue to report at **Mission Head Quarters, Coimbatore**.
- During Training period you will be eligible for one day Trainee leave per month.
- You shall report to **Ms. Srini Karthikeyan, Chief People Officer, Sankara Eye Foundation, India** during **Internship period**.
- Your Internship and Training will involve Travel to other unit hospitals. (Travel Policy applicable- travel tickets & accommodation during travel will be borne by SEF, India).
- You may be transferred to other locations during Training period.

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On the date of joining you are requested to bring

- ✓ Three Passport- size photographs.

Also carry the Originals and photocopies of the following documents:

- ✓ Educational certificates and Mark sheets.
- ✓ Medical Fitness Certificates.
- ✓ PAN Card, Residential Proof and Aadhaar Card.

Submission of the documents mentioned above is mandatory on the Date of Joining.

This Offer of employment is subject to us receiving:

- ✓ Conduct Certificate from your Institution.
- ✓ Documentary evidence of your academic qualifications.

In this process of verification, during your tenure with us, if there are confirmed unfavourable reports of your past experience, banking transactions or social standing your services shall be dis-continued with immediate effect.
Your Training period with Sankara Eye Foundation, India can be discontinued by either side by giving **30 days/1 calendar month** notice or **one month** stipend in lieu of notice without assigning any reason on either side.
Please validate your acceptance immediately on receipt of this mail. Receiving no response within two days from your end will invalidate the offer granted to you.
Our journey together will certainly be inspiring, challenging, rewarding and satisfying.

Wishing you the very best

Bharath Balasubramaniam
President Sankara Eye Hospital

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

MeduLance Healthcare Private Limited
Registered Address- 7 UbBunglowRoad
,Kamla Nagar , New Delhi 110007
Email- info@medulance.com
Phone- +918882978888

27th March , 2021

Dear Ms. Shilpa Singh

On behalf of Medulance Healthcare Pvt. Ltd, I am pleased to offer you the Full Time role of **Senior Manager.**

The following outlines the terms of the employment agreement:
The CTC for this position will be 8.5LPA and **Rs.6,72,000** in-hand salary annually.
Your performance and compensation will be reviewed annually.

Your date of Joining will be **1st April, 2021**

Your employment is subject to a three-month probationary period. This period of time allows you and Medulance Healthcare Pvt. Ltd. to determine if the position is suitable for you. If the company decides to discontinue employment within this probationary period, you will be entitled to reasonable notice as outlined in the Employment Standards Act.
You will be paid on a direct deposit basis, monthly after evaluating your services.
During your employment, you will report directly to **Mr. Pranav Bajaj, Co-Founder, Medulance** . You will be expected to carry out the duties assigned to you in a competent and efficient fashion.
Although it is difficult to contemplate ending our relationship when it is just beginning, it helps both of us to determine our respective obligations ahead of time. Therefore, your employment may cease under any of the following circumstances:

1. You may resign from your employment by giving us not less than 1 month notice in writing.
2. We may terminate your employment at our sole discretion without cause, by providing you with written notice of 15 days or pay in lieu of notice that complies with the Employment Standards Act.

This offer of employment is conditional upon the following:

- Complete submission of Medulance Application of Employment form.
- Aadhar Card
- PAN Card
- Education documents
- Experience letter from previous employer
- Signature on Acknowledgement of Understanding – Company Policies and Procedures.

Please signify your acceptance of this letter by signing the original of this letter where indicated below, and return it to me. Please bring the original copy on your first day of work.
We look forward to the opportunity to have you join our team and look forward to your response.

Acceptance

I accept the terms of employment set forth in this letter:
Name: _____
Date: 1/04/2021

Pranav Bajaj (Co-Founder & Director)
Medulance Healthcare

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

KARKINOS

EMPLOYMENT AGREEMENT

This **Employment Agreement** ("**Agreement**") is entered into on this 05th day of May 2021.

BY AND BETWEEN:

Karkinos Healthcare Private Limited, a private limited company incorporated and existing under the laws of India and having its registered office at Mumbai, (hereinafter referred to as the "**Company**" which expression shall, unless repugnant to the context or meaning thereof, be deemed to include its successors-in-interest and assigns), of the **ONE PART**;

AND

Shivangi Das, currently residing at #654, Daria, Chandigarh, Punjab - 160101 (Hereinafter referred to as "Employee", which expression shall, unless repugnant to the context or meaning thereof, be deemed to include the employee's successors, legal heirs and permitted assigns), of the **OTHER PART**.

The Company and the Employee are hereinafter referred to individually as a "**Party**" and collectively as the "**Parties**".

WHEREAS:

A. The Company is engaged in the business of developing healthcare solutions (**"Business"**).

B. The Company proposes to engage the services of the Employee as a full time employee of the company in the designation of **"Business Analyst"** subject to the terms and conditions set out in this Agreement and the Employee has agreed to accept such offer of employment, on the terms and conditions set forth in this Agreement.

NOW THEREFORE, in consideration of the mutual promises, covenants, understandings and conditions hereinafter set forth and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree as follows**:**

1. DEFINITIONS AND INTERPRETATIONS

In this Agreement, unless the context clearly indicates a contrary intention, and in addition to the terms defined in the body of the Agreement, the following words or expressions shall have the meaning assigned herein:

1.1.1. "**Board of Directors**" or "**Board**" shall mean the board of directors of the Company;

1.1.2. "**Person**" shall mean any natural person, limited or unlimited liability company, corporation, partnership (whether limited or unlimited), proprietorship, Hindu undivided family, trust, union, association, government or any agency or political subdivision thereof or any other entity that may be treated as a Person under Applicable Law;

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2. EMPLOYMENT

2.1. The Company hereby employs the Employee in and with the position and title as set forth herein.

2.2. The Employee's primary place of employment shall be at Hyderabad. The Company may, from time to time, require the Employee to travel to other locations (whether in or outside India) in connection with the employment.

2.3. During the course of the employment, the Employee shall perform such duties, functions and responsibilities as the Board shall from time to time determine and entrusted to the employee. The Employee shall provide their services in accordance with the directions of the Board.

3. TIME TO BE DEVOTED TO EMPLOYMENT; LEAVE ENTITLEMENT

3.1. During the course of the employment, the Employee shall devote all of their professional and business time, attention and energies to the business and affairs of the Company.

3.2. The Employee shall be entitled to leave in accordance with the Company's policies as adopted by the Board from time to time.

3.3. The Employee shall, at all times, be required to carry out the duties and responsibilities assigned to the employee by the Board or any of the supervisors, faithfully and diligently and in compliance with the established policies and procedures, endeavoring to the best of the employee's ability to protect and promote the interests of the Company.

4. REMUNERATION

4.1. The Employee's remuneration for the services rendered by the employee shall initially be as set forth in Schedule A hereto, which may be amended by or under the authority of the Board from time to time.

4.2. The payments made and other benefits given to the Employee by the Company for the services rendered to the Company shall be subject to withholding of taxes as per applicable laws. The Employee shall be liable for any income tax and all other applicable taxes arising out of such payments and benefits.

5. INVENTION ASSIGNMENT RIGHTS

If at any time during the course of employment under this Agreement the Employee makes or discovers or participates in the making, improvement or discovery of any intellectual property directly or indirectly relating to or capable of being used by the Company, full details of the intellectual property shall immediately be disclosed in writing by the Employee to the Company and the intellectual property shall be the absolute property of the Company. At the request of the Company, the Employee shall give and supply all such information, data, drawings and assistance as may be necessary or in the opinion of the Company desirable to enable the Company to exploit the intellectual property to the best advantage (as decided by the Company). The Employee shall execute all documents and do all things which may, in the opinion of the Company, be necessary or desirable for obtaining patent or other protection for the Intellectual Property and for vesting the same in the Company, as the Company may direct.

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KARKINOS

6. NON-COMPETITION AND NON-SOLICITATION

6.1. The Employee hereby undertakes that during the term of employment with the Company and for a further period of 1 (one) year from the date employee ceases to be in the employment of the Company ("**Non-Compete Period**"), the employee shall not, as an individual, partner, employee, consultant, shareholder, member, or in association with any Person, except on behalf of the Company, in any manner, directly or indirectly, during the Non-Compete Period: (i) Compete with the Company (ii) solicit or render services to or for a client of the Company (whether present or future) (iii) interfere with the Company's business (iv) employ any present or former employee of the company.

Further, the Employee hereby acknowledges that the type and periods of restriction imposed in the provisions of this Article 6 are fair and reasonable and are reasonably required in order to protect and maintain the legitimate business interests and the goodwill associated with the Business.

7. CONFIDENTIALITY/ NDA

7.1. The Employee acknowledges that during the course of the employment with the Company, the employee will have access to and/or will possess trade secrets and other confidential information of the Company and its suppliers and customers, including the Company's business plans, technological and strategic initiatives, marketing programs, details of suppliers and customers, pricing and credit techniques, information concerning dealings, transactions or affairs of the Company or any of its Affiliates, source codes, program codes, software design know-how, research and development activities, private processes, and books and records ("**Confidential Information**"). To protect the Confidential Information and the goodwill of the Company, the Employee undertakes to the Company that the employee shall not, without the express written permission of the Company, use or disclose (either personally or through an agent or otherwise, directly or indirectly) or allow to be used or disclosed:

7.1.1. any such Confidential Information; or
7.1.2. any trade name used by the Company, or any other name similar to such a trade name.

7.2. In furtherance of Section 7.1 above, all memoranda, notes, records or other documents, made or compiled by the Employee or made available to the employee during the course of the employment, which contain Confidential Information, if in the possession or under the Employee's control, shall be delivered to the Company, or on the Company's instructions destroyed by the Employee, upon termination of the employment.

7.3. The Employee's confidentiality obligations under this Article 7 shall continue in perpetuity, except in the following circumstances:

7.3.1. if the Employee is required by any court of law or statutory, regulatory or quasi-judicial authority to disclose any Confidential Information;
7.3.2. if the Confidential Information in question is in the public domain without any breach of this Article 7 or other confidentiality obligation; and
7.3.3. if the Employee receives the Confidential Information in question from any third party who has obtained the same lawfully.

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8. TERMINATION OF EMPLOYMENT

8.1. The Employee's employment may be terminated for Cause immediately upon notice to the Employee. For the purpose of this Agreement, "Cause" shall mean: (i) a charge sheet being filed against the Employee (ii) gross negligence or misconduct by the Employee (iii) breach of terms of employment or company policy by the Employee (iv) Employee declared as insolvent under law (v) acts or omissions by the Employee that are grounds for summary termination of employment (vi) abandonment of continuous absence for a period greater than 5 days without notice to Company.

8.2. Without prejudice to Company's right under clause 8.1 to terminate the employment with immediate effect, Either Party may terminate this Agreement by giving a 30 (thirty) day prior notice of termination to the other Party hereinafter referred to as the "Notice Period"). Termination shall be effective on the last day of the Notice Period unless otherwise agreed by the Company. As a condition for agreeing to a shorter notice period the Party who sent the termination notice under this Clause shall pay to the other Party the prevailing salary of the Employee for the period by which the Notice Period exceeds the agreed shorter notice period, unless the Parties mutually agree otherwise.

9 OBLIGATIONS UPON TERMINATION

Obligations of the Company

9.1.1. Upon the termination of the Employee's employment for any reason under this Agreement, the Company shall pay the employee (or to the employee's spouse or such other person so nominated by the employee as their nominee, any payments due to the employee in case of termination due to Employee's death), at the time of such termination, any amounts which are accrued but unpaid through the date of termination under the terms of this Agreement.

Obligations of Employee

9.1.2. As specified in Clause 7.2 above, all memoranda, notes, records or other documents, made or compiled by the Employee or made available to the employee during the course of their employment, which contain Confidential Information, shall be handed over to the Company, if in the employee's possession or under their control. Upon termination of the Employee's employment, the Employee shall handover to the Company any laptop or other communication devices including any external hard drives, data cards, etc. provided by the Company. The Employee shall also relinquish all positions and/or memberships in anybody/committee/association to which the employee was appointed or nominated by virtue of the employment with the Company.

10. REPRESENTATIONS AND WARRANTIES

10.1. The Employee hereby represents, warrants, and confirms that:

10.1.1. has executed and delivered this Agreement as a free and voluntary act, after having determined that the provisions contained herein are of benefit to the employee, and that the duties and obligations imposed on the employee hereunder are fair and reasonable and will not prevent the employee from earning a comparable livelihood following the termination of employment with the Company;

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10.1.2. has read and fully understood the terms and conditions set forth herein and the benefits and consequences of entering into this Agreement; and

10.1.3. the execution of this Agreement by the employee and performance of the employee's obligations, responsibilities and duties hereunder shall not result in the breach of any of the employee's obligations, covenants or undertakings (including any professional, statutory, contractual or fiduciary duties or obligations) to any other Person.

11. REMEDIES

Upon breach of this Agreement, the Employee recognizes, and the Company reserves the right to institute and prosecute proceedings in any court of competent jurisdiction to prevent the Employee from further violating this Agreement or any other agreement, in the form of relief including but not limited to injunction(s). Relief of injunction and/or specific performance shall be in addition to any remedy for damages which the Company may be entitled to.

12. GOVERNING LAW AND DISPUTE RESOLUTION

112.1 Any dispute or controversy arising out of or relating to this Agreement shall be settled by arbitration with its seat Mumbai, Maharashtra in accordance with the Indian Arbitration and Conciliation Act, 1996, in the English language, and shall be heard and determined by an arbitral tribunal composed of a sole arbitrator appointed by the Company. The decision of the arbitrator shall be final, conclusive and binding on the Parties. Notwithstanding the foregoing, nothing contained herein shall be deemed to prevent either Party from seeking and obtaining injunctive and equitable relief from any court of competent jurisdiction without the posting of any bond or other security.

112.2 This Agreement shall be construed with, and be governed by, the laws of India without giving effect to the principles of conflicts of laws. Subject to Clause 12.1, courts in Mumbai, Maharashtra only shall have exclusive jurisdiction over all matters arising pursuant to this Agreement.

13. MISCELLANEOUS

13.1. All notices and other communications required or permitted to be given under the provisions of this Agreement shall be in writing in English and shall be deemed to have been effected: (i) (in the case of personal delivery) when delivered, (ii) (in the case of email with return receipt requested) upon the obtaining of a return receipt from the recipient for whom it is intended, provided that a hard copy of such notice or communication is forthwith sent by prepaid post to the relevant address set out below or (iii) (in the case of a letter) 3 (three) days after being dispatched in the post, postage prepaid, by an efficient form of mail available or by registered mail, if available, at the addresses of the Parties first mentioned hereinabove.

13.2. This Agreement contains the entire understanding and agreement between the Parties relating to the subject matter hereof and shall supersede all previous agreements, negotiations and undertakings in respect thereof, and neither this Agreement nor any provision hereof may be waived, modified, amended, changed, discharged or terminated, except by an agreement in writing signed by the Party against whom enforcement of any waiver, modification, change, amendment, discharge or termination is sought. Provided, however, it is hereby agreed between the Parties that the terms contained in the Investment Agreements shall prevail over this

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Agreement in relation to the subject matter hereto in the event of any inconsistency between the two.

13.3. This Agreement may be executed simultaneously in counterparts, each of which shall be deemed an original, and both of which counterparts shall together constitute a single agreement.

13.4. If any one or more of the provisions of this Agreement shall be invalid, illegal, or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained herein shall not, in any way, be affected or impaired thereby. There shall be substituted for any such provision held invalid, illegal or unenforceable, a provision of similar import, reflecting the original intent of the Parties to the extent permissible under law.

13.5. The provisions of Article 6 (Non-Competition and Non-Solicitation), Article 7 (Confidentiality), Article 9 (Obligations upon Termination), Article 11 (Remedies), and Article 13 (Miscellaneous) of this Agreement shall survive the termination of the Employee's employment with the Company for any reason.

13.6. Save and except as otherwise provided in this Agreement, the waiver of any default or breach under this Agreement by any Party shall not constitute a waiver of the right to terminate this Agreement or otherwise exercise rights or remedies for any subsequent default of a similar nature or under any other terms and conditions of this Agreement.

13.7. No variation of this Agreement shall be binding on any Party, unless such variation is in writing and signed by each Party.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the date first above written

For Karkinos Healthcare Private Limited., Through its authorized signatory	Employee: Shivangi Das
VENKATARAMANAN RAMACHANDRAN	
Name: R.Venkataramanan Designation: Founder/ CEO Date: 04th May 2021	Name: Shivangi Das Designation: Business Analyst Date: 04th May 2021

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KARKINOS

SCHEDULE A

Details of Remuneration

ANNEXURE 1:

The annual compensation details are as follows:

Particulars	Amount(Rs)	
a) Basic + Allowances:	Monthly	Annualized
Basic	19,934.00	2,39,200.00
HRA	9,967.00	1,19,600.00
Medical Insurance	2,500.00	30,000.00
Special Allowance	7,467.00	89,600.00
b) Additions:		
c) Gross Salary	**39,867.00**	**4,78,400.00**
d) Variable (Paid Half Yearly)	0.00	0.00
e) **Total CTC (c+d)**	**39,867.00**	**4,78,400.00**
f) Deductions:		
g) Employee PF contribution	1800.00	21,600.00
Employee ESI	0.00	0.00
Professional Tax	200.00	2400.00
g) **Total Deductions**	**2000.00**	**24,000.00**
h) Net Pay (c-g)	**37,867.00**	**4,54,400.00**
i) Employer Contribution to PF	1800.00	21,600.00
j)Employer Contribution to ESI	0.00	0.00
k) Total remuneration/ Annual CTC (c+ d+ i+ j)	**41,667.00**	**5,00,000.00**

Your Compensation will be governed by rules of the company on the subject, as applicable and/or amended hereafter. Also deductions, applicable as per prevalent statutes, shall be deducted from salary

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Near Sanganer Airport, Jaipur-302029

Outlook

FW: Greetings from IIHMR University, Jaipur: 2020-21 Season

From Nikhil Malaviya <nikhil.malaviya@gcsmc.org>
Date Mon 3/22/2021 4:15 PM
To Placements <placements@iihmr.edu.in>
CC Neha Lal <neha.lal@gcsmc.org>; Priyanka Ahuja <priyankaahuja@iihmr.edu.in>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

3 attachments (1 MB)
Dr. Amira Alvi.pdf; Dr. Shivani S Rao.pdf; Mr. Neelaksha Singh.pdf;

Dear Mr. Anshul,

Good Evening!!

We are glad to inform that we have selected the following students for the **three month** internship at GCS Hospital. After Successful completion of Internship the offer profile will be "**Management Trainee**" and salary will be Rs. 25,000 per month plus other benefits.

1. Dr. Shivani S. Rao.
2. Dr. Amira Fatima.
3. Mr. Neelaksha Singh.

Kindly provide full address of the above mention name for further process.

Each student will be paid a stipend of Rs. 10000/- p.m. for their internship with GCS Hospital.

Please be informed that we won't be providing any accommodation facilities at the hospital, students will have to manage it on their own.

The IIHMR University Registrar
1, Prabhu Dayal Marg
Near Sanganer Airport Jaipur302029

With Regards,

Nikhil Malaviya
HR Deepartment
GCS Medical College, Hospital & Research Centre
Phone: 079 66048109

From: Placements [mailto:placements@iihmr.edu.in]
Sent: 22 March 2021 3:03 PM
To: Nikhil Malaviya
Cc: Neha Lal; Priyanka Ahuja
Subject: RE: Greetings from IIHMR University, Jaipur: 2020-21 Season

Dear Nikhil Sir,

As discussed over phone, kindly share the names of the selected students. We will share their full addresses for generating offer letters.

Thanks & Regards
Anshul Goyal

From: Placements
Sent: Saturday, March 20, 2021 10:15 AM
To: Nikhil Malaviya <nikhil.malaviya@gcsmc.org>
Cc: Neha Lal <neha.lal@gcsmc.org>; Priyanka Ahuja <priyankaahuja@iihmr.edu.in>
Subject: RE: Greetings from IIHMR University, Jaipur: 2020-21 Season

Dear Mr. Nikhil,

Greetings of the day.

Please find below the Zoom link and slots.

Join Zoom Meeting
https://us04web.zoom.us/j/7168222091?pwd=Zyt2cElkSIZsVmxrUFZTQ2kzRHFZdz09

Meeting ID: 716 822 2091
Passcode: 8GhQx1

Sr. No.	Roll No	Name	Date	Time Slot	Contact No.
1	876	Dr. Amira Fatima Alvi	22nd March 2021	10.30 AM	8239272332
2	895	Avinash Kumar	22nd March 2021	10.45 AM	7385546022
3	942	Neelaksha Kumar Singh Yaduwanshi	22nd March 2021	11.00 AM	7597348504
4	995	Dr. Shivani Shakti Rao	22nd March 2021	11.15 AM	9896745511

Thanks & Regards
Anshul Goyal
9929442220(M)

From: Placements
Sent: Wednesday, March 17, 2021 4:17 PM
To: Nikhil Malaviya <nikhil.malaviya@gcsmc.org>
Cc: Neha Lal <neha.lal@gcsmc.org>; Priyanka Ahuja <priyankaahuja@iihmr.edu.in>
Subject: RE: Greetings from IIHMR University, Jaipur: 2020-21 Season

Dear Nikhil Ji,

Greetings of the day.

Kindly find the enclosed Students Details and Resume for GCS Medical College
Total No. of Application- 05

Please share the further steps. Dissertation will start from 22nd March 2021.

Thanks & Regards
Anshul Goyal

From: Nikhil Malaviya <nikhil.malaviya@gcsmc.org>
Sent: Friday, March 12, 2021 5:32 PM
To: Placements <placements@iihmr.edu.in>; Priyanka Ahuja <priyankaahuja@iihmr.edu.in>
Cc: Neha Lal <neha.lal@gcsmc.org>
Subject: RE: Greetings from IIHMR University, Jaipur: 2020-21 Season

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Anshul,

We have following vacancies at GCSMCH&RC for which we invite your **MBA in Hospital and Health Management** students passing out in 2021 to apply for the same.

Sr. No.	Position	Qualification	No. of requirement
1	Laboratory Coordinator	MBA in H.M. / MHM	1
2	Radiology Coordinator	MBA in H.M. / MHM	1
3	ICU Coordinator	MBA in H.M. / MHM	1
4	Executive - Operations	MBA in H.M. / MHM	1
5	Assistant Manager - T & D	MBA in H.M. / MHM	1

As Management Trainee they will be provided 15000/- stipend. After internship, we will be converting the suitable MT's in to permanent employee. Salary criteria for Employment ranging from 25000 – 30000 p.m. Also please find JD attached for the positions mentioned above.

Please be informed that we won't be providing any accommodation.

For the summer internship 2021 please find the criteria as mentioned below.

Sr. No.	Internship	Duration of Internship	Designation	Remuneration
1	Summer Internship	2 Months	Intern	10000/- P.M.
2	Final Year Internship	4 Months	Management Trainee	15000/- P.M.
Internship Area : - HR / Operations / Marketing / Quality / IT / Laboratory / Radiology				

Please send us the details of both, Employement(Placement) / Internship according to the details provided .

For any other queries kindly get in touch with me.

The RHM Registrar University
1, Pabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

With Regards,
Nikhil Malaviya
HR Department
GCS Medical College, Hospital & Research Centre
Phone: 079 66048109

995

GCS Medical College, Hospital & Research Centre
Opp. D.R.M. office, Nr. Chamunda bridge, Naroda road, Ahmedabad - 25
Phone: +91 79 6604 8000 | www.gcsmc.org | E-mail: info@gcsmc.org

No. GCSMC /HR/MT/ 2021/ 4213
Date: 22.03.2021

To,
Dr. Shivani Shakti Rao
House no. 12, Kartar Shah Nagar
Behind Bal Vikas School, Model Town,
Panipat Harayana 132103

Dear Dr. Shivani,

As mutually discussed and agreed, we are pleased to appoint you as **Management Trainee** at GCS Medical College, Hospital & Research on the following terms and conditions:-

1. You are appointed on purely temporary basis for a duration of 3 months starting **from** 1st April 2021 to 30th June 2021.
2. Your duty hours shall be as applicable to the administrative staff of the hospital and which may be changed according to the convenience of the department and for exigencies of work purely at the sole discretion of the Management.
3. You will be paid a consolidated amount of **Rs.10,000/- (Rupees Ten Thousand Only)** per month and no other allowance will be payable.
4. You will not have the status of an employee nor you will be entitled to the privileges/benefits available to other employees who are employed either on regular or temporary basis.
5. You will be responsible for carrying out your work as assigned to you to the entire satisfaction of the Management.
6. You will be punctual and regular in your duties and will not absent yourself without prior permission of the HOD and Management.
7. The Management shall have every right to terminate your training at any time without assigning any reasons therefore.

In case the above terms and conditions of service are acceptable to you, please sign and return the copy of the offer of part time in token of your acceptance to the same.

We look forward to a mutually beneficial association.

Yours cordially,

For, **GCS Medical College, Hospital & Research Centre**

Neha Lal
Sr. General Manager
Operations & HR

I accept the above terms and conditions,

H.R Official

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Employee

Ref: APP/FI1202/2021

Date 19th March 2021

Dr. Shivani Vishwakarma,

Sub: Letter of Employment

Dear Shivani,

With great pleasure, we invite you to be an integral part of **FIGmd (India) Private Limited.**

With reference to your recent application and the subsequent interview/s you had with us, the Company is pleased to confirm your appointment as **Associate Clinical Data Analyst** at **L3** Level.

The terms & conditions of the employment are as follows:

Date of Commencement: Your employment with the Company will commence from **1th April 2021.**

Compensation:
Your cost to company **(CTC)** will be **INR 550020/-** per annum **(Rupees Five Lacs Fifty Thousand & Twenty only).** A detailed breakup of the CTC is set out in the Compensation sheet in Annexure A.

Your compensation consists of Basic Salary, House Rent Allowance, other allowances and Benefits as per Company's prevailing policies. Employee and Employer's PF contribution, Gratuity and any other deductions as per statutory compliance and will be debited from your CTC. Your compensation is confidential and shall not be discussed or disclosed to anyone within or outside the Company without the prior written permission from the Company.

Probation & Confirmation:
All new Associate shall be on probation for a period of **6** month(s) from the date of joining and may be confirmed as a permanent employee upon successful completion of the probation. The employee would be confirmed on the 1st day of the month succeeding the month of completion of probation of six months from the date of joining the Company or after the period of probation, whichever is later.

Your probation period can be extended at the Company's discretion if your performance is not found satisfactory by the management. Such extensions shall be communicated in writing by the management. Till such time as the confirmation letter is issued to you by the Company, you shall continue to be on Probation.

Performance Management System:
Performance review drives performance excellence in the Organization. All Associate are eligible for an annual performance review. The performance review cycle is from April to March every year. There would be Quarterly, Mid-year and Annual performance reviews. To become eligible for performance review annual cycle for the current year, you should be in the organization for minimum of 6 months from your date of joining.

Compensation Progression:
Your compensation revision/progression shall depend upon your annual performance and business performance in the current appraisal cycle (April-March) and such change in the compensation, in no case shall be automatic and/or as a matter of right. You will be eligible for a compensation revision if you have joined on or before 30th September in the appraisal year. In any other case, the review shall take place in the subsequent appraisal cycle.

Your salary review will be subject to the policies of the Company which may be altered and implemented by the Company from time to time.

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Leaves and Holidays:

You will be eligible for 24 paid leaves in a given Calendar Year. However, if you join the Company during the Calendar Year, you will be entitled to paid leave on a pro-rata basis i.e. you are entitled to 2 days' leave each month subject to manager's approval.

14 earned leaves for the calendar year may be carried forward to the next calendar year and such leaves may be accumulated only up to a maximum of 45 days.

You will also be eligible for 11 Holidays as per Company's prevailing Rules.

Location:

You will be working at **FIGmd (India) Pvt Ltd., 6th Floor, Symphony IT Park, Nanded City, Sinhgad Road, Pune-411068.** However, your services are liable to be transferred to any other establishment, office, branch, department of the Company or subsidiary, associate or affiliate of the Company in India or abroad/existing or to be established - at a later date- at the discretion of the Company. Such a transfer shall not entitle you to ask for the benefits than those you are entitled to as on the date of the transfer.

In the event of such transfer, your remuneration and emoluments will not be adversely affected. However, you will be governed by the policies, rules and regulations of service applicable to the new assignment or prevailing in those establishments /offices / branches/ departments.

Working Hours:

- The Company typically observes a five -day working week (Monday - Friday) with weekly off on Saturday & Sunday
- The work day can be accounted for any time between 9:00 hrs. to 21:30 hrs.
- The Company observes a 9 hours work day which includes 60 minutes break
- Associate are expected to be productive for at least 8 gross hours a day with a monthly reconciliation
- Depending on organizational requirements or project contingencies, working hours for specific Associate, groups of Associate or all Associate may be modified / altered from time to time prior to managers approvals

Changes in Personal Details:

Any change in your residential address, telephone numbers, marital status, and academic qualifications should be notified in writing to the Company. All communication will be addressed to you on the last known address notified by you and it will be presumed that you have received such communication addressed to you.

Retirement:

The age of retirement from the Company's employment shall be on attainment of fifty eight (58) years. For this purpose, the date of birth considered will be as per the certificate of proof of age submitted by you at the date of joining the Company. In case the last day of your employment falls on a non-working day, your last day of employment shall be the immediately preceding working day.

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Agreements:

You are required to sign an Intellectual Property, Non-Disclosure and Confidentiality Agreement effective from the date of joining. The Confidentiality Agreement is to ensure that all proprietary and confidential information, documents, literature, invention made or obtained during your tenure with the Company shall not be utilized by you at any point to undermine the interests of the Company.

Non-Solicitation:

It is agreed that during the period of the employment, there under, and for 36 months following the termination of your employment for any reason whatsoever, you shall not directly or indirectly provide any services to any of the Company's client or to any other company or entity doing similar business without the express, prior written consent from the Company with or without remuneration.

You further agree that you will not solicit or entertain offers from any of the existing or former clients of the Company, whether for yourself or on behalf of any other entity or in any manner attempt to induce any of the clients of the Company withdraw or reduce their business from the Company. You further agree that you will not solicit any Associate or consultants of the Company or induce them into terminating their contractual agreements with the Company.

Background Information and Checks:

This letter of employment has been issued to you on the basis of the information furnished by you about yourself in your resume. 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 herein.

If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer and/or to terminate your services immediately without notice and compensation or to take any appropriate action against you.

Separation:

Your services in the company may be terminated by either party by serving **two (2)** months notice or salary in lieu thereof. However, the Company shall have the right to terminate your services without notice for unsatisfactory performance or any misconduct. Acceptance of salary in lieu of notice shall be purely the discretion of the company and the same shall among other things depend upon the exigencies of work, completion of the assigned project etc.

Upon termination & acceptance of the separation notice as part of separation formalities, you shall immediately and not later than last working day from the date of termination or acceptance of the separation as the case may be, before you are relieved, hand over the papers, laptops, data drives, documents, keys, all soft wares, correspondence, specifications, books, data, confidential Information, drawings and any other property of the Company provided/ made available to you and shall not make or retain any copies of these items.

Information Security and Dedicated employment:

The Company's information security policies, procedures and requirements are in addition to the ones set forth in The Information Technology Act, 2000 by the government of India. Offender shall be prosecuted to the fullest extent of the law.

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You are responsible for complying with the level of access control given to you to ensure privacy & Security of company information and communication as per HIPAA Policy. If the business relationship with any associates or vendors demands disclosure of company's confidential information, immediately prior to such disclosure a Non-Disclosure agreement should be signed by both parties.

You agree not to undertake employment, whether with or without remuneration whether full-time or part-time, as the Director / proprietor / Partner / Member / Employee of any other organization/ entity engaged in any form of business activity without the written consent of **FIGmd (India) Private Limited.** The discretion to grant consent in this regard shall be solely of the company and the consent if given can be withdrawn at any time at the discretion of the Company.

Data Privacy:

FIGmd has adopted the following privacy policy principles.

FIGmd may collect, store, use and disclose information about individual Associate which may constitute personal data under the Indian Government Laws for business purposes.

The personal data may be processed for purposes including:

- Administering relationships services.
- HR Operational purposes Conducting market or customer satisfaction research.
- Providing individuals with information concerning products and services which we believe shall be of interest.
- Compliance with any requirement of law, regulation, associations, voluntary codes we decide to adopt.
- The detection, investigation and prevention of fraud and other crimes or malpractice.
- For the purpose of, or in connection with, any legal proceedings (including prospective legal proceedings), for obtaining
- Legal advice or for establishing, exercising or defending legal rights.
- The personal data may be disclosed to FIGmd management, auditors, service providers, regulators, governmental or law enforcement agencies or any person, FIGmd reasonably thinks necessary for the processing purposes outlined above. Minimal data will be shared with the authorized entity as per the requirement only.
- The action taken after a violation if encountered is as follows:
- All violations shall be reported to Security Committee.
- A person shall be issued a warning or shall face stricter action depending upon nature of incidence for the first time of the violation.
- Any further violation on the part of the same person should result in strict disciplinary action up to termination of employment.

Code of Conduct:

Associate covered by this policy are expected to fulfill certain duties and expectations that support the vision, mission and values of the Company. They are expected to conduct themselves in a manner deserving of trust. You agree to adhere to the expectations, policies rules and regulation of the organization specified as Standard Code of Conduct in General Terms & Conditions of Employment. Subsequent disciplinary actions are described in company's Disciplinary Policy.

- The primary mode of operation for all associates will be work from home. However, if required you will have to come to the office at short notice.

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- Associate will be assigned Laptop/Dongle as per the project's requirements.
- Wi-Fi/Broadband with minimum bandwidth of 20 mbps is mandatory.
- Attendance will be calculated based on Work log Hours logged for 8 hours or more will be considered as full day.
- Hours logged 4 hour or less will be considered as half day.
- Based on the business requirements, you may be required to work in shifts as per Company's policy.

Payments Recovery Clause:

Any loan taken for the purpose of training & development from the company or amounts paid in terms of Joining Bonus, Retention Bonus, and Relocation Bonus is treated as an advance payment and nullified at the year end from the date of joining. However, if you have availed above benefits, and resign from the Company within one year from your date of joining, the amount paid by the Company towards advance payment shall be paid by you to the company before relieving.

Jurisdiction:
This appointment letter shall be governed by the laws of India and any dispute that may arise from or as a result of or relating to this letter or your employment with the Company shall be subject to the exclusive jurisdiction of courts in Pune, Maharashtra, India.

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial association. We trust that our relationship will be guided by a quest for excellence in all facets of our interactions.

By signing this letter you communicate your acceptance of the contents of this letter and confirm that this letter supersedes any and all offers, promises made or accepted between yourself and the Company with regard to terms of your employment and the compensation thereof, whether made orally or in writing. Any changes made to this letter shall be in writing and shall be signed by both parties.

We welcome you to **FIGmd (India) Pvt. Ltd.** family and look forward to a fruitful collaboration.

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

Sincerely,
For FIGmd (India) Pvt.Ltd.,

FIGMD (INDIA) PVT. LTD. * PUNE *

Ameya Gokhale

Manager-Human Resources

For Employee,

Name:

Location:

Date:

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FIGmd

Annexure A Salary Break Up				
Sr No	**Particulars**	**Amount in INR**	**% As per Sal. Structure**	**L3**
I	**Monthly Gross Earnings**			
	Basic	18,334	40.00%	
	HRA	9,167	50% or 10%	
	Transport Allowance	1,600	As per grade	
	Medical Allowance	1,250	1250	
	Telephone Reimbursement Allowance	1000	As per grade	
	Food Allowance*	2200	2200	
	LTA reimbursement	2000	As per grade	
	Other Allowance	7252	Bal. Fig.	
	Gross-Sub Total 1	**42,803**		
II	**Employer Contribution**			
	Provident Fund	1950		
	ESIC	0		
	Gratuity	882		
	Health Insurance SA Rs 2 L + Accidental Insurance Premium SA Rs 10L	200	**No. of lives**	1
	Sub Total 2	**3,032**		
III	**Employee Contribution / Deductions**			
	Profession tax	200		
	Provident Fund	1800		
	ESIC	0		
	Sub Total 3	**2,000**		
IV	**Net Pay**	**40,803**		
V	**Monthly CTC**	**45835.00**		
VI	**Annual CTC**	**550,020**		

Note:-The income tax will be deducted as per income tax rules.

***A non-taxable component which will be included on request. Employee will be provided with HDFC meal card post joining.**

Registrar
IIHMR University

FIGMD (INDIA) PRIVATE LIMITED
B/202, 140/3 Vanshaj Prestige, Pashan Sus Road, Pune,411021 Maharashtra, India
Off : 020-66879009 wesite: www.figmd.com CIN: U72900PN2016FTC165476

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Job Description

Job Title: Clinical data specialist (L3)
Location: Pune

Reports to (job): Manager

Purpose of Position

- To be part of FIGmd Data curation Team Pune.
- Perform in line with the Quality Assurance System, including the FIGmd Code of Ethics and the
- FIGmd organizational policy
- Understand the current set of applications, processes
- Build knowledge repository by going through research papers, CMS guidelines
- Work with the mapping team and Clinical research analysis in the curation of data

Major Responsibilities

- Perform data exploration and curation of clinical data from the CDR
- Identify new codes and keyword patterns from the CDR that is relevant to the measure guidelines
- Assess data quality and completeness of the CDR data for a practice
- Build clinical documentation for various measures that can help mapping team
- Ensure timeliness of deliverable
- Identify, manage and escalate issues across project lifecycle phases

Experience:

Must have:

- Knowledge of clinical coding, EMR/EHR data structures, HIPAA regulations
- Ability to independently research data points and come up with solutions
- Good written and oral communication skills
- Good interpersonal skills, with a focus on listening and questioning skills
- Ability to absorb and retain information quickly
- Proven analytical and problem-solving abilities
- Following experience will be an added advantage (nice to have):
    - Knowledge of Linux commands and SQL
    - Statistical analysis
    - Exposure to multicultural teams

Education (Required):

- Graduate or equivalent qualification with minimum 5+ years of successful experience in recognized, global IT services / consulting company in the US healthcare industry

Note: The Job Description is subject to change from time to time, as per the requirements of the Company and the competencies / qualifications you may acquire in future

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KARKINOS

EMPLOYMENT AGREEMENT

This **Employment Agreement** ("**Agreement**") is entered into on this 05th day of May 2021.

BY AND BETWEEN:

Karkinos Healthcare Private Limited, a private limited company incorporated and existing under the laws of India and having its registered office at Mumbai, (hereinafter referred to as the "**Company**" which expression shall, unless repugnant to the context or meaning thereof, be deemed to include its successors-in-interest and assigns), of the **ONE PART**;

AND

Shiwani Rawat, currently residing at #654, Daria, Chandigarh, Punjab - 160101 (Hereinafter referred to as "Employee", which expression shall, unless repugnant to the context or meaning thereof, be deemed to include the employee's successors, legal heirs and permitted assigns), of the **OTHER PART**.

The Company and the Employee are hereinafter referred to individually as a "**Party**" and collectively as the "**Parties**".

WHEREAS:

A. The Company is engaged in the business of developing healthcare solutions ("**Business**").

B. The Company proposes to engage the services of the Employee as a full time employee of the company in the designation of **"Product Analyst"** subject to the terms and conditions set out in this Agreement and the Employee has agreed to accept such offer of employment, on the terms and conditions set forth in this Agreement.

NOW THEREFORE, in consideration of the mutual promises, covenants, understandings and conditions hereinafter set forth and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree as follows**:**

1. DEFINITIONS AND INTERPRETATIONS

In this Agreement, unless the context clearly indicates a contrary intention, and in addition to the terms defined in the body of the Agreement, the following words or expressions shall have the meaning assigned herein:

1.1.1. "**Board of Directors**" or "**Board**" shall mean the board of directors of the Company;

1.1.2. "**Person**" shall mean any natural person, limited or unlimited liability company, corporation, partnership (whether limited or unlimited), proprietorship, Hindu undivided family, trust, union, association, government or any agency or political subdivision thereof or any other entity that may be treated as a Person under Applicable Law;

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2. EMPLOYMENT

2.1. The Company hereby employs the Employee in and with the position and title as set forth herein.

2.2. The Employee's primary place of employment shall be at Hyderabad. The Company may, from time to time, require the Employee to travel to other locations (whether in or outside India) in connection with the employment.

2.3. During the course of the employment, the Employee shall perform such duties, functions and responsibilities as the Board shall from time to time determine and entrusted to the employee. The Employee shall provide their services in accordance with the directions of the Board.

3. TIME TO BE DEVOTED TO EMPLOYMENT; LEAVE ENTITLEMENT

3.1. During the course of the employment, the Employee shall devote all of their professional and business time, attention and energies to the business and affairs of the Company.

3.2. The Employee shall be entitled to leave in accordance with the Company's policies as adopted by the Board from time to time.

3.3. The Employee shall, at all times, be required to carry out the duties and responsibilities assigned to the employee by the Board or any of the supervisors, faithfully and diligently and in compliance with the established policies and procedures, endeavoring to the best of the employee's ability to protect and promote the interests of the Company.

4. REMUNERATION

4.1. The Employee's remuneration for the services rendered by the employee shall initially be as set forth in Schedule A hereto, which may be amended by or under the authority of the Board from time to time.

4.2. The payments made and other benefits given to the Employee by the Company for the services rendered to the Company shall be subject to withholding of taxes as per applicable laws. The Employee shall be liable for any income tax and all other applicable taxes arising out of such payments and benefits.

5. INVENTION ASSIGNMENT RIGHTS

If at any time during the course of employment under this Agreement the Employee makes or discovers or participates in the making, improvement or discovery of any intellectual property directly or indirectly relating to or capable of being used by the Company, full details of the intellectual property shall immediately be disclosed in writing by the Employee to the Company and the intellectual property shall be the absolute property of the Company. At the request of the Company, the Employee shall give and supply all such information, data, drawings and assistance as may be necessary or in the opinion of the Company desirable to enable the Company to exploit the intellectual property to the best advantage (as decided by the Company). The Employee shall execute all documents and do all things which may, in the opinion of the Company, be necessary or desirable for obtaining patent or other protection for the Intellectual Property and for vesting the same in the Company, as the Company may direct.

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KARKINOS

6. NON-COMPETITION AND NON-SOLICITATION

6.1. The Employee hereby undertakes that during the term of employment with the Company and for a further period of 1 (one) year from the date employee ceases to be in the employment of the Company ("**Non-Compete Period**"), the employee shall not, as an individual, partner, employee, consultant, shareholder, member, or in association with any Person, except on behalf of the Company, in any manner, directly or indirectly, during the Non-Compete Period: (i) Compete with the Company (ii) solicit or render services to or for a client of the Company (whether present or future) (iii) interfere with the Company's business (iv) employ any present or former employee of the company.

Further, the Employee hereby acknowledges that the type and periods of restriction imposed in the provisions of this Article 6 are fair and reasonable and are reasonably required in order to protect and maintain the legitimate business interests and the goodwill associated with the Business.

7. CONFIDENTIALITY/ NDA

7.1. The Employee acknowledges that during the course of the employment with the Company, the employee will have access to and/or will possess trade secrets and other confidential information of the Company and its suppliers and customers, including the Company's business plans, technological and strategic initiatives, marketing programs, details of suppliers and customers, pricing and credit techniques, information concerning dealings, transactions or affairs of the Company or any of its Affiliates, source codes, program codes, software design know-how, research and development activities, private processes, and books and records ("**Confidential Information**"). To protect the Confidential Information and the goodwill of the Company, the Employee undertakes to the Company that the employee shall not, without the express written permission of the Company, use or disclose (either personally or through an agent or otherwise, directly or indirectly) or allow to be used or disclosed:

7.1.1. any such Confidential Information; or
7.1.2. any trade name used by the Company, or any other name similar to such a trade name.

7.2. In furtherance of Section 7.1 above, all memoranda, notes, records or other documents, made or compiled by the Employee or made available to the employee during the course of the employment, which contain Confidential Information, if in the possession or under the Employee's control, shall be delivered to the Company, or on the Company's instructions destroyed by the Employee, upon termination of the employment.

7.3. The Employee's confidentiality obligations under this Article 7 shall continue in perpetuity, except in the following circumstances:

7.3.1. if the Employee is required by any court of law or statutory, regulatory or quasi-judicial authority to disclose any Confidential Information;
7.3.2. if the Confidential Information in question is in the public domain without any breach of this Article 7 or other confidentiality obligation; and
7.3.3. if the Employee receives the Confidential Information in question from any third party who has obtained the same lawfully.

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8. TERMINATION OF EMPLOYMENT

8.1. The Employee's employment may be terminated for Cause immediately upon notice to the Employee. For the purpose of this Agreement, "Cause" shall mean: (i) a charge sheet being filed against the Employee (ii) gross negligence or misconduct by the Employee (iii) breach of terms of employment or company policy by the Employee (iv) Employee declared as insolvent under law (v) acts or omissions by the Employee that are grounds for summary termination of employment (vi) abandonment of continuous absence for a period greater than 5 days without notice to Company.

8.2. Without prejudice to Company's right under clause 8.1 to terminate the employment with immediate effect, Either Party may terminate this Agreement by giving a 30 (thirty) day prior notice of termination to the other Party hereinafter referred to as the "Notice Period"). Termination shall be effective on the last day of the Notice Period unless otherwise agreed by the Company. As a condition for agreeing to a shorter notice period the Party who sent the termination notice under this Clause shall pay to the other Party the prevailing salary of the Employee for the period by which the Notice Period exceeds the agreed shorter notice period, unless the Parties mutually agree otherwise.

9 OBLIGATIONS UPON TERMINATION

Obligations of the Company

9.1.1. Upon the termination of the Employee's employment for any reason under this Agreement, the Company shall pay the employee (or to the employee's spouse or such other person so nominated by the employee as their nominee, any payments due to the employee in case of termination due to Employee's death), at the time of such termination, any amounts which are accrued but unpaid through the date of termination under the terms of this Agreement.

Obligations of Employee

9.1.2. As specified in Clause 7.2 above, all memoranda, notes, records or other documents, made or compiled by the Employee or made available to the employee during the course of their employment, which contain Confidential Information, shall be handed over to the Company, if in the employee's possession or under their control. Upon termination of the Employee's employment, the Employee shall handover to the Company any laptop or other communication devices including any external hard drives, data cards, etc. provided by the Company. The Employee shall also relinquish all positions and/or memberships in anybody/committee/association to which the employee was appointed or nominated by virtue of the employment with the Company.

10. REPRESENTATIONS AND WARRANTIES

10.1. The Employee hereby represents, warrants, and confirms that:

10.1.1. has executed and delivered this Agreement as a free and voluntary act, after having determined that the provisions contained herein are of benefit to the employee, and that the duties and obligations imposed on the employee hereunder are fair and reasonable and will not prevent the employee from earning a comparable livelihood following the termination of employment with the Company;

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10.1.2. has read and fully understood the terms and conditions set forth herein and the benefits and consequences of entering into this Agreement; and

10.1.3. the execution of this Agreement by the employee and performance of the employee's obligations, responsibilities and duties hereunder shall not result in the breach of any of the employee's obligations, covenants or undertakings (including any professional, statutory, contractual or fiduciary duties or obligations) to any other Person.

11. REMEDIES

Upon breach of this Agreement, the Employee recognizes, and the Company reserves the right to institute and prosecute proceedings in any court of competent jurisdiction to prevent the Employee from further violating this Agreement or any other agreement, in the form of relief including but not limited to injunction(s). Relief of injunction and/or specific performance shall be in addition to any remedy for damages which the Company may be entitled to.

12. GOVERNING LAW AND DISPUTE RESOLUTION

112.1 Any dispute or controversy arising out of or relating to this Agreement shall be settled by arbitration with its seat Mumbai, Maharashtra in accordance with the Indian Arbitration and Conciliation Act, 1996, in the English language, and shall be heard and determined by an arbitral tribunal composed of a sole arbitrator appointed by the Company. The decision of the arbitrator shall be final, conclusive and binding on the Parties. Notwithstanding the foregoing, nothing contained herein shall be deemed to prevent either Party from seeking and obtaining injunctive and equitable relief from any court of competent jurisdiction without the posting of any bond or other security.

112.2 This Agreement shall be construed with, and be governed by, the laws of India without giving effect to the principles of conflicts of laws. Subject to Clause 12.1, courts in Mumbai, Maharashtra only shall have exclusive jurisdiction over all matters arising pursuant to this Agreement.

13. MISCELLANEOUS

13.1. All notices and other communications required or permitted to be given under the provisions of this Agreement shall be in writing in English and shall be deemed to have been effected: (i) (in the case of personal delivery) when delivered, (ii) (in the case of email with return receipt requested) upon the obtaining of a return receipt from the recipient for whom it is intended, provided that a hard copy of such notice or communication is forthwith sent by prepaid post to the relevant address set out below or (iii) (in the case of a letter) 3 (three) days after being dispatched in the post, postage prepaid, by an efficient form of mail available or by registered mail, if available, at the addresses of the Parties first mentioned hereinabove.

13.2. This Agreement contains the entire understanding and agreement between the Parties relating to the subject matter hereof and shall supersede all previous agreements, negotiations and undertakings in respect thereof, and neither this Agreement nor any provision hereof may be waived, modified, amended, changed, discharged or terminated, except by an agreement in writing signed by the Party against whom enforcement of any waiver, modification, change, amendment, discharge or termination is sought. Provided, however, it is hereby agreed between the Parties that the terms contained in the Investment Agreements shall prevail over this

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Agreement in relation to the subject matter hereto in the event of any inconsistency between the two.

13.3. This Agreement may be executed simultaneously in counterparts, each of which shall be deemed an original, and both of which counterparts shall together constitute a single agreement.

13.4. If any one or more of the provisions of this Agreement shall be invalid, illegal, or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained herein shall not, in any way, be affected or impaired thereby. There shall be substituted for any such provision held invalid, illegal or unenforceable, a provision of similar import, reflecting the original intent of the Parties to the extent permissible under law.

13.5. The provisions of Article 6 (Non-Competition and Non-Solicitation), Article 7 (Confidentiality), Article 9 (Obligations upon Termination), Article 11 (Remedies), and Article 13 (Miscellaneous) of this Agreement shall survive the termination of the Employee's employment with the Company for any reason.

13.6. Save and except as otherwise provided in this Agreement, the waiver of any default or breach under this Agreement by any Party shall not constitute a waiver of the right to terminate this Agreement or otherwise exercise rights or remedies for any subsequent default of a similar nature or under any other terms and conditions of this Agreement.

13.7. No variation of this Agreement shall be binding on any Party, unless such variation is in writing and signed by each Party.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the date first above written

For Karkinos Healthcare Private Limited., Through its authorized signatory VENKATARAMANAN RAMACHANDRAN Name: R.Venkataramanan Designation: Founder/ CEO Date: 04th May 2021	Employee: Shiwani Rawat Shiwani Name: Shiwani Rawat Designation: Product Analyst Date: 04th May 2021

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KARKINOS

SCHEDULE A

Details of Remuneration

ANNEXURE 1:

The annual compensation details are as follows:

Particulars	Amount(Rs)	
a) Basic + Allowances:	Monthly	Annualized
Basic	19,934.00	2,39,200.00
HRA	9,967.00	1,19,600.00
Medical Insurance	2,500.00	30,000.00
Special Allowance	7,467.00	89,600.00
b) Additions:		
c) Gross Salary	**39,867.00**	**4,78,400.00**
d) Variable (Paid Half Yearly)	0.00	0.00
e) **Total CTC (c+d)**	**39,867.00**	**4,78,400.00**
f) Deductions:		
g) Employee PF contribution	1800.00	21,600.00
Employee ESI	0.00	0.00
Professional Tax	200.00	2400.00
g) **Total Deductions**	**2000.00**	**24,000.00**
h) Net Pay (c-g)	**37,867.00**	**4,54,400.00**
i) Employer Contribution to PF	1800.00	21,600.00
j)Employer Contribution to ESI	0.00	0.00
k) Total remuneration/ Annual CTC (c+ d+ i+ j)	**41,667.00**	**5,00,000.00**

Your Compensation will be governed by rules of the company on the subject, as applicable and/or amended hereafter. Also deductions, applicable as per prevalent statutes, shall be deducted from salary

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ImpactGuru.com

Dear **Shreeparna Das**,

I am pleased to extend to you an offer of Consultant as **Business Development Trainee** with **Impact Guru**.

We have enjoyed getting to know you and believe you have much to contribute to our firm and our culture. We hope that in the process of getting to know us, you have concluded that the fit is compelling and that ImpactGuru is the best firm at which to take the next step in your career and to grow further. We congratulate you!

ImpactGuru's aspiration of innovative thinking, open collaboration, and passion for driving change enables nonprofits, social enterprises, corporate, and other change-makers and impact creators to outperform and our Consultants to achieve greatness. We will be thrilled to have you as part of our team. You will bring your ambitious aspirations and unique talents to the firm and to our clients. In return, you will find unparalleled opportunities for personal and professional development at ImpactGuru, with no limits on the paths your career may take.

We feel that your skills and background will be valuable assets to our firm and we are delighted at the prospect of your joining us. Impact Guru is a transformative organization and aspires to be a market leader in its niche. Within and beyond ImpactGuru, our people will make a difference to the world because of the leaders they will become while here.

Please reach out to me with questions at any time. We hope to stay in close contact with you and look forward to having you as our colleague.

COMPENSATION:

Annual Professional fees

Your annual Professional fees will be **Rs. 4,00,000/-** paid in equal installments every month. Your Professional fees will be subject to TDS or other statutory deductions, if any.

Compensation details:

Internship Stipend: 25,000/- per month

Total CTC Offered: 5.80 LPA (Full time employment)

CTC offered: 4.00 LPA (Fixed) + Upto 60,000/- PA (Travel Allowance) + Upto 1.20 LPA (Incentives - performance based)

Below mentioned documents are necessary to submit:

- Pan Card, Aadhar Card

- Address proof

- Educational Certificate

- Last 3 Payslips and Bank Statement

Impact Guru Technology Ventures Private Limited
101, Jai Singh Business Center, 119, Sahar Rd, Andheri East, Mumbai, Maharashtra 400099

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- Previous Experience Letter/Offer Letter/ Relieving letter

- Cancelled Cheque/ Any Account Detail Proof

- Front facing Photo

- 3 Reference details from previous company (HR, Reporting Manager, Founders)

Compliance with Terms and Conditions and Policies

All consultants are required to comply with Impact Guru's policies, which include those related to non-discrimination, sexual harassment, confidentiality, non-compete, and others as outlined in other policies as will be shared with you from time to time. You will be required to sign this letter which provides a statement of basic standards of behavior and expectations central to Impact Guru's values.

Your Appointment as Consultant is subject to a positive reference verification & submission of documents and the terms and conditions outlined in this letter and all HR policies and procedures of Impact Guru, as amended from time to time.

On acceptance of this letter, you cannot discard our offer and /or cannot join /accept / prefer other offer upon acceptance of our offer, you cannot leave Impact Guru within a period of 6 months, in case you want to leave within 6 months then you have to serve a 2 months' notice or buy out the notice period with 2 times of your salary, post 6 months the notice will be revised to 1 month. In conflict of aforesaid terms, you will be responsible for reimbursing the company three times of the salary paid to you within seven days from the date of your resignation failing which Impact Guru shall be constrained to file appropriate proceedings both civil and criminal, in the court of law for the recovery of the aforesaid amount. The interest shall be charged at the rate of 18% p.a. upon failing to make payment within seven days as aforesaid.

Your date of joining will be on or post 22nd March 2021 based on Management's discretion.

Your work location for internship would be Mumbai; for full time employment could be Kolkata.

Accepted,

Name:

Date:

Signature:

Impact Guru Technology Ventures Private Limited
101, Jai Singh Business Center, 119, Sahar Rd, Andheri East, Mumbai, Maharashtra 400099

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PORTEA
HOME MEDICAL CARE SERVICES

3rd April 2021

Bangalore

Offer Letter

Dear Shreosee Mukherjee,

Based on your application and subsequent discussions we had with you, we are pleased to offer you employment in our organization as **Assistant Manager – Strategic Initiatives.**

Portea (Healthvista India Pvt.Ltd.) is one of India's leading Home healthcare providers with operations across NCR, Bangalore, Mumbai and Chennai. We are rapidly expanding our operations in these locations and also across the country.

Our healthcare services at home address a great need of patients and we are delighted that you will be joining our team to help a lot of patients live a healthier and a more comfortable life.

We welcome you on board and wish you the very best.

Let's together create a healthier and happier world!

Sincerely yours

Vaibhav Tewari

Mr Vaibhav Tewari

COO

For Portea (Healthvista India Pvt. Ltd.)

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Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

080 3355 4554

Healthvista India Pvt. Ltd. 69/B, 1st Cross, 1st Stage, Domlur Layout, [Next to Domlur Post Office], Bangalore-560071

PORTEA
HOME MEDICAL CARE SERVICES

Terms and conditions:

1. You will join us on or before **12th April 2021.**
2. You will be on probation for a period of six months from the date of joining and your confirmation would be dependent on satisfactory completion of your Probation period.
3. You will be based at **Bangalore.** You are however, liable to be transferred to any of our establishments in India, or to any subsidiary or associate company: whether now existing or still to be formed. Such transfer / deputation will be in accordance with the company's rules for the time being in force.
4. Your annual Cost to Company will be **Rs 4, 50, 000/- (Four Lakh Fifty Thousand only)**. This is subject to usual statutory and / or other taxes, which may be imposed from time to time by the Government, or any public body authorized to do so.
5. You will be entitled to allowances as detailed in the annexure to this letter. You will also be covered by Provident Fund and other schemes of the company as applicable to your category that are in force at present and / or may be amended from time to time. These shall also be subject to taxes as applicable under relevant laws.
6. The employment offer is valid for next one week from this date of offer. If the company does not receive any confirmation from you within the stipulated time this offer shall lapse automatically and then there shall be no further communication from the company in furtherance of this offer of employment.
7. You will be required to give 60 days' notice to terminate this appointment after confirmation. The Notice period during probation will be 30 days. The last working day would be decided at the sole discretion of the Management and in the event of being relieved within the above number of days, the remaining part of notice period days would be adjusted against the existing leave balance or an equivalent of basic salary and HRA. The Company, however will have the right to terminate your appointment forthwith on account of misconduct, including but not limited to, fraudulent, dishonest or undisciplined conduct, or breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's or Client's property or breach of the confidentiality obligations. In all other cases, the Company will have the right to terminate the appointment by giving 60 days' notice or payment of basic salary and HRA in lieu of notice.
8. Any revisions of your compensation package, promotions, and your continued employment with the Company are all subject to you meeting the performance levels applicable to you from time to time. Your performance may be informally discussed with you by your manager/s on a regular basis.

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PORTEA
HOME MEDICAL CARE SERVICES

CTC ANNEXURE

Compensation Structure		
Name	Shreosee Mukherjee	
Total Annual CTC (Rs.) :	450000	
Total Fixed Income (Rs.) :	450000	
Monthly CTC	37500	
Particulars	**Monthly**	**Annual**
Basic	15000	180000
HRA	7500	90000
Conveyance	1600	19200
Fixed Visit Allowance	0	0
Special Allowance	11600	139200
Gross Salary	**35700**	**428400**
Deductions		
PF	1800	21600
PT	200	2400
ESI	0	0
Total Deductions	**2000**	**24000**
Company Contributions		
PF	1800	21600
ESI	0	0
Gratuity *(As per the Act)*	0	0
Sub total	**1800**	**21600**
Fixed CTC	**37500**	**450000**
Total CTC	**37500**	**450000**

You will be covered under Medical Insurance for 2 Lakh

For Portea (Healthvista India Pvt. Ltd.)

Vaibhav Tiwari

080 3355 4554

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Bangalore- 560076, India
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Ethnographic Medical Research Pvt. Ltd.
CIN: U72200KA2014PTC074567

23-03-2021

Dear Shruti,

With reference to our discussion and post successful completion of assessment, we are pleased to offer you a position with Ethnographic Medical Research Pvt. Ltd. (EMeRG) as RESEARCH ANALYST on the following terms and conditions:

1. Your remuneration, while working remotely for EMeRG's (also referred to as "Company" in the agreement) Bangalore office, will be Rs. 550,000/- (Rupees Five Lakh Fifty Thousand) cost to the company per annum subject to Income Tax deductible at source. This includes a variable component of Rs. 45,000. While the fixed component is paid out each month (as per Annexure A) by way of 12 monthly installments or arrears, the variable component would be dispensed upon successful completion of 12 months and meeting expectations associated with the position (to be measured by KPIs assigned upon joining)
2. The details of the cost-to-company are mentioned in Annexure A. The annual salary is eligible for revision post completion of 12 months and will be reviewed based on key performance indicators to be allocated over the next four months
3. You are requested to join on 5th April, 2021
4. You will be on probation for four months from the date of your joining EMeRG and shall continue to be so until and unless specifically communicated to you in writing. The probation period is extendible at the sole discretion of the Management. **The notice period during probation is of 4 weeks**. Upon confirmation, the terms for notice period are outlined in clause 9.
5. You are requested to bring the following at time of joining:
   PAN card copy
   2 passport size photographs,
   Copies of all Educational Degrees, Marksheets, Transcripts, & training Certificates;
   Letters of Experience from all Present and past employers
   Your latest salary slips or salary / stipend certificate from present employer

6. During your employment with the company, you will be governed by the service rules and regulations of the company in force or as introduced or amended from time to time
7. Unless prevented by sickness, other incapacity or as otherwise agreed by the Company, you would be required to devote the whole of your time attention and abilities during the working hours (9.5 working hours; additional hours as may be necessary for the proper performance of the duties, due to the nature of the work) to the business and affairs of the Company. You also hereby acknowledge that you may be required to work outside of these hours as may be necessary for the proper performance of the assigned projects and will not be entitled to any overtime pay in this regard
8. During your employment with the company, you will be liable to be transferred to any of the offices, whether existing or to be set up, anywhere in India or abroad, on the same terms and conditions of employment at the sole discretion of the management
9. Your employment with EMeRG may be terminated by giving a notice period of 8 weeks or payment of eight week's salary in lieu thereof, by either side. This would be subject to your involvement in various projects during the notice period and dependent on adequate transitioning or project completion
10. You may be required to sign a Service Agreement with the company if you are sent for any specialized training that may be required for up-gradation of your skills and knowledge in order to take up required responsibilities and assignments

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Ethnographic Medical Research Pvt. Ltd.
CIN: U72200KA2014PTC074567

11. Our offer is contingent on your signing and agreeing to abide by the terms of our company's Confidentiality Agreement (refer to confidentiality clause). In brief, the Agreement requires that you hold in trust and not disclose to any party, directly or indirectly, during your employment with our company and thereafter, any confidential information relating to, among other items, research, development, trade secrets, employee and / or customer prospect lists, or the business affairs of our company and any of its clients.
12. You have been engaged on the presumption that the particulars furnished by you in your application and resume are correct. In case the said particulars are found to be incorrect or that you have concealed or withheld some other relevant facts, our appointment with the company shall stand terminated / cancelled without any notice
13. You are entitled to 18 calendar days of paid holidays (inclusive of sick leave and casual leave) per year, accrued at 1.5 days per month. In the first year of employment, the leaves will be calculated on a pro-rated basis from the date of joining to end of calendar year. In addition, public holidays are followed as per Annexure B. Timings are always subject to operational convenience and the approvals of the Company
14. You will be entitled to carry forward up to 5 days of the annual holiday entitlement from one holiday year to the next. No payment will be made out in lieu of any unused portion at the end of a holiday year
15. The above leave policy doesn't apply during the probation period where any leave(s) availed result in loss of pay. However, public holidays can be availed during the probation period
16. Please sign the duplicate copy of this letter on each page, to be returned to us as your acceptance of this offer and the terms/conditions detailed in this letter. Please note that no commitments other than what is mentioned in this letter & its annexure will be applicable to you or entertained by us

Confidentiality clause: You will not without the prior written consent of the Company either directly or indirectly publish any opinion, fact or material or deliver any lecture or address or participate in the making of any film, radio broadcast or television transmission or communicate with any representative of the media or any third party relating to the business or affairs of the Company or any Associated Company or to any of its or their officers, employees, customers/clients, suppliers, distributors, agents or shareholders or to the development or exploitation of Intellectual Property. For the purpose of this Clause "media" shall include television (terrestrial satellite and cable), radio, newspapers and other journalistic publications.

You will not at any time (either during or after the termination of the employment) disclose or communicate to any person or use for your own benefit or the benefit of any person any trade secrets, secret or confidential information concerning the organization, business, dealings, finances, affairs or conduct of the Company, any Associated Company, its or their staff or business partners, or any similar matters which may come to your knowledge in the course of the employment and shall use your best endeavors to prevent the unauthorized publication or misuse of any confidential information provided that such restrictions shall cease to apply to any confidential information which may enter the public domain other than through your default.

All notes and memoranda of any trade secret or confidential information concerning the business of the Company or any Associated Company or any of its or their suppliers, agents, distributors, customers or others which shall have been acquired, received or made by your during the course of the employment shall be the property of the Company or any Associated Company and shall be surrendered by the Employee to someone duly authorized in that behalf at the termination of the employment or at the request of the Company or any Associated Company at any time during the course of the employment.
Following is a non-exhaustive list of matters which in relation to the Company and any Associated Company are considered confidential and must be treated as such by you:
a. portfolio information and trading strategies
b. any trade secrets of the Company or any Associated Company;

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c. any information in respect of which the Company or any Associated Company is bound by an obligation of confidence to any third party;
d. unpublished and price-sensitive information relating to securities listed on any recognized stock exchange;
e. the movements and whereabouts and all personal or private matters concerning senior employees and directors of the Company or any Associated Company;
f. marketing strategies and plans of the Company or any Associated Company;
g. client lists and details of contacts with or requirements of clients or the Company
h. pricing strategies of the Company or any Associated Company;
i. lists of service providers to the Company or any Associated Company;
j. information which has been supplied in confidence by clients of the Company or any Associated Company or service providers to the Company or any Associated Company;
k. any other information treated as confidential by the Company or any Associated Company on a day to day basis including software passwords and any other passwords;
l. information and details of and concerning the engagement employment and termination of employment of the Employee and any other personnel of the Company or any Associated Company;
m. information concerning any litigation proposed in progress or settled, to which the Company or any Associated Company may become/is/was a party; and
n. any other information made available to the Employee which is identified to the Employee as being of a confidential nature.

