



# FATIMA COLLEGE

(Autonomous)

*Affiliated to Madurai Kamaraj University*

*Re-Accredited with 'A++' (CGPA 3.61) by NAAC (Cycle - IV)*

Mary Land, Madurai - 625018, Tamil Nadu

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## Annual Quality Assurance Report (AQAR)

### 2021 – 2022

#### 5.2.1 Number of outgoing students who got placement during the year 2021-2022

**Letter of Intent**

**WTS/2021/08/0438**

**August 4, 2021**

To

**Mrs. Praveena S,**  
D/o Mr. Solomon Raja ,  
4/1, Pillar salai Bharathiyar nagar ,  
8th street, Nagamalai Puthukottai,  
Madurai, Tamil nadu. Pincode- 625019

**Dear Praveena S,**

With reference to your application and subsequent interview with us, we are pleased to let you know that we intend to hire you for the position of **HR Executive** in our organization and the compensation would be as discussed at our meeting.

We would expect you to join on or before **August 4, 2021**, failing which this letter stands withdrawn, unless a new date is mutually agreed upon, by us in writing.

On the date of your joining, you may please bring along the following:

1. 3 Passport-sized photographs
2. Photocopies of Academic/ Technical Qualifications
3. Previous employment documents (Offer/Appointment & Relieving letters duly signed and stamped by your employer)
4. Last drawn Pay slips (minimum 3 months)
5. Copy of Pan Card/ Driving License/Voter Id/Passport.

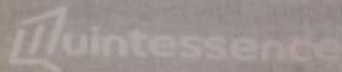
This intent of employment is subject to receipt of satisfactory references. As a token of your acceptance you may sign the duplicate copy and return the same to us.

For **WiseTech Source Pvt. Ltd.**



Authorized Signatory





Date: 21/04/2022  
Ms. RATHINASUWETHA ESWARAMOORTHY

Dear Ms. RATHINASUWETHA ESWARAMOORTHY

**SUB: Offer of Appointment**

With reference to your application and the subsequent meetings, we are pleased to offer you an appointment in our company. Your Salary will be Rs. 357144 as listed in the annexure. The terms and conditions of your appointment are as detailed below.

**DESIGNATION**

Your designation will be ' **TRAINEE** '

**DATE OF APPOINTMENT**

Your appointment is effective from the date of joining which shall be on or before 22/04/2022

**PROBATIONARY PERIOD**

You will be on probation for a period of six months from the date of your joining. If, in the opinion of the company, you are found suitable in the appointed post, you will be confirmed in the services of the organization.

**PROVIDENT FUND**

You will participate in the company provident fund scheme as applicable to your category of employees. Until the Company qualifies for Provident fund, the Employer's contribution to EPF will be given as an allowance in lieu of PF

**SALARY REVIEW**

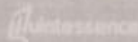
Your salary will be reviewed periodically as per the company policy. Your increments are discretionary and will be subject to, and on the basis of, effective performance and results.

**LEAVE**

You will be covered by leave, holidays and the working hours policy as applicable to your category of employees.

**OTHER WORK**

Your position is a whole time employment with the company and you shall devote yourself exclusively to the business of the company. You will not take up any other work for remuneration (part-time or otherwise) or work in advisory capacity or be interested directly or indirectly (except as a shareholder or debenture holder) in any other trade or business, during the employment with the company, without permission in writing from the organization.



| CTC Breakup  |                  |                   |
|--|------------------|-------------------|
| Employee Name : RATHINASUWETHA ESWA  | Date of Joining: | 22/04/2022        |
| Employee Code :  | Department:      | SOFTWARE          |
| Designation: TRAINEE   | Location:        | Chennai           |
|  | Monthly          | Annual            |
| <b>Fixed Components -A</b>   |                  |                   |
| Basic Pay  | 11,900.00        | 142,800.00        |
| HRA  | 5,950.00         | 71,400.00         |
| Meal Vouchers  | -                | -                 |
| Flexible Benefit Component - FBC *   | -                | -                 |
| Night Shift Allowance  | -                | -                 |
| CCA  | 5,950.00         | 71,400.00         |
| <b>Total - Fixed Gross ( A)</b>  | <b>23,800.00</b> | <b>285,600.00</b> |
| <b>Variable Components -B</b>  |                  |                   |
| PBB - Performance Based Bonus  | 3,000.00         | 36,000.00         |
| Annual Incentive   | -                | -                 |
| <b>Total - Variable Gross ( B)</b>   | <b>3,000.00</b>  | <b>36,000.00</b>  |
| <b>Other Components (Annual Benefits ) -C</b>  |                  |                   |
| Gratuity (Fixed)*  | 572.00           | 6,864.00          |
| Bonus - Statutory Allowance (Fixed)  | -                | -                 |
| Medical Insurance  | 590.00           | 7,080.00          |
| Life Term Insurance  | -                | -                 |
| <b>Total -Annual Benefits ( C)</b>   | <b>1,162.00</b>  | <b>13,944.00</b>  |
| <b>Employer Contribution - D</b>   |                  |                   |
| Company's Contribution to PF @12%  | 1,800.00         | 21,600.00         |
| Company's Contribution to ESIC@3.25%   | -                | -                 |
| LWF  | -                | -                 |
| <b>Total -Employer Contribution - ( D)</b>   | <b>1,800.00</b>  | <b>21,600.00</b>  |
| <b>Cost to Company - CTC (A+B+C+D)</b>   | <b>29,762.00</b> | <b>357,144.00</b> |
| <b>Deductions</b>  |                  |                   |
| Employee's Contribution to PF @12%   | 1,800.00         | 21,600.00         |
| Employee's Contribution to ESIC @0.75%   | -                | -                 |
| <b>Total - Deductions</b>  | <b>1,800.00</b>  | <b>21,600.00</b>  |
| <b>NET TAKE HOME PAY</b>   | <b>22,000.00</b> | <b>264,000.00</b> |
| <b>Variable pay</b>  |                  |                   |
| Variable pay if applicable will be paid based on Individual deliverables as per performance rating |                  |                   |
| Duration   | Monthly          |                   |
| Category   | Amount           | %                 |
| Base Amount  | 3000             | %                 |
| Super Exceeds  | -                | > 105             |
| Exceeds  | -                | 100 to 105        |



VID/HR/2022-23/62

14<sup>th</sup> July 2022

To

Vijaya Shanthi J.B.  
5/17 main Street,  
Balarengapuram ,  
Madurai-625009.

Mr /Ms. Vijaya Shanthi J.B.,

**Offer for post of Associate Consultant (ABAP)**

We are pleased to offer you, the position of Associate Consultant with Vidhai Technologies Private Limited on the following terms and conditions:

**1. Commencement of employment**

Your employment will be effective, as of 1<sup>st</sup> August 2022

**2. Job title**

Your job title will be Associate Consultant (ABAP) and you will report to Project Manager.

**3. Salary**

You will be on probation for a period of 6 months. Your job will be confirmed on successful completion of the probation period. During probation period, in case of unsatisfactory performance or misconduct, you will be terminated without any notice period.

Your salary and other benefits will be as set out in Schedule 1, hereto.

**4. Place of posting**

You will be posted at Chennai. You may however be required to work at any place of business which the Company has, or may later acquire.

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**Vidhai Technologies Private Limited**

25/13, Bawa Salai, Alwarpet, Chennai - 600 018.

Email : [Info@vidhaitech.in](mailto:Info@vidhaitech.in) / Mob : 91500 61362 Tel : +91 - 044 - 2499 5692 Web : [www.vidhaitech.in](http://www.vidhaitech.in)

CIN : U72200TN2017PTC119454

GST : 33AAGCV1652C1ZQ



## **5. Hours of Work**

You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 9.00 am to 6.00 pm and you are expected to work not less than eight hours each day, and if necessary for additional hours depending on your responsibilities.

## **6. Leave/Holidays**

You are eligible for leave and holidays as per company norms.

## **7. Nature of duties**

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time. Your specific duties are set out in Schedule II hereto.

## **8. Company property**

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

## **9. Borrowing/accepting gifts**

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

## **10. Termination**

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than one month prior notice in writing or paying salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving not less than three months' prior notice or salary for unserved period, left after adjustment of pending leaves, as on date.

10.3 The Company reserves the right to terminate your employment 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.

10.4 On the termination of your employment for whatever reason, you will return to the Company all property; 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 employment or to clients' business affairs.