Intellectual Property Clause: You will promptly communicate and disclose in writing to the Company all intellectual Property (whether or not patentable), suggestions, concepts, formats, arrangements, discoveries, developments, ideas, licenses, writings, designs, software (whether in source or object code form), patents, copyrights, trademarks, trade secrets, know-how and patent, copyright and trademark applications which are made, conceived, developed or reduced to practice by you alone, or jointly with other, during the time of your employment with the Company (hereafter, collectively "Intellectual Property"). You hereby assign all of your right, title and interest in all such Intellectual Property to the Company or to a party designated by the Company, free and clear of any claims by you of any character whatsoever, unless the Company notifies you in writing that the Intellectual Property belongs to you in whole or in part

We are pleased in welcoming you to Ethnographic Medical Research Pvt. Ltd. (EMeRG) and sincerely hope that your period of service and collaboration with us will be long, pleasant and of mutual benefit.

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Sincerely,
For Ethnographic Medical Research Group



Authorized Signatory
Krishanu Bhattacharjee
Founding Director and Chief Executive Officer
Ethnographic Medical Research Pvt. Ltd.

Agreed and accepted:

I have read, understood and agree with the terms stated in this letter. My signature below constitutes an acceptance of this offer of employment

Signature (Shruti Aggarwal)

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EMeRG

ANNEXURE A

	Monthly	Annual
Basic	21,042	2,52,500
HRA	8,417	1,01,000
Medical Allowance	2,000	24,000
Fuel Reimbursement	2,000	24,000
Communication Allowance	2,000	24,000
Special Allowances	6,625	79,500
Annual Bonus		45,000
CTC	42,083	5,50,000
Deductions*		
PT	(200)	2,400
Net Salary (prior to TDS deduction)	41,833	5,47,600

*TDS deductions will be made based on investment declaration provided by the candidate.

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HOLIDAY LIST FOR 2021	
DATE	**HOLIDAY**
14-Jan-21	Makara Sankranthi
26-Jan-21	Republic Day
2-Apr-21	Good Friday
13-Apr-21	Ugaadi
01-May-21	May Day
14-May-21	Ramadan
10-Sept-21	Ganesh Chaturthi
02-Oct-21	Gandhi Jayanti
15-Oct-21	Dussehra
01-Nov-21	Kannada Rajyothsava
03-Nov-21	Deepavali
25-Dec-21	Christmas

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OFFER LETTER

Date: 04-Mar-21

To
Shweta Bisht
Pune, India

Dear Shweta,

We are pleased to inform you that you have been selected for the position of **Research Associate (Level 13)** in our organization, on the terms and conditions mutually agreed.

1. Date of Joining: **05-Apr-21**
2. Reporting Time: **10:00 AM**
3. Location: **Manikchand Galleria, B Wing, Office No - 302, 3rd Floor, Senapati Bapat Road, Pune - 411016**

Your formal appointment letter would be issued to you on complying with the joining formalities as per rules of the company.

Please carry the following documents on the date of joining:

1. Mark sheets (One photocopy each)
2. Pan Card (Original as well as four photocopies)
3. Aadhaar Card (Original as well as four photocopies)
4. Any one Government Gazetted ID Proof - Driving License, Passport, Voter ID Card (Original as well as four photocopies)
5. 4 passport size photos (Recent Photo - White Background)
6. Local Address Proof
7. Appointment/ Offer letter of last organization
8. Relieving/Experience Letter of last organization
9. Last three salary slips
10. One Cancelled cheque
11. Passbook copy / net bank profile screenshot which states your full name as per bank documents

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ANNEXURE

SALARY BREAK UP	
COMPONENT	**ANNUAL**
BASIC	180000
HRA	72000
LTA	30000
CONVEYANCE	19200
MEDICAL ALLOWANCE	15000
OTHER ALLOWANCES	43800
TOTAL GROSS INCOME	**360000**
PF (EMPLOYER CONTRIBUTION @13%)	23400
MEDICAL INSURANCE	8000
PERFORMANCE BASED VARIABLE	75000
RETENTION BONUS	20000
CTC	**486400**

***TDS will be applicable as per income tax law**

Note:

- Retention Bonus if applicable is a One Time Pay upon completion of a year & will not be applicable there on.Retention Bonus amount will be removed from the CTC upon salary revision.
- Performance based Variable Payout would be Level/Vertical/Function specific which would be informed by the HR Team.

FOR GRAND VIEW RESEARCH (INDIA) PVT. LTD.
Ashish Shenoy
Head Of Human Resources

{This is a computer generated letter and does not require a signature}

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Near Sanganer Airport, Jaipur-302029

1002.

MARKETSANDMARKETS

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Date: 04-March-2021

To,
Shweta Yadunath Shastri
C-609, Raj Splendor LBS Road,
Vikhroli, Mumbai, Maharashtra - 400083

Dear Shweta,

We are pleased to offer you the role of **Research Associate** with **MarketsandMarkets Research Pvt. Ltd.** You will be part of the MarketsandMarkets team with an anticipated start date of **05th March 2021.**

The key terms and conditions of employment are as set out in this letter:

Location of work

Your initial place of work will be **Pune,** However, your services are transferable and you may be assigned, after reasonable notice, to any location in India or abroad where MarketsandMarkets conducts business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

Full time employment

You will be considered as a full time employee of the Company from the date of joining and shall be on probation for a period of **6 Months**. You would not be directly or indirectly involved in any other form of employment apart from MarketsandMarkets during your tenure. Any such deviation/request must be routed through the Head of HR for approval.

Compensation

You will draw Total cost to company of INR **4,50,000** the break-up of which is attached for your reference. In this Total Cost to Company (CTC), your Variable compensation component will be INR **50,000** Per Annum and your Fixed compensation component will be INR **4,00,000** per annum. The salary structure in the offer is as per the current employment and compensation structure of the Organization and will be governed in due course by the relevant policies of the Company as may be in force from time and subject to deductions under applicable laws as may be in force from time to time. A detailed break up of your compensation is attached as Annexure 2

Variable Structure

The variable performance bonus is based on your performance in line with the goals and objectives defined by the Company for your role as also the Company's performance overall and any criteria as may be laid down by the company in its policies from time to time. Relevant details pertaining to the prevailing variable scheme shall be communicated to you once you join the Organization.

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Relocation

To assist with your relocation, you will be eligible for a relocation amount to an upper limit of **Rs 10,000/-** for goods and in addition to this budget you are also eligible to claim one-time **one-way Flight Tickets (Economy Class) for individual and immediate family (Spouse and up to two children only) by the fastest route possible from your current location of employment to Pune.** Such relocation amount can be claimed only upon submission of the Original receipts/bills and Original boarding pass and such reimbursement must be claimed within 1 year from the Date of Joining. Non-compliance of the above may result in non-reimbursement of the relocation expenses. In case you relocated from a different city the amount will be different based on the distance.

If you voluntarily resign from the Company within 12 months of your Date of Joining, the relocation amount in full shall be reimbursed by you immediately failing which the Company shall be entitled to such remedies or recourses as available under law.

Insurance

The company offers a medical Insurance scheme through its empaneled Insurance partners covering hospitalization expenses of upto **INR 1,50,000** as governed by the terms of such scheme and policy document which will be made available to you once you join the Organization.

Background checks

The Company shall be entitled, at its discretion, to conduct reference and / or background checks as per Company policy and this offer is conditional upon the result of such checks. In the event the results of such checks are unsatisfactory on any account, the Company may, in its sole discretion, revoke this offer / or terminate employment at any time.

Office Hours

You are required to work in according to the time schedule for the **APAC Geography** being assigned to you. In all cases, expectation is 9 hours of login time which includes an hour's break. You may also need to stretch as per the business needs.

Reporting Structure

Your immediate reporting will be to the **Senior Research Analyst or Manager Research**

Copyright and Disclosure

During the period of your Job with the Company, you shall be liable to disclose all copyright works or designs originated, conceived, written, or made by you or in which you have participated with others, either on completion or in marketable form, promptly when required by the company. All rights and copyrights of the work / material you produce either at the company's premises or elsewhere shall belong to the company.

During the course of your engagement confidential information will/ may be made available to you, which must not be given out or used outside. In the event of termination of engagement,

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whether voluntary or involuntary, this information should not be disclosed, used or exploited by you with any other individual, company or service.

Termination of employment while on probation

Without prejudice as per the current terms of the offer, either party can terminate the employment by issuing a notice to the other of One Month while the employee is in a probationary phase with the Organization. The notice clause applicable once the employee is confirmed with the Organization shall depend on the role and job level of the employee and is detailed in the Appointment letter which the employee is expected to sign as part of his/her appointment with the Organization. The Company reserves the right to refuse reimbursement of notice period from the employee and can insist that the employee serve the full notice period which the employee is obligated to do. The employment may also be terminated by the Company without notice for cause including but not limited to failure to perform duties, willful dishonesty, fraud, disobedience, poor performance, disorderly behavior, negligence, indiscipline, unauthorized absence from duty, conviction by any court of law, etc. Termination of employment and consequences of termination shall be governed by the applicable clauses as contained in the employment agreement.

General

This letter shall be construed to be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered to be a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation upto any time prior to the Date of Joining.

You are bound to abide and adhere to the policies, rules and regulations enforced by the company from time to time including those related to conduct, discipline, benefits, salary review, retirement and any other matters as though these rules, regulations and orders were a part of the agreement. Such policies rules and regulations may be subjected to alteration and amendment at The Company Name's own discretion by the management.

Non-Competition and Non-Solicitation

For a period of 2 years after the termination of your employment with the Company, you will not directly or indirectly be associated with, manage or advise a Company or firm that is in the same business as the company, unless with the specific written approval of the Company.

After termination of your employment with the Company, you agree not to hire the services of any individual employed with the Company, either on permanent or a temporary basis, to directly promote the business of any new Company or concern you may be associated with for a period of six months from the date of exit.

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On the Date of Joining, you will be required to execute the Company's standard non-disclosure and inventions assignment agreements, the Company's standard employment agreements and such other documents as may be required by the Company's policies in force at such time.

Governing law

This Contract shall be governed, interpreted and enforced by and in accordance with the laws of India.

Acceptance of our offer

Please acknowledge a copy of this Offer Letter as a token of your acceptance on or before **8:00 P.M** on **04th March, 2021** failing which this Offer Letter shall stand terminated automatically. Any inability on your part due to any reason whatsoever to join the Company on or before the Date of Joining should be reported to the contact persons as mentioned in **Annexure 1, failing which the Company shall have the right to withdraw this Offer Letter at its discretion.**

The Company is excited about your joining and looks forward to a beneficial and productive relationship.

Sincerely,

Sulakshana Patankar
Chief People Officer
On behalf of MarketsandMarkets Research Pvt Ltd

Declaration

I have carefully read and understood the terms of this agreement /offer letter including Annexure 1 and Annexure 2 and accept the same unconditionally. I agree to be bound by rules and regulations of the company as may be amended from time to time.

Agreed to and accepted:

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Shweta Shastri | Signature | Date

MARKETSANDMARKETS

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Annexure 1

Documents required at the time of joining

We request you to submit copies of the following documents:

a. Resume/CV copy
b. Copy of X, XII, Graduation, PG Degree / Diploma / other qualification Certificates / Degree
c. Identity & Address Proof : Driver's license / Election ID Card
d. Service certificates / Relieving letter of the last employer (if employed previously)
e. Passport
f. Latest salary slip [for last three months]
g. 1 cancelled cheque of any bank, saving account's in your name
h. Experience certificates (from at least previous 2 employers)
i. Copy of PAN Card and Aadhar Card
j. Copy of TDS certificate/Form 16 of previous employer
k. Your appointment letter at your last company and also all the subsequent compensation review letters, if any.
l. Particulars of blood group and any medical allergies
m. Recent passport sized photographs (five nos)

The Company reserves the right to request for any additional documents to be submitted along with the above on the Date of Joining or at any time during the term of employment

Please report on your date of joining at 10 AM at the below mentioned address:

MarketsandMarkets Research Pvt. Ltd.
Level 1, B5,
SEZ building,
Magarpatta, Pune – 411013.

Contact Person:
Amol Deore
+91-8087637920
hrops@marketsandmarkets.com

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Near Sanganer Airport, Jaipur-302029

MARKETSANDMARKETS

MarketsandMarkets
Research Private Limited

Corporate office: Level 1, Tower B-5,
SEZ, Magarpatta City,
Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Annexure 2

Name	Shweta Yadunath Shastri	
Designation	Research Associate	
Date of Joining	05-March-2021	
CTC	450,000	
COMPONENTS	**Monthly (Rs.)**	**Annual (Rs.)**
Basic Salary	15,000	180,000
HRA	6,000	72,000
Education Allowance	0	0
Hostel Allowance	0	0
LTC/LTA	0	0
Food Allow/Meal Vouchers	0	0
Special Allowance	9,811	117,736
Sub Total (A)	**30,811**	**369,736**
Health Club Allowance	0	0
Telephone Allow /Expense	0	0
Academic Allowance	0	0
Chauffeur Allowance	0	0
Car Allowance	0	0
Total Reimbursement (B)	**0**	**0**
Total Gross Salary(C=A+B)	**30,811**	**369,736**
P.F.(Employer contribution)	1,800	21,600
E.S.I. (Employer contribution)	0	0
Gratuity	722	8,664
Total Deferred Benefits(D)	**2,522**	**30,264**
CTC(E=C+D)	**33,300**	**400,000**
Variable- Performance Bonus		**50,000**
TOTAL ANNUAL CTC		**450,000**

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MarketsandMarkets
Research Private Limited

Corporate office: Level 1, Tower B-5,
SEZ, Magarpatta City,
Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Salary Structure Clause

Leave Travel Allowance claims will be treated as per existing tax laws and the remainder will be paid as Special Allowance and taxed accordingly.

The performance based variable pay is an indicative amount and may vary depending on your performance and the Company's performance.

You should be on the rolls of the company at the time of the payout to be eligible for performance based variable Pay. You would not be eligible for this payout if you have resigned /exited or serving notice.

Please note:-

-PF amount mentioned shall differ based on nationality as per governing laws.
-Conditions Apply as per the prevailing company policy.

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1003

Global Health
Private Ltd.

LETTER OF INTENT

Dr. Sonal Jain
New Delhi

Date: 29-Apr-2021

Dear Dr. Sonal,

Congratulations! We are pleased to offer you a position at Medanta, The Medicity on the following terms:

1.	Designation	**Trainee – Medical Administration.** You will report to **DGM - Operations**, at Medanta, The Medicity.
2.	Total all inclusive fixed CTC	Rs. 3,00,000/- (RUPEES Three Lakhs Only) per annum, including all retirals till the time the result is not declared. Once your result is out you will be paid Rs. 4,00,000/- (RUPEES Four Lakhs Only) per annum, including all retirals.
3.	Date of joining	10-May-2021 or earlier, if possible.
4.	Current posting	Gurgaon

Please note this offer is subject to you being found medically fit. You will be governed by the general terms and conditions of the organization as published in the appointment letter which will be given to you post joining.

LIST OF DOCUMENTS REQUIRED FOR JOINING

1	Certificates & mark sheets of class 10th, 12th, Graduation, PG or any other professional course	2 Copies of each
2	Registration certificate from respective Clinical/Nursing/Pharmacy Council (as applicable)	
3	Internship completion certificate	
Mandatory for Doctors: All documents mentioned in 1&2 above has to be notarized or attested by a Gazetted Officer		
4	**PAN CARD** or Acknowledgement receipt if **"PAN applied for"** (30% tax will be deducted in absence of PAN Card, Irrespective of CTC)	
5	Address Proof (Passport / Voter card / Driving license)	
6	Appointment Letter and salary slip from the last employer	
7	Relieving Letter/Resignation acceptance from the last employer	
8	Experience Certificate from all previous employers	
9	Other Documents • 5 Passport Size photographs • 1 Family Photograph for ESI Card (if applicable) • Copy of Vehicle Registration Certificate (RC) incase parking facility is required	

Please return the duplicate copy of this letter duly signed as acknowledgement in case offer is acceptable to you.

We look forward to your being part of Medanta, The Medicity.

Yours faithfully,
For GLOBAL HEALTH PVT LTD

MANOJ GUPTA
SENIOR VICE PRESIDENT & HEAD – HUMAN RESOURCES

I Accept.....

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Shri Mata Vaishno Devi Narayana Superspeciality Hospital
Unit of Narayana Health

1004

Reference no. : 150311358606
Offer no. : 6000025719

01.07.2021
Employee No : 358606
Ms. Sonali Taggar
Raman Kant Taggar House No 06, Sec 1
Near Water Tank Roop Nagar Jammu
Jammu und Kashmir - 180013

Dear Sonali Taggar,

Sub: Letter of Appointment

We welcome you to Narayana Vaishno Devi Speciality Hospitals Private Limited (hereafter referred to as 'NVDSHPL'). We believe that you will be a valuable addition to the NVDSHPL team and wish you all success in this assignment. We are pleased to appoint you on the following terms and conditions:

A.	**Designation**	: Executive-Administration
B.	**Date of Joining**	: 01.07.2021
C.	**Location**	: Narayana Vaishno Devi Specialty Hospitals Pvt.Ltd,Kakryal,Katra Tehsil,Reasi District,J&K 182320
D.	**Compensation**	: INR. 366,005.64 p.a

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Hospital's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Hospital reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this offer is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Hospital, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to hospital are found to be false or misleading, or your work performance falls short of the minimum standards required by the hospital, the hospital shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. You warrant that you are not prevented by a court or by any other administrative or judicial order from providing the services required under this employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. You will be bound by the rules and regulations enforced by the organisation from time to time in relation to conduct, discipline, leave, holidays or any matter relating to service conditions which will be deemed as rules, regulations and orders. The same will be made available to the employees on the Intranet/mailer or whatsoever may be the manner which the Organisation deemed as suitable. The Organisation reserves the right to modify, alter or delete the existing service rules or to introduce fresh service rules which will be binding upon you.

e. This appointment is being made to you & subject to producing the relevant documents as intimated to you in the offer of employment.

f. **Fitness to Work:** At any time during the tenure of service, the Organisation has right to refer you for medical

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examination to the appropriate authority to ascertain the fitness for service continuation.

g. **Transfer:** You may be transferred to any of our offices/branches or subsidiaries/affiliates of the Hospital, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Employee Manual as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** An employee shall retire from the services of the Hospital at the end of the month in which he/she attains the age of 60 years, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Hospital. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, etc., explicit permission from the Hospital has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Hospital.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your Key Result Area (KRA) milestones and the applicable timelines for review within a month (30 days). This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with NVDSHPL will be effective on your joining date. The Hospital operates 24 hours across 7 days a week. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you NVDSHPL, as a service Organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the Organisation from time to time.

4. Probation and Notice Period

You will be on probation for an initial period of six months from the date of your joining and during this period your notice period will be one month. Your service is deemed to be confirmed upon completion of your said probation period unless your performance is found unsatisfactory and your probation is further extended in writing by NVDSHPL. The Hospital may confirm your services based on satisfactory performance during the probation period In case your performance is found unsatisfactory during the probation period, the Hospital may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Hospital would be fully entitled to terminate your services with a one month. notice during the probation period without assigning any reason. Similarly you may leave the services of the Hospital giving a one month. notice without assigning any reason at any time during the probationary period.

a. After confirmation, the Hospital reserves the right to terminate your service on giving a one month notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Hospital on giving one month notice or forfeiture of salary in lieu thereof. The prerogative to ask the employee to serve the notice period or recover salary in lieu of rests with the Hospital. In case you leave the employment of the Hospital without the prescribed notice, the Hospital will have the right to recover an amount equivalent to one month salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Hospital or Hospital's property if any, and also to the extent of any advance made to

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you by the Hospital.

b. You will continue to be governed by HR policies during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Hospital reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Hospital will not be liable to pay you any dues whatsoever.

c. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable HR policies or any other applicable policies governing your employment, including POSH, FAW, unauthorized absence / leave, the Hospital may terminate your employment immediately.

d. On termination of employment, an employee shall return to the office all articles of the Hospital issued to him/her by the office and his/her custody. The Hospital shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure and will be paid as arrears.

b. You will be entitled to other compensation and benefits in accordance with the Hospital's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Hospital's discretion.

c. Your compensation will be reviewed periodically as per the Hospital's policy. Changes in your compensation are carried out at the sole discretion of the Hospital and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Hospital policies:

a. Leave and Holidays as applicable below to your category of employees and location where you are posted.

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Hospital.

c. Participation in the Employee Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Hospital medical assistance program and Contributory Insurance and benefits program for your category of employees.

7. Responsibilities

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Hospital objectives.

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b. You will keep the Hospital informed of any change in your residential address or in your civil status.

c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Hospital, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Hospital/ its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Organisation to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Hospital's work for which you will be reimbursed travel expenses as per the Hospital policy applicable to your category of employees.

e. All employees of the Hospital are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the employee manual and policies of the hospital including but not limited to the Code of Conduct, POSH, FAW, and Information Security Policy etc. which is circulated through Intranet time to time as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Hospital which may be in your use, custody or charge.

8. **Confidentiality and Copyright**

You agree to sign and abide by the provisions of the enclosed 'Confidential Information, Intellectual Property Rights and Non Compete agreement' at all times during your employment

9. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of 'force majeure', including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such 'force majeure' event remains in effect.

10. This offer shall be governed by and construed in accordance with the laws of India. The courts at India alone shall have jurisdiction in the event of any dispute.

11. In the absence of our receiving your signed acceptance of this letter appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Hospital.

Welcome to NVDSHPL and I wish you the best.

for Narayana Vaishno Devi Speciality Hospitals Pvt. Ltd.,

M Muthu Mathavan
Facility Director

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Near Sanganer Airport, Jaipur-302029

Annexure 1

Name : Sonali Taggar
Effective Date : 01.07.2021

Your total annual compensation will be **INR 366,005.64** . Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under:

Components	Per Month (INR)	Per Annum (INR)
Basic	10,675.00	128,100.00
Conveyance	3,000.00	36,000.00
Flexible Allowance	13,812.00	165,744.00
Statutory Bonus Advance	700.00	8,400.00
Company Contribution-PF	1,800.00	21,600.00
Gratuity	513.47	6,161.64
Total CTC	**30,500.47**	**366,005.64**

Statutory Bonus Advance: Advance Statutory Bonus paid on monthly basis will be adjusted against the bonus Payable under the Payment of Bonus Act as and when due.

National Pension Scheme (NPS): You have an option to subscribe for NPS. If you choose to exercise this option, kindly intimate the HR Department before joining services of NVDSHPL. In such an event, your CTC will be restructured to factor your subscription to NPS.

Gratuity: You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Hospital. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act.

Insurance: As an employee of NVDSHPL, you will be eligible for group mediclaim floater policy with an INR 100,000/- cover per annum for self, spouse and two children (children below the age of 25 years). In addition, you will be eligible for subscription to group personal accident insurance policy with an INR 500,000/- cover per annum. Apart from the above, you will also be entitled for subscription to group term life insurance policy for INR 500,000/- per annum.

If you wish, you may avail the floater cover subject to conditions, under group mediclaim insurance not exceeding INR 1,000,000/- cover for all dependents per annum by paying applicable premium.

.....

Declaration:
I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Hospital.

Date:

Signature:

Name :

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Near Sanganer Airport, Jaipur-302029

MARKETSANDMARKETS

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Date: 04-March-2021

To,
Sonia Maria Jose
153, Pocket A-new MIF Flat,
Mayur Vihar Phase 3
East Delhi, Delhi-110096

Dear Sonia,

We are pleased to offer you the role of **Research Associate** with **MarketsandMarkets Research Pvt. Ltd.** You will be part of the MarketsandMarkets team with an anticipated start date of **05th March 2021.**

The key terms and conditions of employment are as set out in this letter:

Location of work
Your initial place of work will be **Pune,** However, your services are transferable and you may be assigned, after reasonable notice, to any location in India or abroad where MarketsandMarkets conducts business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

Full time employment
You will be considered as a full time employee of the Company from the date of joining and shall be on probation for a period of **6 Months**. You would not be directly or indirectly involved in any other form of employment apart from MarketsandMarkets during your tenure. Any such deviation/request must be routed through the Head of HR for approval.

Compensation
You will draw Total cost to company of INR **4,50,000** the break-up of which is attached for your reference. In this Total Cost to Company (CTC), your Variable compensation component will be INR **50,000** Per Annum and your Fixed compensation component will be INR **4,00,000** per annum. The salary structure in the offer is as per the current employment and compensation structure of the Organization and will be governed in due course by the relevant policies of the Company as may be in force from time and subject to deductions under applicable laws as may be in force from time to time. A detailed break up of your compensation is attached as Annexure 2

Variable Structure
The variable performance bonus is based on your performance in line with the goals and objectives defined by the Company for your role as also the Company's performance overall and any criteria as may be laid down by the company in its policies from time to time. Relevant details pertaining to the prevailing variable scheme shall be communicated to you once you join the Organization.

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Relocation

To assist with your relocation, you will be eligible for a relocation amount to an upper limit of **Rs 10,000/-** for goods and in addition to this budget you are also eligible to claim one-time **one-way Flight Tickets (Economy Class) for individual and immediate family (Spouse and up to two children only) by the fastest route possible from your current location of employment to Pune.** Such relocation amount can be claimed only upon submission of the Original receipts/bills and Original boarding pass and such reimbursement must be claimed within 1 year from the Date of Joining. Non-compliance of the above may result in non-reimbursement of the relocation expenses. In case you relocated from a different city the amount will be different based on the distance.

If you voluntarily resign from the Company within 12 months of your Date of Joining, the relocation amount in full shall be reimbursed by you immediately failing which the Company shall be entitled to such remedies or recourses as available under law.

Insurance

The company offers a medical Insurance scheme through its empaneled Insurance partners covering hospitalization expenses of upto **INR 1,50,000** as governed by the terms of such scheme and policy document which will be made available to you once you join the Organization.

Background checks

The Company shall be entitled, at its discretion, to conduct reference and / or background checks as per Company policy and this offer is conditional upon the result of such checks. In the event the results of such checks are unsatisfactory on any account, the Company may, in its sole discretion, revoke this offer / or terminate employment at any time.

Office Hours

You are required to work in according to the time schedule for the **APAC Geography** being assigned to you. In all cases, expectation is 9 hours of login time which includes an hour's break. You may also need to stretch as per the business needs.

Reporting Structure

Your immediate reporting will be to the **Senior Research Analyst or Manager Research**

Copyright and Disclosure

During the period of your Job with the Company, you shall be liable to disclose all copyright works or designs originated, conceived, written, or made by you or in which you have participated with others, either on completion or in marketable form, promptly when required by the company. All rights and copyrights of the work / material you produce either at the company's premises or elsewhere shall belong to the company.

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The IIHMR University
Near Sanganer Airport, Jaipur-302029

During the course of your engagement confidential information will/ may be made available to you, which must not be given out or used outside. In the event of termination of engagement,

whether voluntary or involuntary, this information should not be disclosed, used or exploited by you with any other individual, company or service.

Termination of employment while on probation

Without prejudice as per the current terms of the offer, either party can terminate the employment by issuing a notice to the other of One Month while the employee is in a probationary phase with the Organization. The notice clause applicable once the employee is confirmed with the Organization shall depend on the role and job level of the employee and is detailed in the Appointment letter which the employee is expected to sign as part of his/her appointment with the Organization. The Company reserves the right to refuse reimbursement of notice period from the employee and can insist that the employee serve the full notice period which the employee is obligated to do. The employment may also be terminated by the Company without notice for cause including but not limited to failure to perform duties, willful dishonesty, fraud, disobedience, poor performance, disorderly behavior, negligence, indiscipline, unauthorized absence from duty, conviction by any court of law, etc. Termination of employment and consequences of termination shall be governed by the applicable clauses as contained in the employment agreement.

General

This letter shall be construed to be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered to be a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation upto any time prior to the Date of Joining.

You are bound to abide and adhere to the policies, rules and regulations enforced by the company from time to time including those related to conduct, discipline, benefits, salary review, retirement and any other matters as though these rules, regulations and orders were a part of the agreement. Such policies rules and regulations may be subjected to alteration and amendment at The Company Name's own discretion by the management.

Non-Competition and Non-Solicitation

For a period of 2 years after the termination of your employment with the Company, you will not directly or indirectly be associated with, manage or advise a Company or firm that is in the same business as the company, unless with the specific written approval of the Company.

After termination of your employment with the Company, you agree not to hire the services of any individual employed with the Company, either on permanent or a temporary basis, to directly promote the business of any new Company or concern you may be associated with for a period of six months from the date of exit.

Registrar
The IIHMR University

On the Date of Joining, you will be required to execute the Company's standard non-disclosure and inventions assignment agreements, the Company's standard employment agreements and such other documents as may be required by the Company's policies in force at such time.

Governing law

This Contract shall be governed, interpreted and enforced by and in accordance with the laws of India.

Acceptance of our offer

Please acknowledge a copy of this Offer Letter as a token of your acceptance on or before **8:00 P.M** on **04th March, 2021** failing which this Offer Letter shall stand terminated automatically. Any inability on your part due to any reason whatsoever to join the Company on or before the Date of Joining should be reported to the contact persons as mentioned in **Annexure 1, failing which the Company shall have the right to withdraw this Offer Letter at its discretion.**

The Company is excited about your joining and looks forward to a beneficial and productive relationship.

Sincerely,

Sulakshana Patankar
Chief People Officer
On behalf of MarketsandMarkets Research Pvt Ltd

Declaration

I have carefully read and understood the terms of this agreement /offer letter including Annexure 1 and Annexure 2 and accept the same unconditionally. I agree to be bound by rules and regulations of the company as may be amended from time to time.

Agreed to and accepted:

Registrar
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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Sonia Maria Jose	Signature	Date

MARKETSANDMARKETS

MarketsandMarkets Research Private Limited

Corporate office: Level 1, Tower B-5, SEZ, Magarpatta City, Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Annexure 1

Documents required at the time of joining

We request you to submit copies of the following documents:

a. Resume/CV copy
b. Copy of X, XII, Graduation, PG Degree / Diploma / other qualification Certificates / Degree
c. Identity & Address Proof : Driver's license / Election ID Card
d. Service certificates / Relieving letter of the last employer (if employed previously)
e. Passport
f. Latest salary slip [for last three months]
g. 1 cancelled cheque of any bank, saving account's in your name
h. Experience certificates (from at least previous 2 employers)
i. Copy of PAN Card and Aadhar Card
j. Copy of TDS certificate/Form 16 of previous employer
k. Your appointment letter at your last company and also all the subsequent compensation review letters, if any.
l. Particulars of blood group and any medical allergies
m. Recent passport sized photographs (five nos)

The Company reserves the right to request for any additional documents to be submitted along with the above on the Date of Joining or at any time during the term of employment

Please report on your date of joining at 10 AM at the below mentioned address:

MarketsandMarkets Research Pvt. Ltd.
Level 1, B5,
SEZ building,
Magarpatta, Pune – 411013.

Contact Person:
Amol Deore
+91-8087637920
hrops@marketsandmarkets.com

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

MarketsandMarkets
Research Private Limited

Corporate office: Level 1, Tower B-5,
SEZ, Magarpatta City,
Hadapsar, Pune - 411013

CIN - U74999PN2017PTC168728

Annexure 2

Name	**Sonia Maria Jose**	
Designation	**Research Associate**	
Date of Joining	**05-March-2021**	
CTC	**450,000**	
COMPONENTS	**Monthly (Rs.)**	**Annual (Rs.)**
Basic Salary	15,000	180,000
HRA	6,000	72,000
Education Allowance	0	0
Hostel Allowance	0	0
LTC/LTA	0	0
Food Allow/Meal Vouchers	0	0
Special Allowance	9,811	117,736
Sub Total (A)	**30,811**	**369,736**
Health Club Allowance	0	0
Telephone Allow /Expense	0	0
Academic Allowance	0	0
Chauffeur Allowance	0	0
Car Allowance	0	0
Total Reimbursement (B)	**0**	**0**
Total Gross Salary(C=A+B)	**30,811**	**369,736**
P.F.(Employer contribution)	1,800	21,600
E.S.I. (Employer contribution)	0	0
Gratuity	722	8,664
Total Deferred Benefits(D)	**2,522**	**30,264**
CTC(E=C+D)	**33,300**	**400,000**
Variable- Performance Bonus		**50,000**
TOTAL ANNUAL CTC		**450,000**

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MarketsandMarkets
Research Private Limited
Corporate office: Level 1, Tower B-5,
SEZ, Magarpatta City,
Hadapsar, Pune - 411013
CIN - U74999PN2017PTC168728

Salary Structure Clause

Leave Travel Allowance claims will be treated as per existing tax laws and the remainder will be paid as Special Allowance and taxed accordingly.

The performance based variable pay is an indicative amount and may vary depending on your performance and the Company's performance.

You should be on the rolls of the company at the time of the payout to be eligible for performance based variable Pay. You would not be eligible for this payout if you have resigned /exited or serving notice.

Please note:-

-PF amount mentioned shall differ based on nationality as per governing laws.
-Conditions Apply as per the prevailing company policy.

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RAMA HOSPITAL
A Unit of Rama Medical College & RESEARCH CENTRE

Rama Heart Centre
Rama Ortho Centre
Rama Neuro Centre
Rama Nephro Centre

Ref:-RB&RC/HR/LOI/Mar/2021 **Dated: 30-Mar-2021**

Letter of Intent

To,
Dr. Shriram Suresh
Institute of Health Management Research
Mob:-8850317294
Email:- sriram.j19@ihmr.in

Sub: Offer for Quality Officer.

Following your application and subsequent interview, we are pleased to inform you that you have been considered your profile as Quality Officer in our company. You will be stationed at our Hapur branch Near Ghaziabad (Delhi NCR) with effect from 01/04/2021. Your CTC will be Rs 3 LPA. You are required to report to the HR Dept. for orientation and subsequent placement on this day.

The terms of engagement are as follows:

1. Reporting Time: 9:00AM daily
2. Internship Allowance: stipend as per company policy.

It is my hope and prayer that you will work to your level best to improve the efficiency and performance of this company. Congratulations and best wishes.

Kindly sign a copy of this letter as a token of your acceptance. We wish you a great career with us.

Thanks and regards

Rama Hospital & Research Centre Pilkhuwa Hapur

Authorized Signatory
(Rama Hospital & Research Centre)

(Signature of employee)

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Rama Hospital & Research Center
Rama City, NH-24 (Delhi-Hapur Highway)
Near Mother Dairy, Hapur-245304 (U.P)
Phone No.- 0122-2327300 Fax No.-0122-2327311

1007

THE MISSION HOSPITAL DURGAPUR | FUTURISTIC TECHNOLOGY. BRILLIANT MINDS

LETTER OF INTENT

Ref: TMH/LOI/49

Dated: 19.01.2021

Dr. Srujana Janga
Jharsuguda
Odisha

Dear **Dr. Srujana,**

With reference to the discussions we had with you, the management is pleased to announce that you will be doing three months "Dissertation" in our organization starting from **22nd March, 2021.**

During the dissertation period you will be paid a consolidated stipend of **Rs. 10,000/-** (Rupees Ten Thousand) only per Month.

Upon successful completion of your dissertation and completion of course, you will be appointed as **"Management Trainee"**. During this period you will be paid a stipend of **Rs. 35,000/-** (Rupees Thirty Five Thousand) only subject to statutory deductions as applicable in your case.

Further please note that you will be provided with bachelor accommodation free of cost during your dissertation period.

This is a provisional Offer, formal letter of appointment elaborating terms and conditions of employment shall I be issued once you complete dissertation and join us as Management Trainee.

Please acknowledge the receipt of this offer.

Wishing you all the best.

For The Mission Hospital,

Ramesh Lall
VP-HR

I have read, understood and accepted the terms & condition of this offer. I am willing to start my dissertation on or before .....

Name :
Signature :

Date:

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Near Sanganer Airport, Jaipur-302029

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DAWAA WAHI, DAAM SAHI

CIN : U51100WB2014PTC203164

F- 371/372, Nakul Path, Lal Kothi Scheme, Jaipur– 302015

Letter of Intent

Date: 03rd March 2021

Dear Ms. Srushti Patidar,

Subject: **Offer Letter**

With reference to the recent discussions we had with you, we have pleasure in extending you employment with our company on the following terms& conditions.

- **Position Title :** Business Development Executive
- **Job Location:** Jaipur
- **Joining Date :** 15 March 2021
- **No. Of Working Hours Per Day :** 9 Hours
- **Salary:** Your Salary will be 25,000 per month (Rupees Twenty Five Thousand Only)

Kindly acknowledge this letter as a token of your acceptance.

We welcome you to our organization and trust that your association with us will be a happy and mutually rewarding one.

Yours Sincerely

Yash Harlalka
Founder & COO

Acknowledgement:

I agree and accept the above terms and conditions and the Company's rules and regulations.

Signature _____

Name:

Date_____

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MEITRA HOSPITAL
Experience the Care

03rd March 2021

To,
Mr. Subham Mittal
IIHMR – Jaipur (Campus)

Dear Mr. Subham Mittal,

Ref to our ongoing discussion as part of Campus Selection Process for IIHMR 2019 – 2021 Batch. We are impressed by your credentials, it gives us immense pleasure to offer you the position of Management Trainee in Operations Department at Meitra Hospital, Calicut (a unit of Premium Medical & Healthcare Providers Private Ltd). Your place of positing shall be at Calicut, Kerala. Your annual CTC shall be Rs 4,50,000 (Per Annum)

You will be issued an appointment letter on the actual date of Joining the company. You would need to provide the following documents for your smooth onboarding on or before actual date of joining. You will abide by the Company Policies which will be communicated on a periodic basis to you.

Your date of Joining will be on or before 21st March 2021.

In case you may wish to seek any clarification on the offer or otherwise, please feel free to discuss the same with the undersigned.

As a token of acceptance of our offer, kindly send us the confirmation email.

Your compensation will be as per annexure attached.

Congratulations!
Looking forward to you joining the Meitra Family.

For Meitra Hospital

Kapil Gupta
Vice President – Human Resources

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Near Sanganer Airport, Jaipur-302029

MEITRA HOSPITAL
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SALARY ANNEXURE

Name	Mr. Subham Mittal	
Designation	Management Trainee	
Date of Joining	21-Mar-21	
Monthly Components	**Rs. (PM)**	**Rs. (Per Annum)**
Basic	19,040	2,28,480
DA	586	7,032
HRA	476	5,712
Conveyance Allowance	1,600	19,200
Extra Allowance	2,000	24,000
Medical Allowance	1,250	15,000
Special Allowance	7,721	92,648
Fixed Pay	**30,589**	**3,92,072**
Provident Fund (Employer Contribution)	1,800	21,600
Gratuity (Employer Contribution)	944	11,328
Total Fixed CTC	**33,333**	**4,25,000**
Performance Bonus	-	**25,000**
Total Annual CTC		**4,50,000**

Other Terms & Conditions
1. You will be entitled for the pro-rated Annual Performance Bonus subject to your Individual and Company Performance. This amount shall be paid on pro-rate to you as per the PMS Cycle. This amount shall be paid subject to you being on the payroll of the company at the time of Pay-out. Amount Taxable (If any) shall be on the hands of employee.
2. Employee Contribution for the Provident Fund shall be deducted from gross earnings.
3. Taxes (if any) shall be borne by Employer
4. Employee will become for Gratuity as per the Payment of Gratuity Act, 1972
5. Compensation Structure is subjected to change without effecting emoluments adversely.
6. Compensation Details are confidential between Employer & Employee
7. One time support for initial five days stay at Calicut location for initial settling down at our guest house.
8. One-time Flight Ticket from Jaipur to Calicut location.

For Meitra Hospital

Kapil Gupta
Vice President – Human Resources

Registrar
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Near Sanganer Airport, Jaipur-302029

1010

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02.04.2021
Employee No : 357307
Mr. Subrata Rudra Pal
Sunil Rudra Pal 4/169,Lembuchara P.O :
Brahmachara Lembuchara West Tripura
Tripura - 799205

Reference no. : 176011357307
Offer no. : 6000024129

Dear Subrata Rudra Pal,

Sub: Letter of Appointment

We welcome you to Narayana Health (hereafter referred to as 'NH'). We believe that you will be a valuable addition to the NH team and wish you all success in this assignment. We are pleased to appoint you on the following terms and conditions:

A.	**Designation**	: Executive-Electronic Medical Records
B.	**Date of Joining**	: 02.04.2021
C.	**Location**	: Narayana Multispeciality Hospital Barasat,78 Jessore Road (South), Barasat, 24 Pgs (N), West Bengal - 700127
D.	**Compensation**	: INR. 300,012.00 p.a

1. General Terms and Conditions

a. This letter contains broad terms and conditions of service governing this employment which are subject to change from time to time at the Hospital's discretion. Hence you are requested to contact Human Resources / your Manager for policies / rules / regulations, which are applicable to you.

b. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, the Hospital reserves the right to take appropriate action, up to and including the termination of employment without notice. It must be specifically understood that this offer is made based on your proficiency in the technical / professional skills you have declared to possess as per your application for employment with the Hospital, and on your ability to handle any assignment / job independently anywhere in India or overseas. In the event, at a later date, any of the statements/particulars furnished by you to hospital are found to be false or misleading, or your work performance falls short of the minimum standards required by the hospital, the hospital shall have the right to terminate your services, without any notice period, notwithstanding any other terms and conditions stipulated herein.

c. You warrant that you are not prevented by a court or by any other administrative or judicial order from providing the services required under this employment. It is contingent on you to update the company on any likely change of your immigrant status at the location of service.

d. You will be bound by the rules and regulations enforced by the organisation from time to time in relation to conduct, discipline, leave, holidays or any matter relating to service conditions which will be deemed as rules, regulations and orders. The same will be made available to the employees on the Intranet/mailer or whatsoever may be the manner which the Organisation deemed as suitable. The Organisation reserves the right to modify, alter or delete the existing service rules or to introduce fresh service rules which will be binding upon you.

e. This appointment is being made to you & subject to producing the relevant documents as intimated to you in the offer of employment.

f. **Fitness to Work:** At any time during the tenure of service, the Organisation has right to refer you for medical examination to the appropriate authority to ascertain the fitness for service continuation.

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g. **Transfer:** You may be transferred to any of our offices/branches or subsidiaries/affiliates of the Hospital, either domestic or abroad, should the business need arise. You will be subject to and hereby confirm that you will abide by the applicable Employee Manual as may be in effect from time to time with respect to your function or the location to which you are so relocated.

h. **Retirement:** An employee shall retire from the services of the Hospital at the end of the month in which he/she attains the age of 60 years, which is the age of retirement for all employees. The age of retirement shall be reckoned in accordance with the Gregorian calendar.

i. This letter is made on the clear understanding that your employment is on a full time basis and that you shall not engage yourself directly or indirectly in any business or service or monetary position other than that of the Hospital. In specific cases, e.g. writing for a magazine / journal, speaking at various forums, etc., explicit permission from the Hospital has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be immediately terminated at the sole discretion of the Hospital.

j. In addition, this employment is of continuous nature and does not entail any compensation for any overtime worked by you.

2. Key Result Areas:

You shall be briefed upon your Key Result Area (KRA) milestones and the applicable timelines for review within a month (30 days). This document shall be submitted to Human Resource department after a sign off is obtained from both parties and will set guiding principles for your performance.

3. Date of Commencement and Working Hours:

Your appointment with NH will be effective on your joining date. The Hospital operates 24 hours across 7 days a week. Your work hours will be intimated to you by your reporting manager. Please note that the work hours applicable to you NH, as a service Organization, accords high priority to customer service levels and therefore depending upon criticality of the requirements you shall be required to accommodate all changes to your work schedule as decided and communicated to you by the Organisation from time to time.

4. Probation and Notice Period

You will be on probation for an initial period of six months from the date of your joining and during this period your notice period will be one month. Your service is deemed to be confirmed upon completion of your said probation period unless your performance is found unsatisfactory and your probation is further extended in writing by NH. The Hospital may confirm your services based on satisfactory performance during the probation period In case your performance is found unsatisfactory during the probation period, the Hospital may, at its option, terminate your employment with immediate effect or extend the probation period.

It is understood that the Hospital would be fully entitled to terminate your services with a one month. notice during the probation period without assigning any reason. Similarly you may leave the services of the Hospital giving a one month. notice without assigning any reason at any time during the probationary period.

a. After confirmation, the Hospital reserves the right to terminate your service on giving a one month notice or payment of salary in lieu thereof. Similarly, you will be at liberty to resign from services of the Hospital on giving one month notice or forfeiture of salary in lieu thereof. The prerogative to ask the employee to serve the notice period or recover salary in lieu of rests with the Hospital. In case you leave the employment of the Hospital without the prescribed notice, the Hospital will have the right to recover an amount equivalent to one month salary and shall be entitled to make deductions from your other dues to the extent of the damage or loss to the Hospital or Hospital's property if any, and also to the extent of any advance made to you by the Hospital.

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b. You will continue to be governed by HR policies during the notice period. In case of any indiscipline or misconduct on your part during the notice period or otherwise, the Hospital reserves the right not to accept your resignation and/or consider the earlier acceptance of resignation as null and void and terminate your services with immediate effect. In such an event, the Hospital will not be liable to pay you any dues whatsoever.

c. Notwithstanding anything contained herein, in case of any misconduct, or indiscipline on your part during the course of your employment, breach of this Agreement, breach of the applicable HR policies or any other applicable policies governing your employment, including POSH, FAW, unauthorized absence / leave, the Hospital may terminate your employment immediately.

d. On termination of employment, an employee shall return to the office all articles of the Hospital issued to him/her by the office and his/her custody. The Hospital shall have the right to claim compensation from you for the damage or loss of such articles.

5. Compensation

a. You will be eligible to receive the compensation as per details in the Annexure and will be paid as arrears.

b. You will be entitled to other compensation and benefits in accordance with the Hospital's relevant employment policies, rules and regulations as modified and intimated to you from time to time. The Policies are subject to change at any point on Hospital`s discretion.

c. Your compensation will be reviewed periodically as per the Hospital's policy. Changes in your compensation are carried out at the sole discretion of the Hospital and will be subject to and based on effective performance and results during the period and other relevant criteria.

d. You are solely responsible for declarations and implications arising thereof for all Income Tax purposes.

e. Your remuneration has been arrived at on the basis of your specific background and professional merit. We expect you to keep the Compensation details confidential at all times.

6. Other Benefits

You will be entitled to the following as per Hospital policies:

a. Leave and Holidays as applicable below to your category of employees and location where you are posted.

b. Perquisites, if any, as applicable to your category or employees and/or based on functional / operational requirements as determined by the Hospital.

c. Participation in the Employee Provident Fund Scheme as per rules and policies is applicable to your category of employees.

d. Enrolment in the Hospital medical assistance program and Contributory Insurance and benefits program for your category of employees.

7. Responsibilities

a. You must effectively, diligently and to the best of your ability perform all responsibilities and ensure results that meet Hospital objectives.

b. You will keep the Hospital informed of any change in your residential address or in your civil status.

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c. You must not engage in activities that have an adverse impact on the reputation/image and business of the Hospital, whether directly or indirectly. If you / your dependent family member have a financial / gainful interest in any business with the Hospital/ its subsidiaries, then it would be obligatory on your part to tender a written declaration to the Organisation to the above effect, before such a deal is entered into.

d. You may be required to undertake travel for Hospital's work for which you will be reimbursed travel expenses as per the Hospital policy applicable to your category of employees.

e. All employees of the Hospital are required to ensure integrity in all aspects of the functioning and operations. You are expected to comply with all the employee manual and policies of the hospital including but not limited to the Code of Conduct, POSH, FAW, and Information Security Policy etc. which is circulated through Intranet time to time as they form an integral part of the terms of your employment.

f. Any matter or situation or incident that may arise that could potentially result or has resulted in any violation of the policies or this letter, shall immediately be brought to the notice of your Manager or Human Resources.

g. You will be responsible for the safe keeping and return, in good condition and order of all the properties and equipment of the Hospital which may be in your use, custody or charge.

8. Confidentiality and Copyright

You agree to sign and abide by the provisions of the enclosed 'Confidential Information, Intellectual Property Rights and Non Compete agreement' at all times during your employment

9. Force Majeure: Neither of the parties will be in breach of this Agreement to the extent that such party is unable to perform due to any event of 'force majeure', including, without limitation, fire, explosion, earthquake, epidemic, war, strike, riot, civil disobedience, Act of God or any governmental law, decree or ordinance, and neither party shall be liable to the other for any of its obligations hereunder during the period that such 'force majeure' event remains in effect.

10. This offer shall be governed by and construed in accordance with the laws of India. The courts at India alone shall have jurisdiction in the event of any dispute.

11. In the absence of our receiving your signed acceptance of this letter appointment, this will be deemed to have been rejected by you and shall lapse. This letter of appointment along with your acceptance constitutes a binding agreement between yourself and the Hospital.

Welcome to NH and I wish you the best.

for Narayana Hrudayalaya Limited,

Subhasis Bhattacharya
Facility Director

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The IIHMR University
1, Prabhu Dayal Marg
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Health for all. All for health.

Annexure 1

Name : Subrata Rudra Pal
Effective Date : 02.04.2021

Your total annual compensation will be **INR 300,012.00 .** Your compensation will be subject to deduction of tax at source as per statutory regulations. The break-up of the compensation is as under:

Components	Per Month (INR)	Per Annum (INR)
Basic	11,250.00	135,000.00
House Rent Allowance	5,625.00	67,500.00
Conveyance	1,600.00	19,200.00
Flexible Allowance	3,176.00	38,112.00
Statutory Bonus Advance	1,550.00	18,600.00
Company Contribution-PF	1,800.00	21,600.00
Total CTC	**25,001.00**	**300,012.00**

Statutory Bonus Advance: Advance Statutory Bonus paid on monthly basis will be adjusted against the bonus Payable under the Payment of Bonus Act as and when due.

National Pension Scheme (NPS): You have an option to subscribe for NPS. If you choose to exercise this option, kindly intimate the HR Department before joining services of NH. In such an event, your CTC will be restructured to factor your subscription to NPS.

Gratuity: You will be covered under the Payment of Gratuity Act and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Hospital. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act.

Insurance: As an employee of NH, you will be eligible for group mediclaim floater policy with an INR 100,000/- cover per annum for self, spouse and two children (children below the age of 25 years). In addition, you will be eligible for subscription to group personal accident insurance policy with an INR 500,000/- cover per annum. Apart from the above, you will also be entitled for subscription to group term life insurance policy for INR 500,000/- per annum.

If you wish, you may avail the floater cover subject to conditions, under group mediclaim insurance not exceeding INR 1,000,000/- cover for all dependents per annum by paying applicable premium.

****

Declaration:
I have read and understood the terms and conditions of the letter contained herein and I am happy to accept them for employment at the Hospital.

Signature: **Date:**

Name :

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THE MISSION HOSPITAL DURGAPUR

FUTURISTIC TECHNOLOGY. BRILLIANT MINDS

LETTER OF INTENT

Ref: TMH/LOI/ 55

Dated: 19.01.2021

Ms. Sudeshna Dey
F-16, Radhika Apartment, Haludbani Main Road
Parsudih, Jamshedpur-831002

Dear **Ms. Sudeshna**,

With reference to the discussions we had with you, the management is pleased to announce that you will be doing three months "Dissertation" in our organization starting from **22nd March, 2021.**

During the dissertation period you will be paid a consolidated stipend of **Rs. 10,000/-** (Rupees Ten Thousand) only per Month.

Upon successful completion of your dissertation and completion of course, you will be appointed as **"Management Trainee"**. During this period you will be paid a stipend of **Rs. 35,000/-** (Rupees Thirty Five Thousand) only subject to statutory deductions as applicable in your case.

Further please note that you will be provided with bachelor accommodation free of cost during your dissertation period.

This is a provisional Offer, formal letter of appointment elaborating terms and conditions of employment shall I be issued once you complete dissertation and join us as Management Trainee.

Please acknowledge the receipt of this offer.

Wishing you all the best.

For The Mission Hospital,

Ramesh Lall
VP-HR

I have read, understood and accepted the terms & condition of this offer. I am willing to start my dissertation on or before .....

Name :
Signature :

Date:

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FIGmd

Ref: APP/FI1277/2021 Date: 27th May 2021

Dr. Suman Pattnaik,
8800958219

Subject: Letter of Employment

Dear Suman,

With great pleasure, we invite you to be an integral part of **FIGmd (India) Private Limited ("Company")** as an employee.

With reference to your recent application and the subsequent interview/s you had with us, the Company is pleased to confirm your appointment as **Associate Clinical Data Analyst** at **L3** Level.

This Letter sets out the terms and conditions of your employment with the Company and supersedes all previous agreements and arrangements, whether verbal or in writing, between you and the Company.

The terms & conditions of the employment are as follows:

Date of Commencement:
Your employment with the Company shall commence **from 1st June 2021** ("**Date of Employment**").

Compensation:
Your cost to company **(CTC)** will be **INR 550,020/-** per annum **(Rupees Five Lacs, Fifty Thousand & Twenty only).** A detailed breakup of the CTC is set out in the Compensation sheet in Annexure A. You understand and agree that the employee benefits will accrue with effect from your Date of Employment.

Your compensation consists of Basic Salary, House Rent Allowance, other allowances and Benefits as per Company's prevailing policies. Employee and Employer's PF contribution, Gratuity and any other deductions as per statutory compliance and will be debited from your CTC. Your compensation is confidential and shall not be discussed or disclosed to anyone within or outside the Company without the prior written permission from the Company.

Probation & Confirmation:
All new Associate shall be on probation for a period of **six** month(s) from the date of joining and may be confirmed as a permanent employee upon successful completion of the probation. The employee would be confirmed on the 1st day of the month succeeding the month of completion of probation of six months from the date of joining the Company or after the period of probation, whichever is later.

Your probation period can be extended at the Company's discretion if your performance is not found satisfactory by the management. Such extensions shall be communicated in writing by the management. Till such time as the confirmation letter is issued to you by the Company, you shall continue to be on Probation.

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Performance Management System:
Performance review drives performance excellence in the Organization. All employees are eligible for an annual performance review. The performance review cycle is from April to March every year. There would be Quarterly, Mid-year and Annual performance reviews. To become eligible for performance review annual cycle for the current year, you should be in the organization for minimum of 6 months from your date of joining.

Compensation Progression:
Your compensation revision/progression shall depend upon your annual performance and business performance in the current appraisal cycle (April-March) and such change in the compensation, in no case shall be automatic and/or as a matter of right. You will be eligible for a compensation revision if you have joined on or before 30th September in the appraisal year. In any other case, the review shall take place in the subsequent appraisal cycle.

Your salary review will be subject to the policies of the Company which may be altered and implemented by the Company from time to time.

Leaves and Holidays:
In addition to the paid holidays under the applicable laws, you will also be entitled to leaves in accordance with the policies of the Company. Any leave entitlement must be taken in accordance with the policies.

Location:
You will be working at **FIGmd (India)Pvt Ltd. 6th Floor, Symphony IT Park, Nanded City, Sinhagad Road, Pune-411041.**However, your services are liable to be transferred to any other establishment, office, branch, department of the Company or subsidiary, associate or affiliate of the Company in India or abroad/existing or to be established - at a later date- at the discretion of the Company. Such a transfer shall not entitle you to ask for the benefits than those you are entitled to as on the date of the transfer.

In the event of such transfer, your remuneration and emoluments will not be adversely affected. However, you will be governed by the policies, rules, and regulations of service applicable to the new assignment or prevailing in those establishments/ offices/ branches/ departments/ company.

Working Hours:

- The Company typically observes a five -day working week (Monday - Friday) with weekly off on Saturday & Sunday.
- The Company's hours of operations are from 9:00 AM to 6:00 PM
- The Company observes a 9-hour workday which includes 60 minutes break
- Employees are expected to be productive for at least 8 hours a day with a monthly reconciliation
- It is expected that all employees will work from office, as applicable on all working days
- Depending on organizational requirements or project contingencies, working hours for specific employees, groups of employees or all employees may be modified / altered from time to time prior to managers approvals.
- Notwithstanding anything stated herein, the Company reserves the right to require you to work different or longer hours and/ or at weekends or other public holidays, if necessary, for the proper performance of your duties.

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Based on the business requirements, you may be required to work in shifts as per Company's policy.

Changes in Personal Details:
Any change in your residential address, telephone numbers, marital status, and academic qualifications should be notified in writing to the Company. All communication will be addressed to you on the last known address notified by you and it will be presumed that you have received such communication addressed to you.

Retirement:
The age of retirement from the Company's employment shall be on attainment of fifty-eight (58) years. For this purpose, the date of birth considered will be as per the certificate of proof of age submitted by you at the date of joining the Company. In case the last day of your employment falls on a non-working day, your last day of employment shall be the immediately preceding working day.

Agreements:
You are required to sign an Intellectual Property, Non-Disclosure and Confidentiality Agreement ("**Confidentiality Agreement**") effective from the date of joining. The Confidentiality Agreement is to ensure that all proprietary and confidential information, documents, literature, invention made or obtained during your tenure with the Company shall not be utilized by you at any point to undermine the interests of the Company.

Non-Solicitation:
It is agreed that during the period of the employment, there under, and for 36 months following the termination of your employment for any reason whatsoever, you shall not directly or indirectly provide any services to any of the Company's client or to any other company or entity doing similar business without the express, prior written consent from the Company with or without remuneration.

You further agree that you will not solicit or entertain offers from any of the existing or former clients of the Company, whether for yourself or on behalf of any other entity or in any manner attempt to induce any of the clients of the Company withdraw or reduce their business from the Company. You further agree that you will not solicit any employees or consultants of the Company or induce them into terminating their contractual agreements with the Company.

Background Information and Checks:
This letter of employment has been issued to you based on the information furnished by you about yourself in your resume. 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 herein.

If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer and/or to terminate your services immediately without notice and compensation or to take any appropriate action against you.

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Separation:

Your services in the company may be terminated by either party by serving **two (2)** months' notice or salary in lieu thereof. However, the Company shall have the right to terminate your services without notice for any misconduct, including those set out below or as may be prescribed under applicable laws or under any policies of the Company. Acceptance of salary in lieu of notice shall be purely the discretion of the Company and the same shall among other things depend upon the exigencies of work, completion of the assigned project etc.

a. For non-performance of any duty assigned to you pursuant to this agreement;
b. Not carrying and displaying at all times appropriate Company identification;
c. If you have conducted yourself in any way that is inconsistent with the due and faithful discharge of your duties or the terms of this agreement;
d. If you have indulged in any form of harassment, including sexual harassment, or other discriminatory behavior;
e. If you have willfully disobeyed a lawful or reasonable order from the Company or the Policies of the Company;
f. If you have been absent from service without notice in writing or without sufficient reasons for 7 days or more;
g. If you have caused grave damage to the property of the Company;
h. If you are found to have committed any dishonest act or by your actions and/or omissions, bring the Company, its officials or any other person connected with the Company to disrepute;
i. If you are found to be bankrupt or you have been guilty of borrowing money from other staff or customers of the Company involving misuse of your official position in the Company;
j. If you have committed any fraud or have assisted in the conduct of a fraud, or have otherwise not been ethical and diligent;
k. If you have been found to be grossly negligent in the conduct of your duties;
l. If you have made or given a false statement or document testifying to your ability or competence or relating to your state of health knowing that it is false;
m. If you have been found to be under the undue influence of drugs or alcohol during office hours or business events;
n. On any other acts of misconduct including without limitation conviction for criminal offences, disloyalty, moral turpitude etc. not befitting your position in the Company; and/or
o. If you have breached the provisions of the agreement/policies or provisions of applicable law including Companies Act.

Upon termination & acceptance of the separation notice as part of separation formalities, you shall immediately and not later than last working day from the date of termination or acceptance of the separation as the case may be, before you are relieved, hand over the papers, laptops, data drives, documents, keys, all soft wares, correspondence, specifications, books, data, confidential Information, drawings and any other property of the Company provided/ made available to you and shall not make or retain any copies of these items.

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Information Security and Dedicated employment:
The Company's information security policies, procedures and requirements are in addition to the ones set forth in The Information Technology Act, 2000 by the government of India. Offender shall be prosecuted to the fullest extent of the law.

You are responsible for complying with the level of access control given to you to ensure privacy & Security of company information and communication as per HIPAA Policy. If the business relationship with any associates or vendors demand disclosure of company's confidential information, immediately prior to such disclosure a Non-Disclosure agreement should be signed by both parties.

You agree not to undertake employment, whether with or without remuneration whether full-time or part-time, as the Director / proprietor / Partner / Member / Employee of any other organization/ entity engaged in any form of business activity without the written consent of **FIGmd (India) Private Limited.** The discretion to grant consent in this regard shall be solely of the company and the consent if given can be withdrawn at any time at the discretion of the Company.

Data Privacy:
FIGmd has adopted the following privacy policy principles.

FIGmd may, subject to compliance with applicable laws, collect, store, use and disclose information about individual employees which may constitute personal data under the Indian Government Laws for business purposes.

You consent to your personal data being processed for general employment and administration-related purposes including:

- Administering relationships services.
- HR Operational purposes Conducting market or customer satisfaction research.
- Providing individuals with information concerning products and services which we believe shall be of interest.
- Compliance with any requirement of law, regulation, associations, voluntary codes we decide to adopt.
- The detection, investigation and prevention of fraud and other crimes or malpractice.
- For the purpose of, or in connection with, any legal proceedings (including prospective legal proceedings), for obtaining Legal advice or for establishing, exercising or defending legal rights.

The personal data may be disclosed to FIGmd management, auditors, service providers, regulators, governmental or law enforcement agencies or any person, FIGmd reasonably thinks necessary for the processing purposes outlined above. Minimal data will be shared with the authorized entity as per the requirement only. The action taken after a violation if encountered is as follows:

- All violations shall be reported to Security Committee.
- A person shall be issued a warning or shall face stricter action depending upon nature of incidence for the first time of the violation.
- Any further violation on the part of the same person should result in strict disciplinary action up to termination of employment.

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Code of Conduct:
Employees covered by this policy are expected to fulfill certain duties and expectations that support the vision, mission and values of the Company. They are expected to conduct themselves in a manner deserving of trust. You agree to adhere to the expectations, policies rules and regulation of the organization specified as Standard Code of Conduct in General

Terms & Conditions of Employment. Subsequent disciplinary actions are described in company's Disciplinary Policy.

Payments Recovery Clause:
Any loan taken for the purpose of training & development from the company or amounts paid in terms of Joining Bonus, Retention Bonus, and Relocation Bonus is treated as an advance payment and nullified at the year end from the date of joining. However, if you have availed above benefits, and resign from the Company within one year from your date of joining, the amount paid by the Company towards advance payment shall be paid by you to the company before relieving.

Representations and Warranties:
You represent and warrant to the Company that:

a. you have been provided with a copy of this agreement for review prior to signing it;
b. you have reviewed the agreement and that you understand the terms, purposes, and effects of this agreement;
c. you have signed the agreement only after having had the opportunity to seek clarifications;
d. you have been given a copy of the signed agreement for your own records;
e. you have not been subjected to duress or undue influence of any kind to execute this agreement and this agreement will not impose an undue hardship upon you;
f. you have executed this agreement of your own free will and without relying upon any statements made by the Company or any of its representatives, agents, or employees;
g. this agreement is in all respects reasonable and necessary to protect the legitimate business interests of the Company;
h. you have all requisite power and authority, and do not require the consent of any third party to enter into this agreement and grant the rights provided herein;
i. the execution, delivery and performance of this agreement by you does not and will not conflict with, breach, violate or cause a default under any contract, agreement, instrument, order, judgment or decree to which you are a party or by which you are bound;
j. you are not a party to or bound by any employment agreement, non-competition agreement or confidentiality agreement with any person or entity other than the Company and/or its group companies or affiliates;
k. after the execution and delivery of this agreement by the Company and you, this agreement shall be valid and binding on you, enforceable in accordance with its terms;

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l. the services performed by you and all items and/or materials furnished by you in connection with or as a result of such services shall not infringe upon or violate the personal, civil, or property rights, or the rights of privacy of, or constitute a libel, slander, or unfair competition against or violate or infringe upon any common law right, copyright, trademark, trade name, or patent, or any other right of any person or entity;

m. you will not execute any instrument or grant or transfer any rights, titles, and interests inconsistent with the terms and conditions of this agreement; and

n. you represent that you are legally permitted to be employed in India.

Indemnity:

You hereby agree to indemnify, defend and hold harmless the Company, from and against any and all losses, suffered or incurred by the Company as a result of your employment as **Associate Clinical Data Analyst** of the Company, and which arise out of, or result from or are connected with (i) any event which occurred during the period of your appointment as the **Associate Clinical Data Analyst** of the Company, whether discovered then or subsequently; or (ii) any misrepresentation in, inaccuracy in or breach by any of the representation and warranties provided by you.

Waiver

No failure by a party to exercise, nor any delay by the party in exercising, any right, power or remedy hereunder shall operate as a waiver of that or any other right, power or remedy of the party, nor shall any single or partial exercise of any right, power or remedy preclude any other or further exercise of that or any other right, power or remedy.

Severability:

Each provision of this agreement is severable and distinct from the other and if at any time one or more of such provisions is or becomes invalid, void and/ or illegal, the enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby.

Assignment:

You shall not transfer, assign, or otherwise convey this agreement and all or any of its rights and obligations hereunder to any party, except with the prior written permission of the Company.

Jurisdiction:

This appointment letter shall be governed by the laws of India and any dispute that may arise from or as a result of or relating to this letter or your employment with the Company shall be subject to the exclusive jurisdiction of courts in Pune, Maharashtra, India.

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial association. We trust that our relationship will be guided by a quest for excellence in all facets of our interactions.

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By signing this letter, you communicate your acceptance of the contents of this letter and confirm that this letter supersedes any and all offers, promises made or accepted between yourself and the Company with regard to terms of your employment and the compensation thereof, whether made orally or in writing. Any changes made to this letter shall be in writing and shall be signed by both parties.

We welcome you to **FIGmd (India) Pvt. Ltd.** family and look forward to a fruitful collaboration.

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

Sincerely,
For FIGmd (India) Pvt.Ltd.,

FIGMD (INDIA) PVT. LTD. ★ PUNE ★

Ameya Gokhale

Manager-Human Resources

For Employee,

Name:

Location:

Date:

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Annexure A

Salary Break Up				
Sr No	**Particulars**	**Amount in INR**	**% As per Sal. Structure**	**L3**
I	**Monthly Gross Earnings**			
	Basic	18,334	40.00%	
	HRA	9,167	50% or 10%	
	Transport Allowance	1,600	As per grade	
	Medical Allowance	1,250	1250	
	Telephone Reimbursement Allowance	1000	As per grade	
	Food Allowance*	2200	2200	
	LTA reimbursement	2000	As per grade	
	Other Allowance	7252	Bal. Fig.	
	GrossSub Total 1	**42,803**		
II	**Employer Contribution**			
	Provident Fund	1950		
	ESIC	0		
	Gratuity	882		
	Health Insurance SA Rs 2 L + Accidental Insurance Premium SA Rs 10L	200	**No. of lives**	1
	Sub Total 2	**3,032**		
III	**Employee Contribution / Deductions**			
	Profession tax	200		
	Provident Fund	1800		
	ESIC	0		
	Sub Total 3	**2,000**		
IV	**Net Pay**	**40,803**		
V	**Monthly CTC**	**45835.00**		
VI	**Annual CTC**	**550,020**		

Note:-The income tax will be deducted as per income tax rules.