## **11. Confidential Information**

11.1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

11.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

11.3 At no time, will you remove any Confidential Information from the office without permission.

11.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

11.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

## **12. Notices**

Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.



**13. 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. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

**14. Governing Law/Jurisdiction**

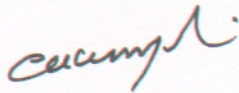
Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of High Court, Chennai only.

**15. Acceptance of our offer**

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy before 19<sup>th</sup> July 2022.

We welcome you, and look forward to receiving your acceptance and to working with you.

Yours truly,  
for Vidhai Technologies Private Limited,



Authorised Signatory.



## Schedule I - Compensation Details

During the probation period your salary will be a consolidated amount of Rs 8,000.00 per month.

On confirmation your salary structure will be as furnished below:

### Salary & allowances per month

|                      |              |
|----------------------|--------------|
| Basic Salary         | Rs 7,500.00  |
| House rent allowance | Rs 3,750.00  |
| Conveyance           | Rs 1,000.00  |
| Other allowances     | Rs 2,750.00  |
| Variable Allowance   | Rs 10,000.00 |
| Total                | Rs 25,000.00 |

You are eligible for per diem for the number of day of your work during a month as per company norms.

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to, and after, deduction of tax at source in accordance with applicable law.





Vidhai Technologies Pvt.Ltd.,

## ID CARD



**Wijaya Shanthi J.B.**

**Trainee**

**Emp No: 2303**

Your A/C XXXXXX752168 Credited  
INR 8,000.00 on 01/10/22 - Deposit  
by transfer from VIDHA  
TECHNOLOGIES. Avl Bal INR



14<sup>th</sup> July 2022

VID/HR/2022-23/63

To

Vincelet Reshma.M  
1/14 , Mudhaiya Nagar 2nd street,  
Kovilpapakudi,  
Madurai-625018

Mr /Ms. Vincelet Reshma.M,

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**1. Commencement of employment**

Your employment will be effective, as of 1<sup>st</sup> August 2022

**2. Job title**

Your job title will be Associate Consultant (ABAP) and you will report to Project Manager.

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Your salary and other benefits will be as set out in Schedule 1, hereto.

**4. Place of posting**

You will be posted at Chennai. You may however be required to work at any place of business which the Company has, or may later acquire.

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**Vidhai Technologies Private Limited**

25/13, Bawa Salai, Alwarpet, Chennai - 600 018.

Email : [Info@vidhaitech.in](mailto:Info@vidhaitech.in) / Mob : 91500 61362 Tel : +91 - 044 - 2499 5692 Web : [www.vidhaitech.in](http://www.vidhaitech.in)

CIN : U72200TN2017PTC119454

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## **5. Hours of Work**

You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 9.00 am to 6.00 pm and you are expected to work not less than eight hours each day, and if necessary for additional hours depending on your responsibilities.

## **6. Leave/Holidays**

You are eligible for leave and holidays as per company norms.

## **7. Nature of duties**

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time. Your specific duties are set out in Schedule II hereto.

## **8. Company property**

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

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You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

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10.3 The Company reserves the right to terminate your employment 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.

10.4 On the termination of your employment for whatever reason, you will return to the Company all property; 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 employment or to clients' business affairs.

## **11. Confidential Information**

11.1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

11.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

11.3 At no time, will you remove any Confidential Information from the office without permission.

11.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

11.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

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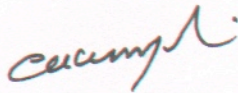
Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of High Court, Chennai only.

**15. Acceptance of our offer**

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy before 19<sup>th</sup> July 2022.

We welcome you, and look forward to receiving your acceptance and to working with you.

Yours truly,  
for Vidhai Technologies Private Limited,



Authorised Signatory.



## Schedule I - Compensation Details

During the probation period your salary will be a consolidated amount of Rs 8,000.00 per month.

On confirmation your salary structure will be as furnished below:

### Salary & allowances per month

|                      |              |
|----------------------|--------------|
| Basic Salary         | Rs 7,500.00  |
| House rent allowance | Rs 3,750.00  |
| Conveyance           | Rs 1,000.00  |
| Other allowances     | Rs 2,750.00  |
| Variable Allowance   | Rs 10,000.00 |
| Total                | Rs 25,000.00 |

You are eligible for per diem for the number of day of your work during a month as per company norms.

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to, and after, deduction of tax at source in accordance with applicable law.





Vidhai Technologies Pvt.Ltd.,

ID CARD



**M.Vincelet Reshma**

Trainee

Emp No: 2302

Your A/C XXXXXX752168 Credited  
INR 8,000.00 on 01/10/22 - Deposit  
by transfer from VIDHA  
TECHNOLOGIES. Avl Bal INR

Date: 10 August 2022

## OFFER LETTER

Dear Varsha,

Pursuant to your application for employment with us, and the subsequent selection process, it gives us pleasure to offer you employment as “**Marketing Analyst**” with **Profit Apps India Pvt Ltd**. You are requested to join on or before 10 August 2022.

1. The appointment will take effect from the date of your joining.
2. Your Roles and Responsibilities will be informed by your Supervisor.
3. Your Salary package, on appointment will be as per Annexure-A.
4. You shall be governed by the following terms and conditions of service during your employment. The terms and conditions may be amended from time to time with prior notice.

### 1. LOCATION

You will be based initially at **Profit Apps India Pvt Ltd**, located at **No: 36/2, Doak Nagar Main Road, Madurai-625016**. It may be noted that the Management is entitled to relocate/transfer you to any branch now in existence or which may be commenced in the future. You may also be deputed to work for our Principals/clients/customers where we have undertaken specific assignments.

### 2. DATE OF APPOINTMENT

Your Appointment with us is effective from your date of joining, which shall be 10 August 2022. Kindly note that in case you fail to join on the stipulated date, this offer shall stand rescinded.

### 3. COMPENSATION

- A. Your consolidated Annual Cost to the Company will be as detailed in the Annexure A **INR 3,00,000 PA (INR Three Lakhs Per Annum Only )** to this Offer Letter. Notwithstanding the contents of Annexure A, periodic increments to your Salary will be based upon your satisfactory and diligent discharge of duties and dedicated contribution towards the growth of the Company. Your performance will be subject to periodic review and appraisal. Periodic increments may be withheld at the discretion of the management, in case either your work / conduct is not found to be satisfactory.
- B. In case of any change in the existing statute or introduction of new statute, the Company reserves a right to adjust the components of your Salary to ensure that the payments are made in compliance with such statutes.
- C. Bonus: You will be eligible for bonus depending upon factors such as individual performance, Company's performance and target-based performance.
- D. Your Salary is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
- E. The Company may from time to time deduct any statutory deduction or withhold tax as may be required by applicable law.

**4. QUARTERLY VARIABLE PAY**

If you are eligible or become eligible for a performance-based variable pay, during your course of employment with Company, the quarterly variable pay will be based on your performance during that quarter, and paid on the subsequent month's payroll. Quarterly variable pay will be paid to you only if you serve full duration during that quarter. This is subject to Quarterly review and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly variable pay.

**5. PROBATION PERIOD**

- A. You will be on probation for a period of six months from the date of joining. The confirmation of your services will be subject to satisfactory appraisal of your performance. Your probation period may be curtailed down or extended, subject to your individual performance. Further, unless otherwise communicated to you in writing, your services shall continue to remain in probation.
- B. You will be eligible for incentives and other benefits only after completion of the probation period.
- C. Service and Experience Certificate will not be issued if the employee relieves during the probation period.

**6. Background/Reference Check:**

This employment is contingent upon successful completion of a background check, including a check of educational qualifications, past employment history and employment references. This employment can be rescinded at any time based upon data received in the background check.

**7. HOURS OF WORK**

- A. You will be required to work for 45 hours per week with 9 hours per day. The number of hours may change (increase or reduce) based on statutes. You may be required to work during weekends based on the needs of the customers/ project requirements for which you can avail a comp-off with prior approval from your manager.
- B. You agree to work at timings that overlap with the Company's client office timings in India or overseas.

**8. LEAVE**

You will be provided annual and sick leave as per the company policy from time to time you may contact the HR personnel for your leave eligibility.

**9. EMPLOYMENT**

Upon the satisfactory appraisal of your performance and completion of probation period as specified in #5, you will be considered as a permanent employee of the Company.