***A non taxable component which will be included on request. Employee will be provided with HDFC meal card post joining.**

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Job Description

Job Title: Clinical data specialist (L3)

Location: Pune

Reports to (job): Manager

Purpose of Position

- To be part of FIGmd Data curation Team Pune.
- Perform in line with the Quality Assurance System, including the FIGmd Code of Ethics and the FIGmd organizational policy
- Understand the current set of applications, processes
- Build knowledge repository by going through research papers, CMS guidelines
- Work with the mapping team and Clinical research analysis in the curation of data

Major Responsibilities

- Perform data exploration and curation of clinical data from the CDR
- Identify new codes and keyword patterns from the CDR that is relevant to the measure guidelines
- Assess data quality and completeness of the CDR data for a practice
- Build clinical documentation for various measures that can help mapping team
- Ensure timeliness of deliverable
- Identify, manage and escalate issues across project lifecycle phases

Experience:

Must have:

- Knowledge of clinical coding, EMR/EHR data structures, HIPAA regulations
- Ability to independently research data points and come up with solutions
- Good written and oral communication skills
- Good interpersonal skills, with a focus on listening and questioning skills
- Ability to absorb and retain information quickly
- Proven analytical and problem-solving abilities
- Following experience will be an added advantage (nice to have):
    - Knowledge of Linux commands and SQL
    - Statistical analysis
    - Exposure to multicultural teams

Education (Required):

Graduate or equivalent qualification with minimum 5+ years of successful experience in recognized, global IT services / consulting company in the US healthcare industry

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Note: The Job Description is subject to change from time to time, as per the requirements of the Company and the competencies / qualifications you may acquire in future

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Bangalore- 560076, India
www.emerg-inc.com
Ethnographic Medical Research Pvt. Ltd.
CIN: U72200KA2014PTC074567

30-03-2021

Dear Sunita,

With reference to our discussion and post successful completion of assessment, we are pleased to offer you a position with Ethnographic Medical Research Pvt. Ltd. (EMeRG) as RESEARCH ANALYST on the following terms and conditions:

1. Your remuneration, while working remotely for EMeRG's (also referred to as "Company" in the agreement) Bangalore office, will be Rs. 550,000/- (Rupees Five Lakh Fifty Thousand) cost to the company per annum subject to Income Tax deductible at source. This includes a variable component of Rs. 45,000. While the fixed component is paid out each month (as per Annexure A) by way of 12 monthly installments or arrears, the variable component would be dispensed upon successful completion of 12 months and meeting expectations associated with the position (to be measured by KPIs assigned upon joining)
2. The details of the cost-to-company are mentioned in Annexure A. The annual salary is eligible for revision post completion of 12 months and will be reviewed based on key performance indicators to be allocated over the next four months
3. You are requested to join on 1st April, 2021
4. You will be on probation for four months from the date of your joining EMeRG and shall continue to be so until and unless specifically communicated to you in writing. The probation period is extendible at the sole discretion of the Management. **The notice period during probation is of 4 weeks**. Upon confirmation, the terms for notice period are outlined in clause 9.
5. You are requested to bring the following at time of joining:
   PAN card copy
   2 passport size photographs,
   Copies of all Educational Degrees, Marksheets, Transcripts, & training Certificates;
   Letters of Experience from all Present and past employers
   Your latest salary slips or salary / stipend certificate from present employer

6. During your employment with the company, you will be governed by the service rules and regulations of the company in force or as introduced or amended from time to time
7. Unless prevented by sickness, other incapacity or as otherwise agreed by the Company, you would be required to devote the whole of your time attention and abilities during the working hours (9.5 working hours; additional hours as may be necessary for the proper performance of the duties, due to the nature of the work) to the business and affairs of the Company. You also hereby acknowledge that you may be required to work outside of these hours as may be necessary for the proper performance of the assigned projects and will not be entitled to any overtime pay in this regard
8. During your employment with the company, you will be liable to be transferred to any of the offices, whether existing or to be set up, anywhere in India or abroad, on the same terms and conditions of employment at the sole discretion of the management
9. Your employment with EMeRG may be terminated by giving a notice period of 8 weeks or payment of eight week's salary in lieu thereof, by either side. This would be subject to your involvement in various projects during the notice period and dependent on adequate transitioning or project completion
10. You may be required to sign a Service Agreement with the company if you are sent for any specialized training that may be required for up-gradation of your skills and knowledge in order to take up required responsibilities and assignments

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Ethnographic Medical Research Pvt. Ltd.
CIN: U72200KA2014PTC074567

11. Our offer is contingent on your signing and agreeing to abide by the terms of our company's Confidentiality Agreement (refer to confidentiality clause). In brief, the Agreement requires that you hold in trust and not disclose to any party, directly or indirectly, during your employment with our company and thereafter, any confidential information relating to, among other items, research, development, trade secrets, employee and / or customer prospect lists, or the business affairs of our company and any of its clients.
12. You have been engaged on the presumption that the particulars furnished by you in your application and resume are correct. In case the said particulars are found to be incorrect or that you have concealed or withheld some other relevant facts, our appointment with the company shall stand terminated / cancelled without any notice
13. You are entitled to 18 calendar days of paid holidays (inclusive of sick leave and casual leave) per year, accrued at 1.5 days per month. In the first year of employment, the leaves will be calculated on a pro-rated basis from the date of joining to end of calendar year. In addition, public holidays are followed as per Annexure B. Timings are always subject to operational convenience and the approvals of the Company
14. You will be entitled to carry forward up to 5 days of the annual holiday entitlement from one holiday year to the next. No payment will be made out in lieu of any unused portion at the end of a holiday year
15. The above leave policy doesn't apply during the probation period where any leave(s) availed result in loss of pay. However, public holidays can be availed during the probation period
16. Please sign the duplicate copy of this letter on each page, to be returned to us as your acceptance of this offer and the terms/conditions detailed in this letter. Please note that no commitments other than what is mentioned in this letter & its annexure will be applicable to you or entertained by us

Confidentiality clause: You will not without the prior written consent of the Company either directly or indirectly publish any opinion, fact or material or deliver any lecture or address or participate in the making of any film, radio broadcast or television transmission or communicate with any representative of the media or any third party relating to the business or affairs of the Company or any Associated Company or to any of its or their officers, employees, customers/clients, suppliers, distributors, agents or shareholders or to the development or exploitation of Intellectual Property. For the purpose of this Clause "media" shall include television (terrestrial satellite and cable), radio, newspapers and other journalistic publications.

You will not at any time (either during or after the termination of the employment) disclose or communicate to any person or use for your own benefit or the benefit of any person any trade secrets, secret or confidential information concerning the organization, business, dealings, finances, affairs or conduct of the Company, any Associated Company, its or their staff or business partners, or any similar matters which may come to your knowledge in the course of the employment and shall use your best endeavors to prevent the unauthorized publication or misuse of any confidential information provided that such restrictions shall cease to apply to any confidential information which may enter the public domain other than through your default.

All notes and memoranda of any trade secret or confidential information concerning the business of the Company or any Associated Company or any of its or their suppliers, agents, distributors, customers or others which shall have been acquired, received or made by your during the course of the employment shall be the property of the Company or any Associated Company and shall be surrendered by the Employee to someone duly authorized in that behalf at the termination of the employment or at the request of the Company or any Associated Company at any time during the course of the employment.
Following is a non-exhaustive list of matters which in relation to the Company and any Associated Company are considered confidential and must be treated as such by you:
a. portfolio information and trading strategies
b. any trade secrets of the Company or any Associated Company;

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CIN: U72200KA2014PTC074567

c. any information in respect of which the Company or any Associated Company is bound by an obligation of confidence to any third party;
d. unpublished and price-sensitive information relating to securities listed on any recognized stock exchange;
e. the movements and whereabouts and all personal or private matters concerning senior employees and directors of the Company or any Associated Company;
f. marketing strategies and plans of the Company or any Associated Company;
g. client lists and details of contacts with or requirements of clients or the Company
h. pricing strategies of the Company or any Associated Company;
i. lists of service providers to the Company or any Associated Company;
j. information which has been supplied in confidence by clients of the Company or any Associated Company or service providers to the Company or any Associated Company;
k. any other information treated as confidential by the Company or any Associated Company on a day to day basis including software passwords and any other passwords;
l. information and details of and concerning the engagement employment and termination of employment of the Employee and any other personnel of the Company or any Associated Company;
m. information concerning any litigation proposed in progress or settled, to which the Company or any Associated Company may become/is/was a party; and
n. any other information made available to the Employee which is identified to the Employee as being of a confidential nature.

Intellectual Property Clause: You will promptly communicate and disclose in writing to the Company all intellectual Property (whether or not patentable), suggestions, concepts, formats, arrangements, discoveries, developments, ideas, licenses, writings, designs, software (whether in source or object code form), patents, copyrights, trademarks, trade secrets, know-how and patent, copyright and trademark applications which are made, conceived, developed or reduced to practice by you alone, or jointly with other, during the time of your employment with the Company (hereafter, collectively "Intellectual Property"). You hereby assign all of your right, title and interest in all such Intellectual Property to the Company or to a party designated by the Company, free and clear of any claims by you of any character whatsoever, unless the Company notifies you in writing that the Intellectual Property belongs to you in whole or in part

We are pleased in welcoming you to Ethnographic Medical Research Pvt. Ltd. (EMeRG) and sincerely hope that your period of service and collaboration with us will be long, pleasant and of mutual benefit.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

B-16, Green Orchard, Nayanappanahalli,
Bangalore- 560076, India
www.emerg-inc.com
Ethnographic Medical Research Pvt. Ltd.
CIN: U72200KA2014PTC074567

Sincerely,
For Ethnographic Medical Research Group

For ETHNOGRAPHIC MEDICAL RESEARCH PVT. LTD
Authorised Signatory

Authorized Signatory
Krishanu Bhattacharjee
Founding Director and Chief Executive Officer
Ethnographic Medical Research Pvt. Ltd.

Agreed and accepted:

I have read, understood and agree with the terms stated in this letter. My signature below constitutes an acceptance of this offer of employment

Signature (Sunita Kumari Patro)

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Bangalore- 560076, India
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Ethnographic Medical Research Pvt. Ltd.
CIN: U72200KA2014PTC074567

EMeRG

ANNEXURE A

	Monthly	Annual
Basic	21,042	2,52,500
HRA	8,417	1,01,000
Medical Allowance	2,000	24,000
Fuel Reimbursement	2,000	24,000
Communication Allowance	2,000	24,000
Special Allowances	6,625	79,500
Annual Bonus		45,000
CTC	42,083	5,50,000
Deductions*		
PT	(200)	2,400
Net Salary (prior to TDS deduction)	41,833	5,47,600

*TDS deductions will be made based on investment declaration provided by the candidate.

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Ethnographic Medical Research Pvt. Ltd.
CIN: U72200KA2014PTC074567

HOLIDAY LIST FOR 2021	
DATE	**HOLIDAY**
14-Jan-21	Makara Sankranthi
26-Jan-21	Republic Day
2-Apr-21	Good Friday
13-Apr-21	Ugaadi
01-May-21	May Day
14-May-21	Ramadan
10-Sept-21	Ganesh Chaturthi
02-Oct-21	Gandhi Jayanti
15-Oct-21	Dussehra
01-Nov-21	Kannada Rajyothsava
03-Nov-21	Deepavali
25-Dec-21	Christmas

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Near Sanganer Airport, Jaipur-302029

10.15

ExpressRCM Private Limited
Level 5, The Hive, VR Bengaluru Mall,
ITPL Main Road, Mahadevapura, Bangaluru - 560048
hello@expressrcm.com
www.expressrcm.com
CIN: U72900RJ2019PTC067077

OFFER LETTER

18-Jan-2021

Dear **Supriya Sen**,

At ExpressRCM Private Limited, a fully owned subsidiary of 314e Corporation, USA (hereinafter referred to as "**Company**"), we strive to provide our employees a challenging work environment and all the resources necessary to fulfil both professional and personal goals. Based on our interactions, we are confident that you have the necessary qualities and skills we are looking for.

We would therefore like to offer an **Internship cum Pre-Placement** to you. The details of the same are given in this document ("**Offer Letter**").

Your full-time internship will start on 15-Feb-2021 ("**Internship Start Date**"), and end on 9-Jul-2021 ("**Internship End Date**"). During this internship, you will hold the position of **Trainee Analyst** and will be paid a stipend of INR 35,000/- (Thirty-five thousand only) per month.

Your full-time employment with the Company will begin on 12-Jul-2021 ("**Employment Joining Date**"), subject to fulfilment of the following conditions:

1. Satisfactory performance during your internship with the Company
2. Successful completion of your degree program with IIHMR with a First Division or higher
3. Satisfactory verification of the documents/information provided to us

Once you start the full-time employment with the Company, you will hold the position of **Business Analyst** and will be paid a CTC (Cost-to-Company) of INR 6,00,000/- (Six Lakh only) per annum. The break-up of the same shall be subject to applicable government guidelines & best practices.

You will be initially posted at Jaipur, Rajasthan, India. The Company may change your work location from time to time. Due to the COVID-19 guidelines in effect, the Company is working on setting up a new office space to comply with the same. Until further notice, you will be working remotely/from home, during your internship. The Company may call you for in-person meetings by giving prior notice.

You will be on probation for a period of three (3) months from the Employment Joining Date & on successful completion of your probation period, your employment will be considered to be permanent. The Company's standard Group Health Insurance covers all its employees post completion of probation period. All employees are provided with a professional work environment. We require our employees to commit to using the facility and provided software/hardware for lawful business purposes only. The hardware/software is Company's property, and its use should be in strict compliance with our policies and procedures.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ExpressRCM Private Limited
Level 5, The Hive, VR Bengaluru Mall,
ITPL Main Road, Mahadevapura, Bengaluru - 560048
hello@expressrcm.com
www.expressrcm.com
CIN: U72900RJ2019PTC067077

We require 60 days' prior written notice, or basic salary in lieu thereof, if you choose to quit the employment with the Company post probation period and a 14 days' prior written notice during the probation period. Any time, during your employment and after your separation from the Company, you are bound to maintain the confidentiality of all the information that you have come across in the course of your employment with the Company.
In the event you fail to join the Internship by the Internship Joining Date, and the full-time Employment by the Employment Joining Date, this Offer Letter shall be void *ab initio* and will have no effect, unless the joining dates are extended and communicated to you in writing by the Company.

Please confirm your acceptance to the terms and conditions of this Offer Letter by countersigning the same and emailing us a scanned copy within two (2) working days from the receipt of this letter, failing which this Offer Letter shall stand withdrawn, and revoked.

At the time of joining for full-time employment, you will be required to sign an employment agreement which shall be legally binding and shall govern your employment with the Company. Your position, responsibilities, work location and compensation may be modified based on your performance and evolving needs of the Company. Additionally, the Company reserves the right to modify benefits, contribution and reimbursement levels from time to time, as it deems necessary.
We look forward to working with you!

Regards,

Authorised Signatory

I have read and understood the terms of this Offer Letter and its Annexure and I accept the same.

Supriya Sen
Employee's Signature

Employee's Name: SUPRIYA SEN
Date of Signing: 19 January 2021
Place of Signing: Ghatotand, Ramgarh, Jharkhand

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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ONE LIFE
HOME HEALTHCARE

Date: 9th April 2021

Dr. Surbhi Gandotra

D/O. Rajesh Gandotra,
House No.644, Subash Nagar,
Rehari Mohalla,
Jammu & Kashmir - 180005

Dear Dr. Surbhi,

Sub: Offer of Employment

This is with reference to your application and subsequent interview you had with us. We have pleasure in offering you a position of **"Management Trainee"** in our organization. The salary and perquisites applicable to you as a full timer is as discussed and mutually agreed upon and will aggregate to an all-inclusive annual of **Rs. 6,00,000/- per annum (Rupees Six Lakh Only)**. Please note that the organization views this offer letter and the compensation details to be highly confidential and expects you to maintain strict confidentiality in respect of the same.

Our offer is subject to the following terms and conditions: -

1. You will be initially posted in **Chennai** but may be transferred/deputed to any of the offices/project sites of the organization in India or abroad.

2. You are requested to join our organization in Chennai on or before **15th April 2021**. Any change in the date of joining will be intimated to us in advance and will be subject to our acceptance, failing which the offer would stand cancelled.

3. Your appointment is subject to the organization receiving the following documents at the time of reporting for your assignment.
    a. Original certificates of academic / professional qualifications
    b. Original Experience certificate from employer
    c. Original Relieving letter from your current employer
    d. Last drawn salary / increment details
    e. Photocopy of your passport
    f. Four passport size photographs and two stamp size photographs
    g. TDS / Form – 16
    h. Proof of Identity – DL / PAN Card / Voters ID Card.

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ONE LIFE
HOME HEALTHCARE

4. You will be initially on probation for a period of six months from the date of your appointment. On completion of your probation period and if your performance is found satisfactory by the management, your services will be confirmed in the organization.

5. Please note that in the event that the documents as mentioned in Para 3 are not furnished to the organization or that a subsequent verification reveals that the information furnished is incorrect, then your appointment shall be deemed void and further, the organization reserves it's right to initiate such action against you as may be necessary.

6. Your appointment is subject to your being medically examined and found fit and also you are liable for periodical health check-up as required by the organization from time to time.

7. This offer letter is subject to satisfactory report from the reference checks & Background Verification to be conducted by the organization.

8. Your letter of appointment detailing the terms and conditions of your appointment and remuneration details (as applicable) will be issued at the time of your joining the organization.

9. This offer is valid for a period of 2 days from the date of this letter. Please sign and return the enclosed duplicate copy of this letter as token of your acceptance.

We look forward to your joining our organization.

Yours sincerely,
For Tattva Home Healthcare Pvt Ltd

DocuSigned by:
TR Narayanaswamy
CDFF6E170A234CE...

T.R. Narayanaswamy
Chief Executive Officer

I agree to the terms and conditions of this letter

Name: _____
Proposed Date of Joining: _____
Place:
Date:

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Deloitte.

Deloitte Consulting India Private Limited

Opposite to Meenakshi Tech park,
4th Floor, Survey No 41, Gachibowli village,
Ranga Reddy, Hyderabad,
Telangana – 500032

Tel: +91 040 67621000
www.deloitte.com

05/23/2021

Ms. Surbhi Garg
MIG 41 New Awas Vikas , Delhi Road
opposite Mohan Pandey Nursing Home,
saharanpur - 247001

Subject: Offer of Employment

Dear Surbhi Garg:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **June 21, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.5,60,004/-** and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.50,000/-** subject to your reporting for full-time employment on **June 21, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") require their employees to

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make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **June 21, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Surbhi Garg, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:
Ramprasad Ramanathan
B523B0D79D8D493...

Authorized Signatory

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Ms. Surbhi Garg

Acceptance

I, **Surbhi Garg**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
Surbhi
E1A89913BC2D450...

Signature

05/24/2021

Date

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a *Deloitte Entity*, and (3) it does not result from any work performed by me and the *Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual's name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes *PII* when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual's name is used with *PII* that is not business contact information, it is included in the definition of *PII*.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any *Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement,

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including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United Stated Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the *PCAOB*, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a *Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my *Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

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2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT ("Employment Agreement")

You will be expected to sign the Employer's Employment Agreement. Please contact Talent for further details.

3. HARRASSMENT POLICY

Administrative Policy Release ("APR") 213 is the Employer's policy prohibiting harassment. Deloitte LLP's subsidiaries located in India ("Deloitte India (Offices of the US)") are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining *Deloitte U.S. India.*

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer's policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years.* Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a *Deloitte Entity* or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **60 Days** by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

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* This provision is not applicable for U.S. citizens (and citizens of any other country where enforcing Deloitte India (Offices of the US)'s mandatory retirement age would be prohibited by the laws of that country) for whom there is no mandatory retirement age.

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In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/ employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.

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period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. ***Pre-existing Creations; Personal Creations.*** My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B,** and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.

12. **Post-*Employment* Restriction re: Clients.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, for a period of one year following the termination of my *Employment* for any reason, I will not, directly or indirectly, solicit or provide services to any client or prospective client of a *Deloitte Entity* to which I provided (or participated in a proposal to provide) services during the two-year period prior to termination of my *Employment*.

13. **Exceptions to Post-*Employment* Restriction re: Clients.** I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.

14. **Future Employment with Clients.** Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities*

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remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. **Restriction re: *Personnel* and Contractors.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated, (b) participate in the hiring or admission of any *Personnel*, or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.

16. **Post-*Employment* Restrictions re: *Deloitte Property*.** Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a *Deloitte Entity* to remove such *Deloitte Property*.

OTHER POST-*EMPLOYMENT* OBLIGATIONS

17. **Transition of Work and Cooperation.** Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licenser of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.

18. **Notification of Post-*Employment* Obligations.** I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.

19. **Certification.** I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15 and 16 of this Employment Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. **Equitable Relief and Attorney's Fees.** I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15, or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte*

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Entity is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. **Liquidated Damages: Client Fees.** I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to 50% of all fees received by me (or any person or entity with which I am associated) in connection with such breach. Such percentage shall be paid within thirty days after each fee payment is received and in respect of all services in connection with such breach during the two years following the termination of my *Employment* for any reason.

22. **Liquidated Damages: Compensation.** I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

23. **Right of Inspection.** I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. **Governing Law; Choice of Forum.** This Employment Agreement is deemed to have been executed in the Employer's office in **[HYDERABAD:** Hyderabad, Andhra Pradesh, India**] [MUMBAI**: Mumbai, Maharashtra, India**] [BENGALURU**: Bengaluru, Karnataka, India] [**GURGAON**: Gurgaon, Haryana, India**]** and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.

25. **Modifications.** My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.

26. **Severability.** Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to

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the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. **Blue-Penciling.** If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefor another provision that is legal and enforceable and that achieves the same objective.

28. **Waiver.** None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.

29. **Entire Agreement.** This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.

30. **Transfer and Assignment.** Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 8, 10, 11, 12, 14, 15, 16, 17, 18, 19, and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.

31. **Headings.** The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

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EXHIBIT D

Exceptions to Post-*Employment* Restrictions: re: Clients

[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

Name of Client	Specified Kind of Services(s) Permitted

Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

I have read and understood the above policy terms.

Signature	Name	Date

An *Authorized Signatory*'s signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

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Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the "Employer"), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to www.deloittenet.com and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

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m-insure
SANRAKSHAN | SWASTHAYA | SURAKSHA

Date: 19/05/2021

OFFER LETTER

Dear Ms. Surbhi Verma,

Thank you for investing your time to pursue an opportunity with **M-INSURE.** We would love to have you in the company.

Further, "**Company**" for all purposes in this email shall mean "**M-INSURE Services Private Limited**". Following are the terms and conditions associated:

a. Your date of Joining will be **7th May 2021**.
b. Two months of internship with a pay of Rs. 10,000 per month.
c. Based on your performance during the internship and post 1-month of probation- you will be offered the position of Junior Ops Manager with a CTC of 5.5 Lakhs per annum.
d. You're working with the company is contingent upon satisfactory reference and background checks including verification of your application materials, education and employment history. It is also contingent upon your ability to work for the company without restriction (i.e. You do not have any non-compete obligations or other restrictive clauses with any previous employer)
e. If any information furnished by you in your application for employment or during the selection process is found at any time during your involvement with the company to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice orcompensation.

You are required to submit the following:

a. Photocopies of your highest educational certificates
b. 1 passport size photograph
c. Photocopy of Passport or Aadhar card.
d. Photocopy of the PAN Card
e. Bank Account number for Salary

Once again, congratulations and we look forward to having you onboard.

For M- Insure Services Private Limited

Priya Rajput
(For HR Department)

Employee Signature

(I unconditionally accept above offer of Appointment under the company on the terms and conditions mentioned therein)

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1019

Placements

From:	*Swahili Mishra <swahilimishra9415@gmail.com>*
Sent:	*14 May 2021 15:38*
To:	*Placements*
Subject:	*Fwd: Offer Email for the Post of Market Research Analyst _ Swahili Mishra*
Attachments:	*image001.png*
Follow Up Flag:	*Follow up*
Flag Status:	*Flagged*

swahilimishra9415@gmail.com appears similar to someone who previously sent you email, but may not be that person. Learn why this could be a risk

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

---------- Forwarded message ---------
From: **Abhinav Govil** <abhinav.govil@avoraus.com>
Date: Fri, 14 May, 2021, 1:10 pm
Subject: Offer Email for the Post of Market Research Analyst _ Swahili Mishra
To: Swahili Mishra <swahilimishra9415@gmail.com>

Dear Dr. Swahili Mishra,

This is with reference to your application for employment and subsequent interviews you have had with us, we are pleased to offer you the position of **Market Research Analyst** . You are expected to join virtually on May 17, 2021 at 11:30 AM IST on the below mentioned link:

Video call link: https://meet.google.com/wzu-rssx-iyi (*Kindly ensure that your camera is switched on during the induction.)

Your annual Cost to Company (CTC) will be Rs. 3,50,000/- (Rupees Three Lakhs Twenty Thousand Only) which includes Rs. 3,00,000 as fixed and Rs 50,000 as a variable amount which will be given on performance basis.

You are requested to submit a copy of the following documents on day one of your joining:

- All Educational certificates. **(Already Received)**
- Address Proof (e.g. Driving License and Passport). **(Already Received)**
- Appointment, relieving and experience letters for the current and the previous employer.
- Latest increment / promotion letter (if any).
- Last three months salary slip of current & one from previous employer (if any).
- Three Passport sized photographs. **(Already Received)**
- PAN Card & Aadhar Card Copy. **(Already Received)**

The appointment letter will be issued to you after completion of all the joining formalities & submission of all the necessary documents.

During lockdown you will be working from home but you will required to join in person in office after lockdown eases.

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We are excited about the challenges and opportunities ahead of us and look forward to you being part of our Company. I wish you well and look forward to having you on board.

Kindly acknowledge the receipt of this email.

Let me know in case of any concern.

Thanks, Abhinav

Abhinav Govil

Co-Founder & Director

3rd Floor, 14/59, Shipra Path, Mansarovar, Jaipur – 302020

Rajasthan, India

Office Contact No: +91 74278 21920

Mobile No: +91 97991 42854

Email ID: abhinav.govil@avoraus.com

Website: www.avoraus.com

Disclaimer:

This email and all its content are confidential and proprietary. In case you receive any such email by mistake, kindly delete it and do not share with anyone. Also, please feel free to write back to us at info@avoraus.com.

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1020

ImpactGuru.com

Dear Dr. Kunchala Sai Swapnika,

I am pleased to extend to you an offer of Consultant as **Business Development Trainee** with **Impact Guru** and joining date would be **01st April, 2021**.

We have enjoyed getting to know you and believe you have much to contribute to our firm and our culture. We hope that in the process of getting to know us, you have concluded that the fit is compelling and that ImpactGuru is the best firm at which to take the next step in your career and to grow further. We congratulate to you!

ImpactGuru's aspiration of innovative thinking, open collaboration, and passion for driving change enables nonprofits, social enterprises, corporate, and other change-makers and impact creators to outperform and our Consultants to achieve greatness. We will be thrilled to have you as part of our team. You will bring your ambitious aspirations and unique talents to the firm and to our clients. In return, you will find unparalleled opportunities for personal and professional development at ImpactGuru, with no limits on the paths your career may take.

We feel that your skills and background will be valuable assets to our firm and we are delighted at the prospect of your joining us. Impact Guru is a transformative organization and aspires to be a market leader in its niche. Within and beyond ImpactGuru, our people will make a difference to the world because of the leaders they will become while here.

Please reach out to me with questions at any time. We hope to stay in close contact with you and look forward to having you as our colleague.

COMPENSATION:

Annual Professional fees

Your annual Professional fees will be Rs. 4,00,000/- paid in equal instalments every month. Your Professional fees will be subject to TDS or other statutory deductions, if any.

Compensation details:

Total CTC Offered: 5.80 LPA

CTC offered: 4 LPA (Fixed) + Upto 60,000/- PA (Travel Allowance) + Upto 1,20,000/- LPA (Incentives - performance-based)

Below mentioned documents are necessary to submit:

- Pan Card, Aadhar Card
- Address proof
- Educational Certificate
- Last 3 Payslips and Bank Statement

Impact Guru Technology Ventures Private Limited
101, Jaisingh Business Centre, 119 Sahar Road, Andheri East, Mumbai - 400099, India.

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- Previous Experience Letter/Offer Letter/ Relieving letter
- Cancelled Cheque/ Any Account Detail Proof
- Front facing Photo
- 3 Reference details from previous company (HR, Reporting Manager, Founders)

Compliance with Terms and Conditions and Policies

All consultants are required to comply with Impact Guru's policies, which include those related to non-discrimination, sexual harassment, confidentiality, non-compete, and others as outlined in other policies as will be shared with you from time to time. You will be required to sign this letter which provides a statement of basic standards of behaviour and expectations central to Impact Guru's values.

Your Appointment as Consultant is subject to a positive reference verification & submission of documents and the terms and conditions outlined in this letter and all HR policies and procedures of Impact Guru, as amended from time to time.

On acceptance of this letter, you cannot discard our offer and /or cannot join /accept / prefer other offer upon acceptance of our offer, you cannot leave Impact Guru within a period of 6 months, in case you want to leave within 6 months then you have to serve a 2 months' notice or buy out the notice period with 2 times of your salary, post 6 months the notice will be revised to 1 month. In conflict of aforesaid terms, you will be responsible for reimbursing the company three times of the salary paid to you within seven days from the date of your resignation failing which Impact Guru shall be constrained to file appropriate proceedings both civil and criminal, in the court of law for the recovery of the aforesaid amount. The interest shall be charged at the rate of 18% p.a. upon failing to make payment within seven days as aforesaid.

Accepted,

Name:

Date:

Signature:

Impact Guru Technology Ventures Private Limited
101, Jaisingh Business Centre, 119 Sahar Road, Andheri East, Mumbai-400099, India.

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Anita Thapa

From: *Anshul Goyal*
Sent: *12 April 2021 14:25*
To: *Ms. Anita Thapa*
Subject: *FW: LOI*

From: Anshul Goyal
Sent: Tuesday, March 30, 2021 10:50 AM
To: Swati Kharbanda <swatikharbanda.j19@iihmr.in>
Subject: FW: LOI

FYI.

From: Keshav Dixit
Sent: Saturday, March 27, 2021 4:41 PM
To: Anshul Goyal <anshul@iihmr.edu.in>
Cc: Gunjan Senior Executive HR <careers@apexhospitals.com>
Subject: LOI

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Ms. Swati Kharbanda,

Congratulations!! Subsequent to your interview, **Apex Hospitals** is pleased to make you an offer for the position of **"Management Trainee"**. This position would be based **at Head Office, Malviya Nagar, Jaipur .** You are required to join us not later than **1-July 2021.**

As an employee of the company, you will receive a monthly CTC (Cost to Company) of **Rs 27,500/-** This will be disbursed to you in accordance with the prevailing standard compensation plan of the company.

As mutually agreed, we will be paid 8000/- Rs as Stipend for 3 Months Internship Program(1st April 2021 to 30th June 2021), and after that, you will eligible for mentioned salary.

This mail indicates our intent to make you an offer but does not constitute an appointment. You will receive your appointment letter on completing your joining formalities with all the relevant documents.

Please send an email confirmation of the acceptance of the offer before 2 pm by 31-March-2021.

We look forward to welcoming you onboard soon. In case you have any queries, please feel free to touch base and we would be happy to assist you.

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Near Sanganer Airport, Jaipur-302029

Placements

From: Swati Singh
Sent: 05 March 2021 16:31
To: Placements
Subject: FW: Provisional offer from Apollo Home Healthcare Ltd - Assistant Manager - Product Development

DRSINGHSWATI12@GMAIL.COM appears similar to someone who previously sent you email, but may not be that person. Learn why this could be a risk Feedback

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---------- Forwarded message ---------
From: **Mustafa Vali Shaik** <mustafa_v@apollohomecare.com>
Date: Mon, 1 Mar 2021 at 12:17
Subject: Provisional offer from Apollo Home Healthcare Ltd - Assistant Manager - Product Development
To: <drsinghswati12@gmail.com>

Dear Dr. Swati Singh,

Greetings and congratulations!!

At the outset , we are positive about your interactions with us.

We are pleased to offer you for the position of "**Assistant Manager" in Product Development Department** with the remuneration of **CTC of Rs. 5,00,000/-** (Rupees Five Lakhs per annum) inclusive of insurance benefits.

CTC per month : Rs. 41,667/-, Net take home salary is Rs. 35,950/- per month (Subject to income tax deduction)

Date of Joining: 08th March, 2021

Location: Corporate - Hyderabad

Reporting Functionally & Administratively to Manager Product Development

Upon receipt of your acceptance on the above terms, we shall send you detailed terms of contract.

Request you to send your acknowledgement and acceptance on the same, failing which the offer stands withdrawn.

Feel free to revert in case of any queries.

Look forward to have you board.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Regards,

Mustafa Vali Shaik

Assistant Manager - HR

APOLLO HOMECARE
-We are your family-

Apollo Home Healthcare Limited
#8-2-293/82/L, Plot No.253/A,
Venkateswara Colony, Road No:12, Banjara Hills, Hyderabad - 500034
Tele : +91 (40) 2360 6006, Ph no: +91 9494730461

E-mail : mustafa_v@apollohomecare.com Web : www.apollohomecare.com

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

Offer Letter

From HR Executive <hr.executive@isiconline.org>
Date Mon 2/1/2021 2:57 PM
To Tanushka Goyal <tanushka.j19@iihmr.in>
CC Hem K. Bhargava <hkb@iihmr.edu.in>; Shayan Pal <shayan@iihmr.edu.in>; Anshul Goyal <anshul@iihmr.edu.in>; Jyoti B. Panda <hr.amgr@isiconline.org>; Ritu Kalra <hr.mgr@isiconline.org>

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Dear Ms. Tanushka Goyal,

With reference to your interview and subsequent selection on the post of **Trainee in the Department of Quality,** we are pleased to inform you that our Management has approved your joining with us.

Your total annual Cost to Company (CTC) will be **Rs. 4,00,000 (Four Lakhs Only)**, subject to applicable deductions.

Kindly bring following documents on the date of joining:-

- 05 recent colored passport size photographs
- Pan Card, Aadhaar Card (Original and Xerox)
- Academic Certificates (Class 10th to highest level of qualification), Original and Photostat copies of Mark sheets and Degrees
- Experience Certificates (if applicable)
- Date of Birth of Parents along with Photograph of Parents and In Laws (If applicable)
- Bank Account No. and its IFSC code of ICICI BANK (if you have an account in ICICI Bank)

Please report to the HR Department on the date of joining at **9:00 a.m** for joining formalities.

Kindly acknowledge the receipt of this mail.

Warm Regards
Anu Seth
HR Executive
HR Department
Indian Spinal Injuries
Centre 011-42255359

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029



Fwd: PROPOSED JOB OFFER/MANAGEMENT TRAINEE/TANZILA/BU AUH

KS Kerubin Saet
Tanzila Hafiz
5:16 PM

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Dear Ms. Tanzila,

Greetings from Burjeel Hospital!!

Following your recent interview, we are pleased to offer you the post of Facility Coordinator at **Burjeel Hospital Abudhabi**

Kindly refer to the below particulars of proposed offer for your reference.

PERSONAL DATA & JOB PARTICULARS

Name	Tanzila	Job Title	Management Trainee
Nationality	Indian	Department	Operations
Date of Birth		Reporting to	HOD
			Burjeel

Reply

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PERSONAL DATA & JOB PARTICULARS

Name	Tanzila	Job Title	Management Trainee
Nationality	Indian	Department	Operations
Date of Birth	_____	Reporting to	HOD
Marital Status	_____	Business Unit	Burjeel Hospital
Category	Non-Clinical - Admin	Contract Type	Limited

SALARY PARTICULARS- PER MONTH

Basic Salary	AED	1,400/-
Housing Allowance (HRA)	AED	Bachelor Shared Accommodation
Special Allowance	AED	1,050/-
Transportation Allowance	AED	1,050/-
Gross Salary	AED	3,500/-

TERMS & CONDITIONS

Employment Contract Status	Single Status - Employee visa expenses shall be borne by the company
Hours of Work	48 Hours (6 days a week)
Probation Period	06 Months
Notice Period	03 Months
Annual Leave	30 Calendar Days as per UAE Labor law - Entitled for basic salary + HRA only (if not staying in company provided accommodation)
Medical Insurance	Insurance Coverage for self only – (If on employment visa.)
Air Ticket	Fixed allowance (Economy airfare) for self, upon completion of every 2 year of service based on place of origin. (Can avail if on employment visa.)
Additional Benefits (if any)	NA
End of Service Settlement	As per UAE Labor Law

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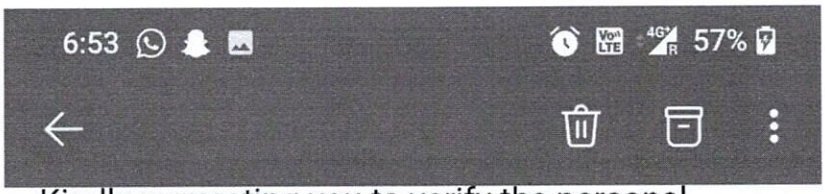

Kindly requesting you to verify the personal details(***name, nationality, date of birth & marital status***) in proposed offer.

Please share a copy of passport along with acceptance.

Looking forward to hearing hear from you at the earliest.

Thank you.

Regards,

kerubin saet
hr officer

Disclaimer: The information contained in this message may be confidential and legally protected under applicable law. The message is intended solely for the addressee(s). If you are not the intended recipient, you are hereby notified that any use, forwarding, dissemination, or reproduction of this message is strictly prohibited and may be unlawful. If you are not the intended recipient, please contact the sender by return e-mail and destroy all copies of the original message.

Reply

Registrar
The IIHMR University
1, Prabhu Dayal Marg
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1025

www.sankaraeye.com

SRI KANCHI KAMAKOTI MEDICAL TRUST
SANKARA EYE FOUNDATION, INDIA

BOARD OF TRUSTEES

Dr.S.V. Balasubramaniam - Chairman Dr.R.V. Ramani - Founder & Managing Trustee

Dr.P.G. Viswanathan Dr.S.R. Rao Dr.S. Balasubramanian Sri.M.N. Padmanabhan Mrs. Seetha Chandrasekar Sri.J.M. Chanrai Sri. Murali Krishnamurthy

1st February 2021

Dr. Tarvinder Kaur

#1507, Sector 64,

Mohali- 160062.

Sub: Offer Letter

Dear Dr. Tarvinder Kaur,

Welcome to the Sankara Family!!!

Congratulations! You are selected to undergo Internship at Sankara from **22nd March 2021 to 21st June 2021**. During this period you will be positioned as **"Intern"** at **Mission Head Quarters, Coimbatore**.

- You shall be paid a monthly stipend of **Rs. 20,000/-(Rupees Twenty Thousand Only)** per month subject to tax deduction as applicable by Income Tax Act.
- You will not be eligible for any leave during your internship period.
- Only on successful completion of Internship you will be eligible for Completion Certificate.
- On successful completion of internship, you will be absorbed as **"Management Trainee"** for a period of one year with a stipend of **Rs. 40,000/-(Rupees Forty Thousand Only)** per month subject to tax deduction as applicable by Income Tax Act and continue to report at **Mission Head Quarters, Coimbatore**.
- During Training period you will be eligible for one day Trainee leave per month.
- You shall report to **Ms. Srini Karthikeyan, Chief People Officer, Sankara Eye Foundation, India** during **Internship period**
- Your Internship and Training will involve Travel to other unit hospitals. (Travel Policy applicable- travel tickets & accommodation during travel will be borne by SEF, India).
- You may be transferred to other locations during Training period.

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On the date of joining you are requested to bring

- ✓ Three Passport- size photographs.

Also carry the Originals and photocopies of the following documents:

- ✓ Educational certificates and Mark sheets.
- ✓ Medical Fitness Certificates.
- ✓ PAN Card, Residential Proof and Aadhaar Card.

Submission of the documents mentioned above is mandatory on the Date of Joining.

This Offer of employment is subject to us receiving:

- ✓ Conduct Certificate from your Institution.
- ✓ Documentary evidence of your academic qualifications.

In this process of verification, during your tenure with us, if there are confirmed unfavourable reports of your past experience, banking transactions or social standing your services shall be dis-continued with immediate effect.

Your Training period with Sankara Eye Foundation, India can be discontinued by either side by giving **30 days/1 calendar month** notice or **one month** stipend in lieu of notice without assigning any reason on either side.

Please validate your acceptance immediately on receipt of this mail. Receiving no response within two days from your end will invalidate the offer granted to you.

Our journey together will certainly be inspiring, challenging, rewarding and satisfying.

Wishing you the very best

Bharath Balasubramaniam
President Sankara Eye Hospital

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

fw: Confirmation Mail

From Tasbi Anand <tasbi.j19@iihmr.in>
Date Fri 5/28/2021 2:50 PM
To Anshul Goyal <anshul@iihmr.edu.in>; Placements <placements@iihmr.edu.in>

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Sent from my iPhone

Begin forwarded message:

From: Tasbi Anand <tasbianand74@gmail.com>
Date: 21 January 2021 at 6:31:40 PM IST
To: SAKSHI BHATT <SAKSHI.BHATT@narayanahealth.org>
Subject: Re: Confirmation Mail

Thankyou so much mam for this opportunity.

Sent from my iPhone

On 21-Jan-2021, at 5:33 PM, SAKSHI BHATT <SAKSHI.BHATT@narayanahealth.org> wrote:

Dear Ms. Tasbi,

Congratulation !!!

We are pleased to inform you that you are selected for the position of "**Coordinator**" in the department of **PCC**. As discussed, your expected date of joining should be on or before **01sth February'2021.**
Compensation: 300,000 p.a.

You are requested to report HR department at **9:00** am on the date of your joining along with your documents.

Documents to be submitted at the time of joining:

1. 10th Certificate
2. 12th Certificate
3. Professional Degree / Diploma
4. Five Passport size-colored photographs
5. Relieving letter from present employer
6. Experience certificate(s)
7. ID Proof (Voter ID card, Driving License, Passport etc.)
8. Aadhaar Card
9. Pan Card
10. Cancel cheque (For Salary)

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Thanks & Regards,
Sakshi Bhatt
|Sr. Executive HR (Learning & Development)| Ext.-338

Narayana Health Email Signature

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Kindly refrain from printing this e-mail/documents unless absolutely necessary. Let us protect the environment together.

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1027

CK BIRLA HOSPITALS | RBH

REF No.-RBH/2021/JAN/HRD/1990

Date: 6th January, 2021

LETTER OF OFFER

To
Dr. Tripti Bhaskar,
Jaipur, Rajasthan.

Dear Dr. Tripti,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **"Management Trainee"** in the department of **Medical Administration.**

The formal Appointment letter elaborating your remuneration, employment terms and conditions would be issued to you, once you join duty.

We would expect you to join us on or before **5th July, 2021** beyond which the Offer would stand withdrawn, unless a new date is mutually agreed upon, by us in writing.

On the date of your joining, you will have to submit the following documents:

1. Two copies of Proof of Age (Admit Card of Class 10).
2. Two copies of Educational Mark sheets, Certificates and Professional Certificates.
3. Two copies of Relieving certificate and Last Pay slip drawn from the employer.
4. Two copies of Appointment Letter and Salary Certificates of Earlier Companies
5. Six Passport size Photograph
6. References (not relatives).
7. Three photocopies of Voter's ID Card/Driving License/ Passport/ Aadhar Card
8. Three photocopies of PAN Card.
9. Updated Curriculum Vitae

This Letter of Offer is conditional, subject to:-

- Satisfactory reference check / antecedent verification done internally or by external support.
- Completion of Pre-joining Formalities and the above being received,
- Confirmation of the information as provided by you in the Application form as part of pre-joining Kit.

Please sign the duplicate copy of this letter as a token of your acceptance and return the same to us.

Yours sincerely,

For **CK Birla Hospitals | RBH**

Anupama

Anupama Sharma
Unit HR Head

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

G 1028

Group Pharmaceuticals Ltd
healthy smiles matter

1116 Hubtown Viva,
Shankarwadi, Jogeshwari East,
Mumbai, 400 060.
+ 91 22 2872 2695 / 6818 2222
mumbai@grouppharma.in

Ref: GPL/HR/20-21

Date: 22nd January, 2021

Dr. Urvashi Jain
Jhalawar, Rajasthan,
India.
Mobile No: 8955204026
Email: urvashi.j19@iihmr.in

Dear Doctor,

Re: - Offer Letter – Regional Product Executive

We refer to your curriculum vitae and are pleased to offer you the position of **'Regional Product Executive'** at Delhi. You will be functionally as well as administratively reporting to **Mr. Laxmikant Sugandhi – AVP – Marketing.** We believe your skills and experience will be an excellent match for our Company.

You will receive an Annual Salary of **4.25 Lakh CTC** as per the discussion.

You will be covered under benefits which include Medical Hospitalisation Policy, Personal Accident Policy, Term Insurance Policy and other benefits which will be described in more detail at the time of Appointment.

The formal letter of appointment will be issued to you on your joining the Company which will contain other terms of employment.

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

Thanking you.

Yours truly,
For **Group Pharmaceuticals Ltd.**

Naik
Smita S. Naik,
Manager – HR

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

Fw: Final selection for RBH

From Anupama Sharma <anupama.sharma@ckbirlahospitals.com>
Date Thu 12/31/2020 11:40 AM
To Tanzila Hafiz <tanzila.j19@iihmr.in>; Anshul Goyal <anshul@iihmr.edu.in>
Cc Sandeep Puranik :- 300474 <sandeep.puranik@ckbirlahospitals.com>; Ashish Pati <ashish.pati@ckbirlahospitals.com>; 'Kshipra Saxena' <kshipra.saxena@ckbirlahospitals.com>

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Dear Tanzila,

As discussed, we have finalised following students for RBH-

1. Mrunal Palsikar (Sales & Marketing)
2. Dr. Ankita Kulshrestha (Operations)
3. Dr. Tripti Bhaskar (Medical Administration)

CTC: 4 LPA
Take home : 29,658 per Month

Other Perquisite:

- Employee Mediclaim for self, spouse, children and parents up to 2 Lacs sum Assured and 10% co-payment
- OPD and Investigation Benefits as per Institute's policy
- Corporate Mobile Connection as per eligibility

Will share their offer letters in the coming week. Do let us know,from when are they supposed to join us for dissertation & then finally as MTs.

Regards,
Anupama Sharma

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Group Pharmaceuticals Ltd
healthy smiles matter

1116 Hubtown Viva,
Shankarwadi, Jogeshwari East,
Mumbai, 400 060,
+ 91 22 2872 2695 / 6818 2222
mumbai@grouppharma.in

Ref: GPL/HR/20-21 **Date: 22nd January, 2021**

Dr. Urvashi Jain
Jhalawar, Rajasthan,
India.
Mobile No: 8955204026
Email: urvashi.j19@iihmr.in

Dear Doctor,

Re: - Offer Letter – Regional Product Executive

We refer to your curriculum vitae and are pleased to offer you the position of **'Regional Product Executive'** at Delhi. You will be functionally as well as administratively reporting to **Mr. Laxmikant Sugandhi – AVP – Marketing.** We believe your skills and experience will be an excellent match for our Company.

You will receive an Annual Salary of **4.25 Lakh CTC** as per the discussion.

You will be covered under benefits which include Medical Hospitalisation Policy, Personal Accident Policy, Term Insurance Policy and other benefits which will be described in more detail at the time of Appointment.

The formal letter of appointment will be issued to you on your joining the Company which will contain other terms of employment.

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

Thanking you.

Yours truly,
For **Group Pharmaceuticals Ltd.**

Naik
Smita S. Naik,
Manager – HR

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

CIN: U24239MH1980PLC022889
Registered Office
W/46(B) MIDC, Tarapur Industrial Area,
Palghar, 401 506,
+91 80 87655188
gpltarapur@grouppharma.in

1029

MeduLance Healthcare Private Limited
Registered Address- 7 UbBunglowRoad ,Kamla Nagar , New Delhi 110007
Email- info@medulance.com
Phone- +918882978888

27th March , 2021

Dear Mr. Utkarsh Gupta

On behalf of Medulance Healthcare Pvt. Ltd, I am pleased to offer you the Full Time role of **Senior Manager.**

The following outlines the terms of the employment agreement:
The CTC for this position will be 10.5LPA and **Rs.7,92,000** in-hand salary annually.
Your performance and compensation will be reviewed annually.

Your date of Joining will be **1st April, 2021**

Your employment is subject to a three-month probationary period. This period of time allows you and Medulance Healthcare Pvt. Ltd. to determine if the position is suitable for you. If the company decides to discontinue employment within this probationary period, you will be entitled to reasonable notice as outlined in the Employment Standards Act.
You will be paid on a direct deposit basis, monthly after evaluating your services.
During your employment, you will report directly to **Mr. Pranav Bajaj, Co-Founder, Medulance** . You will be expected to carry out the duties assigned to you in a competent and efficient fashion.
Although it is difficult to contemplate ending our relationship when it is just beginning, it helps both of us to determine our respective obligations ahead of time. Therefore, your employment may cease under any of the following circumstances:

1. You may resign from your employment by giving us not less than 1 month notice in writing.
2. We may terminate your employment at our sole discretion without cause, by providing you with written notice of 15 days or pay in lieu of notice that complies with the Employment Standards Act.

This offer of employment is conditional upon the following:

- Complete submission of Medulance Application of Employment form.
- Aadhar Card
- PAN Card
- Education documents
- Experience letter from previous employer
- Signature on Acknowledgement of Understanding – Company Policies and Procedures.

Please signify your acceptance of this letter by signing the original of this letter where indicated below, and return it to me. Please bring the original copy on your first day of work.
We look forward to the opportunity to have you join our team and look forward to your response.

Acceptance

I accept the terms of employment set forth in this letter:
Name: _____
Date: 01/04/2021

Pranav Bajaj (Co-Founder & Director)
Medulance Healthcare

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

DocuSign Envelope ID: C677B968-F507-4B2E-BFF3-4E03B17F5C96

ZS Associates India Private Ltd.
Tower A4, DLF World Tech Park
Sector 30, NH-8, Gurgaon - 122002 (HR)
T | +91 124 679 7000
F | +91 124 679 7001
www.zs.com

CONFIDENTIAL

30 March 2021

Utkarsha Telang
Tower A4,
DLF World Tech Park,
Gurgaon.

Dear Utkarsha:

We are pleased to extend you an offer to join ZS Associates India Private Ltd. ('ZS') as a Knowledge Management Associate, to be based in our New Delhi office. We hope that you give this opportunity with ZS serious consideration.

ZS has a special culture of collaboration and innovation. We produce work of outstanding quality, and we focus on learning, self-improvement and expertise to achieve that result.

Salary: Your annual gross salary will be INR 6,25,000, inclusive of basic and fixed allowances; all associates are paid on the last working day of every month. ZS reviews salaries each June, provided you were employed at ZS by March 31 in that year; the raise is pro-rated if your employment tenure is fewer than 12 months. For salary details, please refer to Appendix 1.

Starting Bonus: When you start full-time active, permanent employment with ZS, we will pay you a starting bonus INR 75,000 in your second month's payroll, However, if you do not then complete one full year (12 months) of continuous full-time employment with ZS immediately after that point for any reason (except for involuntary termination of your employment by ZS), then you agree to refund the starting bonus in its entirety.

Performance Bonus: ZS associates receive performance bonuses at the end of each year, based on eligible wages earned during the calendar year. During your initial 12 months, this bonus will be up to 10% of your base salary income earned. Your performance and the company's results will determine your incentive compensation.

Emerging Leader Reward Program: The expertise you gain over your tenure is valuable to ZS and we recognize your continued commitment and progression toward becoming a future leader in the firm. ZS rewards this expertise through a tenure-based incentive, which begins after 18 months' tenure. Should your employment with ZS terminate for any reason (other than a dismissal by ZS without cause), then you agree to reimburse ZS for any ELRP payments to you within the previous 6 months (from the day you complete the tenure milestone).

All bonuses are determined at the discretion of ZS, and are subject to standard withholding taxes.

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Provident Fund: When you begin employment with ZS, you will be enrolled in the Provident Fund program. The primary objective of this program is to provide retirement and pension support as per the Provident Fund Act, while reducing current tax exposure. As a participant, you will make 12% contributions on the first INR 15,000 of your monthly salary through payroll deduction; ZS makes a separate additional matching contribution to your account. You can opt for additional contributions to your Fund account through payroll deduction.

Gratuity: After you complete five years of continuous service, ZS will pay 15 days' salary for every completed year of service at the time of retirement or separation. The maximum amount payable is governed by the Gratuity Law.

In addition to components of the offer detailing direct compensation described above, this offer also includes elements describing non-cash benefits of employment with ZS. You will be eligible for all of the following benefits as of your start date with ZS. Benefits described are subject to taxes based on the prevailing government guidelines.

Annual Leave, Holidays and Sick Time: We provide 25 days of paid annual leave per year, inclusive of privilege and casual leave, on a pro-rata basis. In addition, ZS has designated paid holidays and permits up to seven paid sick days per year.

Insurance: We offer a group insurance plan to cover hospitalization expenses for employees and immediate dependents; parents residing in the same household may also be added with a benefit co-payment. Additionally, ZS provides some preventive healthcare coverage (Executive Health Check, medications, mental health, etc.). ZS provides accident insurance and business travel insurance for employees. ZS also provides life insurance coverage in the amount of three times your annual gross salary, with ZS paying these premiums in full.

Meals and Transportation: ZS provides meals during regular working hours and based on project needs. ZS also arranges shared daily commute transit for employees within defined geographic zones. For details please refer to Appendix 2.

Broadband access: ZS will provide a broadband allowance of INR 1,500 per month through payroll. We will also reimburse a one-time 'installation charge' of INR 500 against the receipt from your broadband service provider. We expect that you install a high-speed broadband connection at home to enable you to work remotely for project demands, and recommend at least a 2.0 MBPS wired connection. ZS retains the right to conduct random audits to ensure appropriate use of the allowance.

Finally, the following elements of your offer relate to logistics: getting you to ZS and getting you started.

Relocation: We will provide relocation assistance to support your move closer to your ZS office. If you are relocating from another city, ZS provides the following support:

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The IIHMR University
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- You have to arrange train/air tickets from your college/home location to your ZS office location and share the tickets with Gaurav Chopra (Gaurav.V.Chopra@zs.com) which will enable him to book your accommodation if required.
- Upon your arrival, ZS will provide up to 2 weeks (14 days) of temporary guest house accommodation on a twin sharing basis. ZS will direct pay the guest house accommodation.
- ZS will provide a onetime relocation allowance of INR 60,000 to Associates through the second month's payroll. If you do not complete one full year (12 months) of continuous full-time employment with ZS, then you agree to refund the relocation allowance and the expenses incurred for the accommodation and travel entirely. The relocation allowance is considered taxable income.

If you are relocating within New Delhi, ZS will provide you with relocation assistance if you wish to relocate from Zone 3 localities to Zone 1 or Zone 2. For more details, please contact Akanksha Jaiswal (akanksha.jaiswal@zs.com).

Notice Period: ZS expects that experienced hires serve out their notice period with their current employer; however, ZS may opt to buy-out your notice period. If you do not start employment with ZS or then complete one full year (12 months) of continuous full-time employment with ZS immediately after that point for any reason (except for involuntary termination of your employment by ZS), then you agree to repay to ZS any buyout amount in its entirety.

Confidentiality and Employment Agreement: Our work at ZS often involves the use of confidential information of our clients, as well as the development and use of ZS proprietary software and processes. For you to start employment with ZS, you will be required to sign the employment agreement. If you have questions regarding this agreement, please do not hesitate to ask.

ZStart and Orientation: New associates who begin employment between ZStart sessions participate in an office-based Orientation program to gain a basic understanding of ZS culture and work. The ZStart Academy program, held several times per year is designed to provide a deeper view of the issues you will solve and the skills you will develop at ZS. Both session provide an excellent opportunity to get to know other new ZS associates.

Start Date and Formalities: We propose a start date of **05 April 2021**, contingent on your current employment arrangement. Please ensure that you report for work on the date indicated.

This offer is subject to verification of original certificates of educational qualifications and other documents listed below. At the time of joining, you are required to bring the following:

- Original certificates of all educational qualifications, each with a scanned copy
- Adhaar Card
- Proof of age (Pan Card or Passport scanned copy)
- Relieving letter scanned copy (if employed)
- Scanned copy of the latest salary slip from your current employer (if employed)
- Two passport-size photographs

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We are pleased by the prospect of you starting your ZS career in this position. If you decide to accept this offer, please sign this letter electronically through DocuSign to return it to us. Should you decide not to accept, please decline through DocuSign so that your offer is closed.

Please know that we would like to hear from you regarding your decision as soon as possible. We will consider this offer to be valid until **30 March 2021.**

The elements of this offer are personal and specific to you and, accordingly, we do not consider them appropriate to be shared with colleagues or the public. All details conveyed in this offer are based on our understanding of your availability and likely start timing. We describe benefits and conditions currently in force as of today and expected to be ongoing at the time you join. This offer is contingent upon successful completion of a background verification. If you have any questions about any of the elements of this offer, or would like to discuss the job further, please do not hesitate to contact me.

We look forward to you joining ZS and helping ZS (and you!) continue to grow and prosper in the future!

Sincerely,

Apoorva Aggarwal
Office Managing Principal

Signature: _____

Name as it appears on PAN card or passport: Utkarsha Telang

Date Signed: _____

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APPENDIX 1

Salary Break up Details

ZS Associates India Private Ltd.	
	Annual INR
ZS Gross	**6,25,000**
Basic	2,50,000
HRA	1,25,000
LTA	20,834
Special Allowance	2,29,166
Retirals	**12,000**
Gratuity *- payable on completing 5 years of continuous service with ZS India Private Limited as per the Payment of Gratuity Act 1972 (first year's provision)*	
Starting Bonus	**75,000**
Performance Bonus	**62,500**
Maximum 10% of ZS gross salary; pay-out at the end of calendar year, depending on individual performance	
Provident Fund	**21,600**
Employer's contribution to ***Provident Fund***	
Cash Benefit	**18,000**
Broadband Allowance *(ZS will provide a broadband allowance of INR 1,500 per month, through payroll)*	

Emerging Leaders Reward Program (ELRP) – Payout schedule

Payout months	**Tenure in Months**			**Total = INR 4,50,000**
	At the end of the Quarter of 18th month	At the end of the Quarter of 30th month	At the end of the Quarter of 42th month	
	INR 1,50,000	INR 1,50,000	INR 1,50,000	

ELRP payout only occurs if an individual is actively employed at the time of payout (end of calendar quarter).

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Benefit Details

Convenience Benefits:

- **Local Transportation:** A shared pickup/drop from residence to office for all employees residing within defined zones.
- **Advance toward Home Deposit:** An interest-free advance up to INR 75,000 against lease agreement, recovered over a period of 06 months through payroll.

Health and Wellness Benefits:

- **Group Medical Insurance:** A Sum Assured of INR 4,00,000 for Associates, Associate Consultants, Consultants and Managers and INR 5,00,000 for Associate Principals and Principals. Employee can nominate up to five immediate dependent family members.
- **Life Insurance Coverage:** 3 times your annual gross salary
- **Accident Policy:** A Sum Assured of INR 10,00,000
- **Executive Health Checkup:** Annual Executive Health Checkup facility through a leading hospital chain for all employees and their spouses
- **Meals:** Breakfast, Lunch, Dinner and Snacks served in office on all working days
- **Leaves:** 25 days of vacation per calendar year and up to 7 days of sick leave on pro-rata basis

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APPENDIX 2

Local Transport Service

Please find below details related to the daily shared transportation service which is a part of the non-cash benefits.

Local Transport Service	
We have divided the New Delhi region into 3 broad zones. This list, while comprehensive, is by no means exhaustive. If you are planning to relocate to, or current reside in, New Delhi, we recommend that you find housing ideally within Zone 1 (preferred locations) or within Zone 2 (other localities some distance away from the office). If you choose to live in one of the Zone 3 localities, you would need to come to the closest "pickup node" by a specific time, and ZS transport would be provided to the office from this location. This is the current transport arrangement and zoning; however, this arrangement may change in the future based on business needs.	
Zone 1: Ideal	**Entire Gurgaon region**
Zone 2: Acceptable	**Faridabad, South Delhi, Central Delhi, West Delhi and East Delhi Locations** The following areas will **not** be considered to be part of this region: Anand Parvat, Sadar Bajar, Darya Ganj,Chandini Chowk, Sabji Mandi, Chawdi Bazar, Pahad Ganj, Jama Masjid, Jahangir, Puir, Adarsh Nagar, Model Town, Timar Pur, Mukharjee Nagar, Kingsway Camp, Wazir Bad, Wazir Pur, Buradi, Narela, Samay Pur Badli, Rithala, Nangloi, Mangol Puri, Bhajan Pura, Sarai Kale Kha, Yamuna Vihar, Dilshag Garden, Shahadra, Gandhi Nagar, Seelam Pur, Krishna Nagar, Geeta Colony, Shastri Nagar, Seema Puri, Loni Road, Suraj Mal Vihar, Jhil Mil Colony, Mundka, Karawal Nagar, Dayal Pur, Sonia Vihar, Vivek Vihar, Jagat Puri, Madan Pur Khadar, Sarita Vihar, Badar Pur, Jasola Vihar, Taj Pur, Meetha Pur, Tuglaka Bad, Azad Pur, Ballabh Garh, Bahadur Garh, Najafgarh, Rewari, Tawdu, Sohna, Manesar.
Zone 3: No Service	Noida, Gaziabad or other areas not covered in the Ideal and Acceptable zone

For more details on the transportation guidelines, please contact Mohit Tomar (mohit.tomar@zs.com) from the transport team.

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Placements

From: *Manohar Reddy*
Sent: *21 May 2021 11:44*
To: *Placements*
Subject: *Fwd: Consultancy Offer || consultant- Project Associate||V Manohar Reddy|| Jaipur, Rajasthan*

Dear Sir/Mam,

Please find the placement confirmation mail for your reference.

Regards,
V Manohar Reddy

Get Outlook for Android

From: Karuna Sharma <ksharma@wishfoundationindia.org>
Sent: Friday, March 19, 2021, 18:11
To: Manohar Reddy
Cc: HR Raj WISH; HR Del WISH; Dinesh Songara
Subject: Consultancy Offer || consultant- Project Associate||V Manohar Reddy|| Jaipur, Rajasthan

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Dr. V Manohar Reddy,

Congratulations and welcome onboard!

We are pleased to offer you as an onsite Consultancy as Project Associate based out of Jaipur with LEHS|WISH **from March 22, 2021 to Jan 31, 2022.** You will be paid token stipend of Rs 8,000 (Rupees Eight Thousand only) until you complete and submit your degree of MBA Hospital and Health Management from IIHMR. From the subsequent month onwards the monthly consultancy fee will be revised to **Rs. 35,000/- (Rupees Thirty Five Thousand only)** including GST if applicable. TDS shall be deducted as applicable.

Please note that this offer is subject to submission of the below listed documents which are requested to bring on day 1 of your joining.

- An updated and signed CV
- Self-attested copy of your income tax department issued Permanent Account Number (PAN) card.
- Bank account information with cancelled cheque
- Self-attested copy of your educational documents along with highest qualification degree
- Self-attested copy of any Government issued photo identity card including passport/driving license/voter ID card/Aadhar card.
- Two recent passport-size photographs

As discussed, kindly acknowledge the offer today and confirm that you can join from **March 22, 2021 (Monday)**.

Please feel free to reach out to the undersigned or Ms. Khushboo Soni (9461569228) in case your required any support.

Looking forward to work with you!

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Karuna Sharma
Manager- Human Resource
Mobile:+91 931 545 4497 |Phone: +91 11 431 516 00~19 Extn: 227
Email: ksharma@wishfoundationindia.org
Add: Building No. 24 (3rd Floor), Okhla Phase-III, New Delhi-110020
www.wishfoundationindia.org

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1032

Ref: APP/FI1278/2021 Date: 27th May 2021

Dr. Vaishali Mittal,
9958493162

Subject: Letter of Employment

Dear Vaishali,

With great pleasure, we invite you to be an integral part of **FIGmd (India) Private Limited ("Company")** as an employee.

With reference to your recent application and the subsequent interview/s you had with us, the Company is pleased to confirm your appointment as **Associate Clinical Data Analyst** at **L3** Level.

This Letter sets out the terms and conditions of your employment with the Company and supersedes all previous agreements and arrangements, whether verbal or in writing, between you and the Company.

The terms & conditions of the employment are as follows:

Date of Commencement:
Your employment with the Company shall commence **from 1st June 2021** ("**Date of Employment**").

Compensation:
Your cost to company **(CTC)** will be **INR 550,020/-** per annum **(Rupees Five Lacs, Fifty Thousand & Twenty only).** A detailed breakup of the CTC is set out in the Compensation sheet in Annexure A. You understand and agree that the employee benefits will accrue with effect from your Date of Employment.

Your compensation consists of Basic Salary, House Rent Allowance, other allowances and Benefits as per Company's prevailing policies. Employee and Employer's PF contribution, Gratuity and any other deductions as per statutory compliance and will be debited from your CTC. Your compensation is confidential and shall not be discussed or disclosed to anyone within or outside the Company without the prior written permission from the Company.

Probation & Confirmation:
All new Associate shall be on probation for a period of **six** month(s) from the date of joining and may be confirmed as a permanent employee upon successful completion of the probation. The employee would be confirmed on the 1st day of the month succeeding the month of completion of probation of six months from the date of joining the Company or after the period of probation, whichever is later.

Your probation period can be extended at the Company's discretion if your performance is not found satisfactory by the management. Such extensions shall be communicated in writing by the management. Till such time as the confirmation letter is issued to you by the Company, you shall continue to be on Probation.

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Performance Management System:
Performance review drives performance excellence in the Organization. All employees are eligible for an annual performance review. The performance review cycle is from April to March every year. There would be Quarterly, Mid-year and Annual performance reviews. To become eligible for performance review annual cycle for the current year, you should be in the organization for minimum of 6 months from your date of joining.

Compensation Progression:
Your compensation revision/progression shall depend upon your annual performance and business performance in the current appraisal cycle (April-March) and such change in the compensation, in no case shall be automatic and/or as a matter of right. You will be eligible for a compensation revision if you have joined on or before 30th September in the appraisal year. In any other case, the review shall take place in the subsequent appraisal cycle.