**10. OTHER WORK**

During your employment with us, you shall devote your full time to the company and shall not take up any other work / training or part time or for an advisory capacity or be interested directly or indirectly (except as shareholders or debenture holder) in any other trade or business during the employment with the company without permission in writing to the Director of the company. Company has the right to terminate your employment and initiate legal proceedings against you if you violate these norms.

**11. RESPONSIBILITIES**

As part of the requirement, you may be required to undergo training in various areas as may be decided by the company from time to time and which may require your presence beyond the normal working hours.

**12. TRAVEL**

You will be required to undertake travel on company work and you will be paid travel expenses as per the company rules.

**13. CONFIDENTIAL INFORMATION**

You will not at any time without the written consent of the director disclose or divulge or make public except on legal obligations any information regarding the company's affairs or administration or research carried out whether the same may be confined to you or become known to you in the course of your service or otherwise.

**14. PROTECTION OF INTEREST**

If you conceive if/invent/discover/improve on any new or advances or current methods of Improving process / formulae / systems in relation to the operation of the company or its affiliates or customers, such developments, discoveries or inventions will be fully communicated to the company and will remain the sole right/ property of the company.

**15. PAST RECORD**

If any declaration given or furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information in such a case, you will be liable to removal from service without notice and legal action can be initiated against.

**16. NOTICE PERIOD**

- a. Your services are terminable on either side by issuance of notice of 60 days or pay in Lieu thereof. The company reserves the right to forfeit the amount in case you fail to issue the notice period or fail to serve the period of notice. However, the company, at their Discretion may waive the period of notice and relieve you earlier from the services.
- b. Service and Experience Certificate will be issued only if you serve the applicable notice period.
- c. Taking into consideration the nature of your duty, it will be absolutely necessary for you to work for the company during the notice period and your date of exit may extend if any leaves are taken during the notice period.
- d. On successful completion of your notice period you will be eligible for compensation, incentives and any other dues .

**17. ON SEPARATION**

On termination of this contract, you will immediately give up to the company before you are relieved of all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects or records, hardware, software, etc.. belonging to the company or relating to its business and shall not make or retain any copies of these items. You should not take up any employment with Profit.co's immediate client or the End client where Profit.co's developed software is being used or where, in the course of your training, you have been associated, either directly or indirectly for a period of 2 years from the date of separation.

The above terms and conditions are subject to company policy and please confirm that the above terms are acceptable to you by signing a copy of this letter.

**18. COUNTERPARTS / ELECTRONIC SIGNATURES**

Counterparts/ Electronic Signature: This agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument. For purposes of this agreement, the use of facsimile, email or other electronic medium shall have the same force and effect as an original signature.

Your service will be subject to rules and regulations of the company as may be framed from time to time.

Welcome Aboard! We wish you a long and rewarding career over the years to come.

Yours Truly,

**Profit Apps India Pvt Ltd.**



**Deepalakshmi M**  
**HR Manager**

**Read and Accepted**



**( Varsha P )**

| Profit Apps India Pvt Ltd                       |   |                |                   |
|---|---|----------------|-------------------|
| CTC   |   |                |                   |
| Varsha P  |   |                |                   |
|   |   |                |                   |
|   |   | CTC            | INR 300,000       |
|   |   |                |                   |
| S.No.   | Components of Compensation                  | Varsha P       |                   |
|   |   | Per Annum      | Per month         |
| 1   | Basic                                       | 90,000         | 7,500             |
| 2   | House Rent Allowance                        | 90,000         | 7,500             |
| 3   | Conveyance Allowance                        | 30,000         | 2,500             |
| 4   | Other Allowance                             | 79,200         | 6,600             |
| 5   | Variable Pay                                |                | -                 |
|   | <b>Total A - GROSS SALARY</b>               | <b>289,200</b> | <b>24,100</b>     |
|   | <b>Company's Contribution</b>               |                |                   |
| 1   | Company's Contribution to PF                | 10,800         | 900               |
| 2   | Company's Contribution to ESI               | -              | -                 |
| 3   | Company's Contribution to Medical Insurance |                | -                 |
| 4   |   |                | -                 |
|   | <b>Total B - COMPANY CONTRIBUTION</b>       | <b>10,800</b>  | <b>900</b>        |
|   | <b>CTC ( A+B )</b>                          | <b>300,000</b> | <b>25,000</b>     |
| Workings for Take Home Salary                   |   |                |                   |
| S.No.   | Components of Compensation                  | Per month      |                   |
| 1   | Basic                                       | 7,500          |                   |
| 2   | House Rent Allowance                        | 7,500          |                   |
| 3   | Conveyance Allowance                        | 2,500          |                   |
| 4   | Other Allowance                             | 6,600          |                   |
|   |   |                |                   |
|   | <b>Total C</b>                              | <b>24,100</b>  |                   |
|   | <b>Less : Deductions</b>                    |                |                   |
| 1   | Employee's Contribution to PF               | 900            |                   |
| 2   | Employee's Contribution to ESI              | -              |                   |
| 3   | Professional Tax**                          |                |                   |
| 4   | Income Tax Deduction at Source ***          | -              |                   |
|   | <b>Total D</b>                              | <b>900</b>     |                   |
| <b>Monthly Take home (C - D) - Variable Pay</b> |   |                | <b>INR 23,200</b> |

\* Variable pay if any, shall be paid on quarterly basis

\*\* Professional Tax as per statutory will be deducted on half yearly basis

\*\*\* TDS is applicable as per IT Rules

Date: 9 September 2022

Our Ref: BCT/HR/2022

To  
**Ms. Kharpagam Natarajan**  
25, Velliambalam street,  
South Avani Moola street,  
Madurai – 625-001

Sub: Employment Offer

Dear Kharpagam,

We are pleased to offer you employment at Bahwan Cybertek Private Limited as “**Software Trainee**” under grade “**G1**” w.e.f **09 September 2022** as per the following terms and conditions. Your CTC is mentioned in **Annexure A** attached below.

**1. WORKPLACE**

You are initially appointed to work in our Office at **Chennai**. However, you are liable to be transferred to any other establishment of the Company anywhere in India or to offices/group companies outside India.

**2. QUALIFICATION**

You are required to meet the below mentioned qualification to be eligible to work as an employee of the Company.

1. Successful completion of the Graduate program with a minimum of 65% percentage (or) 6.5 CGPA.
2. You are required to produce all the relevant documents pertaining to your education, identity, residence, etc as mentioned in clause 8 and any other documents that are required by the Company from time to time.

**3. ASSESSMENT PERIOD**

- a. Upon onboarding, you will be subject to a competency assessment for the duration of twelve (12) weeks.

- b. During the assessment period you (*selected candidate*) shall be trained (if applicable) and evaluated at the end of the assessment period based on the organizational assessment standards. Your competency is expected meet the standards set forth by BCT.
- c. Only on successful completion of the competency assessment, your probation period as mentioned in the Clause 4 shall commence.
- d. During the assessment period, if you fail to meet the organizational assessment standards set forth by BCT, your appointment shall be reverted and BCT is not liable to pay any damages for such termination of appointment.

#### **4. PROBATION**

- a. You will be on probation for a period of **one year** from the date of completion of the competency assessment as mentioned in Clause 3, which may be extended at the discretion of the Company.
- b. During probation, Company is at liberty to discontinue your appointment for any reason by giving one (1) month prior written notice to you subject to the applicable costs per this Agreement.

#### **5. CONFIRMATION**

- a. On successful completion of the probation period, or any extension thereof, you will be confirmed in the services of the Company.
- b. The Probation confirmation shall be acknowledged by the Company on issuing a probation confirmation letter address to you through e-mail/ post as per the convenience of the Company. The probation confirmation date shall be the date as mentioned in the probation confirmation letter sent to the employee.

#### **6. CONFIDENTIALITY**

During your employment with the Company and after the termination of the employment, you are not allowed to disclose or divulge, any confidential transaction or information in respect of but not limited to the Company's business or its clients, which may come to your knowledge or possession in the course of your employment.

You are required to sign a Non- Disclosure Agreement to this effect.

#### **7. SERVICE AGREEMENT**

You shall sign a two (2) years' service agreement on the date of your joining and your relieving would be based on the terms in the service agreement. By accepting this offer and signing below, you consent to repay the amount in the service agreement should you be obligated to pay such amount as described above.

#### **8. REQUIRED DOCUMENTS:**

You are required to provide original documents for verification at the date of joining. The HR team of BCT shall verify the authenticity of the documents and the documents shall be returned on the same day.