Your salary review will be subject to the policies of the Company which may be altered and implemented by the Company from time to time.

Leaves and Holidays:
In addition to the paid holidays under the applicable laws, you will also be entitled to leaves in accordance with the policies of the Company. Any leave entitlement must be taken in accordance with the policies.

Location:
You will be working at **FIGmd (India)Pvt Ltd. 6th Floor, Symphony IT Park, Nanded City, Sinhagad Road, Pune-411041.**However, your services are liable to be transferred to any other establishment, office, branch, department of the Company or subsidiary, associate or affiliate of the Company in India or abroad/existing or to be established - at a later date- at the discretion of the Company. Such a transfer shall not entitle you to ask for the benefits than those you are entitled to as on the date of the transfer.

In the event of such transfer, your remuneration and emoluments will not be adversely affected. However, you will be governed by the policies, rules, and regulations of service applicable to the new assignment or prevailing in those establishments/ offices/ branches/ departments/ company.

Working Hours:

- The Company typically observes a five -day working week (Monday - Friday) with weekly off on Saturday & Sunday.
- The Company's hours of operations are from 9:00 AM to 6:00 PM
- The Company observes a 9-hour workday which includes 60 minutes break
- Employees are expected to be productive for at least 8 hours a day with a monthly reconciliation
- It is expected that all employees will work from office, as applicable on all working days
- Depending on organizational requirements or project contingencies, working hours for specific employees, groups of employees or all employees may be modified / altered from time to time prior to managers approvals.
- Notwithstanding anything stated herein, the Company reserves the right to require you to work different or longer hours and/ or at weekends or other public holidays, if necessary, for the proper performance of your duties.

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Based on the business requirements, you may be required to work in shifts as per Company's policy.

Changes in Personal Details:
Any change in your residential address, telephone numbers, marital status, and academic qualifications should be notified in writing to the Company. All communication will be addressed to you on the last known address notified by you and it will be presumed that you have received such communication addressed to you.

Retirement:
The age of retirement from the Company's employment shall be on attainment of fifty-eight (58) years. For this purpose, the date of birth considered will be as per the certificate of proof of age submitted by you at the date of joining the Company. In case the last day of your employment falls on a non-working day, your last day of employment shall be the immediately preceding working day.

Agreements:
You are required to sign an Intellectual Property, Non-Disclosure and Confidentiality Agreement (**"Confidentiality Agreement"**) effective from the date of joining. The Confidentiality Agreement is to ensure that all proprietary and confidential information, documents, literature, invention made or obtained during your tenure with the Company shall not be utilized by you at any point to undermine the interests of the Company.

Non-Solicitation:
It is agreed that during the period of the employment, there under, and for 36 months following the termination of your employment for any reason whatsoever, you shall not directly or indirectly provide any services to any of the Company's client or to any other company or entity doing similar business without the express, prior written consent from the Company with or without remuneration.

You further agree that you will not solicit or entertain offers from any of the existing or former clients of the Company, whether for yourself or on behalf of any other entity or in any manner attempt to induce any of the clients of the Company withdraw or reduce their business from the Company. You further agree that you will not solicit any employees or consultants of the Company or induce them into terminating their contractual agreements with the Company.

Background Information and Checks:
This letter of employment has been issued to you based on the information furnished by you about yourself in your resume. 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 herein.

If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer and/or to terminate your services immediately without notice and compensation or to take any appropriate action against you.

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Separation:

Your services in the company may be terminated by either party by serving **two (2)** months' notice or salary in lieu thereof. However, the Company shall have the right to terminate your services without notice for any misconduct, including those set out below or as may be prescribed under applicable laws or under any policies of the Company. Acceptance of salary in lieu of notice shall be purely the discretion of the Company and the same shall among other things depend upon the exigencies of work, completion of the assigned project etc.

a. For non-performance of any duty assigned to you pursuant to this agreement;
b. Not carrying and displaying at all times appropriate Company identification;
c. If you have conducted yourself in any way that is inconsistent with the due and faithful discharge of your duties or the terms of this agreement;
d. If you have indulged in any form of harassment, including sexual harassment, or other discriminatory behavior;
e. If you have willfully disobeyed a lawful or reasonable order from the Company or the Policies of the Company;
f. If you have been absent from service without notice in writing or without sufficient reasons for 7 days or more;
g. If you have caused grave damage to the property of the Company;
h. If you are found to have committed any dishonest act or by your actions and/or omissions, bring the Company, its officials or any other person connected with the Company to disrepute;
i. If you are found to be bankrupt or you have been guilty of borrowing money from other staff or customers of the Company involving misuse of your official position in the Company;
j. If you have committed any fraud or have assisted in the conduct of a fraud, or have otherwise not been ethical and diligent;
k. If you have been found to be grossly negligent in the conduct of your duties;
l. If you have made or given a false statement or document testifying to your ability or competence or relating to your state of health knowing that it is false;
m. If you have been found to be under the undue influence of drugs or alcohol during office hours or business events;
n. On any other acts of misconduct including without limitation conviction for criminal offences, disloyalty, moral turpitude etc. not befitting your position in the Company; and/or
o. If you have breached the provisions of the agreement/policies or provisions of applicable law including Companies Act.

Upon termination & acceptance of the separation notice as part of separation formalities, you shall immediately and not later than last working day from the date of termination or acceptance of the separation as the case may be, before you are relieved, hand over the papers, laptops, data drives, documents, keys, all soft wares, correspondence, specifications, books, data, confidential Information, drawings and any other property of the Company provided/ made available to you and shall not make or retain any copies of these items.

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Information Security and Dedicated employment:
The Company's information security policies, procedures and requirements are in addition to the ones set forth in The Information Technology Act, 2000 by the government of India. Offender shall be prosecuted to the fullest extent of the law.

You are responsible for complying with the level of access control given to you to ensure privacy & Security of company information and communication as per HIPAA Policy. If the business relationship with any associates or vendors demand disclosure of company's confidential information, immediately prior to such disclosure a Non-Disclosure agreement should be signed by both parties.

You agree not to undertake employment, whether with or without remuneration whether full-time or part-time, as the Director / proprietor / Partner / Member / Employee of any other organization/ entity engaged in any form of business activity without the written consent of **FIGmd (India) Private Limited.** The discretion to grant consent in this regard shall be solely of the company and the consent if given can be withdrawn at any time at the discretion of the Company.

Data Privacy:
FIGmd has adopted the following privacy policy principles.

FIGmd may, subject to compliance with applicable laws, collect, store, use and disclose information about individual employees which may constitute personal data under the Indian Government Laws for business purposes.

You consent to your personal data being processed for general employment and administration-related purposes including:

- Administering relationships services.
- HR Operational purposes Conducting market or customer satisfaction research.
- Providing individuals with information concerning products and services which we believe shall be of interest.
- Compliance with any requirement of law, regulation, associations, voluntary codes we decide to adopt.
- The detection, investigation and prevention of fraud and other crimes or malpractice.
- For the purpose of, or in connection with, any legal proceedings (including prospective legal proceedings), for obtaining Legal advice or for establishing, exercising or defending legal rights.

The personal data may be disclosed to FIGmd management, auditors, service providers, regulators, governmental or law enforcement agencies or any person, FIGmd reasonably thinks necessary for the processing purposes outlined above. Minimal data will be shared with the authorized entity as per the requirement only. The action taken after a violation if encountered is as follows:

- All violations shall be reported to Security Committee.
- A person shall be issued a warning or shall face stricter action depending upon nature of incidence for the first time of the violation.
- Any further violation on the part of the same person should result in strict disciplinary action up to termination of employment.

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Code of Conduct:
Employees covered by this policy are expected to fulfill certain duties and expectations that support the vision, mission and values of the Company. They are expected to conduct themselves in a manner deserving of trust. You agree to adhere to the expectations, policies rules and regulation of the organization specified as Standard Code of Conduct in General

Terms & Conditions of Employment. Subsequent disciplinary actions are described in company's Disciplinary Policy.

Payments Recovery Clause:
Any loan taken for the purpose of training & development from the company or amounts paid in terms of Joining Bonus, Retention Bonus, and Relocation Bonus is treated as an advance payment and nullified at the year end from the date of joining. However, if you have availed above benefits, and resign from the Company within one year from your date of joining, the amount paid by the Company towards advance payment shall be paid by you to the company before relieving.

Representations and Warranties:
You represent and warrant to the Company that:

a. you have been provided with a copy of this agreement for review prior to signing it;
b. you have reviewed the agreement and that you understand the terms, purposes, and effects of this agreement;
c. you have signed the agreement only after having had the opportunity to seek clarifications;
d. you have been given a copy of the signed agreement for your own records;
e. you have not been subjected to duress or undue influence of any kind to execute this agreement and this agreement will not impose an undue hardship upon you;
f. you have executed this agreement of your own free will and without relying upon any statements made by the Company or any of its representatives, agents, or employees;
g. this agreement is in all respects reasonable and necessary to protect the legitimate business interests of the Company;
h. you have all requisite power and authority, and do not require the consent of any third party to enter into this agreement and grant the rights provided herein;
i. the execution, delivery and performance of this agreement by you does not and will not conflict with, breach, violate or cause a default under any contract, agreement, instrument, order, judgment or decree to which you are a party or by which you are bound;
j. you are not a party to or bound by any employment agreement, non-competition agreement or confidentiality agreement with any person or entity other than the Company and/or its group companies or affiliates;
k. after the execution and delivery of this agreement by the Company and you, this agreement shall be valid and binding on you, enforceable in accordance with its terms;

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l. the services performed by you and all items and/or materials furnished by you in connection with or as a result of such services shall not infringe upon or violate the personal, civil, or property rights, or the rights of privacy of, or constitute a libel, slander, or unfair competition against or violate or infringe upon any common law right, copyright, trademark, trade name, or patent, or any other right of any person or entity;

m. you will not execute any instrument or grant or transfer any rights, titles, and interests inconsistent with the terms and conditions of this agreement; and

n. you represent that you are legally permitted to be employed in India.

Indemnity:

You hereby agree to indemnify, defend and hold harmless the Company, from and against any and all losses, suffered or incurred by the Company as a result of your employment as **Associate Clinical Data Analyst** of the Company, and which arise out of, or result from or are connected with (i) any event which occurred during the period of your appointment as the **Associate Clinical Data Analyst** of the Company, whether discovered then or subsequently; or (ii) any misrepresentation in, inaccuracy in or breach by any of the representation and warranties provided by you.

Waiver

No failure by a party to exercise, nor any delay by the party in exercising, any right, power or remedy hereunder shall operate as a waiver of that or any other right, power or remedy of the party, nor shall any single or partial exercise of any right, power or remedy preclude any other or further exercise of that or any other right, power or remedy.

Severability:

Each provision of this agreement is severable and distinct from the other and if at any time one or more of such provisions is or becomes invalid, void and/ or illegal, the enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby.

Assignment:

You shall not transfer, assign, or otherwise convey this agreement and all or any of its rights and obligations hereunder to any party, except with the prior written permission of the Company.

Jurisdiction:

This appointment letter shall be governed by the laws of India and any dispute that may arise from or as a result of or relating to this letter or your employment with the Company shall be subject to the exclusive jurisdiction of courts in Pune, Maharashtra, India.

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial association. We trust that our relationship will be guided by a quest for excellence in all facets of our interactions.

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By signing this letter, you communicate your acceptance of the contents of this letter and confirm that this letter supersedes any and all offers, promises made or accepted between yourself and the Company with regard to terms of your employment and the compensation thereof, whether made orally or in writing. Any changes made to this letter shall be in writing and shall be signed by both parties.

We welcome you to **FIGmd (India) Pvt. Ltd.** family and look forward to a fruitful collaboration.

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

Sincerely,
For FIGmd (India) Pvt.Ltd.,

For Employee,

FIGMD (INDIA) PVT. LTD. PUNE

Ameya Gokhale
Manager-Human Resources

Name:
Location:
Date:

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FIGmd

Annexure A

Salary Break Up				
Sr No	Particulars	Amount in INR	% As per Sal. Structure	L3
I	**Monthly Gross Earnings**			
	Basic	18,334	40.00%	
	HRA	9,167	50% or 10%	
	Transport Allowance	1,600	As per grade	
	Medical Allowance	1,250	1250	
	Telephone Reimbursement Allowance	1000	As per grade	
	Food Allowance*	2200	2200	
	LTA reimbursement	2000	As per grade	
	Other Allowance	7252	Bal. Fig.	
	GrossSub Total 1	**42,803**		
II	**Employer Contribution**			
	Provident Fund	1950		
	ESIC	0		
	Gratuity	882		
	Health Insurance SA Rs 2 L + Accidental Insurance Premium SA Rs 10L	200	**No. of lives**	1
	Sub Total 2	**3,032**		
III	**Employee Contribution / Deductions**			
	Profession tax	200		
	Provident Fund	1800		
	ESIC	0		
	Sub Total 3	**2,000**		
IV	**Net Pay**	**40,803**		
V	**Monthly CTC**	**45835.00**		
VI	**Annual CTC**	550,020		

Note:-The income tax will be deducted as per income tax rules.

***A non taxable component which will be included on request. Employee will be provided with HDFC meal card post joining.**

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FIGmd

Job Description

Job Title: Clinical data specialist (L3)

Location: Pune

Reports to (job): Manager

Purpose of Position

- To be part of FIGmd Data curation Team Pune.
- Perform in line with the Quality Assurance System, including the FIGmd Code of Ethics and the FIGmd organizational policy
- Understand the current set of applications, processes
- Build knowledge repository by going through research papers, CMS guidelines
- Work with the mapping team and Clinical research analysis in the curation of data

Major Responsibilities

- Perform data exploration and curation of clinical data from the CDR
- Identify new codes and keyword patterns from the CDR that is relevant to the measure guidelines
- Assess data quality and completeness of the CDR data for a practice
- Build clinical documentation for various measures that can help mapping team
- Ensure timeliness of deliverable
- Identify, manage and escalate issues across project lifecycle phases

Experience:

Must have:

- Knowledge of clinical coding, EMR/EHR data structures, HIPAA regulations
- Ability to independently research data points and come up with solutions
- Good written and oral communication skills
- Good interpersonal skills, with a focus on listening and questioning skills
- Ability to absorb and retain information quickly
- Proven analytical and problem-solving abilities
- Following experience will be an added advantage (nice to have):
    - Knowledge of Linux commands and SQL
    - Statistical analysis
    - Exposure to multicultural teams

Education (Required):

Graduate or equivalent qualification with minimum 5+ years of successful experience in recognized, global IT services / consulting company in the US healthcare industry

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Near Sanganer Airport, Jaipur-302020

Note: The Job Description is subject to change from time to time, as per the requirements of the Company and the competencies / qualifications you may acquire in future

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Deloitte.

Deloitte Consulting India Private Limited

Opposite to Meenakshi Tech park,
4th Floor, Survey No 41, Gachibowli village,
Ranga Reddy, Hyderabad,
Telangana - 500032

Tel: +91 040 67621000
www.deloitte.com

07/07/2021

Ms. Vaishnavi Gupta
650 Adarsh Nagar
Opposite Krishna Mandir,
jaipur - 302004

Subject: Offer of Employment

Dear Vaishnavi Gupta:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst** based in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **August 16, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs.6,00,000**/- and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs.100,000**/- subject to your reporting for full-time employment on **August 16, 2021**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **one year** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from

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time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like you to join the Employer on **August 16, 2021**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Vaishnavi Gupta, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

DocuSigned by:
Chandra Shekar Hegganur Shivaramu
8147E9EE3BD84A8...

Authorized Signatory

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Ms. Vaishnavi Gupta

Acceptance

I, **Vaishnavi Gupta**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

Signature _____ Date _____

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Annexure A

Ms. Vaishnavi Gupta **Analyst**

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	**17,500**	**2,10,000**
House Rent Allowance (HRA)	**8,750**	**1,05,000**
Special Allowance[1a & 1b]	**11,867**	**1,42,404**
Leave Travel Allowance[2]	**1,750**	**21,000**
Meal Card[3]	**2,200**	**26,400**
Differential Allowance(L)	**5,833**	**69,996**
Employer's contribution to PF	**2,100**	**25,200**
Total Salary (in Rs.)	**50,000**	**6,00,000**
Variable Bonus*	You will be eligible for a performance linked variable bonus. If applicable, it will be paid out on the 31st of August on the basis of your performance and performance of the business	
Medical Insurance Premium[4]	**1,870**	**22,440**

* The Variable Bonus will vary, primarily based on your performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer on August 31st following the close of the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid on August 31st of that subsequent year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

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Deloitte.

Dear **Vaishnavi Gupta**,

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Analyst** pursuant to the terms and conditions of your offer letter dated **August 16, 2021**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company. As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company. As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.

We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,

Human Resources Department

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- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. https://deloittenet.deloitte.com/Pages/Home.aspx for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of **August 16, 2021**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

_____ _____

Signature Name

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

[none, unless otherwise specified]

ACCEPTED AND AGREED TO:
DELOITTE CONSULTING INDIA PRIVATE LIMITED

OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

_____
Date

An *Authorized Signatory*'s signature is required only if *Pre-existing Creations* or *Pre-existing Agreements or Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment made in light of Paragraph 2 that *Pre-existing Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the *Intellectual Property* of a *Deloitte Entity* can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements or Arrangements* have been obtained and reviewed and that the *Authorized Signatory* is satisfied that such *Pre-existing Agreements or Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

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EXHIBIT C

Proceedings

[none, unless otherwise specified]

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

_____	_____	_____
Signature	Name	Date

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Annexure A

[1] All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a] *Communication Expenses*	[1b] *Fuel Expenses*
Employee in Level - Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Insurance / Repairs & Maintenance*
	Rs.3,000/- per month	Rs.7,500/- per month

[1a] The internet/telephone/mobile bills should be in the Employee's name.

[1b] For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle –Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		Two Wheelers
	<= 1600 cc	> 1600 cc	
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

[2] The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

[3] Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

[4] Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.

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Deloitte.

Vaishnavi Gupta Hyderabad

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office at **Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad – 500 032** (the "Employer") as **Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

1. **Defined Terms.** The italicized terms in this agreement (the "Employment Agreement") are defined in **Exhibit A** hereto.

2. ***Pre-existing Agreements or Arrangements.*** I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such *Pre-existing Agreements or Arrangements* and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer's offer of *Employment* or my becoming, and serving as, **Analyst** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency's decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

3. **Reporting of *Proceedings*.** Except as provided by law and except as I have disclosed in writing in **Exhibit C** to this Employment Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.

4. **Confidentiality.** I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of, and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized*

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Signatory, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

5. **Third Party Information and Property.** I agree that during my *Employment*, I shall not use or disclose any Confidential Information or Intellectual Property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.

6. **Authorization**. Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.

7. **Competing Activities and Conflict of Interest.** During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.

8. **Authorization to Access *Systems* and *Electronic Communications and use of Deloitte Property.*** I understand that while employed with a *Deloitte Entity*, I will use and have access to the *Systems*. I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my *Electronic Communications* and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (*e.g.*, emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my

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possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. **Security**. I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. **Ownership of *Works*.**

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10(b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the

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period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. ***Pre-existing Creations; Personal Creations.*** My obligations in Paragraph 10 do not apply to *Pre-existing Creations* and *Personal Creations*. I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Creations*. I acknowledge and agree that I will not assert any ownership rights against the *Deloitte Entities*, or their respective clients, with respect to any *Pre-existing Creations* unless they appear on **Exhibit B,** and **Exhibit B** has been accepted and agreed to by an *Authorized Signatory* who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment* without the prior written consent of an *Authorized Signatory*. To the extent that I use any *Pre-existing Creations* or *Personal Creations* in connection with my *Employment*, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such *Pre-existing Creations* or *Personal Creations* for any purpose including, but not limited to, client engagements.

12. **Post-*Employment* Restriction re: Clients.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, for a period of one year following the termination of my *Employment* for any reason, I will not, directly or indirectly, solicit or provide services to any client or prospective client of a *Deloitte Entity* to which I provided (or participated in a proposal to provide) services during the two-year period prior to termination of my *Employment*.

13. **Exceptions to Post-*Employment* Restriction re: Clients.** I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a *Deloitte Entity* and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a *Deloitte Entity* solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a *Deloitte Entity* neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on **Exhibit D** expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on **Exhibit D** by an *Authorized Signatory* who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on **Exhibit D** to support the application of the obligations of Paragraph 12 to those clients.

14. **Future Employment with Clients.** Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities*

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remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

15. **Restriction re: *Personnel* and Contractors.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated, (b) participate in the hiring or admission of any *Personnel*, or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.

16. **Post-*Employment* Restrictions re: *Deloitte Property*.** Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property* resides on such computers and to permit a *Deloitte Entity* to remove such *Deloitte Property*.

OTHER POST-*EMPLOYMENT* OBLIGATIONS

17. **Transition of Work and Cooperation.** Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licenser of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.

18. **Notification of Post-*Employment* Obligations.** I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.

19. **Certification.** I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15 and 16 of this Employment Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. **Equitable Relief and Attorney's Fees.** I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15, or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte*

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Entity is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities'* reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

21. **Liquidated Damages: Client Fees.** I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to 50% of all fees received by me (or any person or entity with which I am associated) in connection with such breach. Such percentage shall be paid within thirty days after each fee payment is received and in respect of all services in connection with such breach during the two years following the termination of my *Employment* for any reason.

22. **Liquidated Damages: Compensation.** I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

23. **Right of Inspection.** I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

24. **Governing Law; Choice of Forum.** This Employment Agreement is deemed to have been executed in the Employer's office in **[HYDERABAD:** Hyderabad, Andhra Pradesh, India**] [MUMBAI**: Mumbai, Maharashtra, India**] [BENGALURU**: Bengaluru, Karnataka, India] **[GURGAON**: Gurgaon, Haryana, India**]** and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.

25. **Modifications.** My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.

26. **Severability.** Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to

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the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

27. **Blue-Penciling.** If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefor another provision that is legal and enforceable and that achieves the same objective.

28. **Waiver.** None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.

29. **Entire Agreement.** This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.

30. **Transfer and Assignment.** Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 8, 10, 11, 12, 14, 15, 16, 17, 18, 19, and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.

31. **Headings.** The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

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I have read the foregoing, understand it, and agree to comply with its terms.

For Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

Authorized Signatory

Effective as of **August 16, 2021,** I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Signature

Name

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EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the "Deloitte U.S. Firms"), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited ("DTTL") or any member firm of DTTL or affiliate thereof (collectively, the "DTTL Member Firms") or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term "control" (including the terms "controlled by" and "under common control with") means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems,* equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

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Outlook

Fwd: Your name has been short listed for the SBCC coordinator at District level

From Vedansh Parashar <vedansh.j19@iihmr.in>
Date Thu 8/5/2021 2:26 PM
To Placements <placements@iihmr.edu.in>

Get Outlook for Android

From: Varun Sharma <varun@aravali.org.in>
Sent: Monday, August 2, 2021 3:32:29 PM
To: Vedansh Parashar <vedansh.j19@iihmr.in>
Cc: 'Ryaddin' <ryaddin1234@gmail.com>
Subject: Your name has been short listed for the SBCC coordinator at District level

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Candidate,
Greetings from Jaipur!
It is being pleasure to inform you that your name has been shortlisted for the SBCC coordinator at Jahalawar District level position in Rajasthan . We are in the process for preparing ToR for you. As Discussed the you will be paid a consolidated amount of Rs. 40,000 per month and Travel Allowance of Rs. 5,000.

Kindly confirm your availability to join this position latest by 3nd August 2021. As soon as you confirm, we will move forward.
In case you need any clarification please call me on 09414193151.
Regards

Varun Sharma
Programmes Director, ARAVALI

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1035

Pristyn Care

SIMPLIFYING SURGERY EXPERIENCE

Dated: 2nd February 2021

To,
Dr. Vidhi Sharma,

Subject: Letter of offer for the post of Senior Executive

Dear Dr. Vidhi,

We are pleased to offer you the position of **Senior Executive** at our **Gurgaon** location. The terms of appointment are as follows:

i. We would appreciate if your start date is no later than 15th February 2021, **at 10:00 A.M.** Please return the duplicatee copy of this letter duly signed in token of your having accepted this employment offer. We will then proceed to create a formal appointment letter at the time of joining, which outlines our **three-months'** probation period and other details and will supersede this offer letter.
ii. Your Annual CTC comprises of **Rs. 5,00,000 (Rupees Five Lakh Only)**
iii. You will be paid your salary and allowances stated in arrears monthly after giving effect to withholding(s) as required by law. Any Income Tax applicable on your remuneration or any other payment made by the Company in respect to taxes will be borne by you and as required by law, will be deducted at source.
iv. Your hours of work will be as per the Company policy and requirement of the project you are working on.
v. This position is offered subject to satisfactory reference and pre-employment checks by third party vendors/Pristyn Care and completion of three-month probation period during which time your performance will be reviewed.
vi. You shall always be subject to overall policy of the Company and agree to be bound by the same. It is your responsibility to ask the HR team to provide you with all the policies of the Company and you should abide by all such policies.
vii. All information, data and documents shared by the Company with you are the intellectual property of the Company and you will at all times maintain the confidentiality of all the information, data and documents shared with you, including this offer letter. You are not authorized to share any information of the Company, of its clients, of its operations whatsoever with any third party without prior written consent.
viii. Non – Solicitation and Non Hire of Company Employees: You agree that during the term of your employment and a further period of 12 (twelve) calendar months after separation from the Company, for whatever reasons, you shall not either directly or indirectly solicit or entice away or endeavor to solicit or to entice away or assist any other Person to solicit or hire or entice away from the Company, any Company employee.
ix. Confidentiality & Non-Complete and Non-Solicitation: You certify not to share your salary or any company details along with not joining any competitor as an employee or contractor or solicit any employee from the company to join a company.
x. Transfer & Relocation: You will be liable to transfer in such capacity as the company may from time to time determine to any other location, department, establishment, factory or branch of the company or its affiliate, associate or subsidiary companies. In such case, you will be governed by the terms and conditions of service applicable to the new assignment

We welcome you to the Pristyn Care family.

Request you to kindly accept the contents of this letter and return to us an executed copy of the same for our records purposes.

Yours sincerely,

For GHV Advanced Care Private Limited

(Head – Human Resource)
(Anjan Das)

Accepted

Dr. Vidhi Sharma

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Pristyn Care
SIMPLIFYING SURGERY EXPERIENCE

Salary Annexure- Dr. Vidhi Sharma

Name	Dr. Vidhi Sharma
Designation	Senior Executive
Department	Medical Directorate
Sub Department	Medical Services
Job Location	Gurgaon
BU	Corporate

Salary Components	Monthly Amount	Annual Amount
Basic	16667	200004
HRA	8334	100008
Bonus	894	10728
Special Allowance	13972	167664
Gross Salary	**39867**	**478404**
Employer PF	1800	21600
CTC	**41667**	**500000**

* Statutory Deductions
1. Employer's contribution to Provident Fund shall be deducted & deposited with PF Authorities, along with employee's contribution, as per the statutory requirements.
2. Professional Tax and all incidence of income tax will be borne by the employee as per Income tax rules.
3. All applicable tax liability will be borne by the employee as per relevant statutory tax rules.
4. All employees will be eligible for Car Hire and Vehicle Operating policy as per their respective salary grade.
Additional Benefits
5. Medi-Claim premium is calculated for self, spouse and 2 children
6. The amount of Gratuity is subject to Payment of the Gratuity Act 1972 .

(Head – Human Resource)
(Anjan Das)

Dr. Vidhi Sharma

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Pristyn Care

SIMPLIFYING SURGERY EXPERIENCE

Please bring copies of the following documents at the time of joining along with the original copies for verification (Wherever applicable): -

1. 2 Passport size Photographs
2. All educational certificates
3. Appointment letter/ Salary certificate/Pay-slip from previous employer (if applicable)
4. Release letter/ Copy of Resignation Letter (last employment)
5. PAN Card copy
6. Aadhaar Card
7. Cancelled Cheque

NOTE: You are requested to inform your HR coordinator well in advance in case you are unable to provide any of the above-mentioned documents on joining day. In the absence of any above-mentioned documents we will not be able to complete your joining.

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Outlook

FW: Offer Letter_Fingertips

From Vidushi Bhardwaj <vidhushi.j19@iihmr.in>
Date Wed 6/9/2021 1:05 PM
To 'Ms. Anita Thapa' <anitathapa@iihmr.edu.in>

Dear Sir/ Ma'am,
As per the conversation, I am here by sharing my offer letter (Fingertips Ahmedabad) with this mail.
Kindly look for the attachment.

Thank you

Regards,
Dr. Vidushi Bhardwaj
Get Outlook for Android

From: Vidushi Bhardwaj <22drshubhi26@gmail.com>
Sent: Thursday, June 3, 2021 2:19:38 PM
To: Vidushi Bhardwaj <vidhushi.j19@iihmr.in>
Subject: Fwd: Offer Letter_Fingertips

22drshubhi26@gmail.com appears similar to someone who previously sent you email, but may not be that person. Learn why this could be a risk

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

---------- Forwarded message ---------
From: **HRFT Fingertips** <hrft@fingertips.co.in>
Date: Thu, Jun 3, 2021, 10:13 AM
Subject: Offer Letter_Fingertips
To: <22drshubhi26@gmail.com>
Cc: shalini mathur <shalini.mathur@fingertips.co.in>, sunil purohit <sunil.purohit@fingertips.co.in>

Dear Vidushi

Greetings from Fingertips!

With reference to your application and interview you had with us, we are happy to inform you that you have been selected as Growth Executive at FingerTips.
We know you're going to be a valuable asset to our company and can't wait to see what you achieve.

Your Annual CTC will be 400,000 (Four Lakh Only).

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A detailed offer letter will be given to you post your joining.

Please send me the soft/scan copies of the following documents by tomorrow.

1. Identity Proof(aadhar & Pan)
2.Educational Certificates
2. Professional certificates/internship Certificates(if any)

Feel free to reach out to me in case of any queries.

Best Regards,

Kavisha Shah
HRBP

+91-6359144300
hrft@fingertips.co.in
www.fingertips.co.in



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P. D. HINDUJA NATIONAL HOSPITAL & MEDICAL RESEARCH CENTRE

(Established and managed by the National Health & Education Society)

VEER SAVARKAR MARG, MAHIM, MUMBAI - 400 016, INDIA
PHONE : 2445 1515, 2445 2222, 2444 9199 FAX : 2444 9151

HH/PD

17.03.2021

Mr.Vinit Yadav
72, Phase 2, Saraswati Vihar,
Rohta Road, Meerut,
Uttar Pradesh - 250001

Dear Mr.Vinit,

This has reference to your application and the subsequent interview you had with us. We are pleased to offer you the post of '**Executive – Trainee**' in the **Materials Department** in our Hospital on the terms & conditions mutually agreed upon.

You will be paid a total annual compensation of **Rs.7,00,000/- (Rupees Seven lacs only)**
***Inclusive of dererred bonus of Rs.1,00,000 lacs)**

However, this offer is subject to you being declared medically fit by the Hospital and satisfactory references from your referees. Letter of appointment will be issued to you on joining.

At the time of joining you are requested to bring the following original documents along with one photocopy of each:

a) Proof of date of birth certificates.
b) Educational qualification certificates.
c) Relieving / experience certificate from all previous employers.
d) Salary certificate from the last employer.
e) 4 colour photographs
f) Aadhar Card & Pan Card

With good wishes,

Yours sincerely,

Jagdeep Chauhan
Director – HR

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CANDIDATES COMPENSATION STRUCTURE		
Candidates Name	Mr.Vinit Yadav	
Job Position & designation	Executive Trainee	
Grade	ET	
Department	Materials	
Compensation Components	**Proposed Compensation**	
Payslip Components	**Per Month**	**Per Annum**
Basic	7,400	88,800
HRA	2,220	26,640
Grade Allowance	33,668	4,04,014
Education Allowance	550	6,600
Conveyance Allowance	1,600	19,200
Total A	45,438	5,45,254
Reimbursements		
LTA	740	8,880
Total B	740	8,880
Provident Fund	1,800	21,600
Gratuity	355.2	4,262
Ex-Gratia	1,667	20,004
Total C	3,822	45,866
Deferred Bonus	8,333	1,00,000
Total D	8,333	1,00,000
Fixed cost to company - FCTC - A+B+C = F	50,000	6,00,000
Total Cost to Company - TCTC - F+D = T	58,333	7,00,000

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17/3/2021

Note : The deferred bonus will be given after completion of 1 year of continous service.

1038

THB™: Technology | Healthcare | Big Data Analytics
c/o Sekhmet Technologies Private Limited
Kinship Square, Plot No. 7 (2 bays), Urban Estate,
Opposite Jet Airways Training Center, Sector 32,
Gurugram, Haryana 122001

www.thb.co.in | hello@thb.co.in | 0124-4052150
CIN: U72200HR2015PTC056692

THB
TECHNOLOGY | HEALTHCARE | BIG DATA ANALYTICS

19th March 2021

Subject: Full- time role with THB

Dear Dr. Vinny,

Many Congratulations! We are pleased to offer you a full-time role with THB c/o Sekhmet Technologies Private Limited and are looking forward to working with you.

Please see the appropriate details below:

Position: Associate Consultant
Start Date: 22nd March 2021
Supervisor: Shweta Dhingra
Compensation: Rs. 6.0 lacs + 50,000/- Joining Bonus+ Insurance
Location: Gurugram, Haryana
Dissertation: Yes, Provided (Duration – 3 months)

Other T&Cs:

1) Compensation structure:

Salary Head	Per Month	Per Annum
Basic	Rs. 19,400	Rs. 2,32,800
House Rent Allowance	Rs. 9,700	Rs. 1,16,400
Special Allowance	Rs. 15,000	Rs. 1,80,000
Provident Fund (Employer contribution provision)	Rs. 1900	Rs. 22,800
Base Pay	**Rs. 46,000**	**Rs. 5,52,000**
Bi-annual Performance Bonus	Rs. 4000	Rs. 48,000
CTC	**Rs. 50,000**	**Rs. 6,00,000**

2) Biannual performance bonus has been created to drive capability building along with the rest of the team; the exact KRAs / metrics will be defined post your joining.

3) Medical Insurance: As per company's policy. Current policy covers employee and spouse with Religare Health Insurance.

4) Joining bonus: You will be paid a one-time joining bonus of Rs. 50,000/-; will be paid after 3 months after your joining; will need to be returned if you resign within 12 months of joining.

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5) Expenses towards client / outstation travel and stay will be reimbursed, as per the company travel policy.

Deductions, as relevant, may be applicable, for e.g. any relevant tax deductions

6) Your career path in the company will depend on your performance and capability. Your performance will be reviewed on a regular basis by your supervisor, providing the criteria for your increments and promotions. Regular performance reviews will be conducted in December and June.

7) The following documents are required to be produced at the time of joining
   a. Proof of identity, e.g. PAN card, Aadhar Card
   b. Address proof, e.g. Passport copy
   c. Photographs (3 copies)
   d. Last 3 months salary slip

8) Prior to (or on the day of) the start of your role at THB, you will be required to complete other joining formalities, such as confidential contracts etc.

9) This is a proforma offer letter. Formal employment contract and appointment letter will be awarded after the formal acceptance of the proforma offer letter.

Please confirm your acceptance and joining date. We look forward to having you onboard.

Yours truly,

Rohit Saini
Sr. Manager – HR

ACCEPTED AND AGREED:

Dr. Vinny

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ASIAN HEART INSTITUTE
Hope is Healing, Healing is Happiness

ASIAN HEART INSTITUTE & RESEARCH CENTRE PVT LTD: G/N Block, Bandra-Kurla Complex, Bandra (East), Mumbai - 400 051, INDIA. T: +91- 22 - 6698 6666. F: +91- 22 - 6698 6506.
E: info@ahirc.com I www.asianheartinstitute.org /Asian.Heart.Hospital /AsianHeartInst

Date: 13th March, 21

AHI/OFF/0022/21

Ms. Vrushali A. Pothare
Sant Dhyaneshwar Nagar
Post Nalwadi, Mhasala Wardha,
Maharashtra-442001

Sub: OFFER LETTER

Dear Ms. Vrushali

With reference to your application and subsequent interviews, the management is pleased to inform you that you have been selected for the post of **Management Trainee** in the department of **Non-Clinical.**

You will need to join on or before **23 March, 2021** failing which our offer stands withdrawn.

At the time of joining you will have to submit the following documents:

- 4 passport size colour photographs,
- Photocopies of all your Educational Mark sheets and Certificates.
- And 2 photocopies of your address proof and photo identity proof.
- Relieving letter and experience certificate from the previous employer, if any.

If the offer letter is acceptable to you, please acknowledge the same by signing and returning the duplicate copy as a token of your acceptance.

Particulars of your CTC will be stated in your appointment letter.

Appointment letter will be issued to you within 15 days from the date of joining..

Your Offer letter stands valid subject to the clearance of Medical Fitness test.

For Asian Heart Institute

Dr. Ramakanta Panda
Vice Chairman & Managing Director

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

FW: ASIAN HEART INSTITUTE #OFFER LETTER

From Anshul Goyal <anshul@iihmr.edu.in>
Date Tue 3/16/2021 2:14 PM
To Ms. Anita Thapa <anitathapa@iihmr.edu.in>

2 attachments (568 KB)
Offer Letter # Mr. Nigam Dhar.pdf; Offer Letter # Vrushali Pothare.pdf;

FYI

From: Sarita Rajput <hrd@ahirc.com>
Sent: Tuesday, March 16, 2021 12:39 PM
To: Anshul Goyal <anshul@iihmr.edu.in>
Cc: Vrushali Pothare <vrushali.j19@iihmr.in>; nigam.dhar@gmail.com; Hr ahirc <hr@ahirc.com>
Subject: ASIAN HEART INSTITUTE #OFFER LETTER

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Anshul,

Greetings from Asian Heart Institute.

We are happy to offer two of your students **Management trainee** positions in the department of **Non-Clinical** at Asian Heart Institute. As already conveyed, for MBA pass out students # CTC 324000.

1. Vrushali A. Pothare
2. Nigam Rashmi Dhar

Please find attached offer letters of your students & convey acceptance on the same. They need to join on or before **23#25 March '2021**.

We congratulate them once again and look forward to joining the Asian Heart family.

Thanks & Regards,
Team HR

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ASIAN HEART INSTITUTE

INDIA'S NO. 1 HEART HOSPITAL
By
TIMES HEALTH

India's Highest Accredited Hospital
Joint Commission International | India's 1st JCI gold standard heart care hospital | ISO 9001:2008

Awarded India's Best Cardiac Hospital by HEALTHCARE ACHIEVERS AWARDS 2014

ASIAN HEART 126126

G/N Block, Bandra-Kurla Complex, Bandra(E), Mumbai-400051, INDIA
Tel: +91-22-66986666, Fax: +91-22-66986506
http://www.asianheartinstitute.org

DISCLAIMER: This email may contain privileged information and is intended solely for the addressee(s), and any disclosure of this information is strictly prohibited, and may be unlawful. If you have received this mail erroneously, please notify the sender immediately and delete all copies of this mail and associated files. Also, if you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or taking any action in reliance on the contents of this message or any accompanying document is strictly prohibited and is unlawful. Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the organization. Computer viruses can be transmitted via email. The recipient(s) should check this email and any attachments for the presence of viruses. The sender declares that he/she cannot be made liable for any loss suffered by any person, on account of having acted upon any messages which is vitiated by error, omissions or interception.

This information is provided for general knowledge of the patient and his caretakers only and is not meant to substitute the independent medical judgment of a physician in the diagnostic and treatment options of a specific patient and his/her medical condition. Asian Heart Institute and/or its Doctors are not and will not be liable for any decision made or action taken in reliance of the information provided through this website.

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1040.

Global Health
Private Ltd.

LETTER OF INTENT

Yash Gautam
New Delhi

Date: 29-Apr-2021

Dear Yash,

Congratulations! We are pleased to offer you a position at Medanta, The Medicity on the following terms:

1.	Designation	**Trainee – Medical Administration.** You will report to **DGM - Operations**, at Medanta, The Medicity.
2.	Total all inclusive fixed CTC	Rs. 3,00,000/- (RUPEES Three Lakhs Only) per annum, including all retirals till the time the result is not declared. Once your result is out you will be paid Rs. 4,00,000/- (RUPEES Four Lakhs Only) per annum, including all retirals.
3.	Date of joining	10-May-2021 or earlier, if possible.
4.	Current posting	Gurgaon

Please note this offer is subject to you being found medically fit. You will be governed by the general terms and conditions of the organization as published in the appointment letter which will be given to you post joining.

LIST OF DOCUMENTS REQUIRED FOR JOINING

1	Certificates & mark sheets of class 10th, 12th, Graduation, PG or any other professional course	2 Copies of each
2	Registration certificate from respective Clinical/Nursing/Pharmacy Council (as applicable)	
3	Internship completion certificate	
Mandatory for Doctors: All documents mentioned in 1&2 above has to be notarized or attested by a Gazetted Officer		
4	**PAN CARD** or Acknowledgement receipt if **"PAN applied for"** (30% tax will be deducted in absence of PAN Card, Irrespective of CTC)	
5	Address Proof (Passport / Voter card / Driving license)	
6	Appointment Letter and salary slip from the last employer	
7	Relieving Letter/Resignation acceptance from the last employer	
8	Experience Certificate from all previous employers	
9	Other Documents • 5 Passport Size photographs • 1 Family Photograph for ESI Card (if applicable) • Copy of Vehicle Registration Certificate (RC) incase parking facility is required	

Please return the duplicate copy of this letter duly signed as acknowledgement in case offer is acceptable to you.

We look forward to your being part of Medanta, The Medicity.

Yours faithfully,
For **GLOBAL HEALTH PVT LTD**

MANOJ GUPTA
SENIOR VICE PRESIDENT & HEAD – HUMAN RESOURCES

I Accept.....

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1, Prabhu Dayal Marg
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RAMA HOSPITAL
A Unit of Rama Medical College & RESEARCH CENTRE

Rama Heart Centre
Rama Ortho Centre
Rama Neuro Centre
Rama Nephro Centre

Ref:-RB&RC/HR/LOI/Mar/2021 **Dated: 30-Mar-2021**

Letter of Intent

To,
Mr. Yash Jain
Institute of Health Management Research
Mob:-9413967556
Email:- yashjain.j19@ihmr.in

Sub: Offer for Quality Officer.

Following your application and subsequent interview, we are pleased to inform you that you have been considered your profile as Quality Officer in our company. You will be stationed at our Kapur branch Near Mandhana Railway Station with effect from 01/04/2021. Your CTC will be Rs 3 LPA. You are required to report to the HR Dept. for orientation and subsequent placement on this day.

The terms of engagement are as follows:

1. Reporting Time: 9:00AM daily
2. Internship Allowance: stipend as per company policy.

It is my hope and prayer that you will work to your level best to improve the efficiency and performance of this company. Congratulations and best wishes.

Kindly sign a copy of this letter as a token of your acceptance. We wish you a great career with us.

Thanks and regards,

Rama Hospital & Research Centre Pilkhuwa Hapur

Authorized Signatory
(Rama Hospital & Research Centre)

(Signature of employee)

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Rama Hospital & Research Center
Rama City, NH-24 (Delhi-Hapur Highway)
Near Mother Dairy, Hapur-245304 (U.P)
Phone No.- 0122-2327300 Fax No.-0122-2327311

NAPIER
Healthcare

NHS/1161/Apr/21-22

08-Apr-2021

To
Mr. Yogesh Tejwani
487, One Tree Hills,
Bairagarh, Huzur, Bhopal,
Madhya Pradesh 462030.

Dear Mr. Yogesh Tejwani,

Subject: Offer of Employment

We welcome you to Napier Healthcare Solutions (India) Pvt. Ltd. and wish you a long term and mutually rewarding career with us. Your annual **Cost to Company (CTC) will be INR 6,50,000**, which will be your fixed pay.
Please find enclosed your letter of offer of employment containing relevant details and terms and conditions regarding your employment. If you would like to know more about the Company or have any questions or clarifications, please feel free to contact us. Please note that the validity of letter of offer is subject to satisfactory completion of a reference check and compliance to all terms and conditions herein. The joining information is mentioned below:

Date of Joining : **12-Apr-2021**

Reporting Time : **09:30 AM**

Reporting Location : **Hyderabad**

Please bring the following documents in original & photocopy, (original for verification only) on the day of your joining:

1. Educational documents (mark sheets and convocation certificates) starting from School to highest education qualification attained
2. Relieving letter from the previous organizations
3. Latest salary slip or a salary certificate from the previous employer
4. PAN (Permanent Account Number) card and Passport
5. Four (4) passport size color photographs

Please sign and return the duplicate copy of the offer letter as a token of your acceptance.

For Napier Healthcare Solutions (India) Pvt. Ltd.

Digitally signed by Chandra Mouli
DN: cn=Chandra Mouli, o=Napier Healthcare Solutions (India) Pvt. Ltd, ou=Hyderabad, email=mouli@napierhealthcare.com, c=IN
Date: 2021.04.08 10:06:48 +05'30'

Chandra Mouli Sivalanka
Head - Finance & Accounts

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

1043.

ZenHeal Wellness Private Limited

Confidential

29th May 2021

Dear Dr Hemlata Arora,

OFFER OF EMPLOYMENT

ZenHeal Wellness Private Limited ("Company") is pleased to offer you regular full-time employment in the capacity of **"Operations Executive – Patient Care Department"**. Your reporting requirements, duties and responsibilities will be indicated after acceptance of our offer, and which may be changed by the Company from time to time. Your employment with the Company shall be subject to a probationary period of 6 months which period shall commence from the date of your joining the Company. The Company may choose to extend such probationary period to the extent it deems fit. At the end of the probation period, your position in the Company will be automatically confirmed unless otherwise notified by either the Company or yourself in accordance with the terms of this offer letter and its annexures.

Your all-inclusive gross annual compensation on a cost to company basis shall be **INR 350,000** (Please refer to **Annexure B** for details), which shall be inclusive of the applicable statutory benefits, if any, and tax to be deducted at source. Your compensation shall be paid on a monthly basis, by the 5th of next month, or subject to Company policy. If you have joined on or after 23rd of any month, the compensation for working days of that month shall be paid along with next month's compensation. The compensation structure shall be finalized by the Company's account department and / or human resource manager.

Please refer to **Annexure A** which provides the terms and conditions of your employment with the Company. All other terms of your employment, including the code of conduct, will be in accordance with the policies and procedures of the Company (as contained in the Compliance Manual). The Compliance Manual may be accessed on the Company's intranet or may be made available on requesting the human resource manager.

Please note that our offer is conditional upon satisfactory feedback from your references and necessary background, academic, medical, credit / financial and criminal checks. Our offer is also contingent upon your complete and accurate disclosure to the Company of any and all agreements (non-competition, non-solicitation, employment, confidentiality or otherwise) with any prior employer, clients, principals, partners or others which in any way limit you either contractually or otherwise from engaging in any business activities required or contemplated by the Company in this offer of employment. The Company reserves the right to withdraw or vary this offer of employment without any obligation whatsoever.

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ZenHeal Wellness Private Limited

The terms of this letter along with the annexures hereto and the Compliance Manual forms the entire agreement and understanding with respect to your employment with the Company, and supersedes all prior discussions with or representation by the Company.

As part of the requirements of **Appendix A**, please provide to us the title, date and supporting documentation of any Employee Prior IP (as defined in **Appendix A**) in your possession. If you do not provide us to details of any Employee Prior IP in your possession before accepting this offer, you represent and warrant that there is no such Employee Prior IP in your possession.

You are required to treat this letter and its contents as strictly confidential and should not disclose the same to any person or entity without our prior written consent.

Please indicate your acceptance of this offer by signing on the duplicate of this letter and return it to us by **30th May 2021**. This offer shall automatically lapse unless you confirm your acceptance of it and return a copy within the prescribed time.

We look forward to your joining us.

Yours sincerely,

Kishan Shah

Authorised Signatory

Acceptance

I hereby agree to and accept the terms and conditions of this offer for regular full-time employment with ZenHeal Wellness Private Limited. I confirm that I am not breaching any terms or provisions of any prior agreement or arrangement by accepting this offer. I can commence employment with the Company on **01st June 2021**.

_____

Signature

Name: Dr Hemlata Arora

Date:

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ZenHeal Wellness Private Limited

Annexure A

TERMS AND CONDITIONS OF EMPLOYMENT

1. DEFINITIONS AND INTERPRETATION

In this Annexure:

1.1 **"Affiliate"** means any Person that directly or indirectly through one or more intermediaries, controls or is controlled by or is under the common control as that of the Company;

1.2 **"Business"** means the business of the Company, being inter alia the provision of all types of services including but not limited to treatment guidance to cancer patients, connecting with oncologists, connecting with diagnostic labs, integrative oncology counseling, community service, any other service to cancer patients or people with the risk of being diagnosed with cancer;

1.3 **"Company"** shall mean ZenHeal Wellness Private Limited, a company incorporated under the Indian Companies Act, 2013.

1.4 **"Competitor"** means and includes all such Persons whether domestic or foreign, which carry on or which are likely to carry on business similar to the Business as defined herein above and/or directly or indirectly compete or have the potential to compete with the Company;

1.5 **"Confidential Information"** means and includes, information which is confidential and proprietary to the Company and/or Affiliates and/or to certain third parties with which the Company and/or Affiliates has relationships, and disclosed to or obtained by the Employee from the Company and/or Affiliates and/or such third parties, whether (without limitation) in graphic, written, electronic or machine readable form on any media or orally and whether or not the information is expressly stated to be confidential or marked as such and includes, but is not limited to information of value or significance to the Company and/or Affiliates and/or its Competitors (present or potential) but does not include information: (i) that is in the public domain other than by Employee's breach of this Annexure and/or of any other agreement to which the Employee is bound by; (ii) that was previously known by Employee, as established by written records of the Employee prior to receipt of such information from the Company and (iii) that was lawfully obtained by the Employee from a third party without any obligations of confidentiality to Company. Upon the request of the Company, the Employee shall from time to time sign confidentiality agreements for the protection of Confidential Information, the terms and conditions of which shall be in accordance with the requirements of the Company;

1.6 **"Company Policies"** shall mean the policies and procedures of the Company as specified in Clause 10 of this Annexure;

1.7 **"Employee"** shall mean the employee of the Company as named at the end of this Annexure.

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1.8 **"Intellectual Property"** includes ideas, concepts, creations, discoveries, inventions, improvements, know how, trade or business secrets; trademarks, service marks, designs, utility models, tools, devices, models, methods, procedures, processes, systems, principles, algorithms, works of authorship, flowcharts, drawings, books, papers, models, sketches, formulas, teaching techniques, electronic codes, proprietary techniques, research projects, and other confidential and proprietary information, computer programming code, databases, software programs, data, documents, instruction manuals, records, memoranda, notes, user guides; in either printed or machine-readable form, the whether or not copyrightable or patentable, or any written or verbal instructions or comments;

1.9 **"Intellectual Property Rights"** or **"IPRs"** include (i) all rights, title, and interest under any statute or under common law including patent rights; copyrights including moral rights; and any similar rights in respect of Intellectual Property, anywhere in the world, whether negotiable or not; (ii) any licenses, permissions and grants in connection therewith; (iii) applications for any of the foregoing and the right to apply for them in any part of the world; (iv) right to obtain and hold appropriate registrations in Intellectual Property and, (v) all extensions and renewals thereof; (vi) causes of action in the past, present or future, related thereto including the rights to damages and profits, due or accrued, arising out of past, present or future infringements or violations thereof and the right to sue for and recover the same;

1.10 **"Offer Letter"** means the letter for the offer for employment issued by Company to the Employee;

1.11 **"Person"** or **"Persons"** means an individual, corporation, partnership, limited liability company, association, trust or other entity or organization, including a government or political subdivision or an agency or instrumentality thereof that is not a party to this Annexure;

1.12 **"Property"** includes, but is not limited to the:

i. internal memoranda, approval notes, computer equipment (including software), training materials, books, and all other like property, including all copies, duplications, replications, and derivatives of such property which embody Confidential Information and Intellectual Property or any other information concerning the Business, of the Company, whether such documents have been prepared by the Company or any other Person;

ii. papers, blueprints, drawings, specifications, pen drives, laptops, keys, pass cards, passwords, identification cards, photographs, charts, graphs, notebooks, customer lists, computer disks, tapes or printouts, sound recordings and other printed, typewritten or handwritten documents, sample products, prototypes and models or any other property belonging to the Company and/or its Affiliates.

iii. any residential accommodation, automobile, furniture, fixtures, fittings and furnishings, communication equipment, and all other items; and,

iv. any tangible expression of Confidential Information, including, without limitation, photographs, plans, notes, renderings, journals, notebooks, computer programs and samples relating thereto.

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1.13 The Company and Employee shall hereinafter jointly be referred to as the **"Parties"** and severally as the **"Party"**.

1.14 Unless the context of this Annexure otherwise requires (i) words of any gender include each other gender; (ii) words using the singular or plural number also include the plural or singular number, respectively; (iii) the terms "hereof," "herein," "hereby" and derivative or similar words refer to this entire Annexure; (iv) whenever this Annexure refers to a number of days, such number shall refer to calendar days unless otherwise specified; (v) headings are used for convenience only and shall not affect the interpretation of this Annexure; and (vi) references to the Recitals, Clauses and Appendices shall be deemed to be a reference to the recitals, clauses and appendices of this Annexure.

2. EMPLOYMENT

2.1 Relying upon the representations made by the Employee with regard to the Employee's academic education, background, work experience etc., the Company shall employ the Employee as upon the terms and conditions set forth in the Offer Letter, with effect from the date as stated in the Offer Letter (**"Date of Employment"**).

2.2 Subject to the provisions of termination as hereinafter provided, the term of this Agreement shall be deemed to have begun from the Date of Employment and shall continue until terminated by either Parties in accordance with Clause 8 hereof.

3. DUTIES AND RESPONSIBILITIES, TRANSFER, ETC.

3.1 The Employee hereby agrees and undertakes to perform various duties and undertake various responsibilities in this respect, and devote the whole of his time and attention to the Business, to the best of his skills and abilities and to promote the interests and welfare of the Company.

3.2 The Employee shall be required to work from 9:00 AM to 7:00 PM from Monday to Saturday (**"Working Hours"** - subject to Company's policies). However, the Employee may be required to work outside the Working Hours from time to time. Any variations in the working hours are at the sole discretion of the Employer. In case of continuous delay or habitual absence in reporting for duty on time, the Employer is entitled to take disciplinary action against you, including but not limited to termination of employment.

3.3 The Company may, at its sole discretion, second, depute, assign and / or transfer the Employee to any other office of Company in India or to any Affiliates of the Company or to any third parties. The Employee hereby consents to any such secondment, deputation, assignment and/or transfer by the Company of the Employee's employment including to third parties. Further, in such case, the Employee shall also be bound by any policy of such other office or Affiliate, in existence or that may be subsequently framed by the Company or the Affiliate. The Employee may also be required

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to make visits and travel both within India and overseas, as may be necessary for the proper discharge of his duties.

3.4 While in the employment of the Company, the Employee is not allowed to be employed in any other organization on a permanent, temporary or part time basis or offer his/her services with or without consideration to any physical person, legal entity or public authority or be occupied in Employee's own business, without the prior written consent of the Company. The Employee shall comply with all directions given to the Employee by the Company and faithfully observe all the rules, regulations, and arrangements applicable to Employee.

3.5 The Employee is required to disclose in writing to the Company all of Employee's business interests, if any, whether or not they are similar to or in conflict with the business(es) or activities of the Company and all circumstances, in respect of which there is or there might in the future be a conflict of interest between the Company and Employee or any of Employee's immediate relatives. The Employee agrees to disclose fully to the Company in writing any such interests or circumstances which may arise during Employee's employment immediately upon accruing of such interest or occurring of any such circumstances.

3.6 The Employee agrees that he/she will not enter into any contract, agreement or arrangement with any person or entity that binds the Company or creates any liability or obligation upon Company, without obtaining a specific prior written permission from the Company. The Employee shall also not communication with the media in relation to the Company or its affairs, without obtaining a specific prior written permission from the Company.

4. REMUNERATION

4.1 The Employee shall be entitled to the remuneration as provided in the Offer Letter. The Company may change the remuneration structure from time to time.

4.2 The Company may in its sole discretion, award discretionary annual bonus in any amount and in any form to the Employee.

4.3 The Company may withhold from any amounts payable under the Annexure such central, state and local taxes as may be required to be withheld pursuant to any applicable law or regulation. The Employee shall be obligated to report as income all compensation received by the Employee. In case of any under-withholding, the Employee shall be responsible to pay the necessary tax.

5. NON-SOLICITATION AND NON-COMPETITION

5.1 The Company has legitimate interests to protect in maintaining a stable and trained workforce, as well as its trade connections. As the Employee will have access to confidential information in the course of his/ her employment with the Company, the Employee also acknowledge and agree that should he/ she be engaged directly or indirectly in any capacity in any business in competition with the Company, he/ she is likely to be placed in a position of conflict requiring him/ her to apply, use

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or disclose any confidential information and/or his/ her personal knowledge and/or influence over any business partner or employee of the Company resulting in the Company suffering irreparable and continuing damage for which monetary damages may be insufficient.

The Employee hereby agrees and undertakes that during the term of the employment with the Company and for a period of twelve (12) months following the cessation of employment with the Company, the Employee will not:

i. solicit, offer to engage, employ or otherwise endeavor to solicit or entice away from the Company and/ or its affiliates, any employee of the Company who could materially damage the interests of the Company including but not limited to maintaining the stability of the workforce, if that employee were to leave the employment of the Company; and/ or

ii. solicit, induce or entice away any existing or prospective clients (i.e. any person or organization with whom the Company and/or its affiliates is in advanced stages of exploring a professional or business relationship) or business partners or potential business partners of the Company and/or its affiliates, with whom the Employee had direct or material dealings within the twelve (12) months immediately preceding the termination of his/her employment with the Company, to entice such clients or business partners or potential business partners away from the Company and/or its affiliates or to damage in any way their business relationship with the Company and/or its affiliates or for the provision of substantially the same or similar services provided to such clients or business partners or potential business partners by the Company and/or its affiliates; and/ or

iii. solicit and/or attempt to solicit or undertake employment with any client of the Company and/or its Affiliates or any organization where the employee has been taken or sent for training, deputation or secondment or professional work by the Company

5.2 The Employee hereby agrees and undertakes that during the term of the employment with the Company, the Employee shall not, directly or indirectly, either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function) enter the employ of, or render any other services to any person or entity.

5.3 It is agreed by and between the parties that the employment with the Company and the compensation payable under this Annexure shall be sufficient consideration for this Clause.

5.4 The Employee hereby acknowledges and agrees that the limitations as to time and the limitations of the character or nature placed in this Clause 5 are reasonable and fair and will not preclude the Employee from earning a livelihood, nor will they unreasonably impose limitations on the Employee's ability to earn a living. The Employee expressly acknowledges and agrees that each and every restraint imposed by this Annexure is reasonable with respect to subject matter, time period and geographical area.

5.5 The Company may, at its sole option, relieve, wholly or in part, the Employee, from complying with the provisions of this Clause 5.

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5.6 For all purposes of this Clause 5, the Company shall be construed to include the Company and its Affiliates.

6. CONFIDENTIAL INFORMATION

6.1 The Employee acknowledges that during the course of the Employee's employment with the Company, the Employee has and will have access to Confidential Information of the Company and/or Affiliates and/or received by the Company from third parties, which is confidential to the Company and/or Affiliates and/or such third parties. The Employee acknowledges and agrees that Company has explained that such Confidential Information is the valuable property of the Company/ Affiliates and/or their customers and is critical to the Business.

6.2 The Employee shall during the term of employment and at all times thereafter, undertake to take reasonable care of and forever hold the Confidential Information in confidence and shall not publish, disclose, communicate or disseminate, any time, to any Person or competitor of the Company/ Affiliates; or use for any purpose any Confidential Information other than such purposes as shall be required to fulfill the Employee's duties with the Company, or remove any Confidential Information, in whole or in part, from the Company's premises, without the Company's prior written permission. The Employee shall inform the Company immediately if the Employee suspect or becomes aware of any unauthorized communication, publication, disclosure or use of Confidential Information by any party (including any person, firm or company) during the Employee's employment with the Company.

6.3 Notwithstanding the aforesaid provisions, the Employee may disclose Confidential Information where ordered to do so, by any government, judicial or quasi-judicial authority; provided however, that the Employee shall in such a case give the Company a reasonable notice of any prospective disclosure and shall assist the Company in obtaining an exemption or protective order preventing such disclosure.

6.4 The Employee shall return to the Company or to its nominees Confidential Information, including copies thereof irrespective of storage or presentation medium, including all electronic and hard copies thereof, and any other material containing or disclosing any Confidential Information which is in the Employee's possession, power and control as and when called upon by the Company and upon termination of employment, at the option of the Company, destroy the same and will not make or retain any copies (including electronic copies) of such Confidential Information. Until such time as all such Confidential Information is returned or destroyed, the Company shall, in addition to initiating legal proceedings for recovery of the same, be entitled to withhold any salary, emoluments or other dues of the Employee. Further, the Employee shall compensate the Company for any misuse of the Confidential Information. The Employee undertakes not to retain copies, including electronic copies, of any Confidential Information upon the expiry or termination of this Agreement. On or immediately after the termination of employment, the Employee may be required to certify to the Company that the Employee has complied with the obligations imposed under this clause.

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6.5 The Employee understands that access to the Company's databases and table structures, including but not limited to databases or table relating to clients, salary information, benefits, etc., is only on a "need to know basis". The Employee understands that he/she is not permitted to access any database and tables, unless the database or table directly relates to the work being performed by the Employee, and the Employee agrees that he/she will not access any databases or tables other than those necessary to perform the Employee's duties. The Employee understands that accessing a Company database or table that does not directly relate to the work required to be performed by the Employee may, at the sole option of the Company, result in disciplinary action, up to and including termination of employment. The Employee also understands and agrees that sharing passwords, using another employee's password, or allowing someone to use a password that has been designated solely as the password of the Employee may at the sole option of the Company, result in disciplinary action up to and including termination. The Employee also understands that the Company may monitor and review which databases and tables that the Employee has been accessing at any time without prior notice to the Employee.

6.6 During the term of employment, the Employee will not improperly use or disclose any confidential information or trade secrets, if any, of any other person to whom the Employee has an obligation of confidentiality, and the Employee will not bring onto the premises of the Company or Company's clients any unpublished documents or any property belonging to any other person to whom the Employee has an obligation of confidentiality, unless consented to in writing by such person.

6.7 In addition to the confidentiality provisions contained herein, the Employee is required to comply with the confidentiality and non-disclosure provisions as contained in the Company's Compliance Manual.

7. INTELLECTUAL PROPERTY

i. "Intellectual Property Rights" includes patents, rights to Inventions, copyright and related rights, trademarks, trade names and domain names and other Internet resource locators, rights in get-up, rights in goodwill or to sue for passing off, unfair competition rights, rights in designs, rights in mask works, rights in computer software, database rights, topography rights, rights in confidential information (including know-how and trade secrets but excluding skillsets and abilities innate to you, without prejudice to your other obligations relating to trade secrets or confidential information towards the Company), and any other Intellectual Property Rights, in each case whether registered or unregistered and including all applications (or rights to apply) for, and renewals or extensions of, all rights to sue for past and future infringements thereof, and such rights and all similar or equivalent rights or forms of protection which subsist or will subsist now or in the future in any part of the world, and all for the full duration of such rights (including any renewals, extensions and reversions).

ii. "Inventions" means all know-how (but excluding skillsets and abilities innate to you, without prejudice to your other obligations relating to trade secrets or confidential information towards the Company), proprietary techniques, proprietary processes, proprietary methods, inventions, discoveries, developments, innovations and improvements conceived or made in relation to any subject matter, whether or not patentable or capable of registration, and whether or not recorded

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in any medium, and whether or not made during working hours or using the Company's premises or resources. "Invention" shall not include any information currently in the public domain, provided such information is not in the public domain as a result of a breach of your terms of employment, or such information that is unrelated to the employees' work at the Company.

iii. "Employee Work Product" means any subject matter in which Intellectual Property Rights are capable of subsisting including (but not limited to) Inventions, trade secrets, copyrightable works, improvements, discoveries, (whether patentable or not), computer source code/output, graphics, documentation, emails, prototypes and other subject matter, which is made or worked on: (i) pursuant to the terms of employment, (ii) in the course of your employment, including in the course of your normal or assigned duties (including where Employee Work Product may be reasonably expected to result from the execution of your duties), (iii) pursuant to any obligations to further the interests of the Company that may be applicable, or (iv) in the course of any commissioned / special projects you may participate or be involved in connection with your employment with the Company. For the avoidance of doubt and greater clarity, "Employee Work Product" shall not include any Employee Prior IP and, ideas and concepts generated during the employment with the Company which are not discussed, documented or worked on.

iv. "Moral Rights" means any rights to claim authorship of an Employee Work Product, to object to or prevent the modification of any Employee Work Product, or to withdraw from circulation or control the publication or distribution of any Employee Work Product, and any similar right, existing under judicial or statutory law of any country in the world, or under any treaty, regardless of whether or not such right is expressed or generally referred to as a "moral right".

v. "Employee Prior IP" means any subject matter in which Intellectual Property Rights are capable of subsisting which was in existence and owned by you prior to commencement of your employment with the Company.

vi. "Third Party IP" means any subject matter in which Intellectual Property Rights are capable of subsisting which is owned by a third party.

7.1 <u>Ownership and Assignment of Intellectual Property Rights in the Employee Work Product</u>

You agree that the Company shall own, exclusively and in perpetuity, all rights, titles and interest, including but not limited to all Intellectual Property Rights (as defined below) in and to all Employee Work Product.

You agree that the Company, in its sole option and absolute discretion, may apply for, prosecute and obtain registrations of such Intellectual Property Rights in and to the Employee Work Product anywhere in the world and that the grant of any registered Intellectual Property Rights or similar protection so derived shall be in the name of and vest entirely in the Company.

If for any reason, the Company shall not be deemed to be the sole and exclusive owner of all right, title, and interest in and to the Employee Work Product or any part thereof, you hereby unconditionally, perpetually and irrevocably assign to the Company and its successors and assigns

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any and all of your right, title and interest thereto, including without limitation any and all Intellectual Property Rights for all uses and purposes whatsoever in and to the Employee Work Product.

You further agree and acknowledge that all rights granted by you to the Company pursuant to this section are unconditional, irrevocable and without right of rescission or reversion under any circumstances whatsoever.

In no event shall you have any right to rescind the agreement as to ownership arrangements herein or to revoke any of the rights herein granted, or enjoin or restrain the exploitation of the Employee Work Product or other project or work based on such Employee Work Product.

7.2 Assistance in following up on rights in the Employee Work Product

For the avoidance of doubt and without limiting the generality of the foregoing, you agree that you will:

i. ensure that the Company is duly notified, kept informed (and up to date), of all Employee Work Product;

ii. at the request of the Company, whether during or after termination of your employment with the Company, do any and all acts and things required, including but not limited to signing and providing any and all documents or testimony all in such form as may be required, or any other assistance that is reasonably necessary to assign, file, register or otherwise secure to the Company exclusive rights to Employee Work Product in all countries and further, not to attempt to register or assert ownership of any Intellectual Property Rights in any Employee Work Product unless requested by the Company to do so;

iii. lend such assistance as required at the Company's request in connection with any opposition to, or intervention regarding an application for patents or any other Intellectual Property Rights or other proceedings relating to such Intellectual Property Rights or application thereof;

iv. perform, without charge to the Company or the Company's related entities, during and after your employment with the Company, all acts deemed necessary or desirable by the Company or its designee(s) to permit and assist it, at its expense, in perfecting and enforcing the full benefits, enjoyment, rights and title throughout the world in the Inventions assigned to the Company or its designee(s) hereunder (such acts may include, but are not limited to, execution of documents and assistance or cooperation in the registration and enforcement of applicable patents and copyrights or other legal proceedings);

v. except with the Company's prior written consent, not publish or otherwise disclose to third parties outside of the Company any information in relation to any Employee Work Product, whether directly or indirectly;

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vi. on leaving the Company's employment, you shall promptly hand over to the Company all drawings, copies of drawings, tables, notes, correspondence, writings, graphics / images, or other subject matter or media that, in whole or part, contains or embodies or incorporates Employee Work Product in your possession, power or control relating, and not retain any such document or writing;

vii. waive any and all Moral Rights (as defined below) which you may have in such Employee Work Product, and to assign (and cede control of) all such Moral Rights to the Company.

Should the Company be unable to secure the signature on any document necessary to apply for, prosecute, obtain, protect or enforce any Intellectual Property Rights in and to the Employee Work Product, due to any cause, you hereby irrevocably designate and appoint the Company and each of its duly authorized officers and agents as your agent and attorneys to do all lawfully permitted acts to further the prosecution, issuance, and enforcement of Intellectual Property Rights or protection in respect of the Inventions, with the same force and effect as if executed and delivered by you.

7.3 Declarations on Employee Prior IP and Third Party IP:

You agree that you will now and going forward:

i. identify and declare to the Company (with sufficient particularity as the Company may reasonably require) any Employee Prior IP; and

ii. if you incorporate or integrate in any way any Employee Prior IP into any Employee Work Product, you automatically grant to the Company (and its successors, licensees and assignees) a broad license to use, copy, exploit and modify any Employee Prior IP as part of any Employee Work Product that may be assigned to the Company; and

iii. whenever you incorporate, improve on, integrate in any way any Third Party IP in connection with any Employee Work Product, you will:
   - identify and declare to the Company (with sufficient particularity as the Company may reasonably require) the relevant Third Party IP; and
   - warrant that permissions and consents have been obtained for such Third Party IP, and particularise (and where required by the Company, substantiate) such permissions or consents.

In connection with the requirements of paragraph 7.3(i) of this Section please provide to your human resources business partner the title, date and supporting documentation of any Employee Prior IP in your possession before signing the offer letter. If you do not provide to your human resources business partner details of any Employee Prior IP in your possession before your acknowledgement of these terms, you represent and warrant that there is no such Employee Prior IP in your possession.

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8. TERMINATION OF EMPLOYMENT

8.1 **Termination by either Party**: Either Party may terminate this Agreement upon written notice to the other Party. The termination would be effective after one month from the date of the receipt (by the other Party) of such notice (hereinafter referred to as the "Notice Period"). Alternatively, the Company may terminate the Employee's employment with immediate effect, without giving the Employee salary in lieu of notice or pro-rated salary for the balance Notice Period in case the Employee has been permitted to work during the Notice Period. In case the Employee has given a notice to terminate his employment, the Company may, at its sole discretion, permit the Employee to leave service during the Notice Period without any salary in lieu of notice or pro-rated salary for the balance notice period.

8.2 **Termination during probationary period:** Notwithstanding anything aforesaid, if the Employee is serving his/her probationary period), his/her employment can be terminated by either Party upon giving the other fourteen days' notice. Alternatively, the Company may terminate the Employee's employment with immediate effect, without giving the Employee salary in lieu of notice or pro-rated salary for the balance Notice Period in case the Employee has been permitted to work during the Notice Period. In case the Company terminates the Employee's employment during the probationary period, the Company shall have the right to modify / adjust the remuneration to be due to the Employee during the probationary period as the Employer may deem fit. In case the Employee has given to terminate his employment, the Company may, at its sole discretion, permit the Employee to leave service during the period of notice without any salary in lieu of notice or pro-rated salary for the balance notice period as per this sub-clause 8.2.

8.3 **Termination by Company due to Employee's misconduct:** Notwithstanding anything mentioned in above sub-clauses 8.1 and 8.2, the Company may terminate Employee's employment, with immediate effect by a notice in writing (without salary in lieu of notice or for the employed period), in the event of Employees' misconduct, as may be provided under the labor laws or in the Compliance Manual.

8.4 **Garden Leave during Notice Period:** The Company may place the Employee, at any time during the notice period, to stay away from work in order to prevent probable misuse of sensitive business information of the Company which may compromise the Company's interests. Such garden leave period may be enforced by the Company in its sole discretion. During garden leave and unless specifically instructed by the Company, the Employee shall:

i. not contact the employees, clients, business partners, professional contacts or counterparties of the Company
ii. not carry out any duties or exercise any work powers or responsibilities
iii. return all Company properties and communication devices, and not access any systems of the Company
iv. not perform work for or be employed by another company
v. notify the Company of any change of address or contact details
vi. cease to be an authorized signatory of the Company or hold a power of attorney for the Company, and
vii. continue to be bound by the expressed and implied duties of employment, including, without limitation, by the duty of fidelity and good faith owed to the Company.

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9. COMPANY'S PROPERTY - EMPLOYEE'S DUTY TO RETURN

9.1 Any and all of the Company's Property, Confidential Information and Intellectual Property of the Company acquired by or in the possession of the Employee, shall be returned to the Company immediately upon termination of employment or sooner as may be requested by the Company. It is further agreed and understood that until such time as all of the Company's Property, Confidential Information and Intellectual Property are returned, the Company shall, in addition to initiating legal proceedings for recovery (and without prejudice to any other rights or remedies that Company may have under law or equity), be entitled to withhold any salary, emoluments or other dues of the Employee then or in future payable to the Employee, and may further, at its discretion, deduct therefrom the full value of the said property/ properties calculated at its then replacement price. The Employee recognizes and agrees that the Company shall be entitled to recover from the Employee and the Employee shall be bound and liable to make good to the Company any loss suffered by the Company on account of misuse of the Company's Property, Confidential Information and Intellectual Property by the Employee and/or any damage occasioned to the Company's Property, Confidential Information and Intellectual Property whilst in the custody of or entrusted to the Employee.

10. COMPANY POLICIES

10.1 The Employee agrees and undertakes that the Employee shall be bound by all the policies and procedures of the Company including those contained in the Compliance Manual, as may be drafted, revised, amended and/or updated from time to time by the Company. In case of any conflict between the provisions contained in this Annexure and the Compliance Manual, the provisions contained in the Compliance Manual shall prevail.

11. WAIVER

11.1 No waiver by the Company of any breach by the Employee shall be a waiver of any preceding or succeeding breach. No waiver by the Company of any right shall be construed as a waiver of any other right. The Company shall not be required to give notice to enforce strict adherence to all terms of this Annexure.

12. MISCELLANEOUS

12.1 **Amendments:** No change, modification, or termination of any of the terms, provisions, or conditions contained herein shall be effective unless made in writing and signed or initialed by both the Parties.

12.2 **Survival:** Termination of Employee's employment shall not affect those provisions hereof that by their nature are intended to survive such termination.

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12.3 **Assignment:** Except as otherwise provided in this paragraph, the Employee's employment shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns. No right or interest hereunder shall be assignable by the Employee, his beneficiaries, or legal representatives without the Company's prior written consent; provided, however, that nothing in this Section 12.3 shall preclude the Employee from designating a beneficiary to receive any benefit payable hereunder upon his death, or the executors, administrators, or other legal representatives of the Employee or his estate from assigning any rights hereunder to the person or persons entitled thereunto. This agreement shall be assignable by the Company to a subsidiary or affiliate of the Company; to any corporation, partnership, or other entity that may be organized by the Company, its general partners, or its officers, as a separate business unit in connection with the business activities of the Company or of its general partners or officers; or to any corporation, partnership, or other entity resulting from the reorganization, merger or consolidation of the Company with any other corporation, partnership, or other entity or any corporation, partnership, or other entity to or with which all or any portion of the Company's business or assets may be sold, exchanged or transferred.

12.4 **Severability:** If any paragraph, sub-paragraph, or provision of this Annexure, or the application of such paragraph, sub-paragraph, or provision, is held invalid or excessively broad by a court of competent jurisdiction, the remainder of this Annexure, and the application of such paragraph, sub-paragraph, or provision to Persons, or circumstances other than those with respect to which it is held invalid shall not be affected.

12.5 **Data Privacy:** The Company may, in connection with the Employee's employment, receive personal data relating to him or third parties associated with him (such as spouse or children). Such data may be received from the Employee, or from other sources, and some limited personal data may be recorded directly or indirectly by internal security systems or by other means. Company may process such data for relevant and limited purposes. The Employee expressly consents to (i) the processing of his personal data by the Company; (ii) the collection and processing of sensitive personal data about him for limited purposes; (iii) the transfer worldwide of personal data held about him by the Company to other employees and offices of the Company's worldwide organization and to third parties where disclosure to such third parties is required in the normal course of business or by law; and use of his personal images and voices in marketing material, videos, etc.; and (iv) treating any personal data to which the Employee has access in the course of his employment strictly in accordance with Company policies and procedures and not using any such data other than in connection with and except to the extent necessary for the purposes for which it was disclosed to him.

12.6 **No Attachments:** Except as required by law, no right to receive payments shall be subject to anticipation, commutation, alienation, sale, assignment, encumbrance, charge, pledge, or hypothecation, or to execution, attachment, levy, or similar process or assignment by operation of law, and any attempt, voluntary or involuntary, to effect any such action shall be null, void and of no effect.

12.7 **No Coercion or Duress:** The Employee enters into this Annexure with full understanding of the nature and extent of the restrictive covenants contained herein, and acknowledges that because of the nature of the Company's business, this Annexure would not be entered into without the

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restrictive covenants contained herein. The Employee acknowledges and agrees that he is entering into this Annexure voluntarily and of his own free will in order to obtain the benefits of employment with the Company. The Employee acknowledges and agrees that he has not been coerced or suffered any duress in order to induce him to enter into this Annexure.

12.8 **Cooperation with Investigations, Litigation, Etc.:** The Employee shall provide reasonable cooperation and assistance to the Company with regard to: (i) any investigation conducted by the Company relating to the Company's business and affairs (including, without limitation, investigations into the actions or omissions of personnel or Affiliates of the Company); and (ii) any litigation or similar dispute resolution proceeding involving the Company. Such cooperation and assistance shall include, without limitation, providing information and records, being available for interviews or legal proceedings at the Company's offices or otherwise, and giving testimony. The Company shall reimburse the Employee for reasonable, documented, out-of-pocket travel, meal and lodging expenses incurred by the Employee in providing such cooperation and assistance

12.9 **Governing Law and Dispute Resolution:** This Annexure shall be governed and construed in accordance with the laws of India. Any dispute arising out of or in connection with this Annexure, including any question regarding its existence, validity or termination, shall be referred to and finally resolved by arbitration in Mumbai in accordance with the Arbitration Rules for the time being in force, which rules are deemed to be incorporated by reference in this clause.

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ZenHeal Wellness Private Limited

Annexure B

EMOLUMENTS OFFERED TO EMPLOYEE

Annual cost to company: INR 350,000

Break-up of cost to company:

	Monthly	Yearly
Basic salary	11,250	135,000
House rent allowance	5,625	67,500
Telephone & Internet allowance	1,200	14,400
Conveyance allowance	1,600	19,200
Statutory bonus	583	6,997
Supplementary allowance	2,242	26,903
Annual retention – to be paid after 1 year of joining	2,500	30,000
Net cost to company	**25,000**	**300,000**
Professional tax	200	2,400
Estimated take-home CTC	**24,800**	**297,600**
Medical discounts for family (from network partners)	4,167	50,000
Total cost to company	**29,167**	**350,000**

Note: Employee is eligible to additional monthly performance-based incentives. While there is no upper cap on this as of date of this Offer Letter, incentives could generally range from **INR 0 to INR 15,000 per month**, depending on performance

Please note that the above is a recommended guideline. The above-mentioned allowances and / or perquisites shall be payable subject to the limits prescribed under law. The Company reserves the right to change the list of allowances and / or perquisites from time to time. Telephone & internet allowance includes reimbursement of expenditure on telephone bills and broadband charges. Family medical discounts range from 5% to 40%, depending on the nature of service on which discount is taken, provided the service is taken from a network partner and pre-approval for the same has been taken in this regard from the Human Resource Manager or Management.

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ImpactGuru.com

Dear **Vinita Chugwani**,

I am pleased to extend to you an offer of Consultant as **Business Development Trainee** with **Impact Guru.**

We have enjoyed getting to know you and believe you have much to contribute to our firm and our culture. We hope that in the process of getting to know us, you have concluded that the fit is compelling and that ImpactGuru is the best firm at which to take the next step in your career and to grow further. We congratulate you!

ImpactGuru's aspiration of innovative thinking, open collaboration, and passion for driving change enables nonprofits, social enterprises, corporate, and other change-makers and impact creators to outperform and our Consultants to achieve greatness. We will be thrilled to have you as part of our team. You will bring your ambitious aspirations and unique talents to the firm and to our clients. In return, you will find unparalleled opportunities for personal and professional development at ImpactGuru, with no limits on the paths your career may take.

We feel that your skills and background will be valuable assets to our firm and we are delighted at the prospect of your joining us. Impact Guru is a transformative organization and aspires to be a market leader in its niche. Within and beyond ImpactGuru, our people will make a difference to the world because of the leaders they will become while here.

Please reach out to me with questions at any time. We hope to stay in close contact with you and look forward to having you as our colleague.

COMPENSATION:

Annual Professional fees

Your annual Professional fees will be **Rs. 4,00,000/-** paid in equal installments every month. Your Professional fees will be subject to TDS or other statutory deductions, if any.

Compensation details:

Internship Stipend: 25,000/- per month

Total CTC Offered: 5.80 LPA (Full time employment)

CTC offered: 4.00 LPA (Fixed) + Upto 60,000/- PA (Travel Allowance) + Upto 1.20 LPA (Incentives - performance based)

Below mentioned documents are necessary to submit:

- Pan Card, Aadhar Card
- Address proof
- Educational Certificate
- Last 3 Payslips and Bank Statement

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- Previous Experience Letter/Offer Letter/ Relieving letter

- Cancelled Cheque/ Any Account Detail Proof

- Front facing Photo

- 3 Reference details from previous company (HR, Reporting Manager, Founders)

Compliance with Terms and Conditions and Policies

All consultants are required to comply with Impact Guru's policies, which include those related to non-discrimination, sexual harassment, confidentiality, non-compete, and others as outlined in other policies as will be shared with you from time to time. You will be required to sign this letter which provides a statement of basic standards of behavior and expectations central to Impact Guru's values.

Your Appointment as Consultant is subject to a positive reference verification & submission of documents and the terms and conditions outlined in this letter and all HR policies and procedures of Impact Guru, as amended from time to time.

On acceptance of this letter, you cannot discard our offer and /or cannot join /accept / prefer other offer upon acceptance of our offer, you cannot leave Impact Guru within a period of 6 months, in case you want to leave within 6 months then you have to serve a 2 months' notice or buy out the notice period with 2 times of your salary, post 6 months the notice will be revised to 1 month. In conflict of aforesaid terms, you will be responsible for reimbursing the company three times of the salary paid to you within seven days from the date of your resignation failing which Impact Guru shall be constrained to file appropriate proceedings both civil and criminal, in the court of law for the recovery of the aforesaid amount. The interest shall be charged at the rate of 18% p.a. upon failing to make payment within seven days as aforesaid.

Your date of joining will be on or post 22nd March 2021 based on Management's discretion.

Your work location for internship would be Mumbai; for full time employment could be Pune.

Accepted,

Name:

Date:

Signature:

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Near Sanganer Airport, Jaipur-302029

Dr. Agarwals
EYE HOSPITAL

March 21st, 2021

Ms. Arpita Kapoor,
280, Frontier Colony,
Adarsh Nagar, Jawahar Nagar
Jaipur - 302004

Dear Ms. Arpita Kapoor

Sub: Offer as Management Trainee

With reference to your application and subsequent interview you had with us, we are pleased to offer you appointment as **"Management Trainee"** based at **Jaipur** Branch.

Your total emolument will be **Rs. 10,000/- (Rupees Ten Thousand Only) per month, all inclusive.**
You will be working with us for 180 days effective 22nd March 2021 as a management trainee

You are requested to submit the joining documents at the time of joining. Originals to be brought at the time of joining for verification. After the successful completion of your training the company will give you the Position of Senior Executive – Operations at **Rs. 3,00,000/- (Rupees Three Lakhs Only) C.T.C per annum, all inclusive.**

1. Passport size Photo – 5No's
2. One Stamp Size Photo and One Family Photo
3. Previous Company, Relieving Order / Relevant Documents
4. Certificate / Document for ID Proof & Address Proof
5. Copy of PAN Card
6. Copy of Academic Certificates
7. Enclosed Reference Form
8. Enclosed Medical Certificate

Your offer has been made based on information furnished by you. However if there is any discrepancy, we retain the right to review our offer of employment.
If all the terms and conditions are acceptable by you then please acknowledge by returning one copy of this letter duly signed.

We welcome you to our organization.

Yours sincerely,

For **Dr. AGARWAL'S EYE HOSPITAL LTD,**

SUHASINI K
GENERAL MANAGER – HUMAN RESOURCES.

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Near Sanganer Airport, Jaipur-302029

Dr. Agarwal's Eye Hospital Ltd.
Regd. & Corporate Office :
3rd Floor, Buhari Towers, No.4, Moores Road, Off Greams Road, Near Asan Memorial School, Chennai - 600 006.
Tel : +91-44-3991 6600 Fax : +91-44-3991 6645 CIN : L85110TN1994PLC027366 GST No. : 33AAACD2373G1Z2
Email : info@dragarwal.com | Website : www.dragarwal.com

Outlook

Confirmation

From Dopei Hr <dopeihr@gmail.com>
Date Thu 6/17/2021 11:56 AM
To IIHMR Registrar <registrar@iihmr.edu.in>; Placements <placements@iihmr.edu.in>
Cc Himshail Lakhanpal <himshail.j19@iihmr.in>; dopeihrexecutive@gmail.com <dopeihrexecutive@gmail.com>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Team

With reference to discussions you had with us, we are pleased to inform you about Dr Himshail Lakhanpal He is selected for the profile of Medical Consultant at Dr Om Parkash Eye Institute 117 -A The Mall **,Amritsar.** .

Salary Offered:- 30,000 Per Month

Regards

Gurpreet Sodhi
Assistant Manager-HR
8727996777

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Near Sanganer Airport, Jaipur-302029

Outlook

Interview results- HLFPPT

From Nidhi Saraswat <nsaraswat@hlfppt.org>

Date Wed 12/30/2020 4:17 PM

To IIHMR Registrar <registrar@iihmr.edu.in>; Anshul Goyal <anshul@iihmr.edu.in>; Placements <placements@iihmr.edu.in>

Cc Avinash Daga <adaga@hlfppt.org>; rjain <rjain@hlfppt.org>; Pankhuri Rai <prai@hlfppt.org>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir,
Greetings from HLFPPT!

We extend our regards for the support offered by IIHMR in scheduling & conducting the interviews smoothly. We are happy to announce that we have selected 6 students based on their performance to work with us under DIB project in Rajasthan.
Salary: 15k during Probation (3Months) & 30k After Probation (Not Negotiable)

Please confirm their availability for joining on 11th January 2020 as discussed.

Name	Contact No.	Place of residence	Gender	MBA Stream	Graduation Stream
Aditya Saikia	9886143320	Jorhat	Male	Rural Management	Bachelor of Clinical Optometry
Aastha Dwivedi	9016667394	Aurangabad Bihar	Female	Pharmaceutical Management	B.Pharm.
Jahnvi Srivastava	6388331908	Kanpur	Female	Rural Management	B.Tech (Biotechnology)
Niyati Saxena	8989612609	Bhopal	Female	Rural Management	B.Com (Economics)
Rahul Kumar Singh	6206869330	Bhagalpur, Bihar	Male	Rural Management	B.Sc. (Agriculture)
L Nandini Krishna	9560199887	New Delhi	Female	Health Management	B.Sc. (Hons) (Biomedical Science)

Warm regards.
Dr. Nidhi Saraswat DPM,
DIB Project HLFPPT

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

P&G Health

5th February 2021

Aayushi Sharma

Dear Aayushi,

Letter of Intent / Offer Letter

We have great pleasure in offering you the position of **Territory Sales Executive** in the **Rx 2** vertical of our **Sales** function at Procter & Gamble Health Limited effective **10th February 2021.** Your headquarter will be **Kota** which will be a part of **India 2** cluster.

P&G is a Company of Integrity. This is reflected in the way we develop products, in the way we deal with customers, in the way we communicate with consumers, in the way we interact with suppliers and the communities in which we work; in short in the way we do business. We have been doing business as a Company for 180+ years which has been growing every year and we welcome you to be a part of this growth journey.

We are pleased to let you know that the current Cost-to-Company package is INR **301959,** the break-up of which is as per the attached annexure. A detailed letter of appointment will be issued to you upon your joining duty.

Kindly share the acceptance of this letter with us latest by 7th February 2021.

Very truly yours,
PROCTER & GAMBLE HEALTH LIMITED

Sparalkar

Siddhi Paralkar
Human Resource Business Partner

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Near Sanganer Airport, Jaipur-302029

Procter & Gamble Health Limited
(Formerly known as Merck Limited)
CIN: L99999MH1967PLC013726
Registered Office: Godrej One, 8th Floor,
Pirojshanagar, Eastern Express Highway, Vikhroli East,
Mumbai 400 079 | Tel: (91-22) 6210 9800
www.pghealthindia.com

P&G Health

Annexure to Letter of Intent/Offer Letter

	In INR per Annum
Basic Salary	143000
House Rent Allowance	57200
Special Allowance (@15% of Basic Salary)	21450
Medical Reimbursement	15000
Statutory Bonus	36000
Retirals[1]	29309
Total	**301959**

[1] Retirals include Employers Contribution to Provident Fund (12.5%) and Gratuity (4.8%). Gratuity is capped at Rs.20,00,000/-.

Note:

* Employee and Employer PF contribution in P&G Health Ltd. (PGHL) is currently @12.5%. PGHL has applied to authorities to modify the PF and Gratuity Policies and standardize these policies across legal entities in India. As a result, once the approval is received, both employee and employer PF contribution shall be revised to 12% without any revision in salary or other employment T&Cs. Till then additional 0.5% of Employer PF contribution will be paid over and above the CTC shown in above table which has PF contribution @12% under retirals section. Correspondingly, employee contribution for this period will also be at 12.5%.

** Similarly, Gratuity will be capped at 20,00,000 once the approval is received, till then existing Gratuity policy of PGHL will continue to be applicable.

*** This Offer, and consequently your employment, are contingent on the results of the background verification checks and you clearing the same.

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www.pghealthindia.com

Shield Healthcare Pvt. Ltd.

Ref: SHPL/HR/OFL/21-22/018 **10/04/2021**

Ms.Aditi Apoorva
Saraswatinagar Road No.2,
Bairiya ,Muzaffarpur,
Bihar.
Mobile No.: 7737388218.

Sub: Offer Letter - Campus Recruitment Drive-IIHMR April 2021

Dear Ms.Aditi Apoorva,

Further to the various rounds assessment you had with us, we are pleased to offer you an appointment as **Management Trainee** in Shield Healthcare (P) Ltd in the **Marketing Function.**

Please note that, this role will commence with a brief **Sales Function,** in any of the states where we have operations followed by absorption into the **Marketing Function.** Your base location for the marketing function shall be **Hyderabad / Chennai** and the same shall be decided at the time of your absorption into the marketing function.

Your total Cost-To-Company (CTC) for the first year shall be **Rs 4.00 lakhs** per Annum including a **Joining (Welcome) bonus** of **Rs.30,000/-** The detailed salary structure is given **Annexure I.**

You are requested to submit self-attested photocopies of following documents to us for official records. On receipt of the cited documents & on joining the organization, your appointment order will be issued.

- **Educational Certificate.**
- **UG/PG Degree Provisional/ Degree certificate**
- **Address / ID Proof- Aadhar card**
- **Driving License**
- **Vehicle Insurance&Vehicle Registration certificate (RC)**
- **Voter Card**
- **Pan Card.**
- **Bank account Proof – Passbook copy/ Cancelled cheque leaf / Bank statement where Name, Account Number & IFSC code are printed. (HDFC preferable but not mandatory)**
- **4 No's Passport size Photographs.**

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Corporate Office:
2nd Floor, M 49-50, L.B. Road, Indira Nagar, Adyar, Chennai - 600 020, India.
Mobile: 93851 11003, 75972 65111 email: info@shieldhealthcare.co.in
Website: www.shieldhealthcare.co.in CIN-U24232TN2003PTC052015

Annexure II containing terms and conditions of our offer is enclosed for your reference. You are requested to sign the copy of this offer letter, Annexure I &II and forward the same to us as acknowledgment for accepting our offer. Please confirm your date of joining with us for further process.

For any clarifications/discussion, you may contact the undersigned.

"Wishing you a long and fruitful association with Shield."

For Shield Healthcare Pvt. Ltd.,

S. Venkataramanan
Sr.Manager HR & Systems

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Date: 10/04/2021

Annexure I - Cost To Company (CTC)

Name: Ms.Aditi Apoorva,

CTC: 4.00 lakhs		
Emoluments	**Per Month**	**Per Annum**
Basic	10,280	1,23,360
DA	5,140	61,680
HRA	10,280	1,23,360
Gross	**25,700**	**3,08,400**
Employer PF	1,800	21,600
Loyalty Bonus*		40,000
Joining Bonus **		30,000
Cost to Company		**4,00,000**
Rupees Four Lakhs only		

Monthly Deductions	
Provident Fund	1,800
Prof. Tax	209
Net Salary* **	**23,691**

*** Loyalty Bonus amount will be paid every year in the month of May and 1st time bonus will be paid on completion of 12 months from DOJ**

**** The joining bonus shall be paid on completion of 30 days from joining.**

***** Net Salary will vary based on Income Tax deductions as per IT ACT**

 # Apart from the above, employee will be covered under Personal Accident Insurance (Nagarik Surekha and Workmen Compensation Policy)

Gratuity is also applicable on completion of 5 years of continuous service with the organization

S. Venkataramanan
Sr.Manager HR & Systems

Signature of the Candidate
(Aditi Apoorva)

Registrar
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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029 Date: 10/04/2021

Annexure II

Name: Ms.Aditi Apoorva,

Following are the terms & conditions of our offer:

1. You need to submit the required documents mentioned in the offer letter within a week from your date of joining.
2. You are bound by employment terms and conditions of the company and you should adhere to all norms of the company existing from time to time.
3. You will be under Training/Probation for period of 6 months & your services will be confirmed based on your overall performance & skills.
4. You are eligible for 1 day leave per month till your confirmation.
5. When you are desirous of leaving our services, you shall give one month's notice in writing to the company and also should work during notice period if management desires & No leave is allowed during the notice period. If you leave the services without giving one month's notice or not working during notice period if desired by management, the company shall be entitled to deduct one month's salary from the dues payable to you.
6. This offer is valid for one week from the date of issue.

S. Venkataramanan
Sr.Manager HR & Systems

Signature of the Candidate
(Aditi Apoorva)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ZenHeal Wellness Private Limited

Confidential

29th May 2021

Dear Aeman Shaikh,

OFFER OF EMPLOYMENT

ZenHeal Wellness Private Limited ("Company") is pleased to offer you regular full-time employment in the capacity of **"Inside Sales Executive – Patient Counselor"**. Your reporting requirements, duties and responsibilities will be indicated after acceptance of our offer, and which may be changed by the Company from time to time. Your employment with the Company shall be subject to a probationary period of 6 months which period shall commence from the date of your joining the Company. The Company may choose to extend such probationary period to the extent it deems fit. At the end of the probation period, your position in the Company will be automatically confirmed unless otherwise notified by either the Company or yourself in accordance with the terms of this offer letter and its annexures.

Your all-inclusive gross annual compensation on a cost to company basis shall be **INR 350,000** (Please refer to **Annexure B** for details), which shall be inclusive of the applicable statutory benefits, if any, and tax to be deducted at source. Your compensation shall be paid on a monthly basis, by the 5th of next month, or subject to Company policy. If you have joined on or after 23rd of any month, the compensation for working days of that month shall be paid along with next month's compensation. The compensation structure shall be finalized by the Company's account department and / or human resource manager.

Please refer to **Annexure A** which provides the terms and conditions of your employment with the Company. All other terms of your employment, including the code of conduct, will be in accordance with the policies and procedures of the Company (as contained in the Compliance Manual). The Compliance Manual may be accessed on the Company's intranet or may be made available on requesting the human resource manager.

Please note that our offer is conditional upon satisfactory feedback from your references and necessary background, academic, medical, credit / financial and criminal checks. Our offer is also contingent upon your complete and accurate disclosure to the Company of any and all agreements (non-competition, non-solicitation, employment, confidentiality or otherwise) with any prior employer, clients, principals, partners or others which in any way limit you either contractually or otherwise from engaging in any business activities required or contemplated by the Company in this offer of employment. The Company reserves the right to withdraw or vary this offer of employment without any obligation whatsoever.

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ZenHeal Wellness Private Limited

The terms of this letter along with the annexures hereto and the Compliance Manual forms the entire agreement and understanding with respect to your employment with the Company, and supersedes all prior discussions with or representation by the Company.

As part of the requirements of **Appendix A**, please provide to us the title, date and supporting documentation of any Employee Prior IP (as defined in **Appendix A**) in your possession. If you do not provide us to details of any Employee Prior IP in your possession before accepting this offer, you represent and warrant that there is no such Employee Prior IP in your possession.

You are required to treat this letter and its contents as strictly confidential and should not disclose the same to any person or entity without our prior written consent.

Please indicate your acceptance of this offer by signing on the duplicate of this letter and return it to us by **30th May 2021**. This offer shall automatically lapse unless you confirm your acceptance of it and return a copy within the prescribed time.

We look forward to your joining us.

Yours sincerely,

Kishan Shah

Authorised Signatory

Acceptance

I hereby agree to and accept the terms and conditions of this offer for regular full-time employment with ZenHeal Wellness Private Limited. I confirm that I am not breaching any terms or provisions of any prior agreement or arrangement by accepting this offer. I can commence employment with the Company on **01st June 2021**.

_____

Signature

Name: Aeman Shaikh
Date:

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ZenHeal Wellness Private Limited

Annexure A

TERMS AND CONDITIONS OF EMPLOYMENT

1. DEFINITIONS AND INTERPRETATION

In this Annexure:

1.1 **"Affiliate"** means any Person that directly or indirectly through one or more intermediaries, controls or is controlled by or is under the common control as that of the Company;

1.2 **"Business"** means the business of the Company, being inter alia the provision of all types of services including but not limited to treatment guidance to cancer patients, connecting with oncologists, connecting with diagnostic labs, integrative oncology counseling, community service, any other service to cancer patients or people with the risk of being diagnosed with cancer;

1.3 **"Company"** shall mean ZenHeal Wellness Private Limited, a company incorporated under the Indian Companies Act, 2013.

1.4 **"Competitor"** means and includes all such Persons whether domestic or foreign, which carry on or which are likely to carry on business similar to the Business as defined herein above and/or directly or indirectly compete or have the potential to compete with the Company;

1.5 **"Confidential Information"** means and includes, information which is confidential and proprietary to the Company and/or Affiliates and/or to certain third parties with which the Company and/or Affiliates has relationships, and disclosed to or obtained by the Employee from the Company and/or Affiliates and/or such third parties, whether (without limitation) in graphic, written, electronic or machine readable form on any media or orally and whether or not the information is expressly stated to be confidential or marked as such and includes, but is not limited to information of value or significance to the Company and/or Affiliates and/or its Competitors (present or potential) but does not include information: (i) that is in the public domain other than by Employee's breach of this Annexure and/or of any other agreement to which the Employee is bound by; (ii) that was previously known by Employee, as established by written records of the Employee prior to receipt of such information from the Company and (iii) that was lawfully obtained by the Employee from a third party without any obligations of confidentiality to Company. Upon the request of the Company, the Employee shall from time to time sign confidentiality agreements for the protection of Confidential Information, the terms and conditions of which shall be in accordance with the requirements of the Company;

1.6 **"Company Policies"** shall mean the policies and procedures of the Company as specified in Clause 10 of this Annexure;

1.7 **"Employee"** shall mean the employee of the Company as named at the end of this Annexure.

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1.8 **"Intellectual Property"** includes ideas, concepts, creations, discoveries, inventions, improvements, know how, trade or business secrets; trademarks, service marks, designs, utility models, tools, devices, models, methods, procedures, processes, systems, principles, algorithms, works of authorship, flowcharts, drawings, books, papers, models, sketches, formulas, teaching techniques, electronic codes, proprietary techniques, research projects, and other confidential and proprietary information, computer programming code, databases, software programs, data, documents, instruction manuals, records, memoranda, notes, user guides; in either printed or machine-readable form, the whether or not copyrightable or patentable, or any written or verbal instructions or comments;

1.9 **"Intellectual Property Rights"** or **"IPRs"** include (i) all rights, title, and interest under any statute or under common law including patent rights; copyrights including moral rights; and any similar rights in respect of Intellectual Property, anywhere in the world, whether negotiable or not; (ii) any licenses, permissions and grants in connection therewith; (iii) applications for any of the foregoing and the right to apply for them in any part of the world; (iv) right to obtain and hold appropriate registrations in Intellectual Property and, (v) all extensions and renewals thereof; (vi) causes of action in the past, present or future, related thereto including the rights to damages and profits, due or accrued, arising out of past, present or future infringements or violations thereof and the right to sue for and recover the same;

1.10 **"Offer Letter"** means the letter for the offer for employment issued by Company to the Employee;

1.11 **"Person"** or **"Persons"** means an individual, corporation, partnership, limited liability company, association, trust or other entity or organization, including a government or political subdivision or an agency or instrumentality thereof that is not a party to this Annexure;

1.12 **"Property"** includes, but is not limited to the:

i. internal memoranda, approval notes, computer equipment (including software), training materials, books, and all other like property, including all copies, duplications, replications, and derivatives of such property which embody Confidential Information and Intellectual Property or any other information concerning the Business, of the Company, whether such documents have been prepared by the Company or any other Person;

ii. papers, blueprints, drawings, specifications, pen drives, laptops, keys, pass cards, passwords, identification cards, photographs, charts, graphs, notebooks, customer lists, computer disks, tapes or printouts, sound recordings and other printed, typewritten or handwritten documents, sample products, prototypes and models or any other property belonging to the Company and/or its Affiliates.

iii. any residential accommodation, automobile, furniture, fixtures, fittings and furnishings, communication equipment, and all other items; and,

iv. any tangible expression of Confidential Information, including, without limitation, photographs, plans, notes, renderings, journals, notebooks, computer programs and samples relating thereto.

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1.13 The Company and Employee shall hereinafter jointly be referred to as the **"Parties"** and severally as the **"Party"**.

1.14 Unless the context of this Annexure otherwise requires (i) words of any gender include each other gender; (ii) words using the singular or plural number also include the plural or singular number, respectively; (iii) the terms "hereof," "herein," "hereby" and derivative or similar words refer to this entire Annexure; (iv) whenever this Annexure refers to a number of days, such number shall refer to calendar days unless otherwise specified; (v) headings are used for convenience only and shall not affect the interpretation of this Annexure; and (vi) references to the Recitals, Clauses and Appendices shall be deemed to be a reference to the recitals, clauses and appendices of this Annexure.

2. EMPLOYMENT

2.1 Relying upon the representations made by the Employee with regard to the Employee's academic education, background, work experience etc., the Company shall employ the Employee as upon the terms and conditions set forth in the Offer Letter, with effect from the date as stated in the Offer Letter (**"Date of Employment"**).

2.2 Subject to the provisions of termination as hereinafter provided, the term of this Agreement shall be deemed to have begun from the Date of Employment and shall continue until terminated by either Parties in accordance with Clause 8 hereof.

3. DUTIES AND RESPONSIBILITIES, TRANSFER, ETC.

3.1 The Employee hereby agrees and undertakes to perform various duties and undertake various responsibilities in this respect, and devote the whole of his time and attention to the Business, to the best of his skills and abilities and to promote the interests and welfare of the Company.

3.2 The Employee shall be required to work from 9:00 AM to 7:00 PM from Monday to Saturday (**"Working Hours"** - subject to Company's policies). However, the Employee may be required to work outside the Working Hours from time to time. Any variations in the working hours are at the sole discretion of the Employer. In case of continuous delay or habitual absence in reporting for duty on time, the Employer is entitled to take disciplinary action against you, including but not limited to termination of employment.

3.3 The Company may, at its sole discretion, second, depute, assign and / or transfer the Employee to any other office of Company in India or to any Affiliates of the Company or to any third parties. The Employee hereby consents to any such secondment, deputation, assignment and/or transfer by the Company of the Employee's employment including to third parties. Further, in such case, the Employee shall also be bound by any policy of such other office or Affiliate, in existence or that may be subsequently framed by the Company or the Affiliate. The Employee may also be required

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to make visits and travel both within India and overseas, as may be necessary for the proper discharge of his duties.

3.4 While in the employment of the Company, the Employee is not allowed to be employed in any other organization on a permanent, temporary or part time basis or offer his/her services with or without consideration to any physical person, legal entity or public authority or be occupied in Employee's own business, without the prior written consent of the Company. The Employee shall comply with all directions given to the Employee by the Company and faithfully observe all the rules, regulations, and arrangements applicable to Employee.

3.5 The Employee is required to disclose in writing to the Company all of Employee's business interests, if any, whether or not they are similar to or in conflict with the business(es) or activities of the Company and all circumstances, in respect of which there is or there might in the future be a conflict of interest between the Company and Employee or any of Employee's immediate relatives. The Employee agrees to disclose fully to the Company in writing any such interests or circumstances which may arise during Employee's employment immediately upon accruing of such interest or occurring of any such circumstances.

3.6 The Employee agrees that he/she will not enter into any contract, agreement or arrangement with any person or entity that binds the Company or creates any liability or obligation upon Company, without obtaining a specific prior written permission from the Company. The Employee shall also not communication with the media in relation to the Company or its affairs, without obtaining a specific prior written permission from the Company.

4. REMUNERATION

4.1 The Employee shall be entitled to the remuneration as provided in the Offer Letter. The Company may change the remuneration structure from time to time.

4.2 The Company may in its sole discretion, award discretionary annual bonus in any amount and in any form to the Employee.

4.3 The Company may withhold from any amounts payable under the Annexure such central, state and local taxes as may be required to be withheld pursuant to any applicable law or regulation. The Employee shall be obligated to report as income all compensation received by the Employee. In case of any under-withholding, the Employee shall be responsible to pay the necessary tax.

5. NON-SOLICITATION AND NON-COMPETITION

5.1 The Company has legitimate interests to protect in maintaining a stable and trained workforce, as well as its trade connections. As the Employee will have access to confidential information in the course of his/ her employment with the Company, the Employee also acknowledge and agree that should he/ she be engaged directly or indirectly in any capacity in any business in competition with the Company, he/ she is likely to be placed in a position of conflict requiring him/ her to apply, use

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or disclose any confidential information and/or his/ her personal knowledge and/or influence over any business partner or employee of the Company resulting in the Company suffering irreparable and continuing damage for which monetary damages may be insufficient.

The Employee hereby agrees and undertakes that during the term of the employment with the Company and for a period of twelve (12) months following the cessation of employment with the Company, the Employee will not:

i. solicit, offer to engage, employ or otherwise endeavor to solicit or entice away from the Company and/ or its affiliates, any employee of the Company who could materially damage the interests of the Company including but not limited to maintaining the stability of the workforce, if that employee were to leave the employment of the Company; and/ or

ii. solicit, induce or entice away any existing or prospective clients (i.e. any person or organization with whom the Company and/or its affiliates is in advanced stages of exploring a professional or business relationship) or business partners or potential business partners of the Company and/or its affiliates, with whom the Employee had direct or material dealings within the twelve (12) months immediately preceding the termination of his/her employment with the Company, to entice such clients or business partners or potential business partners away from the Company and/or its affiliates or to damage in any way their business relationship with the Company and/or its affiliates or for the provision of substantially the same or similar services provided to such clients or business partners or potential business partners by the Company and/or its affiliates; and/ or

iii. solicit and/or attempt to solicit or undertake employment with any client of the Company and/or its Affiliates or any organization where the employee has been taken or sent for training, deputation or secondment or professional work by the Company

5.2 The Employee hereby agrees and undertakes that during the term of the employment with the Company, the Employee shall not, directly or indirectly, either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function) enter the employ of, or render any other services to any person or entity.

5.3 It is agreed by and between the parties that the employment with the Company and the compensation payable under this Annexure shall be sufficient consideration for this Clause.

5.4 The Employee hereby acknowledges and agrees that the limitations as to time and the limitations of the character or nature placed in this Clause 5 are reasonable and fair and will not preclude the Employee from earning a livelihood, nor will they unreasonably impose limitations on the Employee's ability to earn a living. The Employee expressly acknowledges and agrees that each and every restraint imposed by this Annexure is reasonable with respect to subject matter, time period and geographical area.

5.5 The Company may, at its sole option, relieve, wholly or in part, the Employee, from complying with the provisions of this Clause 5.

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5.6 For all purposes of this Clause 5, the Company shall be construed to include the Company and its Affiliates.

6. CONFIDENTIAL INFORMATION

6.1 The Employee acknowledges that during the course of the Employee's employment with the Company, the Employee has and will have access to Confidential Information of the Company and/or Affiliates and/or received by the Company from third parties, which is confidential to the Company and/or Affiliates and/or such third parties. The Employee acknowledges and agrees that Company has explained that such Confidential Information is the valuable property of the Company/ Affiliates and/or their customers and is critical to the Business.

6.2 The Employee shall during the term of employment and at all times thereafter, undertake to take reasonable care of and forever hold the Confidential Information in confidence and shall not publish, disclose, communicate or disseminate, any time, to any Person or competitor of the Company/ Affiliates; or use for any purpose any Confidential Information other than such purposes as shall be required to fulfill the Employee's duties with the Company, or remove any Confidential Information, in whole or in part, from the Company's premises, without the Company's prior written permission. The Employee shall inform the Company immediately if the Employee suspect or becomes aware of any unauthorized communication, publication, disclosure or use of Confidential Information by any party (including any person, firm or company) during the Employee's employment with the Company.

6.3 Notwithstanding the aforesaid provisions, the Employee may disclose Confidential Information where ordered to do so, by any government, judicial or quasi-judicial authority; provided however, that the Employee shall in such a case give the Company a reasonable notice of any prospective disclosure and shall assist the Company in obtaining an exemption or protective order preventing such disclosure.

6.4 The Employee shall return to the Company or to its nominees Confidential Information, including copies thereof irrespective of storage or presentation medium, including all electronic and hard copies thereof, and any other material containing or disclosing any Confidential Information which is in the Employee's possession, power and control as and when called upon by the Company and upon termination of employment, at the option of the Company, destroy the same and will not make or retain any copies (including electronic copies) of such Confidential Information. Until such time as all such Confidential Information is returned or destroyed, the Company shall, in addition to initiating legal proceedings for recovery of the same, be entitled to withhold any salary, emoluments or other dues of the Employee. Further, the Employee shall compensate the Company for any misuse of the Confidential Information. The Employee undertakes not to retain copies, including electronic copies, of any Confidential Information upon the expiry or termination of this Agreement. On or immediately after the termination of employment, the Employee may be required to certify to the Company that the Employee has complied with the obligations imposed under this clause.

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6.5 The Employee understands that access to the Company's databases and table structures, including but not limited to databases or table relating to clients, salary information, benefits, etc., is only on a "need to know basis". The Employee understands that he/she is not permitted to access any database and tables, unless the database or table directly relates to the work being performed by the Employee, and the Employee agrees that he/she will not access any databases or tables other than those necessary to perform the Employee's duties. The Employee understands that accessing a Company database or table that does not directly relate to the work required to be performed by the Employee may, at the sole option of the Company, result in disciplinary action, up to and including termination of employment. The Employee also understands and agrees that sharing passwords, using another employee's password, or allowing someone to use a password that has been designated solely as the password of the Employee may at the sole option of the Company, result in disciplinary action up to and including termination. The Employee also understands that the Company may monitor and review which databases and tables that the Employee has been accessing at any time without prior notice to the Employee.

6.6 During the term of employment, the Employee will not improperly use or disclose any confidential information or trade secrets, if any, of any other person to whom the Employee has an obligation of confidentiality, and the Employee will not bring onto the premises of the Company or Company's clients any unpublished documents or any property belonging to any other person to whom the Employee has an obligation of confidentiality, unless consented to in writing by such person.

6.7 In addition to the confidentiality provisions contained herein, the Employee is required to comply with the confidentiality and non-disclosure provisions as contained in the Company's Compliance Manual.

7. INTELLECTUAL PROPERTY

i. "Intellectual Property Rights" includes patents, rights to Inventions, copyright and related rights, trademarks, trade names and domain names and other Internet resource locators, rights in get-up, rights in goodwill or to sue for passing off, unfair competition rights, rights in designs, rights in mask works, rights in computer software, database rights, topography rights, rights in confidential information (including know-how and trade secrets but excluding skillsets and abilities innate to you, without prejudice to your other obligations relating to trade secrets or confidential information towards the Company), and any other Intellectual Property Rights, in each case whether registered or unregistered and including all applications (or rights to apply) for, and renewals or extensions of, all rights to sue for past and future infringements thereof, and such rights and all similar or equivalent rights or forms of protection which subsist or will subsist now or in the future in any part of the world, and all for the full duration of such rights (including any renewals, extensions and reversions).

ii. "Inventions" means all know-how (but excluding skillsets and abilities innate to you, without prejudice to your other obligations relating to trade secrets or confidential information towards the Company), proprietary techniques, proprietary processes, proprietary methods, inventions, discoveries, developments, innovations and improvements conceived or made in relation to any subject matter, whether or not patentable or capable of registration, and whether or not recorded

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in any medium, and whether or not made during working hours or using the Company's premises or resources. "Invention" shall not include any information currently in the public domain, provided such information is not in the public domain as a result of a breach of your terms of employment, or such information that is unrelated to the employees' work at the Company.

iii. "Employee Work Product" means any subject matter in which Intellectual Property Rights are capable of subsisting including (but not limited to) Inventions, trade secrets, copyrightable works, improvements, discoveries, (whether patentable or not), computer source code/output, graphics, documentation, emails, prototypes and other subject matter, which is made or worked on: (i) pursuant to the terms of employment, (ii) in the course of your employment, including in the course of your normal or assigned duties (including where Employee Work Product may be reasonably expected to result from the execution of your duties), (iii) pursuant to any obligations to further the interests of the Company that may be applicable, or (iv) in the course of any commissioned / special projects you may participate or be involved in connection with your employment with the Company. For the avoidance of doubt and greater clarity, "Employee Work Product" shall not include any Employee Prior IP and, ideas and concepts generated during the employment with the Company which are not discussed, documented or worked on.

iv. "Moral Rights" means any rights to claim authorship of an Employee Work Product, to object to or prevent the modification of any Employee Work Product, or to withdraw from circulation or control the publication or distribution of any Employee Work Product, and any similar right, existing under judicial or statutory law of any country in the world, or under any treaty, regardless of whether or not such right is expressed or generally referred to as a "moral right".

v. "Employee Prior IP" means any subject matter in which Intellectual Property Rights are capable of subsisting which was in existence and owned by you prior to commencement of your employment with the Company.

vi. "Third Party IP" means any subject matter in which Intellectual Property Rights are capable of subsisting which is owned by a third party.

7.1 <u>Ownership and Assignment of Intellectual Property Rights in the Employee Work Product</u>

You agree that the Company shall own, exclusively and in perpetuity, all rights, titles and interest, including but not limited to all Intellectual Property Rights (as defined below) in and to all Employee Work Product.

You agree that the Company, in its sole option and absolute discretion, may apply for, prosecute and obtain registrations of such Intellectual Property Rights in and to the Employee Work Product anywhere in the world and that the grant of any registered Intellectual Property Rights or similar protection so derived shall be in the name of and vest entirely in the Company.

If for any reason, the Company shall not be deemed to be the sole and exclusive owner of all right, title, and interest in and to the Employee Work Product or any part thereof, you hereby unconditionally, perpetually and irrevocably assign to the Company and its successors and assigns

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any and all of your right, title and interest thereto, including without limitation any and all Intellectual Property Rights for all uses and purposes whatsoever in and to the Employee Work Product.

You further agree and acknowledge that all rights granted by you to the Company pursuant to this section are unconditional, irrevocable and without right of rescission or reversion under any circumstances whatsoever.

In no event shall you have any right to rescind the agreement as to ownership arrangements herein or to revoke any of the rights herein granted, or enjoin or restrain the exploitation of the Employee Work Product or other project or work based on such Employee Work Product.

7.2 Assistance in following up on rights in the Employee Work Product

For the avoidance of doubt and without limiting the generality of the foregoing, you agree that you will:

i. ensure that the Company is duly notified, kept informed (and up to date), of all Employee Work Product;

ii. at the request of the Company, whether during or after termination of your employment with the Company, do any and all acts and things required, including but not limited to signing and providing any and all documents or testimony all in such form as may be required, or any other assistance that is reasonably necessary to assign, file, register or otherwise secure to the Company exclusive rights to Employee Work Product in all countries and further, not to attempt to register or assert ownership of any Intellectual Property Rights in any Employee Work Product unless requested by the Company to do so;

iii. lend such assistance as required at the Company's request in connection with any opposition to, or intervention regarding an application for patents or any other Intellectual Property Rights or other proceedings relating to such Intellectual Property Rights or application thereof;

iv. perform, without charge to the Company or the Company's related entities, during and after your employment with the Company, all acts deemed necessary or desirable by the Company or its designee(s) to permit and assist it, at its expense, in perfecting and enforcing the full benefits, enjoyment, rights and title throughout the world in the Inventions assigned to the Company or its designee(s) hereunder (such acts may include, but are not limited to, execution of documents and assistance or cooperation in the registration and enforcement of applicable patents and copyrights or other legal proceedings);

v. except with the Company's prior written consent, not publish or otherwise disclose to third parties outside of the Company any information in relation to any Employee Work Product, whether directly or indirectly;

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vi. on leaving the Company's employment, you shall promptly hand over to the Company all drawings, copies of drawings, tables, notes, correspondence, writings, graphics / images, or other subject matter or media that, in whole or part, contains or embodies or incorporates Employee Work Product in your possession, power or control relating, and not retain any such document or writing;

vii. waive any and all Moral Rights (as defined below) which you may have in such Employee Work Product, and to assign (and cede control of) all such Moral Rights to the Company.

Should the Company be unable to secure the signature on any document necessary to apply for, prosecute, obtain, protect or enforce any Intellectual Property Rights in and to the Employee Work Product, due to any cause, you hereby irrevocably designate and appoint the Company and each of its duly authorized officers and agents as your agent and attorneys to do all lawfully permitted acts to further the prosecution, issuance, and enforcement of Intellectual Property Rights or protection in respect of the Inventions, with the same force and effect as if executed and delivered by you.

7.3 Declarations on Employee Prior IP and Third Party IP:

You agree that you will now and going forward:

i. identify and declare to the Company (with sufficient particularity as the Company may reasonably require) any Employee Prior IP; and

ii. if you incorporate or integrate in any way any Employee Prior IP into any Employee Work Product, you automatically grant to the Company (and its successors, licensees and assignees) a broad license to use, copy, exploit and modify any Employee Prior IP as part of any Employee Work Product that may be assigned to the Company; and

iii. whenever you incorporate, improve on, integrate in any way any Third Party IP in connection with any Employee Work Product, you will:
   - identify and declare to the Company (with sufficient particularity as the Company may reasonably require) the relevant Third Party IP; and
   - warrant that permissions and consents have been obtained for such Third Party IP, and particularise (and where required by the Company, substantiate) such permissions or consents.

In connection with the requirements of paragraph 7.3(i) of this Section please provide to your human resources business partner the title, date and supporting documentation of any Employee Prior IP in your possession before signing the offer letter. If you do not provide to your human resources business partner details of any Employee Prior IP in your possession before your acknowledgement of these terms, you represent and warrant that there is no such Employee Prior IP in your possession.

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8. TERMINATION OF EMPLOYMENT

8.1 **Termination by either Party:** Either Party may terminate this Agreement upon written notice to the other Party. The termination would be effective after one month from the date of the receipt (by the other Party) of such notice (hereinafter referred to as the "Notice Period"). Alternatively, the Company may terminate the Employee's employment with immediate effect, without giving the Employee salary in lieu of notice or pro-rated salary for the balance Notice Period in case the Employee has been permitted to work during the Notice Period. In case the Employee has given a notice to terminate his employment, the Company may, at its sole discretion, permit the Employee to leave service during the Notice Period without any salary in lieu of notice or pro-rated salary for the balance notice period.

8.2 **Termination during probationary period:** Notwithstanding anything aforesaid, if the Employee is serving his/her probationary period), his/her employment can be terminated by either Party upon giving the other fourteen days' notice. Alternatively, the Company may terminate the Employee's employment with immediate effect, without giving the Employee salary in lieu of notice or pro-rated salary for the balance Notice Period in case the Employee has been permitted to work during the Notice Period. In case the Company terminates the Employee's employment during the probationary period, the Company shall have the right to modify / adjust the remuneration to be due to the Employee during the probationary period as the Employer may deem fit. In case the Employee has given to terminate his employment, the Company may, at its sole discretion, permit the Employee to leave service during the period of notice without any salary in lieu of notice or pro-rated salary for the balance notice period as per this sub-clause 8.2.

8.3 **Termination by Company due to Employee's misconduct:** Notwithstanding anything mentioned in above sub-clauses 8.1 and 8.2, the Company may terminate Employee's employment, with immediate effect by a notice in writing (without salary in lieu of notice or for the employed period), in the event of Employees' misconduct, as may be provided under the labor laws or in the Compliance Manual.

8.4 **Garden Leave during Notice Period:** The Company may place the Employee, at any time during the notice period, to stay away from work in order to prevent probable misuse of sensitive business information of the Company which may compromise the Company's interests. Such garden leave period may be enforced by the Company in its sole discretion. During garden leave and unless specifically instructed by the Company, the Employee shall:

i. not contact the employees, clients, business partners, professional contacts or counterparties of the Company
ii. not carry out any duties or exercise any work powers or responsibilities
iii. return all Company properties and communication devices, and not access any systems of the Company
iv. not perform work for or be employed by another company
v. notify the Company of any change of address or contact details
vi. cease to be an authorized signatory of the Company or hold a power of attorney for the Company, and
vii. continue to be bound by the expressed and implied duties of employment, including, without limitation, by the duty of fidelity and good faith owed to the Company.

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9. COMPANY'S PROPERTY - EMPLOYEE'S DUTY TO RETURN

9.1 Any and all of the Company's Property, Confidential Information and Intellectual Property of the Company acquired by or in the possession of the Employee, shall be returned to the Company immediately upon termination of employment or sooner as may be requested by the Company. It is further agreed and understood that until such time as all of the Company's Property, Confidential Information and Intellectual Property are returned, the Company shall, in addition to initiating legal proceedings for recovery (and without prejudice to any other rights or remedies that Company may have under law or equity), be entitled to withhold any salary, emoluments or other dues of the Employee then or in future payable to the Employee, and may further, at its discretion, deduct therefrom the full value of the said property/ properties calculated at its then replacement price. The Employee recognizes and agrees that the Company shall be entitled to recover from the Employee and the Employee shall be bound and liable to make good to the Company any loss suffered by the Company on account of misuse of the Company's Property, Confidential Information and Intellectual Property by the Employee and/or any damage occasioned to the Company's Property, Confidential Information and Intellectual Property whilst in the custody of or entrusted to the Employee.

10. COMPANY POLICIES

10.1 The Employee agrees and undertakes that the Employee shall be bound by all the policies and procedures of the Company including those contained in the Compliance Manual, as may be drafted, revised, amended and/or updated from time to time by the Company. In case of any conflict between the provisions contained in this Annexure and the Compliance Manual, the provisions contained in the Compliance Manual shall prevail.

11. WAIVER

11.1 No waiver by the Company of any breach by the Employee shall be a waiver of any preceding or succeeding breach. No waiver by the Company of any right shall be construed as a waiver of any other right. The Company shall not be required to give notice to enforce strict adherence to all terms of this Annexure.

12. MISCELLANEOUS

12.1 **Amendments:** No change, modification, or termination of any of the terms, provisions, or conditions contained herein shall be effective unless made in writing and signed or initialed by both the Parties.

12.2 **Survival:** Termination of Employee's employment shall not affect those provisions hereof that by their nature are intended to survive such termination.

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12.3 **Assignment:** Except as otherwise provided in this paragraph, the Employee's employment shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns. No right or interest hereunder shall be assignable by the Employee, his beneficiaries, or legal representatives without the Company's prior written consent; provided, however, that nothing in this Section 12.3 shall preclude the Employee from designating a beneficiary to receive any benefit payable hereunder upon his death, or the executors, administrators, or other legal representatives of the Employee or his estate from assigning any rights hereunder to the person or persons entitled thereunto. This agreement shall be assignable by the Company to a subsidiary or affiliate of the Company; to any corporation, partnership, or other entity that may be organized by the Company, its general partners, or its officers, as a separate business unit in connection with the business activities of the Company or of its general partners or officers; or to any corporation, partnership, or other entity resulting from the reorganization, merger or consolidation of the Company with any other corporation, partnership, or other entity or any corporation, partnership, or other entity to or with which all or any portion of the Company's business or assets may be sold, exchanged or transferred.

12.4 **Severability:** If any paragraph, sub-paragraph, or provision of this Annexure, or the application of such paragraph, sub-paragraph, or provision, is held invalid or excessively broad by a court of competent jurisdiction, the remainder of this Annexure, and the application of such paragraph, sub-paragraph, or provision to Persons, or circumstances other than those with respect to which it is held invalid shall not be affected.

12.5 **Data Privacy:** The Company may, in connection with the Employee's employment, receive personal data relating to him or third parties associated with him (such as spouse or children). Such data may be received from the Employee, or from other sources, and some limited personal data may be recorded directly or indirectly by internal security systems or by other means. Company may process such data for relevant and limited purposes. The Employee expressly consents to (i) the processing of his personal data by the Company; (ii) the collection and processing of sensitive personal data about him for limited purposes; (iii) the transfer worldwide of personal data held about him by the Company to other employees and offices of the Company's worldwide organization and to third parties where disclosure to such third parties is required in the normal course of business or by law; and use of his personal images and voices in marketing material, videos, etc.; and (iv) treating any personal data to which the Employee has access in the course of his employment strictly in accordance with Company policies and procedures and not using any such data other than in connection with and except to the extent necessary for the purposes for which it was disclosed to him.

12.6 **No Attachments:** Except as required by law, no right to receive payments shall be subject to anticipation, commutation, alienation, sale, assignment, encumbrance, charge, pledge, or hypothecation, or to execution, attachment, levy, or similar process or assignment by operation of law, and any attempt, voluntary or involuntary, to effect any such action shall be null, void and of no effect.

12.7 **No Coercion or Duress:** The Employee enters into this Annexure with full understanding of the nature and extent of the restrictive covenants contained herein, and acknowledges that because of the nature of the Company's business, this Annexure would not be entered into without the

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restrictive covenants contained herein. The Employee acknowledges and agrees that he is entering into this Annexure voluntarily and of his own free will in order to obtain the benefits of employment with the Company. The Employee acknowledges and agrees that he has not been coerced or suffered any duress in order to induce him to enter into this Annexure.

12.8 **Cooperation with Investigations, Litigation, Etc.:** The Employee shall provide reasonable cooperation and assistance to the Company with regard to: (i) any investigation conducted by the Company relating to the Company's business and affairs (including, without limitation, investigations into the actions or omissions of personnel or Affiliates of the Company); and (ii) any litigation or similar dispute resolution proceeding involving the Company. Such cooperation and assistance shall include, without limitation, providing information and records, being available for interviews or legal proceedings at the Company's offices or otherwise, and giving testimony. The Company shall reimburse the Employee for reasonable, documented, out-of-pocket travel, meal and lodging expenses incurred by the Employee in providing such cooperation and assistance

12.9 **Governing Law and Dispute Resolution:** This Annexure shall be governed and construed in accordance with the laws of India. Any dispute arising out of or in connection with this Annexure, including any question regarding its existence, validity or termination, shall be referred to and finally resolved by arbitration in Mumbai in accordance with the Arbitration Rules for the time being in force, which rules are deemed to be incorporated by reference in this clause.

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ZenHeal Wellness Private Limited

Annexure B

EMOLUMENTS OFFERED TO EMPLOYEE

Annual cost to company: INR 350,000

Break-up of cost to company:

	Monthly	Yearly
Basic salary	11,250	135,000
House rent allowance	5,625	67,500
Telephone & Internet allowance	1,200	14,400
Conveyance allowance	1,600	19,200
Statutory bonus	583	6,997
Supplementary allowance	2,242	26,903
Annual retention – to be paid after 1 year of joining	2,500	30,000
Net cost to company	**25,000**	**300,000**
Professional tax	200	2,400
Estimated take-home CTC	**24,800**	**297,600**
Medical discounts for family (from network partners)	4,167	50,000
Total cost to company	**29,167**	**350,000**

Note: Employee is eligible to additional monthly performance-based incentives. While there is no upper cap on this as of date of this Offer Letter, incentives could generally range from **INR 0 to INR 20,000 per month**, depending on performance

Please note that the above is a recommended guideline. The above-mentioned allowances and / or perquisites shall be payable subject to the limits prescribed under law. The Company reserves the right to change the list of allowances and / or perquisites from time to time. Telephone & internet allowance includes reimbursement of expenditure on telephone bills and broadband charges. Family medical discounts range from 5% to 40%, depending on the nature of service on which discount is taken, provided the service is taken from a network partner and pre-approval for the same has been taken in this regard from the Human Resource Manager or Management.

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Arovea Formulations Pvt. Ltd.
Regd Office: 501, Eminence 14, Opp Thaltej Fire Station, Thaltej, Ahmedabad, Gujarat 380059

OFFER LETTER

Dated: 13th August, 2021

To,
Miss. Angika Mishra
(M):- +91- 86192-37842
E-Mail ID: -angika.nims@gmail.com

Dear Ms. Angika Mishra,

With Reference to the interview we had with you, we are pleased to inform you that you have been selected in our company for the position of **Business Development Manager** for our Marketing Department at **Ahmedabad, Gujarat** with effect from **13th August, 2021.**

Your gross emoluments per annum including all other benefits, will be **INR Rs. 3,00,000/- Per Annum (Rupees Three Lakhs Per Annum).** This is considered as cost to company and includes Salary, Performance Link Bonus, Other Benefits and Provident Fund.

We Request you to bring the following documents / Credentials at the time of Joining and submit these documents to HR Department on the day you join our organization:

- Photocopy of all your Academic Qualification documents (Degree or Certificates etc.)
- Relieving letter from you previous employer
- Copy of Salary Certificate/Last three months' Salary Slip
- Experience Certificate from previous employments
- Aadhar Card/PAN Card
- Three passport size photographs

Please sign and return the duplicate copy of this Job offer letter OR send your offer acceptance confirmation by replying this email as a token of your acceptance of this job offer of employment.

We are confident you will be able to make a significant contribution to the success of our **Arovea Formulations Pvt.Ltd** and look forward to working with you.

Sincerely,
For, Arovea Formulations Pvt. Ltd.

Mr. Ashish Goswami
General Manager – Sales & Marketing

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Placements

From: Ankita Das <ankitadas.j19@iihmr.in>
Sent: 06 August 2021 11:22
To: Placements
Subject: Fwd: Employment offer letter - Astoncarter India

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From: Rabba, Venkataganesh <vrabba@allegisgroup.com>
Sent: Thursday, August 5, 2021, 6:14 PM
To: Ankita Das
Cc: Sarvar, Yaseen; Anarghya,Suraj; alias-TEK_TEK_HR
Subject: Employment offer letter - Astoncarter India

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear **Ankita Das**,

Congratulations and welcome to the Astoncarter family.We are pleased to extend an offer to you to join our team in **Bangalore** as **BUSINESS ANALYST I** .

You will be deputed at our client site **IQVIA** .Your date of joining will be **09-August-2021**.

The attached document outlines the details of your offer.Please review and send us your acceptance via email.

We look forward to working with you and trust that your career and job expectations will be met up to your satisfaction.

IMPORTANT NOTE:

Followed by this mail you will receive documentation link from email from(**fasavanu@allegisgroup.com**).

Kindly finish the documentation within 3 days from you receive the link.

Please feel free to reach us for further clarification.

ALLEGIS GROUP
Opportunity Starts Here

R Venkata Ganesh
HR Operations

Commerce @ Mantri, Level 3
Bannerghatta Road, Bangalore - 76
T +91 80 30705325 | M +91 9900564485
Have a query or looking for any help? Submit a Ticket @ https://teksystemsindia.freshdesk.com and track quick resolution.

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Boehringer Ingelheim India Private Ltd. · Mumbai 400 051 · India

9/B 188, Vrindavan Colony, Near NKM School, Raibareli Road, Lucknow

Boehringer Ingelheim India Private Ltd.

Date: 14 April 2021

Dear **Ankita,**

With reference to the interview you had with us, we are pleased to offer you the position of **Sales Trainee** at level **A5** You will be based at Lucknow.

You will be paid emoluments as per the enclosed annexure. The detailed appointment letter will be issued to you at the time of your joining the company. You will be required to join the office **on 03-May-2021.**

Kindly sign a copy of this letter in acceptance of the offer and return the same for our records.

Kindly send your acceptance of the offer made. The above offer of employment is valid for a period of two days from date of issuance after which it will deem to be automatically withdrawn._This offer is subject to your successfully clearing a background verification process. The Management has the right to investigate your education and employment background. In case, such investigation reveals any disparity the Company reserves the right to terminate or withdraw offer. We look forward to your joining our organization and mutually beneficial association.

Please submit all documents as per Personal file checklist before your joining to ensure smooth joining process. In case of incomplete documentation, your salary will be kept on hold.

For Boehringer Ingelheim India Pvt. Ltd

DocuSigned by:
Sanjay Srivastava
41C651BDA71F469...

Sanjay Srivastava
Director – Human Resources

DocuSigned by:
Ripan Puri
D82A86ABE42A4E3...

Ripan Puri
Business Unit Director - Diabetes

Phone: +91-22-26456477 (B)
Fax: +91-22-26456163
Email:
COMMScontact.IN@boehringer-ingelheim.com

Mailing Address &
Registered Office:
1102, 11th Floor
Hallmark Business Plaza
Gurunanak Hospital Road
Near Gurunanak Hospital
Bandra East
Mumbai – 400 051
INDIA
www.boehringer-ingelheim.in

CIN:U24230MH2003PTC143499

Board of Directors
Vani Manja
Sandip Agrawal
Delvin Jacob Mathews

Accepted by: First Name Last Name _____

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Annexure-I			
ANNUAL COMPENSATION & BENEFIT STRUCTURE (Amount in Rs.)			
Name :	Ankita Dixit	**Department :**	DIABETES
Reporting Line :	ASM	**Management Grade**	A5
Job Title :	Sales Trainee	**Location :**	Lucknow
Date of Joining :	03-May-2021		

Salary Component	Proposed	Component Description
A-Base Salary		
Basic Salary	1,50,000	Basic Salary is fixed guaranteed sum paid monthly. The retrial benefit and HRA is linked to the 'Basic'
Total Basic	**1,50,000**	
B-Employee Allowances		
House Rent Allowance	75,000	House Rent Allowance is capped at 50% of the 'Basic'
Leave Travel Allowance	12,500	Leave Travel Assistance is one month basic. It can be claimed yearly as a reimbursement for travel on leave within India
Special Allowance	1,15,900	Special Allowance is fixed guaranteed sum paid monthly. It is a 'fitment' allowance. It does not have any link to the retirement benefits or any other element of compensation
Total Employee Allowance	**2,03,400**	
Total Fixed Salary	**3,53,400**	
Provident Fund	21,600	Provident Fund is a contributory benefit. An employer contributes 12% of basic salary of the employee and an equal amount is deducted from the monthly salary as employee contribution
Total Employee Retirement Benefits	**21,600**	
Total Cost To Company	**3,75,000**	

**In the event of an employee producing inauthentic bills, the consequenses arising thereof will be the liability of the respective employee and the Company will take no responsibility or liability for the same. This is strictly prohibited and if found to be in violation of the above, will lead to strict disciplinary action.*

**You can route your contribution towards NPS through the Company. Upon your express consent, this contribution to the extent to 10% of your Basic salary will be adjusted from your special allowances. This deduction is eligible for tax deduction u/s 80CCD (2) of the income tax act 1961. This scheme is availalbe solely on voluntary basis for which your consent as stated above is mandatory.*

**You have the flexibilty of choosing your Basic salary between 30% to 40% of the applicable CTC.*

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Annexure II – Other Benefits & Allowances:

**Benefits	Valuation (Amount in Rs.)	Payments / Reimbursements	Duration	Description
Sales Linked Incentive Plan*-	As per incentive scheme	The amount is as per the current year's sales incentive plan. It is the earning potential at 100%target achievement of all 3 parameters	As a part of sales team, you will be eligible for earning sales linked incentives on a cycle basis	A detailed plan will be shared upon your joining. You will be eligible for sales incentives post Confirmation.
Daily Allowance for Travel & Lunch subsidy	Metro- 400 Non-Metro-350 Ex-Station-500 Outstation-600	The Amount can be claimed through monthly expense statement or cash voucher	Monthly	A detailed travel policy will be shared upon your joining
Communication Expenses	As per Policy	The Amount can be claimed through monthly expense statement or cash voucher	Monthly	The amount is reimbursed towards making communication for official purposes only.
Group Medical Insurance	4,00,000/-	Insurance premium to be paid by the company	Annual	Hospitalization Benefits, includes floater for a family of six, including self, spouse, 2 dependent children and dependant parents
Group Term Life coverage	6 times of Total Fixed Salary	Insurance premium to be paid by the company	Annual	Group Term Life coverage is only for the employee
Group Personal Accident coverage	A1–A6 – 3 time of Fixed Salary B1–C2 – 4 time of Fixed Salary	Insurance premium to be paid by the company	Annual	Group personal accident coverage is only for the employee
Leave Encashment	-	As per Policy	On separation	As per Policy

The incentive plan could be modified over a period of time, at sole discretion of the management.

****For more details on the benefits, please refer to the HR Policy document.***

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Boehringer Ingelheim

Annexure III – Personal file checklist

Boehringer Ingelheim

Document Type	Documents	
CV/Offer Letter	Original application/CV	
	Offer Letter and Accepted copy of offer letter	
Forms	Employment Form	
	Nomination & Declaration for PF Enrollment (Form 2 Revised)	
	Mediclaim Form	
	Gratuity - (Form F)	
	Declaration - Policy	
	Nomination & Declaration (Form 1)	
	PF Declaration - (Form 11)	
	Conflict of Interest	
	Consent Form	
	Self - Declaration of Medical / Physical Fitness	
Photographs	Passport Photograph	
Cheque	Cancelled cheque for salary transfer	
ID Proof	Pan Card	
	Aadhar Card	
	Passport	
	Driving Licence	
Address Proof	Electricity Bill/MTNL Bill	
	Rent Agreement/House Leave & Licence	
	Driving Licence	
	Aadhar Card	
	Passport	
Academics	SSC (Certificates & Marksheets)	
	HSC (Certificates & Marksheets)	
	Graduation (Certificates & Marksheets)	
	Post Graduation (Certificates & Marksheets)	
	Others (Certificates & Marksheets)	
Previous Employer Documents	Appointment Letter	
	Last 3 Months Salary Slip	
	Resignation Acceptance Letter / Mail	
	Experience Letter	

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171

Group Pharmaceuticals Ltd
healthy smiles matter

1116 Hubtown Viva,
Shankarwadi, Jogeshwari East,
Mumbai, 400 060,
+ 91 22 2872 2695 / 6818 2222
mumbai@grouppharma.in

Ref: GPL/HR/20-21 **Date: 22nd January, 2021**

Dr. Anupriya Ravichandran
Chennai, Tamil Nadu,
India.
Mobile No: 8778513682 / 9043784084
Email:anupriya.j19@iihmr.in

Dear Doctor,

Re: - Offer Letter – Regional Product Executive

We refer to your curriculum vitae and are pleased to offer you the position of **'Regional Product Executive'** at Chennai. You will be functionally as well as administratively reporting to **Mr. Laxmikant Sugandhi – AVP – Marketing.** We believe your skills and experience will be an excellent match for our Company.

You will receive an Annual Salary of **4.25 Lakh CTC** as per the discussion.

You will be covered under benefits which include Medical Hospitalisation Policy, Personal Accident Policy, Term Insurance Policy and other benefits which will be described in more detail at the time of Appointment.

The formal letter of appointment will be issued to you on your joining the Company which will contain other terms of employment.

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

Thanking you.

Yours truly,
For **Group Pharmaceuticals Ltd.**

Naik
Smita S. Naik,
Manager – HR

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

CIN: U24239MH1980PLC022889
Registered Office
W/46(B) MIDC, Tarapur Industrial Area,
Palghar, 401 506,
+91 80 87655188
gpltarapur@grouppharma.in

172

LUPIN

OFFER OF APPOINTMENT

March 18, 2021

Ms. Ayushi Tandon
A-601, Jains Carlton Creek Apartment, Lanco Hills Road,
Khajaguda, Near Delhi Public School, Puppalaguda,
K.V. Rangareddy, Telangana- 500089

Dear ***Ayushi,***

Congratulations on your appointment! We welcome you to Lupin – *An innovation led transnational pharmaceutical company* and wish you a long and meaningful career with us.

1. **LOCATION & DATE OF JOINING**: You would be based at **Mumbai**. You would be required to join as early as possible but not later than **03rd May 2021**. If you do not join your duty on the said date, this Offer of Appointment shall be treated as cancelled, unless the extension of the said date for joining duty is agreed upon by us.

2. **DESIGNATION & GRADE**: You would be designated as **Management Trainee** in Grade **M1.**

3. **COMPENSATION & BENEFITS**: The detailed breakup of your Compensation Structure and other company benefits applicable to your grade is enclosed.

4. **TRAINING PERIOD:** You will be on training period for one year from the date of your appointment. On successful completion, of your training, you will be absorbed, as **Manager** and your salary will be revised as per the salary group norms prevalent at that time.

5. **NOTICE PERIOD**: The Company reserves the right to specify the notice period required. However, either party can terminate this agreement by giving one-month (30 days) notice during training period and three months (90 days) notice on confirmation without furnishing any specific reason. Accordingly, amount in lieu of short notice period would be payable by either party giving short notice.

6. **LEAVE:** You will be eligible for 24 working days of Leave in a year.

This is an offer of appointment. A detailed formal letter of appointment will be issued to you on your joining.

This offer of employment is conditional to the satisfactory completion of all Regulatory / Background Checks and Medical / Health Examination.

Please note that failure to clear any one of the above will lead to the immediate withdrawal of this offer letter.

We once again welcome you to Lupin and wish you a long fulfilling career with us.

Yours truly,
For ***Lupin Limited***

Nandan Kumar Singh
Sr. Manager – Human Resources

I agree to accept employment on the terms and conditions mentioned in the above letter. I shall be reporting for duty on .....

Signature: _____

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Near Sanganer Airport, Jaipur-302029

LUPIN

COMPENSATION & BENEFITS PROGRAM

Name	**Ms. Ayushi Tandon**
Designation	**Management Trainee**
Location	**Mumbai**

	GRADE	M1	
	Compensation Details	**PM (Rs.)**	**Annualized Amount (Rs.)**
A	Basic	24,267	291,200
	Adhoc Allowance	18,531	222,376
	House Rent Allowance	12,133	145,600
	Education Allowance	300	3,600
	TOTAL [A]	**55,231**	**662,776**
B	**Annual**		
	LTA		9,000
	Telephone		7,273
	TOTAL [B]		**16,273**
C	**Retirals**		
	Provident Fund (12% of Basic)		34,944
	Gratuity (4.81% of Basic)		14,007
	TOTAL [C]		**48,951**
D	**TOTAL FIXED CTC [A+B+C]**		**728,000**
E	Performance Incentive		72,000
F	**COST TO COMPANY [D+E]**		**800,000**

1. In-addition to the above, you will be covered under the following Schemes as per Company Policy:

   a. Mediclaim Policy: This Policy covers self, parents, spouse and two children, subject to a limit of **Rs.2,00,000/-** as defined by the policy.

   b. Group Accident Insurance Policy: The Insurance coverage for this grade is **Rs.10,00,000/-** as Per Company Policy.

   c. Group Term Life Insurance Scheme: The Insurance coverage for this grade is **Rs.25,00,000/-** as per Company Policy.

2. All payments are subject to the provisions of Income Tax Act.

Nandan Kumar Singh
Sr. Manager – Human Resources
Date: March 18, 2021

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Arovea Formulations Pvt. Ltd.
Regd Office: 501, Eminence 14, Opp Thaltej Fire Station, Thaltej, Ahmedabad, Gujarat 380059

OFFER LETTER

Dated: 28th August, 2021

To,
Miss. Bhavana Upadhyay
(M):- +91- 79993-26356
E-Mail ID: - bhavanaupadhyay1797@gmail.com

Dear Ms. Bhavana,

With Reference to the interview we had with you, we are pleased to inform you that you have been selected in our company for the position of **Business Development Manager** for our Marketing Department at **Ahmedabad, Gujarat** with effect from **10th September, 2021.**

Your gross emoluments per annum including all other benefits, will be **INR Rs. 3,00,000/- Per Annum (Rupees Three Lakhs Per Annum).** This is considered as cost to company and includes Salary, Performance Link Bonus, Other Benefits and Provident Fund.

We Request you to bring the following documents / Credentials at the time of Joining and submit these documents to HR Department on the day you join our organization:

- Photocopy of all your Academic Qualification documents (Degree or Certificates etc.)
- Relieving letter from you previous employer
- Copy of Salary Certificate/Last three months' Salary Slip
- Experience Certificate from previous employments
- Aadhar Card/PAN Card
- Three passport size photographs

Please sign and return the duplicate copy of this Job offer letter OR send your offer acceptance confirmation by replying this email as a token of your acceptance of this job offer of employment.

We are confident you will be able to make a significant contribution to the success of our **Arovea Formulations Pvt.Ltd** and look forward to working with you.

Sincerely,
For, Arovea Formulations Pvt. Ltd.

Mr. Ashish Goswami
General Manager – Sales & Marketing

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Near Sanganer Airport, Jaipur-302029

ZEON
A Promise of Good Health

ZEON LIFESCIENCES LTD

Regd. Off. & Works: Village Kunja, Rampur Road, Tehsil Paonta Sahib, District Sirmour, 173025 (H.P.)
Phone: 01704-222313, 222643, Fax: 01704-222630

Appointment Letter

ZLL/HR/AL/2021/9193

Date: 16th February 2021.

Mr. Chetan Rana
S/O Mr. Krishan Kumar Rana
Vill Nagla P.O. Haudesra
Tehsil Derabassi, Distt Sas Nagar
Mohali, (Punjab)- 140501.

Dear Mr. Chetan Rana

Further to your application for employment and the subsequent interview you had with us, we are pleased to advise you that you are offered an employment as **"Management Trainee – Business Development"** on the following terms and conditions of service.

1. You shall be initially based at Zeon Lifesciences Ltd., B-93, Sector-65, Noida, (U.P) 201307, India. You shall report to **Manager – Business Development** at the above address as per the office timing on **16th February 2021.**

2. Your consolidated Salary (Cost to company) will be Rs. 25000/- per month.

3. Initially, you will be on probation for a period of six months from the date of your joining, whereafter the probation period may be either extended at the discretion of the Management or may be dispensed with either earlier or on completion or thereafter till confirmation.

4. You shall report to your duty as per the office hours decided by the management. However in general shift you will report at 9.00 AM for office.

5. You shall discharge your duties to conform to and comply with all the rules and regulations of the company and of the Government, and shall not do or cause to be done anything against the interest of the company.

6. You shall carry out the work efficiently and diligently and to the best of your ability and shall devote your whole time and attention to the company and generally carry out duties and work as assigned to you and shall obey and comply with all lawful orders and directions given to you by the superiors of the company and shall honestly, diligently and faithfully serve the company and use your utmost endeavor to promote the interest of the company.

7. You shall not during the period of your employment, work directly or indirectly in any trade or business whether as employer or employee or partner or advisor or in any other capacity, or any company without first obtaining the written consent of the company.

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Phone: 01704-222313, 222643, Fax: 01704-222630

8. You shall be fair and faithful to the company in all matters and shall not at anytime except under legal process, divulge to any person whosoever and shall use your best endeavors to prevent the publication or disclosure of any trade secret or manufacturing process or any information concerning or in respect of the decision of the company or of its dealings, transactions, or affairs which may come to your knowledge. You will also be bound with the terms & conditions of Non Discloser Agreement between you & the company during your tenure & thereafter.

9. You shall be bound not to use any contact details or other information of any client or outside authority whatsoever it is in under your possession or control for your personal benefits like Visiting cards, E-mails address or any other contact details of company's client. All above resources are the assets of the company, if you will discontinue your services you have to return back the same to the company, failing which you will not be entitle to get any benefit from the company.

10. During the period of Service, you shall be governed by HR policies of the company. In case of any type of relation with the existing employees you have to give the disclosure of same.

11. Depending on the exigencies of the Company's business, you are liable to be transferred to another plant, branch, and place or to sister or associate or any other concern whether in existence or which may come into existence hereafter. Your terms & conditions of service will be same & emoluments will be same or as per Management discretion.

12. If at any time during the employment, you shall be guilty of misconduct of any willful breach or continuous negligence of the terms of this appointment or dereliction of the duties and/or instructions given to you from time to time by the company, the company may without prejudice to any other action as may be called for, without any notice or payment in lieu of any notice, put an end to and determine your employment with the company, *without prejudice to the above. You shall be deemed to have brought about such a situation* by misconduct compelling the company to put an end to your services and you shall, therefore continue to be liable for all losses / damages to the company.

13. Your services may be brought to an end by the company giving one months' notice or *salary in lieu thereof. In case you leave the services of the company on your own, you have* to give one month's notice, failing which one month's salary would be deducted during your final settlement. During the probationary period, your services can be terminated on a 24 hours' notice without assigning any reason thereof whereas you need to submit one month notice or salary in lieu.

14. You on issuance of notice for termination of employment as mentioned in clause 11 supra and after the company has accepted the same, shall not be entitled to withdraw the same except upon the express written permission of the company.

15. During your employment with the company, Management may use your personal Email id for any official communication which will be deemed lawful communication to you.

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Phone: 01704-222313, 222643, Fax: 01704-222630

16. You shall be responsible for the safe keeping and returning in good order of all the properties, which may be in your possession, custody, care or charge. The Management shall have the right to deduct the money value of such thing from your salary / dues and take such other action as it deems fit in the event of your failure to account for such properties whether during the course of service or otherwise.

17. Absence for a continuing period of 8 days including absence when leave though applied for but not granted and when over – stayed for a period of 8 days would render you liable to losing your lien on the service and the same shall automatically come to an end without any notice or even intimation. In such an eventuality, the Management will draw an irresistible presumption that by remaining absent continuously and unauthorized, you have abandoned your job.

18. You will be bound by rules and regulations enforced by the Management, from time to time in relation to conduct, discipline leave, holidays or any matter relating to service conditions which will be deemed as rules, regulations and orders in the part of these employment. The Management reserves the right to modify, alter or delete the existing service rules or to introduce fresh service rules which will be binding upon you.

19. During the tenure of service, you will keep your emoluments secret from other members of this organization and will treat all information coming to you as strict confidential and the information contained in all documents and papers and other matter relating to the company will not be divulged by you to any person other than those of the Management.

20. If you remain physically & mentally fit on attaining the age of 58 years, you would be automatically retire from the services of the company.

21. That the Paonta Sahib, HP alone will have exclusive jurisdiction in all matters connected with this employment and any dispute arising thereof.

22. Your appointment is based on the information given by you to us in your employment / personal data form and otherwise, and shall be considered null and void if a material error / suppression or false details is discovered therein at any time.

23. Besides above conditions, you will be abide by the service Rules / Regulations or standing as in operations besides office orders which are issued from time to time.

Please sign and return the copy of this appointment letter in confirmation having accepted the terms and conditions therein.

For Zeon Lifesciences Ltd

17/2/21.

Authorized Signatory

(I accept the all above terms & conditions of Appointment)

(Name of Candidate)

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Near Sanganer Airport, Jaipur-302029

PM

175/210

Placements

From: Sandeep Narula
Sent: 12 February 2021 14:24
To: Randeep Kaur
Cc: Anshul Goyal; Ms. Anita Thapa; Chetan Rana; Placements; Shayan Pal
Subject: FW: JD for BD executive

Dear Ms.Randeep Kaur,
As per the trail mail following three students have been SELECTED for Zeon Life Sciences:

1.Garima Kumari
2.Shriti Dudhande
3.Chetan Rana.

Pl ask them to withdraw immediately from the placement process,as the company is asking for early joining.

Warm Regards and best wishes,

IIHMR UNIVERSITY
Celebrating 35 Years of Institutional Excellence

Dr. Sandeep Narula
Associate Professor, Assistant Dean SPM
Chairman -Centre for Digital Health
In charge -Placement Committee (SPM)

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: sandeep@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 80587 60911 82094 25385 |
P: +91 141 3924700 (784)

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From: Ajay Tomar <hr.mgr@zeon.co.in>
Sent: Friday, February 12, 2021 2:09 PM
To: Sandeep Narula <sandeep@iihmr.edu.in>; 'Abhay Singh' <hr3@zeon.co.in>
Subject: RE: JD for BD executive

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Dear Mr. Narula,

As discussed over phone, we have shortlisted the below students.

@ Mr. Abhay will help you for the pre-joining procedures & formalities of the students.

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AJAY TOMAR
Manager - HR
hr.mgr@zeon.co.in | www.zeon.co.in

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Near Sanganer Airport, Jaipur-302029

From: Sandeep Narula [mailto:sandeep@iihmr.edu.in]
Sent: Friday, February 12, 2021 1:32 PM
To: Ajay Tomar <hr.mgr@zeon.co.in>
Subject: RE: JD for BD executive

Dear Mr.Ajay Tomar,
Greetings!
In context to our telecon discussions and further your intimation through telephone day before yesterday i.e.10th Feb.2021 that you had SELECTED following three students for your organization:
1.Garima Kumari
2.Shriti Dudhande
3.Chetan Rana.

Since, these three are selected, hence we need to withdraw them from our placement process and for this we need your **confirmatory mail and offer letter for the same.**

Pl do the same at earliest and I expect a response from the return mail.

Pl TREAT THIS AS URGENT AND IMPORTANT.

Regards,
SN

Warm Regards and best wishes,

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Dr. Sandeep Narula
Associate Professor, Assistant Dean SPM
Chairman -Centre for Digital Health
In charge -Placement Committee (SPM)

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E: sandeep@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 80587 60911 82094 25385 |
P: +91 141 3924700 (784)

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From: Ajay Tomar <hr.mgr@zeon.co.in>
Sent: Friday, January 22, 2021 3:32 PM
To: Sandeep Narula <sandeep@iihmr.edu.in>
Subject: FW: JD for BD executive

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Hi Dr. Sandeep,

Greetings!

As discussed, please align the candidates for interview tomorrow.
You are requested to share the below link to the students for on-line interview by google meet, 12:00 Noon onwards within 15 to 20 minutes slots per students.

https://meet.google.com/vvw-bawp-zxv

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AJAY TOMAR
Manager - HR
hr.mgr@zeon.co.in | www.zeon.co.in

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From: Sandeep Narula [mailto:sandeep@iihmr.edu.in]
Sent: Wednesday, January 20, 2021 10:55 PM
To: Ajay Tomar <hr.mgr@zeon.co.in>
Subject: FW: JD for BD executive

Dear Mr.Ajay Tomar,
One more student Ms.Divya Kumari has submitted here resume. Pl consider her.

Regards,
SN

Warm Regards and best wishes,

IIHMR UNIVERSITY
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Associate Professor, Assistant Dean SPM
Chairman -Centre for Digital Health
In charge -Placement Committee (SPM)

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M: +91 80587 60911 82094 25385 |
P: +91 141 3924700 (784)

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---

From: Sandeep Narula
Sent: Wednesday, January 20, 2021 7:59 PM
To: Ajay Tomar <hr.mgr@zeon.co.in>
Subject: RE: JD for BD executive

Dear Mr.Ajay Tomar,
Attached pl find the resumes of the students as desired for the Job Description as per the trail mail.
Do let me know the further process/schedule for the interview.

Regards,
SN

Warm Regards and best wishes,

IIHMR UNIVERSITY
Celebrating 35 Years of Institutional Excellence

Dr. Sandeep Narula
Associate Professor, Assistant Dean SPM
Chairman -Centre for Digital Health
In charge -Placement Committee (SPM)

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P: +91 141 3924700 (784)

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From: Ajay Tomar <hr.mgr@zeon.co.in>
Sent: Friday, January 15, 2021 4:28 PM
To: Sandeep Narula <sandeep@iihmr.edu.in>
Subject: FW: JD for BD executive

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Dear Sir,

As discussed, please find the below JD for BD profile.

To perform this job successfully, an individual must be able to perform as per the following staps.

- Expert knowledge of client needs and technical aspects regarding Private Label and Contract Manufacturing in the Nutraceutical industry.
- Awareness of regulatory and quality control issues with regard to nutraceuticals, dietary supplements, etc.
- Existing access to industry contacts and potential purchasing contacts in target client bas
- Grow company reputation for top-quality products and superb customer service
- Continues to maintain knowledge on developments with the Dietary Supplement Health & Education Act of 1994.
- Identification of prospective clients using business directories, leads from existing clients, participation in organizations and/or trade show/conference attendance.
- Follow-up on leads generated through own efforts or elsewhere within the organization
- Maintain relationships with clients by providing support, technical information, guidance, research and recommendations to improve product performance or additional applications
- Quote prices, terms and other specifications and prepare sales contracts
- Negotiate prices or terms of sales/service agreements
- Insight and understanding of production lead times for product delivery to clients
- Manage accounts and driving new growth
- Collaborates with Operation and Office teams and Quality on the development of new products
- Monitors key customer relationships, market conditions, competitor activity, and provide feedback to peers on executive leadership team
- Travel to manage key customer relationships and develop new key relationships
- Analyze and evaluate the effectiveness of sales and marketing methods, revenues, budgets, expenses, and results.
- Other duties as assigned.

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AJAY TOMAR
Manager - HR
hr.mgr@zeon.co.in | www.zeon.co.in

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210, 175, 183

Placements

Subject: FW: JD for BD executive

From: Ajay Tomar <hr.mgr@zeon.co.in>
Sent: Friday, February 12, 2021 2:09 PM
To: Sandeep Narula <sandeep@iihmr.edu.in>; 'Abhay Singh' <hr3@zeon.co.in>
Subject: RE: JD for BD executive

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Narula,

As discussed over phone, we have shortlisted the below students.

@ Mr. Abhay will help you for the pre-joining procedures & formalities of the students.

ZEON
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AJAY TOMAR
Manager - HR
hr.mgr@zeon.co.in | www.zeon.co.in

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From: Sandeep Narula [mailto:sandeep@iihmr.edu.in]
Sent: Friday, February 12, 2021 1:32 PM
To: Ajay Tomar <hr.mgr@zeon.co.in>
Subject: RE: JD for BD executive

Dear Mr.Ajay Tomar,

Greetings!

In context to our telecon discussions and further your intimation through telephone day before yesterday i.e.10th Feb.2021 that you had SELECTED following three students for your organization:

1.Garima Kumari Chaudhary
2.Shriti Dudhande
3.Chetan Rana.

Since, these three are selected, hence we need to withdraw them from our placement process and for this we need your **confirmatory mail and offer letter for the same.**

Pl do the same at earliest and I expect a response from the return mail.

Pl TREAT THIS AS URGENT AND IMPORTANT.

Regards,
SN

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Warm Regards and best wishes,

IIHMR UNIVERSITY
Dr. Sandeep Narula
Associate Professor, Assistant Dean SPM
Chairman -Centre for Digital Health

Celebrating 35 Years of Institutional Excellence

In charge -Placement Committee (SPM)

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: sandeep@iihmr.edu.in | **W:** www.iihmr.edu.in
M: +91 80587 60911 82094 25385 |
P: +91 141 3924700 (784)

Go Green: - Please do not print this email unless it is necessary. Every unprinted email helps the environment

---

From: Ajay Tomar <hr.mgr@zeon.co.in>
Sent: Friday, January 22, 2021 3:32 PM
To: Sandeep Narula <sandeep@iihmr.edu.in>
Subject: FW: JD for BD executive

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Dr. Sandeep,

Greetings!

As discussed, please align the candidates for interview tomorrow.
You are requested to share the below link to the students for on-line interview by google meet, 12:00 Noon onwards within 15 to 20 minutes slots per students.

https://meet.google.com/vvw-bawp-zxv

ZEON
A Promise of Good Health

AJAY TOMAR
Manager - HR
hr.mgr@zeon.co.in | www.zeon.co.in

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From: Sandeep Narula [mailto:sandeep@iihmr.edu.in]
Sent: Wednesday, January 20, 2021 10:55 PM
To: Ajay Tomar <hr.mgr@zeon.co.in>
Subject: FW: JD for BD executive

Dear Mr.Ajay Tomar,
One more student Ms.Divya Kumari has submitted here resume. Pl consider her.

Regards,
SN

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Warm Regards and best wishes,

IIHMR UNIVERSITY

Celebrating 35 Years of Institutional Excellence

Dr. Sandeep Narula
Associate Professor, Assistant Dean SPM
Chairman -Centre for Digital Health
In charge -Placement Committee (SPM)

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: sandeep@iihmr.edu.in | **W:** www.iihmr.edu.in

Sakshi Pawar

From: Anshul Goyal
Sent: 27 July 2021 11:25 AM
To: Ms. Anita Thapa
Subject: FW: Wellesta Healthcare - Confirmation of Candidature

From: Deepanshu Bhatnagar <deepanshu.j19@iihmr.in>
Sent: Monday, July 26, 2021 5:21 PM
To: Anshul Goyal <anshul@iihmr.edu.in>
Subject: Fwd: Wellesta Healthcare - Confirmation of Candidature

Get Outlook for iOS

From: Rahul Gupta- HR <ind_hr2@wellesta.com>
Sent: Monday, July 26, 2021 4:51 PM
To: Deepanshu Bhatnagar
Cc: Sharad Virmani; Kiran Alva
Subject: Wellesta Healthcare - Confirmation of Candidature

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Deepanshu,

Congratulations...

As per our discussion, we have shortlisted your profile for Rohtak location as Sr. Medical Representative.

Your annual remuneration package will be 4.56 Lac P.A. + Field Exp. We Shall be sharing you offer letter in next couple of days.

Thank you for your cooperation's.

Thanks & Regards,

Rahul Gupta
Sr. Executive HR
Ind_hr2@wellesta.com
9819477189
Wellesta Healthcare Pvt Ltd
Unit 3A Level 2
The Centrium Phoenix
Market City Complex,
Kurla West Mumbai - 400070

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The IIHMR University
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Near Sanganer Airport, Jaipur-302029

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ZEON LIFESCIENCES LTD

Regd. Off. & Works: Village Kunja, Rampur Road, Tehsil Paonta Sahib, District Sirmour, 173025 (H.P.)
Phone: 01704-222313, 222643, Fax: 01704-222630

ZLL/HR/OL/2021/062

Date: 02.04.2021

Ms. Deshna Awasthi
103, Sukun Park View
3/2 Snehlataganj, Indore (MP).

We are pleased to offer you the post of **"Management Trainee – PMT"** in Zeon Lifesciences Ltd. at our **Noida Office**.

i) Your total monthly compensation on Cost to company basis will be same as mutually discussed. You will not be entitled to any other benefits/privileges/facilities.

ii) Your present place of posting will be Zeon Lifesciences Ltd., **Noida.** However, your appointment is transferable to any of the group companies and/or to any location in India.

iii) Initially you will be on probation period of six months which may be extended consequent upon your performance by another three months.

iv) You will be eligible for seven days casual leave and seven days sick leave in a year after completion of six months of your employment and Prior leave application & permission by HOD/HR for granting the leave is necessary.

v) While employed in our organization Zeon Lifesciences Ltd. you will not work for any other employer nor will you engage yourself in any trade or business without the permission of the appointing authority. You will not disclose nor will you suffer to be disclosed such information as you will acquire during the course of your employment.

vi) You will not study or appear for examination of any university or such other bodies without the written & prior permission of the management.

vii) Your services may be brought to an end by the company giving two months' notice or salary in lieu thereof. In case you leave the services of the company on your own, you have to give two month's notice, failing which two month's salary would be deducted during your final settlement.

viii) You will submit your medical fitness certificate on yearly basis or as or when it is re quired.

This offer letter is being issued to you in duplicate. Please return one copy duly signed in token of your acceptance of the terms and conditions of your appointment. You will have to report for duty to **Manager - Business Development** on or before **12th April, 2021** in any case, failing which the offer will stand cancelled.

(Director Operations)

I have gone through the above terms and Conditions and accept. 27/4/21.

(Signature)

Name:
Date:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

CC: All concerned

DocuSign Envelope ID: 3A4462CD-231D-421A-86A8-C1446FC6D5CE

ZS Associates India Pvt. Ltd.
Tower A4, DLF World Tech Park
Sector 30, NH-8
Gurgaon, 122002 Haryana, India
T | +91 124 679 7000
F | +91 124 679 7001

www.zs.com

CONFIDENTIAL

05 January 2021

Dhanvi Shekhar
IIHMR-Jaipur.

Dear Dhanvi:

We are pleased to extend you an offer to join ZS Associates Inc. ('ZS') as a Knowledge Management Associate – Intern in our Business Consulting group, to be based in our New Delhi office. As an intern, you will work directly with a project team, focusing primarily on one or more projects to give you a chance to learn about our firm. We hope that you give this opportunity with ZS serious consideration.

ZS has a special culture of collaboration and innovation. We produce work of outstanding quality, and we focus on learning, self-improvement and expertise to achieve that result. If you elect to spend your internship with ZS, I think you will experience our innovation and growth as you learn and contribute to our projects.

Salary: Your annual gross salary during your internship will be INR 4,50,000. All interns are paid on the last working day of every month. For salary details, please refer to Appendix 1.

Provident Fund: When you begin employment with ZS, you will be enrolled in the Provident Fund program. The primary objective of this program is to provide retirement and pension support as per the Provident Fund Act, while reducing current tax exposure. As a participant, you will make 12% contributions on the first INR 15,000 of your monthly salary through payroll deduction; ZS makes a separate additional matching contribution to your account. You can opt for additional contributions to your Fund account through payroll deduction.

In addition to components of the offer detailing direct compensation described above, this offer also includes elements describing non-cash benefits of employment with ZS. You will be eligible for the following benefits as of your start date with ZS. Benefits described are subject to taxes based on the prevailing government guidelines.

Annual Leave and Holidays: We provide 25 days of paid annual leave per year, inclusive of privilege and casual leave, on a pro-rata basis. In addition, ZS has designated paid holidays and permits up to seven paid sick days per year, also on a pro-rata basis.

Insurance: We offer a group insurance plan to cover hospitalization expenses for employees and immediate dependents; parents residing in the same household may also be added with a benefit co-payment. Additionally, ZS provides some preventive healthcare coverage (Executive Health Check, medications, mental health, etc.). ZS provides accident insurance and business travel

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

insurance for employees. ZS also provides life insurance coverage in the amount of three times your annual gross salary, with ZS paying these premiums in full.

Meals and Transportation: ZS provides meals during regular working hours and based on project needs. ZS also arranges shared daily commute transit for employees within defined geographic zones. For details, please refer to Appendix 2.

Broadband access: ZS will provide a broadband allowance of INR 1,500 per month through payroll. We will also reimburse a one-time 'installation charge' of INR 500 against the receipt from your broadband service provider. We expect that you install a high-speed broadband connection at home to enable you to work remotely for project demands and recommend at least a 2.0 MBPS wired connection. ZS retains the right to conduct random audits to ensure appropriate use of the allowance.

Employment and Confidentiality Agreement: Our work at ZS often involves the use of confidential information of our clients, as well as the development and use of ZS proprietary software and processes. To start your internship with ZS, you will be required to sign the internship agreement.

Intern Orientation: ZS runs an orientation and training program for interns in the local office. This training program is designed to provide an overview of the problems you will solve and the skills you will develop as an intern.

Start Date and Formalities: We propose a start date with ZS of **18 January 2021.** The internship will last till **15 March 2021.** Please ensure that you report for work on the date indicated. This offer is subject to verification of original certificates of educational qualifications and other documents listed below. At the time of joining, you are required to bring the following:

- Original certificates of all educational qualifications, each with a scanned copy
- Adhaar Card
- Proof of age (Pan Card or Passport scanned copy)
- Relieving letter scanned copy (if employed); if unavailable, you must provide valid proof from your last employer of your first/last day of employment
- Scanned copy of the latest salary slip from your current employer (if employed)
- Two passport-size photographs

Termination: Either you or ZS may terminate the internship with 30 days written notice, with or without cause. Upon notice from either party, ZS may pay your basic salary and other contractual benefits in lieu of the unexpired notice period and/or may require you to take paid leave for all or part of the remaining notice period.

We are pleased by the prospect of you starting your ZS career in this position. If you decide to accept this offer, please sign this letter electronically through DocuSign to return it to us. Should you decide not to accept, please decline through DocuSign so that your offer is closed.

Please know that we would like to hear from you regarding your decision as soon as possible. We will consider this offer to be valid until **06 January 2021.**

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ZS

The elements of this offer are personal and specific to you, and accordingly, we do not consider them appropriate to be shared with colleagues or the public. All details conveyed in this offer are based on our understanding of your availability and likely start timing. We describe benefits and conditions currently in force as of today and expected to be ongoing at the time you join. This offer is contingent upon successful completion of reference and/or background checks. If you have any questions about any of the elements of this offer, or would like to discuss the job further, please do not hesitate to contact me.

We look forward to you joining ZS and helping ZS (and you!) to continue to grow and prosper in the future!

Sincerely,

Mohit Sood
Office Managing Principal

DocuSigned by:
Signature: Dhanvi Shekhar
DD21E683C5954E2...
Name as it appears on PAN card or passport: Dhanvi
Date Signed: 05-Jan-2021 | 11:16 AM EST

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

DocuSign Envelope ID: 3A4462CD-231D-421A-86A8-C1446FC6D5CE

APPENDIX 1

Salary Break up Details

ZS Associates India Private Ltd.	Annual INR
ZS Gross	**4,50,000**
Basic	1,80,000
HRA	90,000
LTA	15,000
Special Allowance	1,65,000
Retirals	**9,000**
Gratuity *- payable on completing 5 years of continuous service with ZS India Private Limited as per the Payment of Gratuity Act 1972 (first year's provision)*	
Provident Fund	**21,600**
Employer's contribution to ***Provident Fund***	
Cash Benefit	**18,000**
Broadband Allowance *(ZS will provide a broadband allowance of INR 1,500 per month, through payroll)*	

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Impact where it matters.

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ZS

APPENDIX 2

Local Transport Service

Please find below details related to the daily shared transportation service which is a part of the non-cash benefits.

Local Transport Service	
We have broadly divided the New Delhi region into 3 zones. Please note that this list, while comprehensive, is by no means exhaustive. If you are planning to relocate to, or current reside in, New Delhi, we recommend that you find housing ideally within Zone 1 (the preferred locations) or within Zone 2 (other localities some distance away from the office). If you choose to live in one of the Zone 3 localities, you would need to come to the closest "pickup node" by a specific time, and ZS transport would be provided to bring you to the office from this location.	
Zone 1: Ideal	**Entire Gurgaon region**
Zone 2: Acceptable	**Faridabad, South Delhi, Central Delhi, West Delhi and East Delhi Locations** The following areas will **not** be considered to be part of this region: Anand Parvat, Sadar Bajar, Darya Ganj,Chandini Chowk, Sabji Mandi, Chawdi Bazar, Pahad Ganj, Jama Masjid, Jahangir, Puir, Adarsh Nagar, Model Town, Timar Pur, Mukharjee Nagar, Kingsway Camp, Wazir Bad, Wazir Pur, Buradi, Narela, Samay Pur Badli, Rithala, Nangloi, Mangol Puri, Bhajan Pura, Sarai Kale Kha, Yamuna Vihar, Dilshag Garden, Shahadra, Gandhi Nagar, Seelam Pur, Krishna Nagar, Geeta Colony, Shastri Nagar, Seema Puri, Loni Road, Suraj Mal Vihar, Jhil Mil Colony, Mundka, Karawal Nagar, Dayal Pur, Sonia Vihar, Vivek Vihar, Jagat Puri, Madan Pur Khadar, Sarita Vihar, Badar Pur, Jasola Vihar, Taj Pur, Meetha Pur, Tuglaka Bad, Azad Pur, Ballabh Garh, Bahadur Garh, Najafgarh, Rewari, Tawdu, Sohna, Manesar.
Zone 3: No Service	Noida, Gaziabad or other areas not covered in the Ideal and Acceptable zone.

For more details on the transportation guidelines, please feel free to contact Gautam Negi (gautam.negi@zs.com) from the transport team.

We look forward to welcoming you in ZS New Delhi!

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Nestlé India Limited

(CIN: L15202DL1959PLC003786)
3rd Floor Plot No.142P
Sector 44, Chimes II
Gurugram 122003
Haryana

Telephone : 0124-4447700

E-Mail : corporate@IN.nestle.com
Website : www.nestle.in

Good Food, Good Life™

Dated : 01.04.2021

CIR/SK/RB

Dear Dhruv Dharoch

Please refer to your application for being provided the facility of training in our Organisation in the Nutrition Division. We are pleased to engage you as a **Nutrition Officer Trainee** with effect from **01.04.2021** on the following terms and conditions:

1. You shall be imparted training in the following areas :

   a. Detailing Skills
   b. Product and Nutrition Knowledge
   c. Scientifically Engaging Health Care Professionals
   d. IMS Code and Charter
   e. Territory Management

2. The training shall be imparted to you under the supervision and guidance of such Managers/Executives or Officers as may be necessary from time to time. You will act in accordance with the directions given to you.

3. The period of training shall be for 11 months with effect from 01.04.2021 and this trainee agreement would automatically end on completion of 11 months. The Company, however, reserves the right to terminate the traineeship agreement during this period without notice or compensation.

4. You will be paid a fixed stipend of **Rs.25,000/-** (Rupees Twenty Five Thousand only) per month. If you do not attend your training on all working days of the month, your stipend will be reduced pro-rata.

5. In case you need to undertake travel as a part of your training assignment, the travel expenses would be reimbursed as per the policy of the Company.

6. You shall observe punctuality and attend to your training diligently.

7. During the period of your training you shall adhere to and follow all the instructions of your superiors and also maintain disciplinary standard as desired/decided by the Company.

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Near Sanganer Airport, Jaipur-302029

8. The Company will not be responsible for any loss, injury or accident which may occur during your training period and you will not be entitled to claim or demand anything on account of any of the above mentioned reasons.

9. You shall not be entitled to any of the benefits, facilities and privileges or rights available to the regular employees.

10. You shall not disclose, divulge or make public except under legal obligation, any of the trade secrets, accounts transactions and dealings of the Company whether the same may be confided or become known to you in the course of your training or otherwise.

11. If by your negligence, disobedience or any willful act or omission the Company suffers any loss, then you will be liable to make good the loss immediately on demand.

12. At the time of joining, you shall advise the Company of the address to which communications meant for you should be sent. All communications sent by us to the address given by you shall be deemed to have been properly sent by us and received by you.

13. This agreement is essentially and predominantly for the purpose of imparting training and does not in any manner create a contract of employment between you and the Company.

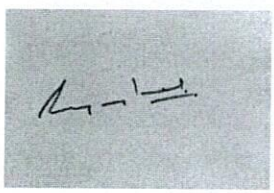
14. That on completion of the training, the Company shall not be liable to provide you with any employment.

15. This letter is being given to you on the understanding that all the information furnished by you both at the time of the interview as well as in the application form is complete and correct. If, however, Company becomes aware, after you have joined training, that you have withheld certain information or that information provided by you is incorrect or incomplete, the Company reserves the right to discharge your training without notice.

16. **The Company is managed according to the Nestlé Corporate Business Principles, as well as the Code of Business Conduct, which are both outlined in the attached document. By signing this contract you accept the content of both documents and commit to their application.**

Yours very truly,

For NESTLÉ INDIA LIMITED



SANJAY KAUL

V. P SALES - NORTH

I hereby declare that I have read and understood the terms and conditions of employment and hereby accept and agree to abide by the same.

..... **(Signature)**

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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CORONA Remedies Private Limited
Regd. Office: CORONA House
C - Mondeal Business Park, Near Gurudwara, S.G. Highway,
Thaltej, Ahmedabad 380 059. Gujarat, India.
Tele. : + 079 - 40233000 Fax : + 079 - 40233999
Online at : info@coronaremedies.com
website : www.coronaremedies.com
CIN : U24231GJ2004PTC044656

Offer Letter

Ref. No: - OL/CRPL/MARKETING/20-21/0030624

08/03/2021

To,
Mr DIVYA KUMARI
C/O SHRI BABBA MISHRA
B-38, 210/A -5
BESIDE PANI TANKI, TARADHAM COLONY
MAIN LANE, TULSIPUR,MAHMOORAGANJ
VARANASI - 221010
UTTAR PRADESH
8840638727

Dear Mr DIVYA KUMARI,

As per personal discussion with you we have pleasure in offering you the post of **MANAGEMENT TRAINEE** in **MARKETING DEPARTMENT** at **AHMEDABAD** on the following terms and condition.

1. You will be appointed as **MANAGEMENT TRAINEE** in **MARKETING DEPARTMENT** at **AHMEDABAD.**

2. You may be posted to any Unit/Branch of our company whether directly owned by the management or the management has any interest, whether at present existing or which may be set up in future at any time and any place in India. On such posting you will be governed by the terms and condition of service applicable to your category of staff employed in that Unit/Branch.

3. Other terms and condition for employment as per the rules of the organization will be explained to you in your appointment letter at the time of appointment.

We wish you All the Best for this new assignment.

NARAYAN SWAMI
VICE PRESIDENT-HR & ADMIN

Divya Kumari
Signature of employee

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Name: DIVYA KUMARI- AHMEDABAD
Desi : MANAGEMENT TRAINEE

CTC BREAK UP			
ANNUAL CTC	400000.00		
TOTAL ANNUAL CTC	400000.00		
EARNINGS		Monthly	Annual
Basic Salary		8333.00	99996.00
H.R.A		6667.00	80004.00
Transport Allowance		1600.00	19200.00
Medical Reimbursement		1250.00	15000.00
Special Allowance		6791.00	81496.00
LTA		0.00	0.00
Business Attire Reimbursement		3333.00	39996.00
Vehicle Maintenance Reimbursement		1667.00	20004.00
Children Education Allowance		200.00	2400.00
Books & Periodicals Reimbursement		667.00	8004.00
Insurance		175.00	2100.00
GROSS COMPONENETS -------(A)		**30683.00**	**368200.00**
Bonus		700.00	8400.00
Co's Contribution towards P.F		1950.00	23400.00
OTHER CTC COMPONENTS --------(B)		**2650.00**	**31800.00**
CTC (A+B)		**33333.00**	**400000.00**
FINAL CTC (A+B)			**400000.00**

BONUS for the financial year, will be released during the month of June of Subsequent financial year.

NARAYAN SWAMI
VICE PRESIDENT-HR & ADMIN

- This offer letter is issued on the basis of details provided by you in your CV. If any time it is found that you have misrepresented or hidden any fact about you, your services will be terminated immediately.
- We would like to inform you that your remuneration package is strictly confidential between you and organization. Any breach of this confidential information on your part would be viewed seriously.
- Please send your acceptance letter and your resignation letter from current job within 7 days of receiving this letter. In case of non-receipt of above documents this offer letter will stand cancelled.
- An amount Of Rs. 10000/- will be paid by you to the company if you resign from the company within 6 months of undergoing the training.
- I have read, understood and accepted above terms and conditions. I agree to abide by them.
- I will join my duties from (Date):- April 01, 2021

Divya Kumari
Signature of employee

Prepared By:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

DIVYA THAKUR

Sakshi Pawar

From: Anshul Goyal
Sent: 26 July 2021 12:01 PM
To: Ms. Anita Thapa
Subject: FW: FW: Resume for Stan Plus

From: Annvi Khatri <annvi.khatri@stanplus.co.in>
Sent: Friday, July 23, 2021 8:52 PM
To: Anshul Goyal <anshul@iihmr.edu.in>
Subject: Re: FW: Resume for Stan Plus

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Anshul,

We are glad to offer the ZM position to Divya and Deepanshu.

Location - Hyderabad
CTC offered - 4.75L

Please confirm the acceptance from students once, will get their official appointment letters released then.

Thanks and Regards,

Annvi Khatri
Program Manager - CEO's Office

StanPlus Technologies Pvt. Ltd.

+91 8950762918
annvi.khatri@stanplus.co.in
https://www.linkedin.com/in/annvikhatri

On Fri, Jul 23, 2021 at 11:57 AM Anshul Goyal <anshul@iihmr.edu.in> wrote:

> Hi Annvi,
>
> Kunal cannot join as he is struggling with medical issue.
>
> Thanks

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

From: Annvi Khatri <annvi.khatri@stanplus.co.in>
Sent: Thursday, July 22, 2021 5:21 PM
To: Anshul Goyal <anshul@iihmr.edu.in>
Subject: Re: FW: Resume for Stan Plus

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Anshul,

Kindly ask the placement coordinator/one of the candidates to make a WhatsApp group for better coordination during the process. It was not smooth last time, and a lot of confusion occurred.

Please find the link for 11 am tomorrow-

Topic: ZM Interviews
Time: Jul 23, 2021, 11:00 AM Mumbai, Kolkata, New Delhi

Join Zoom Meeting
https://zoom.us/j/94956018647?pwd=WFhnMFJQWjF6YTF6Rm1HeG1UcFVoZz09

Meeting ID: 949 5601 8647
Passcode: 677090

Thanks and Regards,

Annvi Khatri
Program Manager - CEO's Office

StanPlus Technologies Pvt. Ltd.

+91 8950762918
annvi.khatri@stanplus.co.in
https://www.linkedin.com/in/annvikhatri

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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Biorex™ HEALTHCARE
It's life that matters....

BRX/HR/LOI/02-01/21
15th Feb 2021

DivyaYadav
C/o Pramod Kr Yadav
Yaduvansh Nagar,
Near Virath Palace,
Shikohabad,
UP 283135

Sub: Letter of Intent

Dear Ms. Yadav

This has reference to your application and subsequent discussion you had with us. We are pleased to inform you have been selected in our organization for the post of "**Key Business Manager**" based at our **Delhi-HQ** at CTC of Rs. 3.00 Lac P.A+ Other Allowances+ Incentives.

You are advised to join us on or before **1st April 2021**and report at **Gurgaon Office.**

A formal letter of appointment containing detailed terms and conditions shall be issued to you at the time of joining duties in our organization.

At the time of joining duties,please submit photocopies of your all certificates and testimonials in support of your qualification and experience along with relieving letter from last company and two recent photographs of1"x 1.5 size for our records.

Please return the duplicate copy of this letter duly signed by you in token of your receipt and acceptance of above.

Thanking You,

For

M/s Biorex Healthcare Pvt. Ltd.

Sanjeev Kumar Chawla
Chief Executive Officer

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ZEON LIFESCIENCES LTD

Regd. Off. & Works: Village Kunja, Rampur Road, Tehsil Paonta Sahib, District Sirmour, 173025 (H.P.)
Phone: 01704-222313, 222643, Fax: 01704-222630

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ZLL/HR/OL/2021/031

Date: 13.02.2021

Ms. Garima Chaudhary
C-115, Old Minal Residency
J.K. Road, Bhopal.
462041.

We are pleased to offer you the post of **"Management Trainee – Business Development"** in Zeon Lifesciences Ltd. at our **Noida** Office.

i) Your total monthly compensation on Cost to company basis will be same as mutually discussed. You will not be entitled to any other benefits/privileges/facilities.

ii) Your present place of posting will be Zeon Lifesciences Ltd. **Noida.** However, your appointment is transferable to any of the group companies and/or to any location in India.

iii) Initially you will be on probation period of six months which may be extended consequent upon your performance by another three months.

iv) You will be eligible for seven days casual leave and seven days sick leave in a year after completion of six months of your employment and Prior leave application & permission by HOD/HR for granting the leave is necessary.

v) While employed in our organization Zeon Lifesciences Ltd. you will not work for any other employer nor will you engage yourself in any trade or business without the permission of the appointing authority. You will not disclose nor will you suffer to be disclosed such information as you will acquire during the course of your employment.

vi) You will not study or appear for examination of any university or such other bodies without the written & prior permission of the management.

vii) Your services may be brought to an end by the company giving one months' notice or salary in lieu thereof. In case you leave the services of the company on your own, you have to give one month's notice, failing which one month's salary would be deducted during your final settlement.

viii) You will submit your medical fitness certificate on yearly basis or as or when it is re quired.

This offer letter is being issued to you in duplicate. Please return one copy duly signed in token of your acceptance of the terms and conditions of your appointment. You will have to report for duty to **Manager- Business Development** on or before **16th February, 2021** in any case, failing which the offer will stand cancelled.

(Director Operations)

13/2/21

I have gone through the above terms and Conditions and accept.

(Signature)

CC: All concerned

Name:
Date:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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LUPIN

OFFER OF APPOINTMENT

March 18, 2021

Ms. Isha Vyas
1497, Scheme no 114, Part – 1,
Behind Marthoma School, Vijay Nagar,
Indore, Madhya Pradesh - 452010

Dear ***Isha,***

Congratulations on your appointment! We welcome you to Lupin – *An innovation led transnational pharmaceutical company* and wish you a long and meaningful career with us.

1. **LOCATION & DATE OF JOINING**: You would be based at **Mumbai**. You would be required to join as early as possible but not later than **03rd May 2021**. If you do not join your duty on the said date, this Offer of Appointment shall be treated as cancelled, unless the extension of the said date for joining duty is agreed upon by us.

2. **DESIGNATION & GRADE**: You would be designated as **Management Trainee** in Grade **M1.**

3. **COMPENSATION & BENEFITS**: The detailed breakup of your Compensation Structure and other company benefits applicable to your grade is enclosed.

4. **TRAINING PERIOD:** You will be on training period for one year from the date of your appointment. On successful completion, of your training, you will be absorbed, as **Manager** and your salary will be revised as per the salary group norms prevalent at that time.

5. **NOTICE PERIOD**: The Company reserves the right to specify the notice period required. However, either party can terminate this agreement by giving one-month (30 days) notice during training period and three months (90 days) notice on confirmation without furnishing any specific reason. Accordingly, amount in lieu of short notice period would be payable by either party giving short notice.

6. **LEAVE:** You will be eligible for 24 working days of Leave in a year.

This is an offer of appointment. A detailed formal letter of appointment will be issued to you on your joining.

This offer of employment is conditional to the satisfactory completion of all Regulatory / Background Checks and Medical / Health Examination.

Please note that failure to clear any one of the above will lead to the immediate withdrawal of this offer letter.

We once again welcome you to Lupin and wish you a long fulfilling career with us.

Yours truly,
For ***Lupin Limited***

Nandan Kumar Singh
Sr. Manager – Human Resources

I agree to accept employment on the terms and conditions mentioned in the above letter. I shall be reporting for duty on .....

Signature: _____

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

LUPIN

COMPENSATION & BENEFITS PROGRAM

Name	**Ms. Isha Vyas**
Designation	**Management Trainee**
Location	**Mumbai**

	GRADE	**M1**	
	Compensation Details	**PM (Rs.)**	**Annualized Amount (Rs.)**
A	Basic	24,267	291,200
	Adhoc Allowance	18,531	222,376
	House Rent Allowance	12,133	145,600
	Education Allowance	300	3,600
	TOTAL [A]	**55,231**	**662,776**
B	**Annual**		
	LTA		9,000
	Telephone		7,273
	TOTAL [B]		**16,273**
C	**Retirals**		
	Provident Fund (12% of Basic)		34,944
	Gratuity (4.81% of Basic)		14,007
	TOTAL [C]		**48,951**
D	**TOTAL FIXED CTC [A+B+C]**		**728,000**
E	Performance Incentive		72,000
F	**COST TO COMPANY [D+E]**		**800,000**

1. In-addition to the above, you will be covered under the following Schemes as per Company Policy:

   a. Mediclaim Policy: This Policy covers self, parents, spouse and two children, subject to a limit of **Rs.2,00,000/-** as defined by the policy.

   b. Group Accident Insurance Policy: The Insurance coverage for this grade is **Rs.10,00,000/-** as Per Company Policy.

   c. Group Term Life Insurance Scheme: The Insurance coverage for this grade is **Rs.25,00,000/-** as per Company Policy.

2. All payments are subject to the provisions of Income Tax Act.

Nandan Kumar Singh
Sr. Manager – Human Resources
Date: March 18, 2021

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Placements

From: Sandeep Narula
Sent: 10 March 2021 08:34
To: Randeep Kaur; Anshul Goyal
Cc: Shayan Pal; Placements
Subject: FW: Campus Recruitment || Lupin Limited || Final schedule (PI Round)

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Ms.Randeep Kaur/Mr.Anshul Goyal,
The trailing mail, mentioning LUPIN has selected TWO candidates , is for your perusal.

SN

Warm Regards and best wishes,

IIHMR UNIVERSITY®
Celebrating 35 Years of Institutional Excellence

Dr. Sandeep Narula
Associate Professor, Assistant Dean SPM
Chairman -Centre for Digital Health
In charge -Placement Committee (SPM)

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: sandeep@iihmr.edu.in| **W:** www.iihmr.edu.in
M: +91 80587 60911 82094 25385 |
P: +91 141 3924700 (784)

Go Green: - Please do not print this email unless it is necessary. Every unprinted email helps the environment

From: Nandan Kumar Singh <nandankumarsingh@lupin.com>
Sent: Tuesday, March 09, 2021 8:49 PM
To: Sandeep Narula <sandeep@iihmr.edu.in>
Subject: RE: Campus Recruitment || Lupin Limited || Final schedule (PI Round)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Dr. Narula,

Please find the list of candidates who has been shortlisted by us post the final round of Interview.

- Ayushi Tandon
- Isha Vyas

Our heartiest congratulations to both of them. Looking forward to welcome them onboard.

Regards,
Nandan Kumar Singh

From: Sandeep Narula <sandeep@iihmr.edu.in>
Sent: Tuesday, March 09, 2021 14:53
To: Nandan Kumar Singh <nandankumarsingh@lupin.com>
Subject: RE: Campus Recruitment || Lupin Limited || Final schedule (PI Round)

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Near Sanganer Airport, Jaipur-302029

PLEASE BE CAUTIOUS!
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Thanks a lot Mr.Nandan for the update.
Warm regards,
SN

Warm Regards and best wishes,

IIHMR UNIVERSITY®
Celebrating 35 Years of Institutional Excellence

Dr. Sandeep Narula
Associate Professor, Assistant Dean SPM
Chairman -Centre for Digital Health
In charge -Placement Committee (SPM)

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: sandeep@iihmr.edu.in| **W:** www.iihmr.edu.in
M: +91 80587 60911 82094 25385 |
P: +91 141 3924700 (784)

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From: Nandan Kumar Singh <nandankumarsingh@lupin.com>
Sent: Tuesday, March 09, 2021 1:49 PM
To: Sandeep Narula <sandeep@iihmr.edu.in>
Subject: RE: Campus Recruitment || Lupin Limited || Final schedule (PI Round)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Dr. Narula,

Please find below the final list of shortlisted candidates –

- Ayushi Tandon
- Lakshmy Manoj Kumar
- Isha Vyas
- Pooja Gupta

Schedule

Name Of Candidates	Timings	Link
Ayushi Tandon	2.30 PM	Link for Interview
Lakshmy Manoj Kumar	3.00 PM	
Isha Vyas	3.30 PM	
Pooja Gupta	4.00 PM	

Please coordinate and communicate to the students accordingly.

Regards,
Nandan Kumar Singh

From: Sandeep Narula <sandeep@iihmr.edu.in>
Sent: Monday, March 08, 2021 20:24
To: Nandan Kumar Singh <nandankumarsingh@lupin.com>
Subject: RE: Campus Recruitment || Lupin Limited || Final schedule (PI Round)

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Do not open attachments or click on links unless you know they can be trusted.

Dear Mr.Nandan,
Thanks a lot for the mail.

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Kepler ...about animal healthcare

ISO 9001:2015 Certified

Ref.No.KVMPL/HR/OFFER/2021-2022/003

Date: - 26/08/2021

To,
Ms. Krity Kumari
Dhanbad , Jharkhand .

Ms. Krity Kumari,

It gives us great pleasure to give you an offer of appointment with us. The broad terms & conditions are mentioned below:

- You shall be designated as **Product-Manager** Reporting to the person subsequently specify by the company.
- **Your CTC will be INR 4.00 Lacs Per annum.**
- **Your date of joining shall be on 02/09/2021.**
- Your principle base of operations will be in Ahmadabad and location for work will be at **Head Office (Ahmedabad).**
- You will be on probation for a period of six months and after which you will be confirmed if your performance is satisfactory.

- **On joining you have to submit following to us:**
  1. Employee Declaration Form
  2. Copy of date of birth certificate / proof
  3. Certificates and testimonials in support of qualifications and experience
  4. Photo Identity and Address proof(permanent & temporary) e.g. Electricity bill/License/Pass port
  5. Resignation letter of Previous Employer.
  6. Relieving letter from previous employer (within 3 months on joining)
  7. Pan Card Copy
  8. Cancelled cheque with name
  9. PF form -2
  10. 4 Pass port size photographs

Please return the duplicate copy of this letter duly signed in token of your acceptance.

We look forward to your being part of this exciting company.

Yours Sincerely,

For, KEPLER VET MISSION PVT.LTD.

Authorized Signatory

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

GRG HEALTH

12 May 2021

Ms. Lakshmy Manoj Kumar

PERSONAL & CONFIDENTIAL

INTERNSHIP LETTER

Dear **Lakshmy,**

This letter will memorialize the terms of your Internship with Growman Research and Consulting Private Limited (referred hereafter as "Growman" or "Company") as an Intern and this letter, along with the Terms and Conditions of Internship set out in Exhibit A, will be considered as an Internship Agreement ("Agreement") once the same has been executed. The terms set forth in this Letter will come into force and will replace all previous agreements and understandings between you and the Company (in relation to the subject matter hereof) once it is actually signed by you.

We look forward to you joining us and helping us grow the Company's business! The terms of your Internship are as follows:

1. **Duration:** This is to inform that we have resolved to offer you an Internship ("Internship") in our meritorious team for a fixed term of [•] (hereinafter "**Term**"), This Agreement shall be effective **from 13 May 2021** and shall be valid for a period of **3 (Three)** months i.e. **to 13 August 2021.** The Term of this Internship may further be extended for such period and on such terms as the parties may mutually decide. The Internship shall come to an end upon the expiry of its term and/or the renewal period thereof.

2. **Stipend**: The Company will be offering you a symbolic stipend of **INR 10000/-** per month. The stipend shall be inclusive of all applicable taxes and be subject to standard deductions as required by law.

3. Acceptance: Please confirm that this letter along with Exhibit A sets forth the terms of your **internship** with the Company by countersigning a copy of this letter below. Your signature below indicates that you fully understand the terms of this **Agreement** and that you've entered into it knowingly and of your own accord and you fully agree and acknowledge that you shall be bound by the same.

4. You represent that your signing of this Agreement and the commencement of your internship with the Company will not breach any agreement currently in place between yourself and any other party.

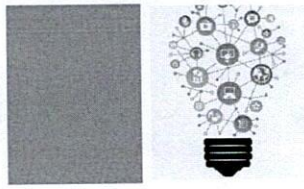
5. Please return this document after signing the same as proof of your consent and subsequently emailing a scanned copy of the signed document, back to the person sending you this Internship letter. You are requested to submit copies of the following documents at the time of your joining.

    1. Address proof.
    2. Work experience certificates for all the past employment (If applicable)
    3. Educational certificates – 10th, 12th, Graduation & Post graduation
    4. Last drawn pay slip. (If applicable)
    5. Two passport size photographs (white background).
    6. PAN card
    7. Aadhar card

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

GROWMAN GROUP

GRG HEALTH



Sincerely,

Human Resources

This is to certify that I have read this Agreement and understood all the terms and conditions mentioned therein and I hereby accept and agree to abide by them.

Agreed: _____

Ms. Lakshmy Manoj Kumar

GROWMAN GROUP

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

GRG HEALTH

EXHIBIT: A - Terms & Conditions of Internship

1. During the Term of your Internship with Growman, you shall not engage in any other Internship or act in any way, which either conflicts with your duties and obligations towards Growman, or is contrary to the policies or the interests of Growman. You may further not seek any other form of Internship/employment elsewhere, part-time or full- time. You agree that Growman shall not be held responsible for absenteeism in your college/academic institution during or after the Internship.

2. During the Term of your Internship with Growman, you are required to disclose all material and relevant information, which may either affect your Internship with Growman currently or in the future or may be in conflict with the terms of your Internship with Growman, either directly or indirectly. If at any time during your Internship, Growman becomes aware that you have suppressed any material or relevant information required to be disclosed by you, then Growman reserves the right to forthwith terminate your services without any notice and without any obligation or liability to pay any remuneration or other dues to you irrespective of the Term that you may have been employed as an Intern by Growman.

3. You agree to conform to and comply with Growman policies and such other directions and orders as may from time to time be given by Growman.

4. The matters such as your working hours, leave entitlements etc. shall be governed by the Company policies in force from time to time and as applicable to you.

5. **Confidentiality:** Confidential information is any information about the Company and its affiliates (hereinafter together referred as "Growman Group"), their customers or their affairs which you obtain during your Internship, unless the information is already available to the public other than as a result of a breach of this clause. Some specific examples of confidential information include information about:

GROWMAN GROUP

   5.1 Customers or vendors, including, their names, contact details, financial information and the dealings they have with Growman Group;
   5.2 Company's processes, procedures and systems; and
   5.3 Working documents such as research, strategies, papers, proposals, presentations and financial information.

   You hereby agree to secure, protect and not disclose or use the confidential information except where required as part of your role, or with Company's written consent.
   You hereby agree and acknowledge that the obligations under this clause shall continue even after your Internship with the Company ends.

6. **Intellectual Property**: During the Term of your Internship you may develop concepts or materials which give rise to intellectual property rights.
   You agree:
   6.1 that the Company will own all of these intellectual property rights;
   6.2 where applicable, to assign to the Company any of these intellectual property rights (including any future rights) on a worldwide basis;
   6.3 to irrevocably waive any moral rights that you may hold in any materials concepts or ideas you create during your Internship with the Company; and
   6.4 to execute any further appropriate documents, instruments or undertakings that are required by the Company (or any Growman Group member, if required) to give effect to these obligations.

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7. Notwithstanding anything mentioned in this Agreement, Growman may terminate your internship, with immediate effect by a notice in writing (without stipend in lieu of notice), in the events such as:

7.1 of your misconduct, including but not limited to, the fraudulent, dishonest or undisciplined conduct of, or breach of integrity, or embezzlement, or misappropriation or;

7.2 misuse by you of Growman property, or insubordination or failure to comply with the directions given to you by persons so authorized, or your insolvency or conviction for any offense involving moral turpitude, or breach by you of any terms of this Agreement or Growman policies or other documents or directions of Growman.

7.3 irregularity in attendance, or your unauthorized absence from the place of work for a continuous period of more than five (5) working days without a prior approval of your supervisor, or;

7.4 closure of the business of Growman, or redundancy of your post in Growman, or upon you conducting yourself in a manner which is regarded by Growman as prejudicial to its own interests or to the interests of its clients ("Cause").

8. During the Term of your Internship, should you desire to leave the services of Growman, you will have to give one week's notice or remuneration in lieu thereof. Similarly, Growman shall be entitled to terminate your Internship at any time by giving you one (1) weeks' notice or salary in lieu thereof.

8.1 Notwithstanding anything aforesaid, termination by you shall be subject to the satisfactory completion of all your existing duties, obligations and projects as well as proper handover and assistance to existing interns to take over your duties.

8.2 At the time of termination of your Internship, if there are any dues from you, the same may be adjusted against any money due to you from Growman on account of stipend, or any other such payments.

GROWMAN GROUP

9. **Protection and Proper use of Company Assets:** You must strive to preserve and protect Company's assets and resources and to ensure their efficient use. In addition, you shall not engage in personal activities during work hours that interfere with or prevent you from fulfilling your job responsibilities.

9.1 **Personal Use of Corporate Assets:** You shall use Company's property for legitimate business purposes to further the Company's business interests. You shall not use or take Company's equipment, computers, telephones, supplies or services, except in the normal course of your Internship, without approval of your supervisor.

9.2 **Use of Company Computers, Software and Email:** Company's computer resources, which include the electronic mail system, belong to Company. As a general rule, e-mail and the internet should be used only in situations related to your work assignments. You should not use these resources for amusement, solicitation, or other non-business purposes.

10. **Monitoring and surveillance of Growman systems:** All Growman systems and equipment are monitored for purposes including detection and prevention of fraudulent activities. Your communications and access to official assets/equipment are not private and monitoring may take place for work-related, security or other investigatory purposes. For security purposes the Company may monitor such emails or such telephone conversations as it may consider appropriate and may access recorded information in the case of a security or other investigation. You should be aware that any private discussions made on these lines may be intercepted and your personal privacy is not guaranteed.

11. **Severability:** If any part of this Agreement is found to be illegal or unenforceable by any court of law or any competent governmental or other authority, the remaining parts of the Agreement will be severable and enforceable in accordance with their terms, so long as they

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do not fail their essential purpose. You and the Company agree to negotiate in good faith to replace any such illegal or unenforceable part with suitable substitute provisions which will maintain as far as possible the purposes and the effect of this Agreement.

12. **Governing Law**: You agree that the interpretation and enforcement of this Agreement shall be governed by the laws of India and the courts of Pune, Maharashtra shall have an exclusive jurisdiction to try the matters arising out of this Agreement.

This is to certify that I have read this Agreement and understood all the terms and conditions mentioned therein and I hereby accept and agree to abide by them:

_____ (Sign)

Ms. Lakshmy Manoj Kumar

GROWMAN GROUP

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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CONMED

12th April 2021

Dear Mayuri Devkate,

We are extremely excited to extend you an offer letter for your employment with Linvatec India Private Limited. This letter agreement ("Agreement") provides an overview of the terms relating to your appointment as Associate Territory Sales Manager. The final Agreement will be the employment contract which is consistent with Indian law.

1. Effective Date: Effective 01st May 2021 ("Effective Date"), you will be employed as Associate Sales Representative (Associate Territory Sales Manager), reporting to Vishnu Suwalka, Sr. Supervisor Sales (Zonal Sales Manager- West & Export).
2. Base Salary: Commencing on the Effective Date, you will be entitled to a base salary at an annual rate of INR 4,60,000.00 payable in accordance with the regulatory payroll practices of the Company.
3. Annual Bonus: For each fiscal year of your employment with the Company, you will be eligible to participate in the Company's Bonus Plan. You will have the opportunity to earn a target bonus of 20% of your Base Pay. The amount earned will be payable in accordance with the terms and conditions of the Bonus Plan. The payout range on the bonus is under review.

Mayuri, on behalf of Linvatec India Private Limited, we are delighted to extend this offer & wish you a great success and future ahead.

Kindly send a signed acceptance copy.

Sincerely,

Vishal Verma
GM- CONMED India

Raina Fernandes
HR- BP

Agreed and Accepted:

Mayuri Devkate

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

COMPENSATION STRUCTURE

Date of Joining: 01-04-2021
Employee Name: Ms. Mayuri Devkate

Pay Element Type	Pay Element Description	
Payroll	Basic	1,61,000
Payroll	House Rent Allowance	92,000
Payroll	Transport Allowance	19,200
Reimbursement	L T A Reimbursement	13,800
Reimbursement	Medical Allowance	15,000
CTC Balancing Amount	Special Allowance	1,31,630
Base Salary		**4,32,630**
Retiral/Provisions	P F Company Contribution	19,320
Retiral/Provisions	Gratuity Company Contribution	8,050
Retirals		**27,370**
PT		
Income Tax		
Total		**4,60,000**

***Annual Bonus: You will have the opportunity to earn a target bonus of 20% of Base Pay. The amount earned will be payable in accordance with the terms and conditions of the Bonus Plan. The payout range will be communicated later.**

*** Health Insurance: You will receive a Health Insurance of INR 5,00,000.00. This covers employee, spouse, 2 children and dependent parents.**

SIGNED AND DELIVERED
For and on behalf of

Linvatec India Private Limited

Name: Vishal Verma
Designation: GM- CONMED India

EMPLOYEE

Name: Mayuri Devkate
Date:

WITNESS

Name: Raina Fernandes
Date: 12.04.2021

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

biovish

Ms. Meghna Raj,
IIHMR, Jaipur.

Date: 19th Jan' 2021

Offer Letter

Dear Ms. Meghna Raj,

It gives us great pleasure to extend to you an offer to join our Organization as **"Product Executive"** at **Ahmedabad HQ** in **Dermatology** division.

We believe there is an excellent match between your skills and the career opportunities available to you as a member of our Organization.

As mutually agreed, your total compensation will be **Rs. 20,000 per month** during the training period. Your appointment is subject to getting satisfactory minimum score/grade in the training program which will be explained to you at the start of training program by the Training team. After Successful completion of your Training period the **Offer CTC will be Rs. 4,00,000 per annum,** A detail Appointment letter will be handed over to you on your joining.

You will be required to send the below mentioned documents, self-attested.

- 6 Photos
- PAN Card
- Aadhar card
- Address Proof
- Mark Sheets and Degrees of 10th, 12th, Graduation and Post-Graduation / Diploma
- Summer Training Project Report

Please sign this letter as a token of your acceptance of our offer and return it to the undersigned. You are required to join as early as possible as but not later than **1st February 2021**

We are confident about your quickly making significant contribution to the company's business. Kindly respond to this offer at the earliest.

Look forward to hearing from you.

Yours faithfully,

For BIOVISH

Human Resources

Signature, Name & Date
(I Accept)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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10-March-2021

Dear Mr. Nikunj Parwal,

It gives us great pleasure to extend to you an offer to join our Organization as "**Executive Trainee**" in India Formulations.

We believe there is an excellent match between your skills and the career opportunities available to you as a member of our Organization.

Your total compensation will be **Rs. 4,50,000/- p. a.**

You will be required to carry the following documents on joining.

1. Certified photocopies of educational certificates (10th, 12th, graduation & post-graduation).
2. Proof of Date of Birth.
3. Two passport size photographs.
4. PAN card copy.
5. One Cancelled Cheque / Passbook copy of salary account.
6. Aadhar Card

Please sign this letter as a token of your acceptance of our offer and return it to the undersigned. You are required to join as early as possible but not later than **01-June-2021**.

We are confident about you making significant contribution to the company's business.

Thanking you.

Yours sincerely

For GLENMARK PHARMACEUTICALS LTD.

Dy GENERAL MANAGER - HUMAN RESOURCES

I accept

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Placements

From: Sandeep Narula
Sent: 11 March 2021 06:50
To: Randeep Kaur; Anshul Goyal
Cc: Shayan Pal; Placements
Subject: FW: Selected student - Glenmark Pharmaceuticals Ltd.
Attachments: Nikunj Parwal - Glenmark Offer.pdf

Dear Ms.Randeep /Mr.Anshul,
Attached pl find the offer letter of Nikunj Parwal received from Glenmark.

SN

Warm Regards and best wishes,

IIHMR UNIVERSITY®
Celebrating 35 Years of Institutional Excellence

Dr. Sandeep Narula
Associate Professor, Assistant Dean SPM
Chairman -Centre for Digital Health
In charge -Placement Committee (SPM)

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M: +91 80587 60911 82094 25385 |
P: +91 141 3924700 (784)

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From: Shazia Uttekar <Shazia.Uttekar@glenmarkpharma.com>
Sent: Wednesday, March 10, 2021 9:55 PM
To: Sandeep Narula <sandeep@iihmr.edu.in>
Subject: Selected student - Glenmark Pharmaceuticals Ltd.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

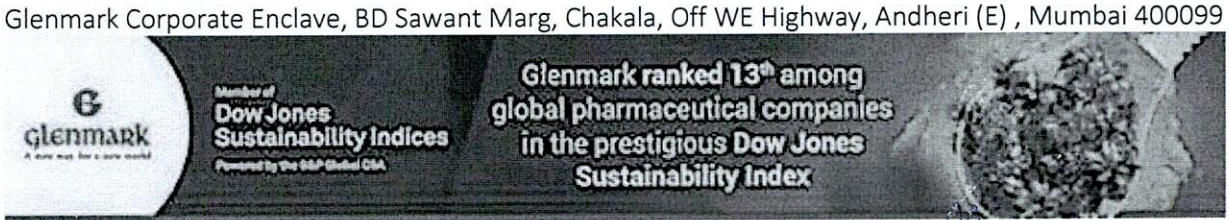
Dear Sandeep,

PFA the Offer letter of Nikunj Parwal.

Regards,

Shazia Uttekar
Senior Manager - HUMAN RESOURCES

Glenmark Pharmaceuticals Limited
Glenmark Corporate Enclave, BD Sawant Marg, Chakala, Off WE Highway, Andheri (E) , Mumbai 400099



Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

DISCLAIMER:
The information contained in this email communication is intended only for the personal and confidential use of the

10-March-2021

Dear Mr. Nikunj Parwal,

It gives us great pleasure to extend to you an offer to join our Organization as "**Executive Trainee**" in India Formulations.

We believe there is an excellent match between your skills and the career opportunities available to you as a member of our Organization.

Your total compensation will be **Rs. 4,50,000/- p. a.**

You will be required to carry the following documents on joining.

1. Certified photocopies of educational certificates (10th, 12th, graduation & post-graduation).
2. Proof of Date of Birth.
3. Two passport size photographs.
4. PAN card copy.
5. One Cancelled Cheque / Passbook copy of salary account.
6. Aadhar Card

Please sign this letter as a token of your acceptance of our offer and return it to the undersigned. You are required to join as early as possible but not later than **01-June-2021.**

We are confident about you making significant contribution to the company's business.

Thanking you.

Yours sincerely

For GLENMARK PHARMACEUTICALS LTD.

Dy GENERAL MANAGER - HUMAN RESOURCES

I accept

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

GETWELL
better science, better life!

Date: 30th March 2021

To,
Ms. Pooja Gupta,
E-39, street no-13, Raja Puri,
Uttam Nagar, New Delhi-110059

Dear **Ms. Pooja Gupta,**

Subject: Offer letter

With reference to your application and subsequent interview you had with us, we are pleased to offer you the position of **"Product Executive"** in our company.

Your compensation will be as discussed and appointment letter will be issued on joining duty.

You are requested to join on or before **"1st April 2021"** Please confirm your acceptance by signing below and returning a copy of this letter via email.

Your compensation details are enclosed herewith.

Further, please furnish the following certificates at the time of joining:

1. Date of birth
2. Educational qualifications
3. Address proof
4. Passport Photograph
5. Your previous company appointment letter and last three months Pay slips

We look forward to an exciting and highly successful association with us.

Best wishes,

Manas Tandon
Chief Executive Officer

GETWELL PHARMACEUTICALS
GETWELL
GURGAON

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Getwell Pharmaceuticals
474, Udyog Vihar, Phase-V, Gurgaon -122 016, Haryana, INDIA
: +91 124 4477 981/82 : +91 124 4477 986
: info@getwelloncology.com : www.getwelloncology.com

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24-March-2021

Dear Mr. Praneet,

It gives us great pleasure to extend to you an offer to join our Organization as "**Executive Trainee**" in India Formulations.

We believe there is an excellent match between your skills and the career opportunities available to you as a member of our Organization.

Your total compensation will be **Rs. 4,50,000/- p. a.**

You will be required to carry the following documents on joining.

1. Certified photocopies of educational certificates (10th, 12th, graduation & post-graduation).
2. Proof of Date of Birth.
3. Two passport size photographs.
4. PAN card copy.
5. One Cancelled Cheque / Passbook copy of salary account.
6. Aadhar Card

Please sign this letter as a token of your acceptance of our offer and return it to the undersigned. You are required to join as early as possible but not later than **01-June-2021**.

We are confident about you making significant contribution to the company's business.

Thanking you.

Yours sincerely

For GLENMARK PHARMACEUTICALS LTD.

Dy GENERAL MANAGER - HUMAN RESOURCES

I accept

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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P&G Health

5th February 2021

Prerna Bhama

Dear Prerna,

Letter of Intent / Offer Letter

We have great pleasure in offering you the position of **Territory Sales Executive** in the **Rx 1** vertical of our **Sales** function at Procter & Gamble Health Limited effective **10th February 2021.** Your headquarter will be **Jaipur** which will be a part of **India 2** cluster.

P&G is a Company of Integrity. This is reflected in the way we develop products, in the way we deal with customers, in the way we communicate with consumers, in the way we interact with suppliers and the communities in which we work; in short in the way we do business. We have been doing business as a Company for 180+ years which has been growing every year and we welcome you to be a part of this growth journey.

We are pleased to let you know that the current Cost-to-Company package is INR **301959,** the break-up of which is as per the attached annexure. A detailed letter of appointment will be issued to you upon your joining duty.

Kindly share the acceptance of this letter with us latest by 7th February 2021.

Very truly yours,
PROCTER & GAMBLE HEALTH LIMITED

Sparalkar

Siddhi Paralkar
Human Resource Business Partner

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Procter & Gamble Health Limited
(Formerly known as Merck Limited)
CIN: L99999MH1967PLC013726
Registered Office: Godrej One, 8th Floor,
Pirojshanagar, Eastern Express Highway, Vikhroli East,
Mumbai 400 079 | Tel: (91-22) 6210 9800
www.pghealthindia.com

Annexure to Letter of Intent/Offer Letter

	In INR per Annum
Basic Salary	143000
House Rent Allowance	57200
Special Allowance (@15% of Basic Salary)	21450
Medical Reimbursement	15000
Statutory Bonus	36000
Retirals[1]	29309
Total	**301959**

[1] Retirals include Employers Contribution to Provident Fund (12.5%) and Gratuity (4.8%). Gratuity is capped at Rs.20,00,000/-.

Note:
* Employee and Employer PF contribution in P&G Health Ltd. (PGHL) is currently @12.5%. PGHL has applied to authorities to modify the PF and Gratuity Policies and standardize these policies across legal entities in India. As a result, once the approval is received, both employee and employer PF contribution shall be revised to 12% without any revision in salary or other employment T&Cs. Till then additional 0.5% of Employer PF contribution will be paid over and above the CTC shown in above table which has PF contribution @12% under retirals section. Correspondingly, employee contribution for this period will also be at 12.5%.

** Similarly, Gratuity will be capped at 20,00,000 once the approval is received, till then existing Gratuity policy of PGHL will continue to be applicable.

*** This Offer, and consequently your employment, are contingent on the results of the background verification checks and you clearing the same.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Procter & Gamble Health Limited
(Formerly known as Merck Limited)
CIN: L99999MH1967PLC013726
Registered Office: Godrej One, 8th Floor,
Pirojshanagar, Eastern Express Highway, Vikhroli East,
Mumbai 400 079 | Tel: (91-22) 6210 9800
www.pghealthindia.com

THB™: Technology | Healthcare | Big Data Analytics
c/o Sekhmet Technologies Private Limited
Kinship Square, Plot No. 7 (2 bays), Urban Estate,
Opposite Jet Airways Training Center, Sector 32,
Gurugram, Haryana 122001

www.thb.co.in | hello@thb.co.in | 0124-4052150
CIN: U72200HR2015PTC056692

THB
TECHNOLOGY | HEALTHCARE | BIG DATA ANALYTICS

01th August 2021

Subject: Full- time role with THB

Dear Ramesha Varun Sastry,

Many Congratulations! We are pleased to offer you a full-time role with THB c/o Sekhmet Technologies Private Limited and are looking forward to working with you.

Please see the appropriate details below:

Position: Associate Consultant
Start Date: 04th August 2021
Supervisor: Rohit Agarwal
Compensation: Rs. 6.0 lacs + 50,000/- Joining Bonus+ Insurance
Location: Gurugram, Haryana
Dissertation: Yes, Provided (Duration – 3 months)

Other T&Cs:

1) Compensation structure:

Salary Head	Per Month	Per Annum
Basic	Rs. 19,400	Rs. 2,32,800
House Rent Allowance	Rs. 9,700	Rs. 1,16,400
Special Allowance	Rs. 15,000	Rs. 1,80,000
Provident Fund (Employer contribution provision)	Rs. 1900	Rs. 22,800
Base Pay	**Rs. 46,000**	**Rs. 5,52,000**
Bi-annual Performance Bonus	Rs. 4000	Rs. 48,000
CTC	**Rs. 50,000**	**Rs. 6,00,000**

2) Biannual performance bonus has been created to drive capability building along with the rest of the team; the exact KRAs / metrics will be defined post your joining.

3) Medical Insurance: As per company's policy. Current policy covers employee and spouse with Religare Health Insurance.

4) Joining bonus: You will be paid a one-time joining bonus of Rs. 50,000/-; will be paid after 3 months after your joining; will need to be returned if you resign within 12 months of joining.

5) Expenses towards client / outstation travel and stay will be reimbursed, as per the company travel policy.

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The IIHMR University
Near Sanganer Airport, Jaipur-302029

Deductions, as relevant, may be applicable, for e.g. any relevant tax deductions

6) Your career path in the company will depend on your performance and capability. Your performance will be reviewed on a regular basis by your supervisor, providing the criteria for your increments and promotions. Regular performance reviews will be conducted in December and June.

7) The following documents are required to be produced at the time of joining
   a. Proof of identity, e.g. PAN card, Aadhar Card
   b. Address proof, e.g. Passport copy
   c. Photographs (3copies)
   d. Last 3 months salary slip

8) Prior to (or on the day of) the start of your role at THB, you will be required to complete other joining formalities, such as confidential contracts etc.

9) This is a proforma offer letter. Formal employment contract and appointment letter will be awarded after the formal acceptance of the proforma offer letter.

Please confirm your acceptance and joining date. We look forward to having you onboard.

Yours truly,

Rohit Saini
Sr. Manager – HR

ACCEPTED AND AGREED:

Ramesha Varun Sastry

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Shield Healthcare Pvt. Ltd.

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Ref: SHPL/HR/OFL/21-22/019 **10/04/2021**

Mr.Raj Singh Rajput
Village- Khamtara,
Post- Kanhwara,
District – Katni, Madhya Pradesh.
Pin Code- 483501
Mobile No.: 8889509151, 8319497186.

Sub: Offer Letter - Campus Recruitment Drive-IIHMR April 2021

Dear Mr.Raj Singh Rajput,

Further to the various rounds assessment you had with us, we are pleased to offer you an appointment as **Management Trainee** in Shield Healthcare (P) Ltd in the **Marketing Function.**

Please note that, this role will commence with a brief **Sales Function,** in any of the states where we have operations followed by absorption into the **Marketing Function.** Your base location for the marketing function shall be **Hyderabad / Chennai** and the same shall be decided at the time of your absorption into the marketing function.

Your total Cost-To-Company (CTC) for the first year shall be **Rs 4.00 lakhs** per Annum including a **Joining (Welcome) bonus** of **Rs.30,000/-** The detailed salary structure is given **Annexure I.**

You are requested to submit self-attested photocopies of following documents to us for official records. On receipt of the cited documents & on joining the organization, your appointment order will be issued.

- **Educational Certificate.**
- **UG/PG Degree Provisional/ Degree certificate**
- **Address / ID Proof- Aadhar card**
- **Driving License**
- **Vehicle Insurance&Vehicle Registration certificate (RC)**
- **Voter Card**
- **Pan Card.**
- **Bank account Proof – Passbook copy/ Cancelled cheque leaf / Bank statement where Name, Account Number & IFSC code are printed. (HDFC preferable but not mandatory)**
- **4 No's Passport size Photographs.**

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Corporate Office:
2nd Floor, M 49-50, L.B. Road, Indira Nagar, Adyar, Chennai - 600 020, India.
Mobile: 93851 11005, 75972 65111 email: info@shieldhealthcare.co.in
Website: www.shieldhealthcare.co.in CIN-U24232TN2005PTC052015

Annexure II containing terms and conditions of our offer is enclosed for your reference. You are requested to sign the copy of this offer letter, Annexure I &II and forward the same to us as acknowledgment for accepting our offer. Please confirm your date of joining with us for further process.

For any clarifications/discussion, you may contact the undersigned.

"Wishing you a long and fruitful association with Shield."

For Shield Healthcare Pvt. Ltd.,

S. Venkataramanan
Sr.Manager HR & Systems

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Corporate Office:
2nd Floor, M 49-50, L.B. Road, Indira Nagar, Adyar, Chennai - 600 020, India.
Mobile: 93851 11005, 73972 65111 email: info@shieldhealthcare.co.in
Website: www.shieldhealthcare.co.in CIN-U24232TN2005PTC052015

Date: 10/04/2021

Annexure I - Cost To Company (CTC)

Name: Mr.Raj Singh Rajput,

CTC: 4.00 lakhs		
Emoluments	**Per Month**	**Per Annum**
Basic	10,280	1,23,360
DA	5,140	61,680
HRA	10,280	1,23,360
Gross	**25,700**	**3,08,400**
Employer PF	1,800	21,600
Loyalty Bonus*		40,000
Joining Bonus **		30,000
Cost to Company		**4,00,000**
Rupees Four Lakhs only		

Monthly Deductions	
Provident Fund	1,800
Prof. Tax	209
Net Salary* **	**23,691**

*** Loyalty Bonus amount will be paid every year in the month of May and 1st time bonus will be paid on completion of 12 months from DOJ**

**** The joining bonus shall be paid on completion of 30 days from joining.**

***** Net Salary will vary based on Income Tax deductions as per IT ACT**

 # Apart from the above, employee will be covered under Personal Accident Insurance (Nagarik Surekha and Workmen Compensation Policy)

Gratuity is also applicable on completion of 5 years of continuous service with the organization

S. Venkataramanan
Sr.Manager HR & Systems

Signature of the Candidate
(Raj Singh Rajput)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Date: 10/04/2021

Annexure II

Name: Mr.Raj Singh Rajput,

Following are the terms & conditions of our offer:

1. You need to submit the required documents mentioned in the offer letter within a week from your date of joining.
2. You are bound by employment terms and conditions of the company and you should adhere to all norms of the company existing from time to time.
3. You will be under Training/Probation for period of 6 months & your services will be confirmed based on your overall performance & skills.
4. You are eligible for 1 day leave per month till your confirmation.
5. When you are desirous of leaving our services, you shall give one month's notice in writing to the company and also should work during notice period if management desires & No leave is allowed during the notice period. If you leave the services without giving one month's notice or not working during notice period if desired by management, the company shall be entitled to deduct one month's salary from the dues payable to you.
6. This offer is valid for one week from the date of issue.

S. Venkataramanan
Sr.Manager HR & Systems

Signature of the Candidate
(Raj Singh Rajput)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

Final Placements result

From Sandeep Narula <sandeep@iihmr.edu.in>
Date Fri 5/21/2021 12:38 PM
To Anshul Goyal <anshul@iihmr.edu.in>
Cc Priyanka Ahuja <priyankaahuja@iihmr.edu.in>; Placements <placements@iihmr.edu.in>; Rinki R <rinki.j19@iihmr.in>

Dear Anshul,
Ranjeet Yadav has been selected for Almebic,as per the trail mail. Pl inform the student.

BR,
SN

Warm Regards and best wishes,

IIHMR UNIVERSITY®
Celebrating 35 Years of Institutional Excellence

Dr. Sandeep Narula
Associate Professor, Assistant Dean SPM
Chairman -Centre for Digital Health
In charge -Placement Committee (SPM)

A: IIHMR University | 1, Prabhu Dayal Marg,
Near Sanganer Airport, Jaipur – 302029
E: sandeep@iihmr.edu.in| **W:** www.iihmr.edu.in
M: +91 80587 60911 82094 25385 |
P: +91 141 3924700 (784)

Go Green: - Please do not print this email unless it is necessary. Every unprinted email helps the environment

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

From: Sachin Patel <sachin.vpatel@alembic.co.in>
Sent: Friday, May 21, 2021 12:29 PM
To: Sandeep Narula <sandeep@iihmr.edu.in>
Subject: RE: REQUEST FOR SUMMER TRAINING FOR OUR MBA (PHARMA MGT.-1ST YR) STUDENTS.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sandeep,

Please find the status of the PI interview

Please provide your full name	Gender	Please provide your email address	Please provide your mobile no	Please provide your college name	DOB	Passing year	User Name	Assessment status	PI Interview
Angika Mishra	Female	angika.j19@iihmr.in	8619237842	IIHMR University, Jaipur	18-06-1995	2021	MR45	Passed	Did not attend
Deepanshu Bhatnagar	Male	deepanshu.j19@iihmr.in	8307203429	IIHMR University, Jaipur	10-06-1999	2021	MR46	Passed	Did not attend
Krity Kumari	Female	krity.j19@iihmr.in	8210117514	IIHMR University, Jaipur	31-07-1995	2021	MR47	Passed	Did not attend
Rinki	Female	rinki.j19@iihmr.in	9337047717	IIHMR University, Jaipur	26-05-1995	2021	MR51	Passed	Did not attend
Ranjeet Kumar Yadav	Male	ranjeet.j19@iihmr.in	8953019464	IIHMR University, Jaipur	01-07-1999	2021	MR43	Passed	Selected
Ankita Dixit	Female	ankitadixit.j19@iihmr.in	8960189702	IIHMR University, Jaipur	04-03-1996	2021	MR56	Passed	Did not attend

CTC Details: Offered CTC will be 3.3 LPA+ Incentive.

Regards,
Sachin Patel - Human Resources
Alembic Pharmaceuticals Ltd.
3rd Floor, Prime Corporate Park,
Sahar Road, Andheri (East),Mumbai 400 099
www.alembicpharmaceuticals.com

The Registrar
IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302022

204

Shield Healthcare Pvt. Ltd.

Ref: SHPL/HR/OFL/21-22/017 **10/04/2021**

Ms.Rinki
Prasad Niwas, Samlong,
Bel began, Namkum,
Ranchi, Jharkhand- 834010
Mobile No.: 9337047717.

Sub: Offer Letter - Campus Recruitment Drive-IIHMR April 2021

Dear Ms.Rinki,

Further to the various rounds assessment you had with us, we are pleased to offer you an appointment as **Management Trainee** in Shield Healthcare (P) Ltd in the **Marketing Function.**

Please note that, this role will commence with a brief **Sales Function,** in any of the states where we have operations followed by absorption into the **Marketing Function.** Your base location for the marketing function shall be **Hyderabad / Chennai** and the same shall be decided at the time of your absorption into the marketing function.

Your total Cost-To-Company (CTC) for the first year shall be **Rs 4.00 lakhs** per Annum including a **Joining (Welcome) bonus** of **Rs.30,000/-** The detailed salary structure is given **Annexure I.**

You are requested to submit self-attested photocopies of following documents to us for official records. On receipt of the cited documents & on joining the organization, your appointment order will be issued.

- **Educational Certificate.**
- **UG/PG Degree Provisional/ Degree certificate**
- **Address / ID Proof- Aadhar card**
- **Driving License**
- **Vehicle Insurance&Vehicle Registration certificate (RC)**
- **Voter Card**
- **Pan Card.**
- **Bank account Proof – Passbook copy/ Cancelled cheque leaf / Bank statement where Name, Account Number & IFSC code are printed. (HDFC preferable but not mandatory)**
- **4 No's Passport size Photographs.**

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Corporate Office:
2nd Floor, M 49-50, L.B. Road, Indira Nagar, Adyar, Chennai - 600 020, India.
Mobile: 93851 11003, 75972 65111 email: info@shieldhealthcare.co.in
Website: www.shieldhealthcare.co.in CIN-U24232TN2003PTC052015

Annexure II containing terms and conditions of our offer is enclosed for your reference. You are requested to sign the copy of this offer letter, Annexure I &II and forward the same to us as acknowledgment for accepting our offer. Please confirm your date of joining with us for further process.

For any clarifications/discussion, you may contact the undersigned.

"Wishing you a long and fruitful association with Shield."

For Shield Healthcare Pvt. Ltd.,

S. Venkataramanan
Sr.Manager HR & Systems

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Shield Healthcare Pvt. Ltd.

Date: 10/04/2021

Annexure I - Cost To Company (CTC)

Name: Ms.Rinki,

CTC: 4.00 lakhs		
Emoluments	**Per Month**	**Per Annum**
Basic	10,280	1,23,360
DA	5,140	61,680
HRA	10,280	1,23,360
Gross	**25,700**	**3,08,400**
Employer PF	1,800	21,600
Loyalty Bonus*		40,000
Joining Bonus **		30,000
Cost to Company		**4,00,000**
Rupees Four Lakhs only		

Monthly Deductions	
Provident Fund	1,800
Prof. Tax	209
Net Salary* **	**23,691**

*** Loyalty Bonus amount will be paid every year in the month of May and 1st time bonus will be paid on completion of 12 months from DOJ**

**** The joining bonus shall be paid on completion of 30 days from joining.**

***** Net Salary will vary based on Income Tax deductions as per IT ACT**

 # Apart from the above, employee will be covered under Personal Accident Insurance (Nagarik Surekha and Workmen Compensation Policy)

Gratuity is also applicable on completion of 5 years of continuous service with the organization

S. Venkataramanan
Sr.Manager HR & Systems

Signature of the Candidate
(Rinki)

Date: 10/04/2021

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Corporate Office:
2nd Floor, M 49-50, L.B. Road, Indira Nagar, Adyar, Chennai - 600 020, India.
Mobile: 93851 11005, 73972 65111 email: info@shieldhealthcare.co.in
Website: www.shieldhealthcare.co.in CIN-U24232TN2005PTC052015

Annexure II

Name: Ms.Rinki,

Following are the terms & conditions of our offer:

1. You need to submit the required documents mentioned in the offer letter within a week from your date of joining.
2. You are bound by employment terms and conditions of the company and you should adhere to all norms of the company existing from time to time.
3. You will be under Training/Probation for period of 6 months & your services will be confirmed based on your overall performance & skills.
4. You are eligible for 1 day leave per month till your confirmation.
5. When you are desirous of leaving our services, you shall give one month's notice in writing to the company and also should work during notice period if management desires & No leave is allowed during the notice period. If you leave the services without giving one month's notice or not working during notice period if desired by management, the company shall be entitled to deduct one month's salary from the dues payable to you.
6. This offer is valid for one week from the date of issue.

S. Venkataramanan
Sr.Manager HR & Systems

Signature of the Candidate
(Rinki)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Poly Medicure Limited
Regd Office : 232-B, 3rd Floor, Okhla Industrial Estate,
Phase III, New Delhi - 110020 (INDIA)
T +91-11-33550700, 47317000, F +91-11-26321894, 26321839
E info@polymedicure.com W polymedicure.com
CIN L 40300DL1995PLC066973

POLYMED
MEDICAL DEVICES
We Care As We Cure

March 30, 2021

To,
Mr. Sahil
S/O- Krishan Chander,
435, Sector -23, Sonipat
Sonipat, Haryana -131001

Letter of Offer

Dear Sahil,

Congratulations! On behalf of the management of Poly Medicure, we are happy to offer you the position of **Sales Trainee –Vascular Access** in Domestic Sales & Mkt. based at **Delhi HQ.**

Your total cost to the company, including all benefits will be approximately **INR 4,50,000/- (i.e. approximately Four lakh fifty thousand only)** per annum.

We thank you for your decision to work with us and we are planning to welcome you onboard on or before **April 19, 2021.** For any assistance you may need during your transition period, please reach out to **Ms. Ritu Tyagi** at **mobile number +91 8929143298 or email: ritu.tyagi@polymedicure.com.**

We wish you a fulfilling career, success, and good health in your journey with us.

Formal appointment letter will be issued at the time of joining.

Best Wishes,

For Poly Medicure Limited

22/3/21.

Shipra Kakkar
(Sr. Manager -HR)

Acknowledgement

Sahil
31/3/21

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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PLASMAGEN
BIOSCIENCES

Ms. SAKSHI SNEHA
Jaipur-302029

26th April 2021

OFFER FOR THE POSITION OF PRODUCT EXECUTIVE

Dear Sakshi,

Further to the interview you had with us and conditions mutually agreed during the discussion, we are pleased to inform you that you have been selected for the position of **Product Executive** with our organization. You will be Head Quartered at our Corporate office in Bangalore. You will be issued a detailed appointment letter on joining our organization.

Kindly submit photocopy of the following documents **on the date of joining**;

1. **Identity and address proof**
   i) Aadhaar card
   ii) PAN card

2. **Education Verification**:
   i) 10th Class mark sheet
   ii) 12th Class mark sheet
   iii) Graduation mark sheets (all years) with Degree certificate
   iv) Post-graduation mark sheets
   v) Additional Qualification as indicated in your profile.

3. **Others:**
   i) Contact number and details of a person to reach out in case of emergency.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

PLASMAGEN
BIOSCIENCES

The details of your compensation are detailed in the attached annexure to this offer letter. If you accept the above offer, you are required to join duty on **1st June 2021** at our Corporate office in Bangalore. If you have any difficulty to report on the given day, please do contact us immediately. We will appreciate if you could return one signed copy of this letter as a token of your acceptance of this offer.

Also, as a process mandate, you will have to obtain medical fitness certificate before your date of joining. Once we receive signed copy of the offer letter, we will do the necessary arrangements for the medical check-up.

We welcome you to our organization and we hope you would have a comfortable stay and rewarding career at PlasmaGen. Looking forward for long and fruitful association.

For PlasmaGen Biosciences Private Limited,

M/s. Plasmagen Biosciences Pvt. Ltd. BANGALORE

RAHUL JAIN
Director

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

PLASMAGEN
BIOSCIENCES

Annexure to Offer Letter dated 26/04/2021

STATEMENT OF SALARY STRUCTURE

Ms. Sakshi Sneha

S. No	Components	Amount P.M in Rs	Amount P.A in Rs
1	Basic	₹ 16,000	₹ 192,000
2	HRA	₹ 6,400	₹ 76,800
3	Conveyance	₹ 1,800	₹ 21,600
4	Medical Allowance	₹ 2,000	₹ 24,000
5	Special Allowance	₹ 8,000	₹ 96,000
6	Advance Bonus	₹ 1,500	₹ 18,000
7	Employers' PF	₹ 1,800	₹ 21,600
Total CTC		**₹ 37,500**	**₹ 450,000**

Mobile Reimbursement: Rs. 400/- per month. (Relevant mobile bill needs to be submitted. Reimbursement will be done as mentioned or based on actual bill, whichever is lower.)

Insurance: Mediclaim of Rs.150,000/- per annum & accident cover for SI Rs.900,000/- per annum effective from your date of joining

For PlasmaGen Biosciences Private Limited,

M/s. Plasmagen Biosciences Pvt. Ltd. BANGALORE

RAHUL JAIN
Director

I accept the offer and will be joining PlasmaGen as on 27th April,2021.

Signature & Date:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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DAWAA WAHI, DAAM SAHI

CIN : U51100WB2014PTC203164

F- 371/372, Nakul Path, Lal Kothi Scheme, Jaipur– 302015

Letter of Intent

Date: 03rd March 2021

Dear Ms. Saloni Jain ,

Subject: **Offer For Internship**

With reference to the recent discussions we had with you, we have pleasure in extending you an Internship with our company on the following terms& conditions.

- **Position Title :** Business Development Intern
- **Job Location:** Jaipur
- **Start Date :** 15 March 2021
- **End Daye :** 15 May 2021
- **No. Of Working Hours Per Day :** 9 Hours
- **Salary/Stipend:** Your Stipend for internship will be 15,000 (Rupees Fifteen Thousand Only)

Kindly acknowledge this letter as a token of your acceptance.

We welcome you to our organization and trust that your association with us will be a happy and mutually rewarding one.

Yours Sincerely

Yash Harlalka
Founder & COO

Acknowledgement:

I agree and accept the above terms and conditions and the Company's rules and regulations.

Signature _____

Name:

Date_____

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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INTAS

INTAS PHARMACEUTICALS LTD

Corporate House : Near Sola Bridge, S.G. Highway, Thaltej, Ahmedabad - 380054. Gujarat. INDIA.
Ph.No. : 079-39837000, Website : www.intaspharma.com, CIN - U24231GJ1985PLC007866

IPL/OFFER/20114105/2021
May 05,2021

Mr. SAURABH RAI
VINAY KUMAR RAI
ANANDKUNJ APARTMENT
KAKADEO, KANPUR
KANPUR-208019
UTTAR PRADESH

Dear Mr. SAURABH RAI,

With reference to your application and the interview you had with us, the management is pleased to offer you the position of a **BE TRAINEE** in **ALEDA** Division of our organisation on the following terms.

1. The training will commence on your joining our organisation.

2. You will be working as a trainee for period of Six months from your date of joining and training can be extended as per Management Discretion. During the training period, Management reserves the right to terminate your traineeship without any prior notice or without any compensation as well as without assigning any reason whatsoever.

3. During the training period as BE trainee You will be paid remuneration and allowances as per company's rules.

4. You are required to participate in classroom training as and when arranged by the company for BE Trainees.

5. You will have to successfully complete the field training at **MEERUT** Head Quarter or at any location assigned by the the organisation. During the field training, you will be paid Daily Allowance as applicable to BE Trainee at the assigned Location.

6. The formal letter of Traineeship will be issued to you later subject to your submission of all mandatory documents/ testimonials at the time of joining and receipt of satisfactory references about you.

7. Upon confirmation you will be taken in the regular service of the company as BE, and placed in appropriate grade applicable to BE and will entitled to other allowances in accordance with the rules of the company.

8. You are requested to sign the duplicate copy of this offer letter and report to **ARSHAD MOHAMMAD -RBM-LUCKNOW POOL (MOB.-7905832266)** If you fail to submit the joining report endorsed by the assigned person within 10 days of receipt of the offer letter, this offer shall be deemed withdrawn.

We are extremely happy to welcome you in our organisation and we have firm confidence that you will give forth nothing but the best and you will justify the faith that the management has reposed in you.

Your faithfully,
for **INTAS PHARMACEUTICALS LTD.**

Sukant Thawait

SUKANT THAWAIT
Associate Vice President - HRD (Field)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

INTAS

Endorsement : I accept and confirm the above arrangement.

Signature :

Place :

Date :

NOTE: You are required to submit the following documents at the time of joining the organisation.

1. One set of photocopies of the following certificates:
   A) School leaving certificate indicating date of birth.
   B) Qualifying examination - degree certificate/mark sheets ((SSC, HSC, Graduation,Post - Graduation, etc).
   C) Previous work experience certificates (if applicable).
   D) Any other relevant documents supporting your skills & achievements.
   E) PAN Card copy with your signature.
   F) Address proof (Driving license/Election card/Aadhaar card/Passport /Electricity or Landline Telephone bill).
2. If employed, relieving letter/ acceptance of resignation from the current employer.
3. If employed, last 3 months salary slips & latest increment letter from the current employer.
4. 2 passport size latest color Photographs.

If you fail to submit the above required documents, we shall not be able to issue the appointment letter.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

INTAS

Name :Mr. SAURABH RAI

Salary Structure	
Component	**Amount**
BASIC	8600
HRA	2150
ADDL. ALLOWANCE	4051
LTA	450
COMMUNICATION REIMB.	500
FFR INTERNET REIMB.	300
KIT ALLOWANCE	600
VEHICLE MAINTENANCE	400
MOBILE ALLOWANCE	700
MEDICLAIM	1100
BONUS	1700
P.F.	1032
Total P.M.	**21583**
Gross Salary p.a.	**258996**
Monthly Salary	
BASIC + HRA + ADDL. ALLOWANCE + LTA + COMMUNICATION REIMB. + FFR INTERNET REIMB. + KIT ALLOWANCE + VEHICLE MAINTENANCE + MOBILE ALLOWANCE	**17751**
Less : PF + ESIC + PTAX	**1366**
Net Monthly Take Home Through Pay Slip (Subject to IT Deduction)	**16385**
Yearly Reimbursement	
Mediclaim (Paid annually agaisnt Premium paid)	13200
Bonus (Yearly Payment)	20400

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ZEON
A Promise of Good Health

ZEON LIFESCIENCES LTD

Regd. Off. & Works: Village Kunja, Rampur Road, Tehsil Paonta Sahib, District Sirmour, 173025 (H.P.)
Phone: 01704-222313, 222643, Fax: 01704-222630

Appointment Letter

ZLL/HR/AL/2021/9192

Date: 16th February 2021.

Ms. Shruti Dudhande
D/O Mr. Shrikant M. Dudhande
16- A Shrawan Estate Phase -II
Durgesh Vihar J.K. Road Bhopal – 462041.

Dear Ms. Shruti Dudhande

Further to your application for employment and the subsequent interview you had with us, we are pleased to advise you that you are offered an employment as **"Management Trainee – BD (Export)"** on the following terms and conditions of service.

1. You shall be initially based at Zeon Lifesciences Ltd., B-93, Sector-65, Noida, (U.P) 201307, India. You shall report to **Chief Business Officer – Global Market** at the above address as per the office timing on **16th February 2021.**

2. Your consolidated Salary (Cost to company) will be Rs. 25000/- per month.

3. Initially, you will be on probation for a period of six months from the date of your joining, whereafter the probation period may be either extended at the discretion of the Management or may be dispensed with either earlier or on completion or thereafter till confirmation.

4. You shall report to your duty as per the office hours decided by the management. However in general shift you will report at 9.00 AM for office.

5. You shall discharge your duties to conform to and comply with all the rules and regulations of the company and of the Government, and shall not do or cause to be done anything against the interest of the company.

6. You shall carry out the work efficiently and diligently and to the best of your ability and shall devote your whole time and attention to the company and generally carry out duties and work as assigned to you and shall obey and comply with all lawful orders and directions given to you by the superiors of the company and shall honestly, diligently and faithfully serve the company and use your utmost endeavor to promote the interest of the company.

7. You shall not during the period of your employment, work directly or indirectly in any trade or business whether as employer or employee or partner or advisor or in any other capacity, or any company without first obtaining the written consent of the company.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ZEON
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ZEON LIFESCIENCES LTD

Regd. Off. & Works: Village Kunja, Rampur Road, Tehsil Paonta Sahib, District Sirmour, 173025 (H.P.)
Phone: 01704-222313, 222643, Fax: 01704-222630

8. You shall be fair and faithful to the company in all matters and shall not at anytime except under legal process, divulge to any person whosoever and shall use your best endeavors to prevent the publication or disclosure of any trade secret or manufacturing process or any information concerning or in respect of the decision of the company or of its dealings, transactions, or affairs which may come to your knowledge. You will also be bound with the terms & conditions of Non Discloser Agreement between you & the company during your tenure & thereafter.

9. You shall be bound not to use any contact details or other information of any client or outside authority whatsoever it is in under your possession or control for your personal benefits like Visiting cards, E-mails address or any other contact details of company's client. All above resources are the assets of the company, if you will discontinue your services you have to return back the same to the company, failing which you will not be entitle to get any benefit from the company.

10. During the period of Service, you shall be governed by HR policies of the company. In case of any type of relation with the existing employees you have to give the disclosure of same.

11. Depending on the exigencies of the Company's business, you are liable to be transferred to another plant, branch, and place or to sister or associate or any other concern whether in existence or which may come into existence hereafter. Your terms & conditions of service will be same & emoluments will be same or as per Management discretion.

12. If at any time during the employment, you shall be guilty of misconduct of any willful breach or continuous negligence of the terms of this appointment or dereliction of the duties and/or instructions given to you from time to time by the company, the company may without prejudice to any other action as may be called for, without any notice or payment in lieu of any notice, put an end to and determine your employment with the company, without prejudice to the above. You shall be deemed to have brought about such a situation by misconduct compelling the company to put an end to your services and you shall, therefore continue to be liable for all losses / damages to the company.

13. Your services may be brought to an end by the company giving one months' notice or salary in lieu thereof. In case you leave the services of the company on your own, you have to give one month's notice, failing which one month's salary would be deducted during your final settlement. During the probationary period, your services can be terminated on a 24 hours' notice without assigning any reason thereof whereas you need to submit one month notice or salary in lieu.

14. You on issuance of notice for termination of employment as mentioned in clause 11 supra and after the company has accepted the same, shall not be entitled to withdraw the same except upon the express written permission of the company.

15. During your employment with the company, Management may use your personal Email id for any official communication which will be deemed lawful communication to you.

Registrar
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1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

ZEON
A Promise of Good Health

ZEON LIFESCIENCES LTD

Regd. Off. & Works: Village Kunja, Rampur Road, Tehsil Paonta Sahib, District Sirmour, 173025 (H.P.)
Phone: 01704-222313, 222643, Fax: 01704-222630

16. You shall be responsible for the safe keeping and returning in good order of all the properties, which may be in your possession, custody, care or charge. The Management shall have the right to deduct the money value of such thing from your salary / dues and take such other action as it deems fit in the event of your failure to account for such properties whether during the course of service or otherwise.

17. Absence for a continuing period of 8 days including absence when leave though applied for but not granted and when over – stayed for a period of 8 days would render you liable to losing your lien on the service and the same shall automatically come to an end without any notice or even intimation. In such an eventuality, the Management will draw an irresistible presumption that by remaining absent continuously and unauthorized, you have abandoned your job.

18. You will be bound by rules and regulations enforced by the Management, from time to time in relation to conduct, discipline leave, holidays or any matter relating to service conditions which will be deemed as rules, regulations and orders in the part of these employment. The Management reserves the right to modify, alter or delete the existing service rules or to introduce fresh service rules which will be binding upon you.

19. During the tenure of service, you will keep your emoluments secret from other members of this organization and will treat all information coming to you as strict confidential and the information contained in all documents and papers and other matter relating to the company will not be divulged by you to any person other than those of the Management.

20. If you remain physically & mentally fit on attaining the age of 58 years, you would be automatically retire from the services of the company.

21. That the Paonta Sahib, HP alone will have exclusive jurisdiction in all matters connected with this employment and any dispute arising thereof.

22. Your appointment is based on the information given by you to us in your employment / personal data form and otherwise, and shall be considered null and void if a material error / suppression or false details is discovered therein at any time.

23. Besides above conditions, you will be abide by the service Rules / Regulations or standing as in operations besides office orders which are issued from time to time.

Please sign and return the copy of this appointment letter in confirmation having accepted the terms and conditions therein.

For Zeon Lifesciences Ltd

17/2/21.

Authorized Signatory

(I accept the all above terms & conditions of Appointment)

(Name of Candidate)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

CADILA PHARMACEUTICALS LIMITED

Registered Office :
"Cadila Corporate Campus"
Sarkhej Dholka Road, Bhat,
Ahmedabad - 382 210, Gujarat, India

Phone +91-2718-225001-15
Fax +91-2718-225039
Website www.cadilapharma.com
CIN U24231GJ1991PLC015132

Monday, 21 June 2021

To,
Suraj S
88, MTH Road,
Varadharapuram,
Ambattur, Tiruvallur- 600053
Tamil Nadu , India
9500027276
surajofficial97@gmail.com

Dear Suraj,

We are pleased to offer you the position of Management Trainee subject to the following terms and conditions:

1. This position can be based out of any Cadila operating location. You shall be joining at Cadila Corporate Campus Bhat - Ahmedabad.
2. You will be paid compensation as mutually discussed and agreed upon.
3. As discussed during the interview, kindly ensure that you fix up your accommodation and shift your family at new location before joining with us.
4. This appointment is subject to your being found medically fit. Kindly get yourself examined by a registered medical practitioner and bring along your medical examination report duly complete as per the Annexure 2 on your joining date.
5. This appointment is subject to your timely completion of academics. You are requested to submit a copy of your degree or certificate of successful completion of your course.
6. You will be on probation for an initial period in accordance to the organization policy. Your terms of employment will be confirmed post successful completion of your probation period.
7. Please note that this offer letter is valid till Monday, 28 June 2021 for joining the services of Cadila Pharmaceuticals Ltd failing which the offer will stand withdrawn.
8. We will issue you regular appointment letter with details on the actual date of your joining.

You are requested to return the duplicate copy of this offer as a token of your acceptance and confirm the exact date of your joining with our organisation.

We are happy to welcome you to be a member of Cadila Pharmaceuticals Ltd family.

With Best Wishes,

Authorised Signatory
HUMAN RESOURCES

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

CADILA PHARMACEUTICALS LIMITED

Registered Office :
"Cadila Corporate Campus"
Sarkhej Dholka Road, Bhat,
Ahmedabad - 382 210, Gujarat, India.

Phone +91-2718-225001-15
Fax +91-2718-225039
Website www.cadilapharma.com
CIN : U24231GJ1991PLC015132

Annexure-1

Name	SurajS
Division	Derma
Business Unit	BSBU
Department	Marketing
Sub-Department	PMT
Grade	P6
Designation	Management Trainee
Location	Bhat

Compensation Break Up	Per Month	Per Annum
Basic	31875	382500
House Rent Allowance	12750	153000
Professional Pursuit Allowance^	18558	222700
Fixed Compensation (A)	63183	758200
Employer PF Contribution*	3825	45900
Superannuation Contribution*	2550	30600
Gratuity*	1275	15300
Total Retirals (B)	7650	91800
Total Fixed Pay (A+B)	70833	850000

Important Points to be Noted:

- *Provident fund, Gratuity and other statutory benefits payable as per the rules of Act and guidelines published by company will be in force from time to time. Superannuation will be payable on completion of continuous service and contribution of 5 years.
- Mobile Reimbursements and Medical Insurance will be applicable as per Company Policy.
- Income Tax / Prof. Tax / any other cess / tax levied by Central / State Govt. shall be deducted at source, as applicable for the time being.
- ^Flexi-pay components with monthly entitlements under PPA. All components are voluntary as per employee's choice for Tax saving purposes only, can be opted at the time of on-boarding.

Recruiter

Head Recruitment

Head HR

Accepted by:
Signature:
Date: 28/06/21
Place:

Annexure - 2
CADILA PHARMACEUTICALS LIMITED
MEDICAL FITNESS CERTIFICATE

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Nestlé India Limited

(CIN: L15202DL1959PLC003786)
3rd Floor Plot No.142P
Sector 44, Chimes II
Gurugram 122003
Haryana
Telephone : 0124-4447700

E-Mail : corporate@IN.nestle.com

Website : www.nestle.in

Nestlé
Good Food, Good Life™

Dated : 01.04.2021

CIR/SK/RB

Dear Sushil Raghunath Mokashi

Please refer to your application for being provided the facility of training in our Organisation in the Nutrition Division. We are pleased to engage you as a **Nutrition Officer Trainee** with effect from **01.04.2021** on the following terms and conditions:

1. You shall be imparted training in the following areas :

   a. Detailing Skills
   b. Product and Nutrition Knowledge
   c. Scientifically Engaging Health Care Professionals
   d. IMS Code and Charter
   e. Territory Management

2. The training shall be imparted to you under the supervision and guidance of such Managers/Executives or Officers as may be necessary from time to time. You will act in accordance with the directions given to you.

3. The period of training shall be for 11 months with effect from 01.04.2021 and this trainee agreement would automatically end on completion of 11 months. The Company, however, reserves the right to terminate the traineeship agreement during this period without notice or compensation.

4. You will be paid a fixed stipend of **Rs.25,000/-** (Rupees Twenty Five Thousand only) per month. If you do not attend your training on all working days of the month, your stipend will be reduced prorata.

5. In case you need to undertake travel as a part of your training assignment, the travel expenses would be reimbursed as per the policy of the Company.

6. You shall observe punctuality and attend to your training diligently.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

7. During the period of your training you shall adhere to and follow all the instructions of your superiors and also maintain disciplinary standard as desired/decided by the Company.

8. The Company will not be responsible for any loss, injury or accident which may occur during your training period and you will not be entitled to claim or demand anything on account of any of the above mentioned reasons.

9. You shall not be entitled to any of the benefits, facilities and privileges or rights available to the regular employees.

10. You shall not disclose, divulge or make public except under legal obligation, any of the trade secrets, accounts transactions and dealings of the Company whether the same may be confided or become known to you in the course of your training or otherwise.

11. If by your negligence, disobedience or any willful act or omission the Company suffers any loss, then you will be liable to make good the loss immediately on demand.

12. At the time of joining, you shall advise the Company of the address to which communications meant for you should be sent. All communications sent by us to the address given by you shall be deemed to have been properly sent by us and received by you.

13. This agreement is essentially and predominantly for the purpose of imparting training and does not in any manner create a contract of employment between you and the Company.

14. That on completion of the training, the Company shall not be liable to provide you with any employment.

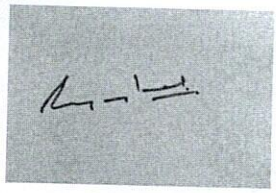
15. This letter is being given to you on the understanding that all the information furnished by you both at the time of the interview as well as in the application form is complete and correct. If, however, Company becomes aware, after you have joined training, that you have withheld certain information or that information provided by you is incorrect or incomplete, the Company reserves the right to discharge your training without notice.

16. **The Company is managed according to the Nestlé Corporate Business Principles, as well as the Code of Business Conduct, which are both outlined in the attached document. By signing this contract you accept the content of both documents and commit to their application.**

Yours very truly,

For NESTLÉ INDIA LIMITED

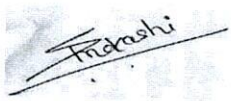
Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029



SANJAY KAUL

V. P SALES - NORTH

I hereby declare that I have read and understood the terms and conditions of employment and hereby accept and agree to abide by the same.



..... (Signature)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

2A

P&G Health

5th February 2021

Trapti Gupta

Dear Trapti,

Letter of Intent / Offer Letter

We have great pleasure in offering you the position of **Territory Sales Executive** in the **Rx 1** vertical of our **Sales** function at Procter & Gamble Health Limited effective **10th February 2021.** Your headquarter will be **Kota** which will be a part of **India 2** cluster.

P&G is a Company of Integrity. This is reflected in the way we develop products, in the way we deal with customers, in the way we communicate with consumers, in the way we interact with suppliers and the communities in which we work; in short in the way we do business. We have been doing business as a Company for 180+ years which has been growing every year and we welcome you to be a part of this growth journey.

We are pleased to let you know that the current Cost-to-Company package is INR **301959,** the break-up of which is as per the attached annexure. A detailed letter of appointment will be issued to you upon your joining duty.

Kindly share the acceptance of this letter with us latest by 7th February 2021.

Very truly yours,
PROCTER & GAMBLE HEALTH LIMITED

Siddhi Paralkar

Siddhi Paralkar
Human Resource Business Partner

Procter & Gamble Health Limited
(Formerly known as Merck Limited)
CIN: L99999MH1967PLC013726
Registered Office: Godrej One, 8th Floor,
Pirojshanagar, Eastern Express Highway, Vikhroli East,
Mumbai 400 079 | Tel: (91-22) 6210 3800
www.pghealthindia.com

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

5th February,2021

Trapti Gupta,

Dear Trapti,

Letter of Intent/Offer Letter

We have such a great pleasure in offering you the position of Territory Sales Executive, in Rx1 vertical of our SALES, function at Procter and Gamble Health Limited effective from 10th February,2021. Your headquarter will be Jaipur which will be a part of India 2 cluster.

P&G is a company of integrity. This is reflected in the way we develop products, in the way we deal with customers, in the way we communicate with consumers, in the way we interact with suppliers and the communities in which we work; in short in the way we do business. We have been doing business as a company for 180+ years which has been growing every year and welcome you to be a part of this growth journey.

We are pleased to let you know that the current Cost-to-Company package is INR 301959, yhe break-up of which is as per the attached annexure. A detailed letter of appointment will be issued to you upon your joining duty.

Kindly share the acceptance of this letter with us latest by 7th February 2021.

Very truly yours,
PROCTER & GAMBLE HEALTH LIMITED

Siddhi Paralkar
Human Resource Business Partner

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Procter & Gamble Health Limited
(Formerly known as Merck Limited)
CIN: L99999MH1967PLC013726
Registered Office: Godrej One, 8th Floor,
Pirojshanagar, Eastern Express Highway, Vikhroli East,
Mumbai 400 079 | Tel: (91-22) 6210 9800
www.pghealthindia.com

Annexure to Letter of Intent/ Offer Letter

In INR per annum

Basic Salary	**143000**
House Rent Allowance	**57200**
Special Allowance (@15% of Basic Salary)	**21450**
Medical Reimbursement	**15000**
Statutory Bonus	**36000**
Retirals	**29309**
Total	**301959**

[1] Retirals include Employers Contribution to Provident Fund (12.5%) and Gratuity (4.8%). Gratuity is capped at Rs.20,00,000/-.

Note:

* Employee and Employer PF contribution in P&G Health Ltd. (PGHL) is currently @12.5%. PGHL has applied to authorities to modify the PF and Gratuity Policies and standardize these policies across legal entities in India. As a result, once the approval is received, both employee and employer PF contribution shall be revised to 12% without any revision in salary or other employment T&Cs. Till then additional 0.5% of Employer PF contribution will be paid over and above the CTC shown in above table which has PF contribution @12% under retirals section. Correspondingly, employee contribution for this period will also be at 12.5%.

** Similarly, Gratuity will be capped at 20,00,000 once the approval is received, till then existing Gratuity policy of PGHL will continue to be applicable.

*** This Offer, and consequently your employment, are contingent on the results of the background verification checks and you clearing the same.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Procter & Gamble Health Limited
(Formerly known as Merck Limited)
CIN: L99999MH1967PLC013726
Registered Office: Godrej One, 8th Floor,
Pirojshanagar, Eastern Express Highway, Vikhroli East,
Mumbai 400 079 | Tel: (91-22) 6210 9800
www.pghealthindia.com

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Group Pharmaceuticals Ltd
healthy smiles matter

1116 Hubtown Viva,
Shankarwadi, Jogeshwari East,
Mumbai, 400 060,
+ 91 22 2872 2695 / 6818 2222
mumbai@grouppharma.in

Ref: GPL/HR/20-21

Date: 22nd January, 2021

Ms. Vandana Rathod
Ratlam, Madhya Pradesh,
India.
Mobile No: 8349829222
Email: vandana.j19@iihmr.in

Dear Madam,

Re: - Offer Letter – Regional Product Executive

We refer to your curriculum vitae and are pleased to offer you the position of **'Regional Product Executive'** at Delhi. You will be functionally as well as administratively reporting to **Mr. Laxmikant Sugandhi – AVP – Marketing.** We believe your skills and experience will be an excellent match for our Company.

You will receive an Annual Salary of **4 Lakh CTC** as per the discussion.

You will be covered under benefits which include Medical Hospitalisation Policy, Personal Accident Policy, Term Insurance Policy and other benefits which will be described in more detail at the time of Appointment.

The formal letter of appointment will be issued to you on your joining the Company which will contain other terms of employment.

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

Thanking you.

Yours truly,
For **Group Pharmaceuticals Ltd.**

Naik
Smita S. Naik,
Manager – HR

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

CIN: U24239MH1980PLC022889
Registered Office
W/46(B) MIDC, Tarapur Industrial Area,
Palghar, 401 506,
+91 80 87655188
gpltarapur@grouppharma.in

Poly Medicure Limited
Regd. Office : 232-B, 3rd Floor, Okhla Industrial Estate,
Phase-III, New Delhi - 110020 (INDIA)
T: +91-11-33550700, 47317000, F: +91-11-26321894, 26321839
E: info@polymedicure.com W: polymedicure.com
CIN: L 40300DL1995PLC066923

POLYMED
MEDICAL DEVICES
We Care As We Cure

March 30, 2021

To,
Ms. Vedere Vinitha Reddy
D/O Vedhere Narsimha Reddy
4-3-14, Erukala Basthi, Nacharam,Uppal
I.E. Nacharam, Rengareddi
Andhra Pradesh -500076

Letter of Offer

Dear Vedere Vinitha Reddy,

Congratulations! On behalf of the management of Poly Medicure, we are happy to offer you the position of **Sales Trainee –Vascular Access** in Domestic Sales & Mkt. based at **Hyderabad HQ.**

Your total cost to the company, including all benefits will be approximately **INR 4,50,000/- (i.e. approximately Four lakh fifty thousand only)** per annum.

We thank you for your decision to work with us and we are planning to welcome you onboard on or before **April 19, 2021**. For any assistance you may need during your transition period, please reach out to **Ms. Ritu Tyagi** at **mobile number +91 8929143298 or email: ritu.tyagi@polymedicure.com.**

We wish you a fulfilling career, success, and good health in your journey with us.

Formal appointment letter will be issued at the time of joining.

Best Wishes,

For Poly Medicure Limited

31/3/21.

Shipra Kakkar
(Sr. Manager -HR)

Acknowledgement

31/3/2021

Vedere Vinitha Reddy

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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PharmaACE
Analytics Center of Excellence

OFFER OF EMPLOYMENT
(STRICTLY PRIVATE AND CONFIDENTIAL)

25 January 2021

Dear Vicky Jain,

Congratulations!

We are delighted to formally offer you the position of **Trainee Analyst** at PharmaACE in Pune, India.

PharmaACE has a unique philosophy of collaborating with the best people and delivering excellence to our clients for their most critical business problems. We believe in a culture of learning, self-improvement, and honing expertise and thereby driving quality from our employees.

Joining Details:

1. Start Date: If you accept this offer, your start date will be **5th July 2021, Monday.**

2. Compensation:

2.1 Salary: Your annual gross salary will be **INR 4,18,400,** inclusive of your basic, fixed allowances and provident fund contributions, which will be remitted monthly.

Details of the compensation break up and office specific benefits are shared in **Annexure A**.

All bonuses are determined at the discretion of PharmaACE and is subjected to any standard withholding taxes.

2.2 Retirals: Provident Fund and Gratuity will be as per rules

2.3 Insurance: Company offers Group Medical Insurance for floater sum insured of Rupees Three Lakhs only covering you, your spouse & 2 children (under the age of 25 years), if applicable.

In addition to components of the offer detailing direct compensation described above, this offer also includes the following additional benefits:

2.4 Leaves: Confirmed employees are entitled for 20 Earned leaves, 6 Optional leaves and 4 Core Holidays, in total 30 leaves annually. There is no carry forward or encashment of leaves for the previous years.

2.5 Work from Home: WFH option is available subjected to manager's approval and under specific circumstances.

3.0 Additional Details

Finally, the following are the elements of your offer with regards to the logistics of getting you onboarded successfully at PharmaACE

3.1 Orientation & Training: At PharmaACE, all new hires, on the first day of work, who begin employment participate in a virtual/ office-based Induction program to acquaint yourself with our culture and way of working. We have a blended learning program- Self paced learning platform (LMS) and trainer led training program. This is specifically designed to empower you with the right skillsets and equipping you with the right business acumen.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

PharmaACE
Analytics Center of Excellence

3.2 Start Date Formalities: This offer is subject to verification of original certificates of educational qualifications and other documents listed below. At the time of joining, you are required to bring the following:

1. Relieving Letter and Offer Letter from all the previous employers (if any)
2. Salary slip or salary certificate from most recent employer (if any)
3. Experience Certificate from all previous employers (if any)
4. Proof of Academic Qualification
   - 10th & 12th degree and mark sheets
   - Undergraduate and master's degree certificates and mark sheets
   - Other qualifications - certificates (if any)
5. Proof of identity: PAN and Aadhar Card
6. Passport copy
7. Current and permanent address proof
8. Passport size Photograph

3.3 Probation: Your Probation period will be 6 (Six) months. 5 months of Internship +1 month. On successful completion of probation, you will be confirmed.

3.4 Notice Period: 3 months

During the probationary period, employer can terminate the employment at any given point of time in case of non-performance by the employee or without compensation in lieu of notice in case of any misconduct including but not limited to, fraudulent, dishonest or undisciplined conduct of, or breach of integrity, or embezzlement, or misappropriation or misuse by you of PharmaACE property, or insubordination or failure to comply with the directions given to you by persons so authorized, or your insolvency or conviction for any offence involving moral turpitude, or breach by you of any terms of this Agreement or the policies of PharmaACE or other documents or directions of PharmaACE, or redundancy of your post in PharmaACE, or upon you conducting yourself in a manner which is regarded by PharmaACE as prejudicial to its own interests or to the interests of its clients.

a. During the probationary period, employee can terminate the employment by giving two months' notice or two months of compensation.
b. Post confirmation, either party can terminate the employment by giving three months' notice.

Sincerely,

Pooja Cornelius
Lead- Talent Acquisition and Development
PharmaACE

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

PharmaACE
Analytics Center of Excellence

Annexure A
Remuneration Details

Vicky Jain **Trainee Analyst**

Salary Component	Per Annum (INR)	In words
Basic Salary	4,18,400	Rupees Four Lakhs Eighteen Thousand Four Hundred Only
Confirmation Bonus *	50,000	Rupees Fifty Thousand Only
Performance Bonus **	50,000	Rupees Fifty Thousand Only
Retention Bonus ***	1,00,000	Rupees One Lakh Only
Gratuity	21,600	Rupees Twenty-One Thousand Six Hundred Only
Mediclaim (Notional)	10,000	Rupees Ten Thousand Only
Total CTC	**6,50,000**	Rupees Six Lakhs Fifty Thousand Only
Income Tax, Professional tax and other applicable taxes shall be deducted from the salary on monthly basis as per Government Policy.		

* **Confirmation Bonus** will be paid on the successful completion of the probation period. In case an employee wishes to leave the organization before 2 years from the date of confirmation, this bonus will have to be settled.

****Performance Bonus** is to be paid out in one instalment: on the closure of financial cycle (pro-rata basis, if applicable). This may change contingent on the company, group & individual performance.

*****Retention Bonus** will be linked to Appraisals & can be availed on a yearly / monthly basis for each of the first three years from the date of confirmation based on the candidate's acceptance. (as you opt for monthly basis, the Retention bonus is a component of your annual Gross Salary)
If the employee wishes to leave the organization before 3rd year of his employment starting from the date of his confirmation, he/she will have to settle the Retention Bonus benefitted until then.

As mentioned above, you will be entitled for Group Medical Insurance for floater sum insured Rupees Three Lakhs only. Details of the same would be furnished in the Appointment Letter.

Accepted By: Vicky Jain
Date: 28/01/2021

Best Regards,
Pooja Cornelius
Pooja Cornelius
Lead- Talent Acquisition and Development
PharmaACE

Registrar
The UHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Annexure B
CONFIDENTIALITY AND NON-COMPETE AGREEMENT

A. During the employment period and for a period of 2 years after the end of one year post the last employment date, employee agrees not to accept job offer or apply for any jobs in the following companies as these companies compete directly with PharmaACE and its clients:

1. Merck & Co. including Merck India and all other affiliates
2. Aspect Ratio including all its affiliates
3. Novartis International AG including Novartis India and all other affiliates
4. IQVIA Health including all its affiliates
5. ZS Associates
6. Axtria India Pvt. Ltd.

B. During the Employment Period, the Employee may have access to or receive certain information about PharmaACE customers and their projects. All project related information, whether labelled confidential or not, is designated as Confidential Information. **Confidential Information** includes information related to PharmaACE and its client's financial statements, budgets and projections, customer identifying information, potential and intended customers, employers, products, computer programs, specifications, manuals, software, analyses, strategies, marketing plans, business plans, and other confidential information, provided orally, in writing, by drawings, or by any other media. The Employee will treat the Confidential Information as confidential and will not disclose it to any third party. In addition, the Employee shall use due care and diligence to prevent the unauthorized use or disclosure of that information.

Best Regards,
Pooja Cornelius
Pooja Cornelius
Lead- Talent Acquisition and Development
PharmaACE

Accepted By: Vicky Jain
Date: 28/01/2021
Jaipur

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

PharmaACE
Analytics Center of Excellence

Internship Offer Letter

January 25, 2021

Dear Vicky Jain,

We are delighted to offer you an Internship Program at PharmaACE, India. Your commencement date will be 1st February 2021. You will be under internship program for 5 months i.e., February to July 2021.

The consolidated stipend during your internship would be INR 30K (Rupees Thirty Thousand only) per month.

Further details of the assignment during internship will be given to you at the time of joining.

Please confirm your acceptance of this internship offer by signing this letter.

Look forward to having you as part of the team and doing great work together.

With best regards,

Pooja Cornelius

Pooja Cornelius
Lead- Talent Acquisition and Development
PharmaACE

I Accept
Vicky Jain.
28/01/2021
Jaipur.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Boehringer Ingelheim

Boehringer Ingelheim India Private Ltd. · Mumbai 400 051 · India

Ward no 11, Behind Technical School, Subhash Nagar Colony, Lakhnauti House, Shahdol, MP

Boehringer Ingelheim India Private Ltd.

Date: 26 April 2021

Dear **Vidhi,**

With reference to the interview you had with us, we are pleased to offer you the position of **Sales Trainee** at level **A5** You will be based at Raipur.

You will be paid emoluments as per the enclosed annexure. The detailed appointment letter will be issued to you at the time of your joining the company. You will be required to join the office **on 03-May-2021.**

Kindly sign a copy of this letter in acceptance of the offer and return the same for our records.

Kindly send your acceptance of the offer made. The above offer of employment is valid for a period of two days from date of issuance after which it will deem to be automatically withdrawn._This offer is subject to your successfully clearing a background verification process. The Management has the right to investigate your education and employment background. In case, such investigation reveals any disparity the Company reserves the right to terminate or withdraw offer. We look forward to your joining our organization and mutually beneficial association.

Please submit all documents as per Personal file checklist before your joining to ensure smooth joining process. In case of incomplete documentation, your salary will be kept on hold.

Phone: +91-22-26456477 (B)
Fax: +91-22-26456163
Email:
COMMScontact.IN@boehringer-ingelheim.com

Mailing Address &
Registered Office:
1102, 11th Floor
Hallmark Business Plaza
Gurunanak Hospital Road
Near Gurunanak Hospital
Bandra East
Mumbai – 400 051
INDIA
www.boehringer-ingelheim.in

CIN:U24230MH2003PTC143499

For Boehringer Ingelheim India Pvt. Ltd

DocuSigned by:
Sanjay Srivastava
41C651BDA71F469...

Sanjay Srivastava
Director – Human Resources

DocuSigned by:
Ripan Puri
D82A86ABE42A4E3...

Ripan Puri
Business Unit Director - Diabetes

Board of Directors
Vani Manja
Sandip Agrawal
Delvin Jacob Mathews

Accepted by: First Name Last Name _____

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Annexure-I

ANNUAL COMPENSATION & BENEFIT STRUCTURE (Amount in Rs.)

Name :	Vidhi Shukla	**Department :**	DIABETES
Reporting Line :	ASM	**Management Grade**	A5
Job Title :	Sales Trainee	**Location :**	Raipur
Date of Joining :	03-May-2021		

Salary Component	Proposed	Component Description
A-Base Salary		
Basic Salary	1,50,000	Basic Salary is fixed guaranteed sum paid monthly. The retrial benefit and HRA is linked to the 'Basic'
Total Basic	**1,50,000**	
B-Employee Allowances		
House Rent Allowance	75,000	House Rent Allowance is capped at 50% of the 'Basic'
Leave Travel Allowance	12,500	Leave Travel Assistance is one month basic. It can be claimed yearly as a reimbursement for travel on leave within India
Special Allowance	1,15,900	Special Allowance is fixed guaranteed sum paid monthly. It is a 'fitment' allowance. It does not have any link to the retirement benefits or any other element of compensation
Total Employee Allowance	**2,03,400**	
Total Fixed Salary	**3,53,400**	
Provident Fund	21,600	Provident Fund is a contributory benefit. An employer contributes 12% of basic salary of the employee and an equal amount is deducted from the monthly salary as employee contribution
Total Employee Retirement Benefits	**21,600**	
Total Cost To Company	**3,75,000**	

**In the event of an employee producing inauthentic bills, the consequenses arising thereof will be the liability of the respective employee and the Company will take no responsibility or liability for the same. This is strictly prohibited and if found to be in violation of the above, will lead to strict disciplinary action.*

**You can route your contribution towards NPS through the Company. Upon your express consent, this contribution to the extent to 10% of your Basic salary will be adjusted from your special allowances. This deduction is eligible for tax deduction u/s 80CCD (2) of the income tax act 1961. This scheme is availalbe solely on voluntary basis for which your consent as stated above is mandatory.*

**You have the flexibilty of choosing your Basic salary between 30% to 40% of the applicable CTC.*

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Annexure II – Other Benefits & Allowances:

**Benefits	Valuation (Amount in Rs.)	Payments / Reimbursements	Duration	Description
Sales Linked Incentive Plan*-	As per incentive scheme	The amount is as per the current year's sales incentive plan. It is the earning potential at 100%target achievement of all 3 parameters	As a part of sales team, you will be eligible for earning sales linked incentives on a cycle basis	A detailed plan will be shared upon your joining. You will be eligible for sales incentives post Confirmation.
Daily Allowance for Travel & Lunch subsidy	Metro- 400 Non-Metro-350 Ex-Station-500 Outstation-600	The Amount can be claimed through monthly expense statement or cash voucher	Monthly	A detailed travel policy will be shared upon your joining
Communication Expenses	As per Policy	The Amount can be claimed through monthly expense statement or cash voucher	Monthly	The amount is reimbursed towards making communication for official purposes only.
Group Medical Insurance	4,00,000/-	Insurance premium to be paid by the company	Annual	Hospitalization Benefits, includes floater for a family of six, including self, spouse, 2 dependent children and dependant parents
Group Term Life coverage	6 times of Total Fixed Salary	Insurance premium to be paid by the company	Annual	Group Term Life coverage is only for the employee
Group Personal Accident coverage	A1–A6 – 3 time of Fixed Salary B1–C2 – 4 time of Fixed Salary	Insurance premium to be paid by the company	Annual	Group personal accident coverage is only for the employee
Leave Encashment	-	As per Policy	On separation	As per Policy

The incentive plan could be modified over a period of time, at sole discretion of the management.

****For more details on the benefits, please refer to the HR Policy document.***

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Annexure III – Personal file checklist

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Document Type	Documents	
CV/Offer Letter	Original application/CV	
	Offer Letter and Accepted copy of offer letter	
Forms	Employment Form	
	Nomination & Declaration for PF Enrollment (Form 2 Revised)	
	Mediclaim Form	
	Gratuity - (Form F)	
	Declaration - Policy	
	Nomination & Declaration (Form 1)	
	PF Declaration - (Form 11)	
	Conflict of Interest	
	Consent Form	
	Self - Declaration of Medical / Physical Fitness	
Photographs	Passport Photograph	
Cheque	Cancelled cheque for salary transfer	
ID Proof	Pan Card	
	Aadhar Card	
	Passport	
	Driving Licence	
Address Proof	Electricity Bill/MTNL Bill	
	Rent Agreement/House Leave & Licence	
	Driving Licence	
	Aadhar Card	
	Passport	
Academics	SSC (Certificates & Marksheets)	
	HSC (Certificates & Marksheets)	
	Graduation (Certificates & Marksheets)	
	Post Graduation (Certificates & Marksheets)	
	Others (Certificates & Marksheets)	
Previous Employer Documents	Appointment Letter	
	Last 3 Months Salary Slip	
	Resignation Acceptance Letter / Mail	
	Experience Letter	

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Date: 23.02.2021

To,
Chankit Gupta
Adarsh colony, Kishangarh-Bass (Alwar),
Rajasthan – 301405

Subject: Letter of Offer

Dear Chankit Gupta

This has reference to your application and the subsequent discussions with us for engagement as an employee in Vee Excel Drugs & Pharmaceuticals Pvt. Ltd.

We are pleased to offer you an appointment as Marketing officer-International business at our Chander Nagar office.

You will be primarily responsible for International Business Development and will report to CEO of the company.

Your CTC will be 300000/-

Your duties and responsibilities will be discussed and appended with your letter of appointment pending your acceptance and submission of documents on the date of joining.

This offer is valid for 7 days from the date of letter with a condition that original Mark sheet of 10th and 12th are send to the Head Office at address given above. Same Shall be returned back within two days of you joining

The terms of employment in brief are at Appendix A to this Letter

Please sign the duplicate copy of this Letter of Offer as a token of your acceptance and return the same indicating the expected date of joining.

Thanking you,

Vee Excel Drugs & Pharmaceuticals (P) Ltd

Vipin Bansal
CEO

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Appendix A:-

Terms of Employment:

1. *All work assigned and executed by you in our office will be the property of Vee Excel and are forbidden to copy, transfer, upload any data what so ever for personal/commercial use.*

2. *You are not allowed to bring any Pen Drive, CD etc to the office without prior permission from the management.*

3. *You are not allowed to use office computers, phone, photocopier or any other office equipment for personal use. All these things are under electronic surveillance and if caught, you will immediately be terminated and if found during investigation that your act has caused any financial loss or damage to the company's image, the same will be recovered from you.*

4. *Company does not have any policy of paying advances for what so ever reason.*

5. *Company operates a Family Medical Insurance wherein 50% of the premium (Max up-to Rs.100, 000 floating balance) will be paid by company subject to you opting for the same. However, this cover will be available only after completion of your probation period of 6 months and for individuals whose salary is more than 2.52 Lacs).*

6. *The Notice period for separation from the Company is 2 months for all employees.*

7. *Our office timings at the plant is from 9am to 6pm from Monday to Saturday. Every Second Saturday is half day.*

8. *Total no of leaves available (gazette, festival or other leave (CL)) during the year is 20. No Leave is entitled during the Probation period except in the case of an emergency as duly approved by the Management.*

9. *You have to bring copy of your education certificates and proof of your last salary drawn (if any) along with 2-passport size photograph on the date of joining.*

10. *You will have to sign the employment guarantee bond for a minimum period of 2 years which is attached with this mail within 3 days of joining the office. Your date of joining will be governed by filling of the employment guarantee and return it back to us by email as confirmation of your acceptance.*

11. *The company follows a holding policy for all employees while joining the services of the Company, under which the company will retain 5% of your CTC (It is applicable to those only who's salary is more than 2.28 Lacs) for the first twelve months of your employment with us. This amount will be held with the company and will be refunded on exiting the Company after having completed two years of service with the Company.*

12. *PF & ESI is applicable as per government Policy.*

13. *If you decide to resign from services of the company before completion of two years you will forfeit the holding amount and no claim whatsoever will be entertained in this regard.*

14. *This offer is valid only for 3 days from the date of this mail.*

15. *All other company policies shall be handed over to you at the time of your joining and issue of Letter of Appointment.*

16. *Joining will be confirm after receiving the original documents.*

Registrar
The IIHMR University,
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Date: 23.02.2021

To,
Chankit Gupta
Adarsh colony, Kishangarh-Bass (Alwar),
Rajasthan – 301405

Subject: Letter of Offer

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Your CTC will be 300000/-

Your duties and responsibilities will be discussed and appended with your letter of appointment pending your acceptance and submission of documents on the date of joining.

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The terms of employment in brief are at Appendix A to this Letter

Please sign the duplicate copy of this Letter of Offer as a token of your acceptance and return the same indicating the expected date of joining.

Thanking you,

Vee Excel Drugs & Pharmaceuticals (P) Ltd

Vipin Bansal
CEO

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Appendix A:-

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3. *You are not allowed to use office computers, phone, photocopier or any other office equipment for personal use. All these things are under electronic surveillance and if caught, you will immediately be terminated and if found during investigation that your act has caused any financial loss or damage to the company's image, the same will be recovered from you.*

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6. *The Notice period for separation from the Company is 2 months for all employees.*

7. *Our office timings at the plant is from 9am to 6pm from Monday to Saturday. Every Second Saturday is half day.*

8. *Total no of leaves available (gazette, festival or other leave (CL)) during the year is 20. No Leave is entitled during the Probation period except in the case of an emergency as duly approved by the Management.*

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12. *PF & ESI is applicable as per government Policy.*

13. *If you decide to resign from services of the company before completion of two years you will forfeit the holding amount and no claim whatsoever will be entertained in this regard.*

14. *This offer is valid only for 3 days from the date of this mail.*

15. *All other company policies shall be handed over to you at the time of your joining and issue of Letter of Appointment.*

Registrar
The Indian Scholastic University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

16. *Joining will be confirm after receiving the original documents.*

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

AGREEMENT

THIS AGREEMENT made in Delhi this 23rd February 2021 BETWEEN

Vee Excel Drugs & Pharmaceuticals (P) Limited, a company incorporated under the Companies Act, 1956, having its registered office at G-16, Preet Vihar, Vikas Marg, Delhi - 110092 and represented herein by its Director Mr. Vipin Bansal, hereinafter called the "COMPANY', which term shall, whenever the context so admits, mean and include its successors-in-interest, administrators, executors and assigns of the FIRST PART;

AND

Mr Chankit Gupta S/O of Mr Kailash Chand, Hindu aged about 22 years and residing at Adarsh Colony, Kishangarh-Bass (Alwar), Rajasthan-301405 hereinafter called the "EMPLOYEE', which term shall, wherever the context so admits, mean and include his legal heirs, administrators, executors and assigns of the SECOND PART.

WHEREAS, the party of the Second Part has joined/ agreed to join the employment of the Company in the position of Marketing officer-International Business_____ w.e.f. _____.

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WHEREAS the employee after joining the Company shall be imparted /provided with special knowledge and skills towards the trade and business of the Company, and particularly towards the Pharmaceutical Business, towards which the company has incurred Costs and expenses.

And Whereas it is a condition of appointment that the Employee shall, immediately on joining the company, enter into the present agreement thereby undertaking to be in continuous service in the company for a minimum period of 2 years failing which, the employee shall be liable to pay the company a sum of Rs. 100,000/- (Rupees One Lack only) towards liquidated damages, which is the amount spent by the company on your training.

And whereas, in the event of the employee failing to abide by the terms and conditions of this Agreement, then the employee undertakes to indemnify the company to the extent of the sum undertaken in the event of his/her committing any breach or violation of the terms and conditions of this Agreement,

NOW IT IS MUTUALLY AGREED BY AND BETWEEN THE PARTIES HERETO, AS FOLLOWS: -

1. Upon execution and joining of the employment, the Employee hereby undertakes to remain in the continuous service of the company for a further period of 2 years.
2. The Employee shall not resort to any acts of indiscipline or misconduct or irregular in attendance.
3. The Employee shall abide by the Terms of the Employment, Standing Orders or general rules of the company as specified in the appointment letter sent on date..... by email and new rules formed during the tenure
4. In the event of the employee committing any breach or violating the terms of this Agreement in not continuing in the employment of the company for the period stipulated in this Agreement, then he shall, on demand [not later than 15 days from notice a sum of Rs.100,000/- (Rupees One Lack only) towards liquidated damages.
5. In the event of the Employee being unable to pay the said liquated damages under any circumstances or, failing to pay such damages as stipulated herein, the Company shall be at liberty to recover the sum of Rs.100, 000/- (Rupees One Lack only) due to them by the Employee towards liquidated damages.

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6. All disputes and claims assigning out of the terms and conditions of the Agreement shall be subject to the jurisdiction of Courts in the city of Delhi only.

IN WITNESS WHEREOF the parties hereto have set their respective hands and seals the day, month and year, first above written.

_____ For _____

Employee Director

WITNESSES:

1.

2.

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Annexure B		
Name of the Employee	**Mr. Chankit Gupta**	
Position Held		
Business Unit	**Vee Excel Drugs & Pharmaceuticals (P) Ltd**	
Employee Grade		
Cost To Company Parameter	**Monthly Component**	**Annual Component**
Basic Salary	₹ 15,000.00	₹ 180,000.00
DA	₹ 0.00	₹ 0.00
CC	₹ 2,655.96	₹ 31,871.52
HRA	₹ 3,541.28	₹ 42,495.36
Med.	₹ 885.32	₹ 10,623.84
Fuel & Maintenance	₹ 1,770.64	₹ 21,247.68
A. Gross Salary - Total	**₹ 23,853.20**	**₹ 286,238.40**
Vehicle Hiring	₹ 0.00	₹ 0.00
Drivers salary	₹ 0.00	₹ 0.00
B. Monthly Reimbursements - Total	**₹ 0.00**	**₹ 0.00**
Deduction Employees		
P.F	₹ 0.00	₹ 0.00
E.S.I	₹ 0.00	₹ 0.00
C. Total Employee Deduction	**₹ 0.00**	**₹ 0.00**
Employer's Contribution		
P.F	₹ 0.00	₹ 0.00
ESI	₹ 0.00	₹ 0.00
Gratuity	₹ 1,147	₹ 13,761
D. Total Employer's Contribution	**₹ 1,147**	**₹ 13,761**
E. Total Cost To Company (A+B+D)	**₹ 25,000**	**₹ 300,000**
F. Total Take Home (A+B-C)	**₹ 23,853**	**₹ 286,238**
PF & ESI will be applicable from the time of implementation of the scheme. Gratuity is only payable after completion of 5 years in service.		

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ADFACTORS PR
Knowledge-driven communications

Confidential

May 10, 2021

Yashi Shrivastav
01, Ranu Colony
Meghnagar
Jhabua – 457 779

Dear Yashi,

We are pleased to appoint you at Adfactors PR Pvt Ltd ("hereinafter referred to as "the Company") effective Monday, May 10, 2021 on the following terms and conditions:

1. **Position**: You will be appointed as **Trainee Account Executive** and will report to the person designated by the Management. In addition to your role and responsibilities, you will also be required to undertake/perform any additional work/ responsibilities that the Company may assign to you in line with the business requirements from time to time.

2. **Responsibilities**: You will be responsible for the overall smooth and effective functioning of the department/establishment/office/staff/ employees under your charge and will be directly responsible for the successful and timely completion of any job/work assigned to any person working under your control and supervision and/or within the department/ establishment/office of which you are for the time being holding charge.

3. **Place of Work**: You will be assigned to work at our **Delhi** office. However, the Company retains the right at its sole discretion to transfer/ depute you from one place to another anywhere in India or abroad and/or from one Department to another or from one establishment to another and/or to any other concern, whether existing or which may be set up in future in which the Company may have an interest. Your relocation will be governed by the existing policies of the Company.

4. **Remuneration**: The Company shall pay you the remuneration as given in Annexure-I to this letter.

5. **Probation**: You will be on an initial probation period of six (6) months from the date of joining, which may be extended if deemed necessary by the Company. Following successful completion of your probation period i.e six months from the date of appointment your services will be deemed confirmed unless otherwise notified in writing.

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6. **Confidentiality**: Unless explicitly permitted by the Company or its authorised representative in writing, you will not disclose to any one or use, during or subsequent to your service, any confidential information, trade secrets or any other such critical information, relating to the business of the Company and its business associates, representatives and the management, including but not limited to terms of this offer and/or your service contract with the Company, information and materials developed which may tend to undermine the interest/objectives of the Company.

7. **Copyright**: The copyright and other intellectual property rights in all materials produced during your service in the Company will belong to or shall vest in the Company.

8. **Separation:** Your service in the Company may be terminated by either party giving to the other –

   a. Thirty (30) days' notice during the probation period without assigning any reason; or
   b. Two (2) months' notice in writing or salary in lieu of notice. You will not be entitled to notice pay if you resign from the Company's services and request that you be relieved with immediate effect.

   However, if any disciplinary proceedings are either contemplated or pending against you, the Company will have the right not to accept your resignation.

   Further, in the event of dishonesty, gross and wilful misconduct, breach of confidentiality, insubordination or breach of the conditions contained herein, the Company will have the right to terminate your service immediately, and in which case, the Company shall only be liable for payment of remuneration to you up to the date of your dismissal and no other payments or benefits whatsoever.

9. **Tax**: The income tax and professional tax due from your earnings and payable to the Government shall be solely borne by you. The company shall be entitled to deduct, adjust your monthly tax or withhold the tax amounts, due from you, imposed as per any tax regulation in force from time to time.

10. **Professional Conduct**: You will at all times be expected to adhere to the norms of office discipline including working hours, systems and procedures that are in force and amended from time to time.

11. **Retirement:** You will retire from the services of the Company on attaining the age of 60, or completing tenure of 30 years of service, whichever is earlier.

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12. **General:** It is agreed that –

a. Any dispute of whatsoever nature between you and the Company will be subject to the jurisdiction of the Mumbai courts only whether they be civil courts, labour courts, Industrial Tribunals or any other courts or authority whatsoever.

b. You shall keep the Company informed of your latest postal address at all times and intimate in writing in case of change of address. Any communication sent to you by the Company on your last known address will be deemed to have been duly served notwithstanding the fact that you have changed your address.

c. During your employment with the Company, you shall not, except with the prior written consent of the Company, commence, engage in or undertake any other activity, business, or employment, for profit.

d. You will not solicit the clients, employees or business associates of the Company for a period of one year after your resignation or termination of your employment.

e. Your appointment and its continuation is subject to your being medically fit and the Company reserves the right to ask you to undergo medical examination, as and when deemed necessary, by a medical officer appointed by the Company.

f. You shall be governed by the service rules and regulations of the Company as amended from time to time which will be considered to be a part of this letter.

We wish you a long, satisfying and mutually rewarding work with the Company.

Yours sincerely,
For **Adfactors PR Pvt Ltd**

Reshma Nichani
Vice President – Human Resources

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Annexure

Details of Remuneration

Name	**Yashi Shrivastav**
Employee Code	**12231**
Designation	**Trainee Account Executive**
Location	**Delhi**
Effective from	**May 10, 2021**
Monthly CTC	**Rs. 50000**

Monthly Break-up	**Amount (Rs)**
Basic Salary	20000
House Rent Allowance	10000
City Compensatory Allowance	6250
Conveyance Allowance	6250
Special Allowance	5100

Local conveyance and cellular phone bills would be reimbursed as per company policy.

Annual Components of Remuneration

Gross remuneration	Rs.5,71,200
Provident Fund (Company's contribution)	Rs.28,800
Annual Salary	Rs.6,00,000

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(44)

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Gurugram
20/03/21

Adarsh Singh
H.No. 59, Saraswatipuram,
Jankipuram Extension, Lucknow ,
Uttar Pradesh, Pin- 226031.

Dear Adarsh,

We are happy to appoint you as the Consultant- Project Trainee (Chamba, Himachal Pradesh), for a period of one year, commencing from 25.03.21till 24.03.22 on the following terms and conditions:

1. Scope of work:
You will be a retainer Consultant and thus the Organization will assign tasks as per the workplans from the HO.

2. Duration:
The consultancy period will be for a year.

3. Professional fees:
3.1You will be a paid a monthly fee of Rs.27,000/-(Rupees twenty-seven thousand only), against completion of allocated work, submission of work log and all related reports, data and photographs, and approval by designated supervisor. This amount is inclusive of all applicable taxes and cess. The consultants' working days and hours will be as per the calendar of the organization. During the course of work under this consultancy contract, including fieldwork, the Consultant will be monitored to determine time spent.
3.2In addition, you will be paid out of pocket travel expenses as per the travel plan assigned to you by your designated supervisor. All expenses will have to be pre-approved in writing.
3.3The Organization will deduct tax at source as applicable.
3.4You will be responsible for the payment of income tax and other statutory liabilities because of this contract.
3.5You will not be entitled to any payments/reimbursements other than what is documented herein.
3.6There is no relationship of employer and employee between Pragya and the Consultant and nothing contained in this agreement shall be construed as a contract of employment.

4. Invoicing by the Consultant:
4.1The Consultant will submit an invoice (format will be provided) by the 5th of the next month to the MIS / MCS department, along with monthly report on the activities. Payment will be processed

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once the reports are verified. Appropriate deductions will be made in case the Consultant has not been able to complete the tasks.

4.2Prior approval from your designated supervisor should be accorded, in case any expense is incurred by you on behalf of Pragya, and the bills for such expenses should be in the name of Pragya.

5. Health and Accident Insurance:

In your interest, we advise you to take up adequate protection in the form of health and accident insurance before you take on this assignment as Pragya will not be liable or in any way be responsible for costs associated with unlikely eventualities like emergency medical problems, sickness, accidents etc., which may occur during the course of the assignment, in particular during the field work. The organization's PA policy will be extended to you after three months of tenure.

6. Report and Tasks:

Your assignment will be discontinued in case the Organization does not receive reports on time.

7. Termination of assignment:

This engagement is "at will", and either party can terminate the engagement without assigning any reasons for the same to the other party. The party severing the engagement will have to pay fifteen days' notice, or salary in lieu of the notice. If either party wishes to discontinue the relationship within the first three months, the notice period will be limited to ten days. In case of any misconduct/violation of rules/unauthorized absence, the organization reserves the right to terminate the assignment without any notice. The organization will not be liable to any payment over and above the payment in lieu of notice period, if it decides to sever the relationship. This agreement would stand null and void, if the consultant is unable to take the hardship of fieldwork for any reason.

8. Transferable Services:

Services are transferable both inter-locational as well as inter-departmental, as per the needs of the organization.

9. Office Decorum:

You will be delivering your services at our office premises. Usage of office premises, facilities, and infrastructure, if required, should be for office purposes only. No office property, including reports and library books, can leave office premises. Formal dress and neat grooming is a must.

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10. Rough Terrain and travel:
Every consultant, if required is expected to travel to, and trek in Remote areas. The organization will not be held responsible for any illness/untoward incident(s) that takes place during the course of your work or be liable for any sort of compensation in case of any emergency/eventuality.

11. Rules and Regulations:
You will be governed under the provisions of the relevant Organizational policies with which you will be familiarized during the induction.

12. Indemnity:
The consultant shall indemnify and hold Pragya harmless from all claims and all direct, indirect or consequential liabilities and expenses (including legal and other professional fees and expenses) awarded against, or incurred or paid by, Pragya as a result of or in connection with:
12.1any alleged or actual infringement, whether or not under Indian law, of any third party's IPR or other rights arising out of the use or supply of the products of the services (including the deliverables); or 12.2any claim made against Pragya in respect of any liability or expense sustained by Pragya's employees or agents or by any third party to the extent that such liability or expense relates to the provisions of the services or the deliverables as a consequence of a failure or delay in performance of this agreement by the consultant.
12.1The provisions of this clause shall survive termination of this agreement, however arising.

13. Assets:
Any hardware or software or any equipment, purchased or acquired by the consultant, for discharging and performing his services under this agreement but purchased, obtained or acquired out of the funds of Pragya shall be the absolute property of Pragya and the consultant shall have no interest whatsoever whether legal or beneficial therein.

14. Confidentiality:
During the association, you will respect and adhere with all the principles of the Consultant's code of ethics, including confidentiality clauses. You shall not do or abstain from doing any act that may lead Pragya or its members or associate organizations into any disrepute.

15. Information Dissemination:
You will not at any time, unless written approval of Pragya has been obtained in advance, divulge to any party or publish information, procedures, particulars, or documentation related to the affairs of Pragya, its subsidiaries or its projects. Pragya reserves the right to request you to withdraw certain posts or blogs and remove inappropriate comments. Because you are legally responsible for your postings, including during and after your assignment with the organisation, you will be subject to liability if your posts are found defamatory, harassing, or in violation of any other applicable law.

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The term blogging includes "blogging anonymously" or passing on information to third parties "anonymous" blog postings of any kind.

16. Publishing:
The organization typically encourages quality publications, subject to due credit being given to Pragya, and seeking written permission from the Management.

17. Communication with Externals:

No one other than the designated members of the organization is allowed to speak to the media or to other external agencies. In case of queries from such bodies, you have to direct the queries to the designated personnel at the head office.

18. Values:
The Consultant will adhere to and respect the values that are important to Pragya including: Secular, a-political, and non-divisive stance, Systemic and holistic approach, Egalitarian, liberal and democratic practices, Creativity and innovation, and Adventure and risk loving.

19. This contract supersedes any other relationship that was held with the organization.

20. Disputes Resolution:
All disputes shall be referred to Arbitration under the provisions of the Arbitration and Conciliation Act, 1996. The Arbitration proceedings shall be held in Gurugram. The language of the Arbitration shall be English. Cases will be under the jurisdiction of the Honourable courts of Gurugram.

With best wishes,
Sincerely,
For Pragya,

Sunil Pillai
Director

Accepted and agreed:
Signature:
Name:
Mobile:

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Outlook

Interview results- HLFPPT

From Nidhi Saraswat <nsaraswat@hlfppt.org>

Date Wed 12/30/2020 4:17 PM

To IIHMR Registrar <registrar@iihmr.edu.in>; Anshul Goyal <anshul@iihmr.edu.in>; Placements <placements@iihmr.edu.in>

Cc Avinash Daga <adaga@hlfppt.org>; rjain <rjain@hlfppt.org>; Pankhuri Rai <prai@hlfppt.org>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir,
Greetings from HLFPPT!

We extend our regards for the support offered by IIHMR in scheduling & conducting the interviews smoothly. We are happy to announce that we have selected 6 students based on their performance to work with us under DIB project in Rajasthan.
Salary: 15k during Probation (3Months) & 30k After Probation (Not Negotiable)

Please confirm their availability for joining on 11th January 2020 as discussed.

Name	Contact No.	Place of residence	Gender	MBA Stream	Graduation Stream
Aditya Saikia	9886143320	Jorhat	Male	Rural Management	Bachelor of Clinical Optometry
Aastha Dwivedi	9016667394	Aurangabad Bihar	Female	Pharmaceutical Management	B.Pharm.
Jahnvi Srivastava	6388331908	Kanpur	Female	Rural Management	B.Tech (Biotechnology)
Niyati Saxena	8989612609	Bhopal	Female	Rural Management	B.Com (Economics)
Rahul Kumar Singh	6206869330	Bhagalpur, Bihar	Male	Rural Management	B.Sc. (Agriculture)
L Nandini Krishna	9560199887	New Delhi	Female	Health Management	B.Sc. (Hons) (Biomedical Science)

Warm regards.
Dr. Nidhi Saraswat DPM,
DIB Project HLFPPT

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ImpactGuru.com

Dear **Dushyant Singh Rathore**,

I am pleased to extend to you an offer of Consultant as **Business Development Trainee** with **Impact Guru**.

We have enjoyed getting to know you and believe you have much to contribute to our firm and our culture. We hope that in the process of getting to know us, you have concluded that the fit is compelling and that ImpactGuru is the best firm at which to take the next step in your career and to grow further. We congratulate you!

ImpactGuru's aspiration of innovative thinking, open collaboration, and passion for driving change enables nonprofits, social enterprises, corporate, and other change-makers and impact creators to outperform and our Consultants to achieve greatness. We will be thrilled to have you as part of our team. You will bring your ambitious aspirations and unique talents to the firm and to our clients. In return, you will find unparalleled opportunities for personal and professional development at ImpactGuru, with no limits on the paths your career may take.

We feel that your skills and background will be valuable assets to our firm and we are delighted at the prospect of your joining us. Impact Guru is a transformative organization and aspires to be a market leader in its niche. Within and beyond ImpactGuru, our people will make a difference to the world because of the leaders they will become while here.

Please reach out to me with questions at any time. We hope to stay in close contact with you and look forward to having you as our colleague.

COMPENSATION:

Annual Professional fees

Your annual Professional fees will be **Rs. 4,00,000/-** paid in equal installments every month. Your Professional fees will be subject to TDS or other statutory deductions, if any.

Compensation details:

Internship Stipend: 25,000/- per month

Total CTC Offered: 5.80 LPA (Full time employment)

CTC offered: 4 LPA (Fixed) + Upto 60,000/- PA (Travel Allowance) + Upto 1.20 LPA (Incentives - performance based)

Below mentioned documents are necessary to submit:

- Pan Card, Aadhar Card
- Address proof
- Educational Certificate
- Last 3 Payslips and Bank Statement

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- Previous Experience Letter/Offer Letter/ Relieving letter

- Cancelled Cheque/ Any Account Detail Proof

- Front facing Photo

- 3 Reference details from previous company (HR, Reporting Manager, Founders)

Compliance with Terms and Conditions and Policies

All consultants are required to comply with Impact Guru's policies, which include those related to non-discrimination, sexual harassment, confidentiality, non-compete, and others as outlined in other policies as will be shared with you from time to time. You will be required to sign this letter which provides a statement of basic standards of behavior and expectations central to Impact Guru's values.

Your Appointment as Consultant is subject to a positive reference verification & submission of documents and the terms and conditions outlined in this letter and all HR policies and procedures of Impact Guru, as amended from time to time.

On acceptance of this letter, you cannot discard our offer and /or cannot join /accept / prefer other offer upon acceptance of our offer, you cannot leave Impact Guru within a period of 6 months, in case you want to leave within 6 months then you have to serve a 2 months' notice or buy out the notice period with 2 times of your salary, post 6 months the notice will be revised to 1 month. In conflict of aforesaid terms, you will be responsible for reimbursing the company three times of the salary paid to you within seven days from the date of your resignation failing which Impact Guru shall be constrained to file appropriate proceedings both civil and criminal, in the court of law for the recovery of the aforesaid amount. The interest shall be charged at the rate of 18% p.a. upon failing to make payment within seven days as aforesaid.

Your date of joining will be on or post 22nd March 2021 based on Management's discretion.

Your work location for internship and full time employment is Delhi.

Accepted,

Name:

Date:

Signature:

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PROFESSIONAL ASSISTANCE FOR DEVELOPMENT ACTION

प्रदान Pradan

PRDN/Raipur/2020-21/747 March 25, 2021

To,
Ms. Garima Kashyap
H/N-75, Sadak para, Ward 13,
Village: Ralesara, Po: Jalsakarra,
Dist: Kanker
Chhattisgarh-490001
Email-garimakashyap.j19@iihmar.in

Sub: Your engagement as Area Coordinator (FRA implementation and forest-based livelihood)

Dear Garima,

On behalf of Professional Assistance for Development Action (PRADAN), I am happy to assign you the consultancy for the implementation of the Project titled, **"Introducing Technology based Solutions to Expedite FRA Implementation, Protect Property Rights and Promote Sustainable Livelihood"**, with the following terms and conditions.

1. You would be placed in Charama block under Kanker district in Chhattisgarh.
2. The offer start date is 1st March, 2021 and ends on 30th September 2021. The period of the contract may be extended as per project requirements and mutual consents.
3. The key responsibility under the assignment shall be as following:
   - You will be responsible for claim making of IFR and CFR in saturation basis leaving no pending claim in the village and post title community forest resource management plan (CFRMP)in at least 45% of project villages. Development of forest-based livelihood prototype, convergence with govt departments, timely leveraging fund, livelihood promotion and enhancing income at least by 40% through forest-based livelihood.
   - You will be assigned with the potential project villages in Kanker and Charama block of Kanker district.

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PRADAN E2/28, 2nd floor,
Guru Ghasidas Colony,
New Rajendra Nagar, Raipur, Chhattisgarh
Phone : +91 (771) 4046261

PRADAN is a public service organisation registered under Societies Registration Act, 1860.
Registered Address : 3, Community Shopping Centre, Kalkaji, New Delhi - 110049,
E-mail: headoffice@pradan.net, Web: www.pradan.net
Office Address : A-22, 2nd Floor, Sec-3, Noida - 201301,

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- Developing Community Resource Persons on claim making process, claim document preparation, use of mobile based land mapping and data collection and provide them handholding support in each step of implementation till approval at DLC level.
- Collecting Record of Right (RoR) and prepare forest parcel details for claim making under IFR and CFR.
- To organize training/ workshop for Gram Sabhas, PRI members, SHGs and Federations and government officials of Tribal Development, Revenue, Forest and PR Departments.
- Co ordinating with DLC and SDLCs, PA-ITDA, Concerned Forest Department officials, Tribal Department, Tahasildars etc. on regular basis for claim recognition, title distribution, Convergence for implementation of IFR land development plan and CFR Conservation and Management Plan and Livelihood promotion.
- Updating the MIS and progress status data regarding claim making, claim recognition, IFR convergence plan and its implementation, CFR Conservation and Management Plan and its implementation on regular basis.
- Systematically manage all the data, information, hard copy of claim documents, different letters, meeting proceedings etc.
- Organize frequent planning and review meeting of the team functionaries and motivating and supporting them in accomplishment of task.
- Preparing various reports, data sheets, presentations as per the need. Attend any other work related to this project emerging in the due course of time in consultation with the state program coordinator.

4. You will be paid a fee of Rs 1500 (Rupees One thousand five hundred only) per day for a maximum of 20 days in a month. You will be expected to submit a summary report of the engagement or training conducted on a periodic basis, also denoting number of days spent, in order to process your payments. You will be required to pay the necessary taxes on this amount as per the Income Tax law. Your expenses on travel, will be reimbursed as per PRADAN travel rule with maximum up to Rs 2500 per month.
5. Your accounts related transactions will be settled at the PRADAN Raipur office.
6. You will report to Mr. Tulasi Charan Pradhan, Team Coordinator, PRADAN.
7. This consultancy can be terminated with a week's notice from either side without assigning reason. Any dispute regarding any terms of the contract will be resolved through mutual discussions.
8. It is unnecessary to state that you will uphold the highest of professional standards

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in carrying out your assignments and also maintain the expected decorum in dealing with PRADAN and the stakeholders.

9. It is understood between PRADAN and you that all information acquired by you in the course of carrying out the assignment is confidential and may not be divulged to others without PRADAN's prior permission.

We look forward to a satisfactory completion of this assignment, as well as to your future support. Please sign on this offer letter as a token of your acceptance and return a copy to me.

Thank you.

With Best Wishes.

S.K. Mahapatra 25/03/2021

Saroj Mahapatra
Integrator
PRADAN

PRADAN RAIPUR

One Office and Duplicate Copy Only

I have carefully read the terms and conditions of this offer letter and these are acceptable to me.

Place:
Date:

Signature: GARIMA KASHYAP
Name:
Address: Vill - Ratesara
Po - Jaisa Kanra
Block - Charama
Dist - U.B. Kanker

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Outlook

Interview results- HLFPPT

From Nidhi Saraswat <nsaraswat@hlfppt.org>

Date Wed 12/30/2020 4:17 PM

To IIHMR Registrar <registrar@iihmr.edu.in>; Anshul Goyal <anshul@iihmr.edu.in>; Placements <placements@iihmr.edu.in>

Cc Avinash Daga <adaga@hlfppt.org>; rjain <rjain@hlfppt.org>; Pankhuri Rai <prai@hlfppt.org>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir,
Greetings from HLFPPT!

We extend our regards for the support offered by IIHMR in scheduling & conducting the interviews smoothly. We are happy to announce that we have selected 6 students based on their performance to work with us under DIB project in Rajasthan.
Salary: 15k during Probation (3Months) & 30k After Probation (Not Negotiable)

Please confirm their availability for joining on 11th January 2020 as discussed.

Name	Contact No.	Place of residence	Gender	MBA Stream	Graduation Stream
Aditya Saikia	9886143320	Jorhat	Male	Rural Management	Bachelor of Clinical Optometry
Aastha Dwivedi	9016667394	Aurangabad Bihar	Female	Pharmaceutical Management	B.Pharm.
Jahnvi Srivastava	6388331908	Kanpur	Female	Rural Management	B.Tech (Biotechnology)
Niyati Saxena	8989612609	Bhopal	Female	Rural Management	B.Com (Economics)
Rahul Kumar Singh	6206869330	Bhagalpur, Bihar	Male	Rural Management	B.Sc. (Agriculture)
L Nandini Krishna	9560199887	New Delhi	Female	Health Management	B.Sc. (Hons) (Biomedical Science)

Warm regards.
Dr. Nidhi Saraswat DPM,
DIB Project HLFPPT

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

53

PROFESSIONAL ASSISTANCE FOR DEVELOPMENT ACTION

प्रदान Pradan

PRDN/Raipur/2020-21/749 March 25, 2021

To,
Mr. Manish Tete
AT:Kumbakera
PS:Kolebira, Simdega,
Jharkhand- 835201
Email-manish.j19@iihmr.in

Sub: Your engagement as Area Coordinator (FRA implementation and forest-based livelihood)

Dear Manish,

On behalf of Professional Assistance for Development Action (PRADAN), I am happy to assign you the consultancy for the implementation of the Project titled, **"Introducing Technology based Solutions to Expedite FRA Implementation, Protect Property Rights and Promote Sustainable Livelihood"**, with the following terms and conditions.

1. You would be placed in Durgkondal block under Kanker district in Chhattisgarh.
2. The offer start date is 1st March, 2021 and ends on 30th September 2021. The period of the contract may be extended as per project requirements and mutual consents.
3. The key responsibility under the assignment shall be as following:
   - You will be responsible for claim making of IFR and CFR in saturation basis leaving no pending claim in the village and post title community forest resource management plan (CFRMP) in at least 45% of project villages. Development of forest-based livelihood prototype, convergence with govt departments, timely leveraging fund, livelihood promotion and enhancing income at least by 40% through forest-based livelihood.
   - You will be assigned with the potential project villages in Antagarh and Durgkondal block of Kanker district.
   - Developing Community Resource Persons on claim making process, claim

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

PRADAN E2/28, 2nd Floor
Guru Ghasidas Colony,
New Rajendra Nagar, Raipur, Chhattisgarh
Phone : +91 (771) 4046261

PRADAN is a public service organisation registered under Societies Registration Act, 1860.
Registered Address : 3, Community Shopping Centre, Nitibagh, New Delhi - 110049.
E-mail: headoffice@pradan.net Web: www.pradan.net
Office Address : A-22, 2nd Floor, Sec-3, Noida - 201301.

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document preparation, use of mobile based land mapping and data collection and provide them handholding support in each step of implementation till approval at DLC level.

- Collecting Record of Right (RoR) and prepare forest parcel details for claim making under IFR and CFR.
- To organize training/ workshop for Gram Sabhas, PRI members, SHGs and Federations and government officials of Tribal Development, Revenue, Forest and PR Departments.
- Coordinating with DLC and SDLCs, PA-ITDA, Concerned Forest Department officials, Tribal department, Tahasildars, etc. on regular basis for claim recognition, title distribution, Convergence for implementation of IFR land development plan and CFR Conservation and Management Plan and Livelihood promotion.
- Updating the MIS and progress status data regarding claim making, claim recognition, IFR convergence plan and its implementation, CFR Conservation and Management Plan and its implementation on regular basis.
- Systematically manage all the data, information, hard copy of claim documents, different letters, meeting proceedings etc.
- Organize frequent planning and review meeting of the team functionaries and motivating and supporting them in accomplishment of task.
- Preparing various reports, data sheets, presentations as per the need. Attend any other work related to this project emerging in the due course of time in consultation with the state program coordinator.

4. You will be paid a fee of Rs 1500 (Rupees One thousand five hundred only) per day for a maximum of 20 days in a month. You will be expected to submit a summary report of the engagement or training conducted on a periodic basis, also denoting number of days spent, in order to process your payments. You will be required to pay the necessary taxes on this amount as per the Income Tax law. Your expenses on travel, will be reimbursed as per PRADAN travel rule with maximum up to Rs 2500 per month.
5. Your accounts related transactions will be settled at the PRADAN Raipur office.
6. You will report to Mr. Tulasi Charan Pradhan, Team Coordinator, PRADAN.
7. This consultancy can be terminated with a week's notice from either side without assigning reason. Any dispute regarding any terms of the contract will be resolved through mutual discussions.
8. It is unnecessary to state that you will uphold the highest of professional standards in carrying out your assignments and also maintain the expected decorum in dealing with PRADAN and the stakeholders.

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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9. It is understood between PRADAN and you that all information acquired by you in the course of carrying out the assignment is confidential and may not be divulged to others without PRADAN's prior permission.

We look forward to a satisfactory completion of this assignment, as well as to your future support. Please sign on this offer letter as a token of your acceptance and return a copy to me.

Thank you.

With Best Wishes

S.K. Mahapatra 25/03/2021

Saroj Mahapatra
Integrator
PRADAN

PRADAN RAIPUR

One Office and Duplicate Copy Only

I have carefully read the terms and conditions of this offer letter and these are acceptable to me.

Place: Charama
Date:

Signature: Manish Tete
Name: Manish Tete
Address:

Vill - KUMBAKERA
P.O - LACHRAGARH
P.S - KOLEBIRA
Distt - SIMDEGA
JHARKHAND
(835201)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Rajasthan Gramin Aajeevika Vikas Parishad

(III floor, B Block, Udyog Bhawan, Jaipur, Phone – 2388643)

F. 2(77)RD/RGAVP/YPs/2014/1445 Jaipur, dated: 31/05/2021

Director,
Indian Institute of Health Management Research
1, Prabhudayal Marg,
Near Sanganer Airport,
Jaipur - 302029
Email: placements@iihmr.edu.in

Subject: Campus Placement of Young Professionals at IIHMR, Jaipur to Rajasthan Gramin Ajeevika Vikas Parishad, Jaipur

Dear Sir,

In reference to above, we are pleased to inform you that after the interviews held on April 09 2021, following students of your institution have been selected as Young Professionals in RGAVP, Jaipur. These YPs shall be given a monthly remuneration of Rs 30,000. They shall be given TA DA as per RGAVP rules. The detailed conditions of their service shall be shared with them in the contract document.

S. No	Name of Selected Candidate
1	Manvendra Singh Gahlot
2	Niyati Saxena

Date of joining to all the selected Young Professionals will be informed shortly due to COVID 19.

With Regards

SPM (HR)
RGAVP

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Rajasthan Gramin Aajeevika Vikas Parishad

(III floor, B Block, Udyog Bhawan, Jaipur, Phone – 2388643)

F. 2(77)RD/RGAVP/YPs/2014/445 Jaipur, dated: 31/05/2021

Director,
Indian Institute of Health Management Research
1, Prabhudayal Marg,
Near Sanganer Airport,
Jaipur - 302029
Email: placements@iihmr.edu.in

Subject: Campus Placement of Young Professionals at IIHMR, Jaipur to Rajasthan Gramin Ajeevika Vikas Parishad, Jaipur

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With Regards

SPM (HR)
RGAVP

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Outlook

Interview results- HLFPPT

From Nidhi Saraswat <nsaraswat@hlfppt.org>

Date Wed 12/30/2020 4:17 PM

To IIHMR Registrar <registrar@iihmr.edu.in>; Anshul Goyal <anshul@iihmr.edu.in>; Placements <placements@iihmr.edu.in>

Cc Avinash Daga <adaga@hlfppt.org>; rjain <rjain@hlfppt.org>; Pankhuri Rai <prai@hlfppt.org>

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Please confirm their availability for joining on 11th January 2020 as discussed.

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L Nandini Krishna	9560199887	New Delhi	Female	Health Management	B.Sc. (Hons) (Biomedical Science)

Warm regards.
Dr. Nidhi Saraswat DPM,
DIB Project HLFPPT

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

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Khushboo Pramanik

From: Saumya
Sent: 01 June 2021 10:32
To: Ms. Anita Thapa
Subject: Fwd: Regarding Summer Internship 21-22 at Jeevika
Attachments: New CIF.docx

Get Outlook for Android

From: Tushar Kumar <tushar.brlp@gmail.com>
Sent: Thursday, May 27, 2021 12:13:12 PM
To: Gaurav20_38@cimp.ac.in <Gaurav20_38@cimp.ac.in>; anushka20_25@cimp.ac.in <anushka20_25@cimp.ac.in>; ssrivastava57rm2020-22@xiss.ac.in <ssrivastava57rm2020-22@xiss.ac.in>; debasmita2445@gmail.com <debasmita2445@gmail.com>; lkshkmrsahu@gmail.com <lkshkmrsahu@gmail.com>; sidhantraj369@gmail.com <sidhantraj369@gmail.com>; Saumya <saumya.j19@iihmr.in>; priyankaraj2695@yahoo.com <priyankaraj2695@yahoo.com>; Rishimedhendra@gmail.com <Rishimedhendra@gmail.com>; rajneesha10@gmail.com <rajneesha10@gmail.com>; RISHIKESHKUMAR111295@gmail.com <RISHIKESHKUMAR111295@gmail.com>; sayu123sinha@gmail.com <sayu123sinha@gmail.com>; upasnaroy1996@gmail.com <upasnaroy1996@gmail.com>; deepika.kumari2508@gmail.com <deepika.kumari2508@gmail.com>; md.3danish4@gmail.com <md.3danish4@gmail.com>; chandan.kumar.irm20@gmail.com <chandan.kumar.irm20@gmail.com>
Cc: pawan brlp1 <pawan.brlp1@gmail.com>; RAHUL KUMAR <pm.der@brlps.in>; Mahua Roy Chaudhary <pc.gkm@brlps.in>
Subject: Regarding Summer Internship 21-22 at Jeevika

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear all,
GREETINGS FROM BRLPS!!!
Hope you are all keeping well in these tough times.
At the outset I would like to congratulate you all for being selected for the summer internship program in Jeevika.
Due to these uncertain situations of Covid-19 there could be a possible delay in the exact date for the start of internship. For further process i am attaching a candidate information form which needs to be duly filled and submitted via email by each of the interns along with the following documents:

1. Bonafide certificate issued from college (In case it is not available, the candidates will have to submit an undertaking)
2. Documents of previous academic credentials
3. Marksheet or statement of marks till previous semester as claimed in the internship form
4. Bank passbook
5. Student I-Card
6. Synopsis of the work interns wish to do in BRLPS-JEEViKA
7. Preferred locations

Kindly do the needful. Your induction on Jeevika will be scheduled soon and we will be communicating via an official whats app group for all further discussions.
In case of any query feel free to connect the undersigned or Mr.Pawan Priyadarshi(Project Manager-Communication) on 7808920117.

Thanks,

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

Tushar Kumar,
YP-Knowledge Management & Communication,
SPMU,
BRLPS.
M-7091598249

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

PRAGYA
Development without destruction
Empowerment for enabling choices

Gurugram
20/03/21

Sunil Kumar Singh
S/O: ram Khelawan Singh,
Village & Post- Chando Tola,
P.S- Koeriyadih, Jharkhand, Pin- 822110.

Dear Sunil,

We are happy to appoint you as the Consultant- Project Trainee (Pithoragarh, Uttarakhand) for a period of one year, commencing from 25.03.21till 24.03.22 on the following terms and conditions:

1. Scope of work:
You will be a retainer Consultant and thus the Organization will assign tasks as per the workplans from the HO.

2. Duration:
The consultancy period will be for a year.

3. Professional fees:
3.1You will be a paid a monthly fee of Rs.27,000/-(Rupees twenty-seven thousand only), against completion of allocated work, submission of work log and all related reports, data and photographs, and approval by designated supervisor. This amount is inclusive of all applicable taxes and cess. The consultants' working days and hours will be as per the calendar of the organization. During the course of work under this consultancy contract, including fieldwork, the Consultant will be monitored to determine time spent.
3.2 In addition, you will be paid out of pocket travel expenses as per the travel plan assigned to you by your designated supervisor. All expenses will have to be pre-approved in writing.
3.3The Organization will deduct tax at source as applicable.
3.4You will be responsible for the payment of income tax and other statutory liabilities because of this contract.
3.5You will not be entitled to any payments/reimbursements other than what is documented herein.
3.6There is no relationship of employer and employee between Pragya and the Consultant and nothing contained in this agreement shall be construed as a contract of employment.

Registrar
The IIHMR University
Near Sanganer Airport, Jaipur-302029

83,Institutional Area, Sector 44, Gurgaon 122003, India Phone: +91 1244947000 Fax: +91 1242386672 Email: info@pragya.org Website: www.pragya.org

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Empowerment for enabling choices

4. Invoicing by the Consultant:

4.1The Consultant will submit an invoice (format will be provided) by the 5th of the next month to the MIS / MCS department, along with monthly report on the activities. Payment will be processed once the reports are verified. Appropriate deductions will be made in case the Consultant has not been able to complete the tasks.

4.2 Prior approval from your designated supervisor should be accorded, in case any expense is incurred by you on behalf of Pragya, and the bills for such expenses should be in the name of Pragya.

5. Health and Accident Insurance:

In your interest, we advise you to take up adequate protection in the form of health and accident insurance before you take on this assignment as Pragya will not be liable or in any way be responsible for costs associated with unlikely eventualities like emergency medical problems, sickness, accidents etc., which may occur during the course of the assignment, in particular during the field work. The organization's PA policy will be extended to you after three months of tenure.

6. Report and Tasks:

Your assignment will be discontinued in case the Organization does not receive reports on time.

7. Termination of assignment:

This engagement is "at will", and either party can terminate the engagement without assigning any reasons for the same to the other party. The party severing the engagement will have to pay fifteen days' notice, or salary in lieu of the notice. If either party wishes to discontinue the relationship within the first three months, the notice period will be limited to ten days. In case of any misconduct/violation of rules/unauthorized absence, the organization reserves the right to terminate the assignment without any notice. The organization will not be liable to any payment over and above the payment in lieu of notice period, if it decides to sever the relationship. This agreement would stand null and void, if the consultant is unable to take the hardship of fieldwork for any reason.

8. Transferable Services:

Services are transferable both inter-locational as well as inter-departmental, as per the needs of the organization.

9. Office Decorum:

You will be delivering your services at our office premises. Usage of office premises, facilities, and infrastructure, if required, should be for office purposes only. No office property, including reports and library books, can leave office premises. Formal dress and neat grooming is a must.

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

83,Institutional Area, Sector 44, Gurgaon 122003, India Phone: +91 1244947000 Fax: +91 1242386672 Email: info@pragya.org Website: www.pragya.org

10. Rough Terrain and travel:
Every consultant, if required is expected to travel to, and trek in Remote areas. The organization will not be held responsible for any illness/untoward incident(s) that takes place during the course of your work or be liable for any sort of compensation in case of any emergency/eventuality.

11. Rules and Regulations:
You will be governed under the provisions of the relevant Organizational policies with which you will be familiarized during the induction.

12. Indemnity:
The consultant shall indemnify and hold Pragya harmless from all claims and all direct, indirect or consequential liabilities and expenses (including legal and other professional fees and expenses) awarded against, or incurred or paid by, Pragya as a result of or in connection with:
12.1any alleged or actual infringement, whether or not under Indian law, of any third party's IPR or other rights arising out of the use or supply of the products of the services (including the deliverables); or
12.2 any claim made against Pragya in respect of any liability or expense sustained by Pragya's employees or agents or by any third party to the extent that such liability or expense relates to the provisions of the services or the deliverables as a consequence of a failure or delay in performance of this agreement by the consultant.
12.3 The provisions of this clause shall survive termination of this agreement, however arising.

13. Assets:
Any hardware or software or any equipment, purchased or acquired by the consultant, for discharging and performing his services under this agreement but purchased, obtained or acquired out of the funds of Pragya shall be the absolute property of Pragya and the consultant shall have no interest whatsoever whether legal or beneficial therein.

14. Confidentiality:
During the association, you will respect and adhere with all the principles of the Consultant's code of ethics, including confidentiality clauses. You shall not do or abstain from doing any act that may lead Pragya or its members or associate organizations into any disrepute.

15. Information Dissemination:
You will not at any time, unless written approval of Pragya has been obtained in advance, divulge to any party or publish information, procedures, particulars, or documentation related to the affairs of Pragya, its subsidiaries or its projects. Pragya reserves the right to request you to withdraw certain posts or blogs and remove inappropriate comments. Because you are legally responsible for your

Registrar
The IHM University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

postings, including during and after your assignment with the organisation, you will be subject to liability if your posts are found defamatory, harassing, or in violation of any other applicable law. The term blogging includes "blogging anonymously" or passing on information to third parties "anonymous" blog postings of any kind.

16. Publishing:
The organization typically encourages quality publications, subject to due credit being given to Pragya, and seeking written permission from the Management.

17. Communication with Externals:

No one other than the designated members of the organization is allowed to speak to the media or to other external agencies. In case of queries from such bodies, you have to direct the queries to the designated personnel at the head office.

18. Values:
The Consultant will adhere to and respect the values that are important to Pragya including: Secular, a-political, and non-divisive stance, Systemic and holistic approach, Egalitarian, liberal and democratic practices, Creativity and innovation, and Adventure and risk loving.

19. This contract supersedes any other relationship that was held with the organization.

20. Disputes Resolution:
All disputes shall be referred to Arbitration under the provisions of the Arbitration and Conciliation Act, 1996. The Arbitration proceedings shall be held in Gurugram. The language of the Arbitration shall be English. Cases will be under the jurisdiction of the Honourable courts of Gurugram.

With best wishes,
Sincerely,
For Pragya,

Sunil Pillai
Director

Accepted and agreed:
Signature:
Name:
Mobile:

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

(RM)

65

AR SOLUTION'S

(Aaditya Birla Finance)
Mob. 9929351285
offer cum arrangment letter

Date: 2 MAY 2021

Name: ADITI LAWANIYA

Address: 88, GAURI SHANKAR
COLONY NEAR SARSH
CHOROHA BHARATPUR,321001

Dear ADITI LAWANIYA,

Appointment as TEAM MANAGER

We refer to your recent interview for the above position and are delighted to offer you employment on a full time basis in the role of **"TEAM MANAGER " Telecalling dept. at loction of mahindra sez sanganer jaipur,302019**

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In addition, we expect your personal accountability in all products, actions, advice and results that you provide as a representative of our organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding.

Terms & Conditions of your employment are as follows:

1. **DAY OF COMMENCEMENT**

   You are expected to report to your duties as from 20th may 2021.

2. **TRAINING PERIOD**

   There will be a 5 day training period.

3. **SALARY**
   Only base of target

4. **WORKING HOURS**

   Your working hours will be as follows:

   Mon - Sat : 10:00 AM-6.00 PM

   Lunch Break : 01:30 PM-2:00 PM

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The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

At times, you may be required to work irregular hours, including Saturday and Sunday. Appropriate time off will be considered for work performed outside normal operational hours.

5. OTHER TERMS & CONDITIONS

- This offer letter may be withdrawn /modified if any information furnished by you is found to be incorrect or falsified.
- If you leave the company without serving notice period than your Full & Final Settlement of compensation will be done after 2 months from the end of the month you leave.
- If you leave the company without any written notice than your compensation of that month will get forfeited.
- You are required to serve the Company with loyalty and honesty and strictly follow all instructions given to you by your supervisors in carrying out your duties.
- Salary of notice period in case of resignation shall be given based upon the efficiency level of employee.

To avoid any doubt, it is hereby declared that the property and all such documents used in the course of your work belong to the company.

If you are agreeable to the above terms and conditions of the appointment, kindly confirm your acceptance by signing and returning the duplicate copy of this letter for our file and records.

Yours sincerely

Human Resource Manager

I agree to the appointment and accept the above terms and conditions of service.

Signature :

Name : ADITI LAWANIYA

H.K.I.D. No. : .....

Date: 2th MAY 2021

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

NOTE: For your understanding Process Disbursement(for incentive purpose) means -

ANNEXURES

Target in terms of amount of loan disbursement :- Rs. 9,00,000

ANNEXURE 1

Incentive Part (for February 2020 & march 2020)

Files	+Incentive Amount(rs.)
Salary	85000/ Month
TARGET OF ONE MONTH	25 lac loan per month and Demate Account

ANNEXURE 2

Salary Conditions

IF TEAM WILL COMPLATE TARGET THAN WE WILL PAY TOTAL AMOUNT.

(Annexures is subject to change in future dates.)

Registrar
The IIHMR University
1, Prabhu Dayal Marg
Near Sanganer Airport, Jaipur-302029

66

Baiga Chak Mahila Kishan Utpadak Producer Company Limited

Reg Office: Saket Nagar, Deora Area, Dindori (MP)

CIN NO - U01100MP2020PTC052970

Mr. Rohan Kataria
Sriganganagar, Rajasthan

24.06.2021

Subject: Letter of Appointment and Terms

Dear Mr. Rohan Kataria,

1. Thank you for seeking for career opportunities with **Baiga Chak Mahila Kishan Utpadak Producer Company Limited.**

2. This is with reference to your application and, subsequent to our meetings and discussions; we are pleased to make you an offer for the position of **Procurement Area Officer**. Your appointment shall be effective on the date of joining (DOJ) which should not be later than **04th July 2021.** If you cannot join by DOJ the appointment letter stands withdrawn without any notice or communication to you. Your final place of posting will be decided by CEO.

3. This engagement is not a regular employment in Baiga Chak Mahila Kisan Utpadak Producer Company Limited. During the period of engagement, you should not hold a certificate of practice or engage in any other employment/occupation. Further renewal of engagement will be subject to approval of the competent authority.

4. **Key Responsibilities:**
   You will report to Procurement Manager. The Major Roles and Responsibilities will be, but not limited to:
   - Work closely with Procurement manager and support PE in procurement and aggregation activities of the various commodities in their area of operation
   - Directly handle the network of Sanchalika (Procurement Agent) of 25-30 villages and 7-10 procurement centres and will be responsible for managing agriculture commodity procurement infrastructure, operations and procurement volume
   - Prepare and maintain procurement reports, records, and updated price lists in the operational area assigned.
   - Directly responsible for supporting Procurement Manager in the discharge of their roles, creating appropriate market linkages, and coordinating with the vendors as well as the dedicated support at Collection Centre.
   - Directly responsible for membership drive, handling network of members, SAMVAAD group and training programs in their area of operation.

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5. **Performance Management:**

Your performance will be due for regular review. The review shall be based on Performance Expectations as laid down by the organisation every quarter. You are required to maintain your performance levels at par/above from the expectations always. The decision of management regarding your performance vis-à-vis the performance expectations in the reviews shall be final and binding the decisions will be based on the same.

6. Your annual compensation will be including all benefits will be **INR 3,00,000 per annum,** which will be paid in the form of monthly fees.

7. **Transferability:**

Your services are liable to be transferred to anywhere as per the project location in India. You may be transferred to any of the present or future, existing, added or acquired offices or branches located anywhere in India.

8. **Organisation right to recover:**

a) The organisation shall be entitled to retain and/or recover any and all amounts due to you, including fees, reimbursement expenses, payment of daily allowance and other amounts as applicable; and to adjust and deduct there from, any or all amounts due to be recoverable from or payable by you to the organisation on any count.
b) The Organisation shall have right to add, to alter, modify or abrogate from time to time any term of the contract of Employment, including remuneration and perquisites, which will be communicated to you either by individual letter or by circular. You acknowledge that this condition of employment may not alter its obligations excused except by a written document signed by the management.

9. **Code of Conduct:**

You will be required to sign the Code of Business Conduct, which requires you to perform your duties with the preview of the organisation's policies and procedure without prejudicing the interests of the organisation in any matter.

You shall not attempt to bring any political or other influence to bear upon any superior authority to further your interests in respect of matters pertaining to your career or conduct in Baiga Chak Mahila Kisan Utpadak Producer Company Limited.

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10. Confidentiality Agreement:

a) By signing of this letter, you are deemed to have signed the confidentiality agreement, which aims to protect the intellectual property rights and information of the organisation.
b) By signing of the appointment letter, you undertake not to divulge during your service or thereafter any of the affairs or secrets of the organisation to any other organisation/company, person or persons, without the previous consent in writing by the organisation.
c) Confidential information means any information which is not publicly known related to the business affairs, proprietary products, research or any development of the organisation with which business is conducted.
d) All notes, data, information and/or memoranda of any nature and the confidential information which shall be acquired, received or made by you during the course of this employment shall be surrendered by you during the course of this employment shall be surrendered by you to the organisation at the termination of employment or all at the request of the organisation at any time during the course of employment or at any time thereafter.
e) You agree that in the event of any conflict between the provisions of Confidentiality Agreement shall prevail.

11. Data Privacy:

During the course of your employment with the organisation, the organisation, as your employer, will collect, store, use and disclose personal information relating to you for a variety of employment related and organisation's business purposes, both during and after your employment with the organisation. This information may also be shared with the third parties for similar purposes. The organisation is committed to ensuring that your personal information is handled in accordance with the applicable data privacy laws. By accepting employment with the organisation, you consent to organisation collecting, storing, processing, using, transferring and disclosing including to the third parties of personal information relating to you for the aforesaid purposes.

12. Notice of termination:

a) Either party is required to give **two month notice** in writing or payment in lieu of notice.
b) The management may accept your resignation from a date prior to the date from which your resignation is to be effective as indicated in your resignation letter. In such an eventuality, you will be paid pro-rata salary for the remaining duration of your notice period.

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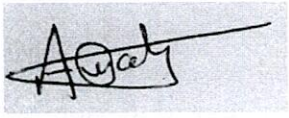
13. Additional Rules and Regulations:

In addition to the terms and conditions of employment hereinabove mentioned, you shall also observe and comply with and shall be bound by any rules, regulations and procedures which the organisation may from time to time separately frame for observance and compliance by its officers and which are communicated by the organisation to you in writing.

We enclose this letter in Duplicate, and shall be obliged if you will kindly return to us the duplicate duly signed and dated by you as acceptance of the aforementioned terms and conditions of employment.
Wishing you all the success in your assignment.

Your Faithfully,

For Baiga Chak Mahila Kishan Utpadak Producer Company Limited



Aniket Nale
(Chief Executive Officer)

Declaration

a) I have gone through all the clauses of the aforesaid letter and ll thereto and have understood fully the contents of the said letter. All the terms and conditions are acceptable to me and I undertake to abide by them.
b) I hereby confirm that I am physically, mentally and medically fit to perform the job.
c) I shall join on.....

Signature:

Name:

Place:

Date

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