The list of original documents that is required to be submitted to BCT for document verification shall be intimated to you by the BCT onboarding team on your joining date.

Your offer is contingent upon the completion of satisfactory reference and background checks.

#### **9. CONDITIONS OF EMPLOYMENT**

1. You will be governed by BCT's Service Rules and Regulations, leave, travel and other policies as applicable from time to time.
2. You hereby acknowledge that all the intellectual property rights, including any and all right, title and interest, including (without limitation) any copyright interest, documentation, know-how, trademark, patents, copyright and design rights of whatsoever nature including but not limited to programs and other similar items used in the design, development and completion of the Project, including (without limitation) any specifications, designs, drawings, diagrams, schematics, charts, flowcharts, spreadsheets, letters, notes, records, diskettes, tapes, programs, or code, and all copies, reproductions and extracts of any of the foregoing, whether in machine readable or human readable form, and regardless of the method of copying, reproduction or extraction, whether accruing as a result of applicable law or fact, made or created by you, during or in course of your employment with BCT ("Intellectual Property Rights") shall belong to BCT absolutely and you shall have no right in such Intellectual Property Rights and shall make no claim in respect thereto. You shall not, at any time, do or cause to be done, any act or omission directly or indirectly in any way impairing BCT's right, title or interest in the Intellectual Property Rights.
3. You hereby acknowledge that you shall not integrate any third-party data or product into company's product and services unless authorized by your supervisor. You hereby covenant that you shall not violate the intellectual property rights of any third party in the course of your employment.

#### **10. NON-SOLICIT, NON-COMPETE**

You shall not, during your employment with BCT, and for a period of 12 months following your resignation or termination of employment for any reason directly or indirectly on your other's behalf or for yourself:

1. Solicit or appropriate any business opportunity or business, join for employment any

competing business of BCT.

2. Solicit or hire, offer employment or encourage any existing employees of BCT in any manner encourage the employees of BCT to leave the employment with BCT.

**11. CONFLICT OF INTEREST:**

The offer is contingent to your providing BCT with relevant information relating to any actual or potential conflicts of interest that would arise upon your accepting employment with BCT and resolution of such conflict of interest to BCT's satisfaction. BCT's policies seek to prevent any conflicts of interest by its employees by requiring employees to identify any potential sources of conflict of interest so that they can be resolved.

**12. DOUBLE EMPLOYMENT PROHIBITED:**

You will not during the tenure of your employment with BCT take any employment/assignment, whether direct or indirect business or work, whether remuneratory or honorary in any condition.

**13. NOTICE**

After confirmation, your employment will be subject to termination by three (3) months' notice on the Company's side or three (3) months from your side. The Company, however, reserves the right to pay you salary on its sole discretion in lieu of notice.

The Company shall be entitled to terminate your employment for performance related issues, this termination shall be in accordance with the employee performance improvement plan of the Company.

You are required to handover all the Company's assets provided to you without any damage before the last date of your employment. In the event if you fail to return the Company's assets, Company shall initiate appropriate action to recover the Company's assets.

The Company shall be entitled to terminate your employment by giving written notice effective immediately, for misconduct on your behalf, or any acts

performed with malafide intent against the Company, or for any acts against the Company's policy.

The employment offer is based on the information provided by you to the Company. If at any time it is found that any of the information given by you is false or incorrect, the Company shall have a right to terminate your services immediately only on that ground.

If the time taken for such handover is in excess of the notice period, the Company shall compensate for the excess period, provided there is no enquiry being conducted against you during that period.

The appointment is subject to the service conditions applicable to the employees of the establishment of the Company in which you work.



**BAHWAN  
CYBERTEK**

Service conditions, terms & conditions of employment and allowances, reimbursement and benefits applicable to you shall be shared with you for signatures post signing of the offer letter. Kindly return the duplicate copy of this letter within seven (7) days from the date the letter was issued by the Company to you. The Letter must be duly countersigned by you in token of your acceptance of the terms stipulated therein.

Failing to return the letter with (7) days, the offer can be withdrawn by the Company without any further communication to you.

Yours faithfully,

for **Bahwan CyberTek Private Limited**

A handwritten signature in blue ink, appearing to read 'Prakash Natarajan', written over a horizontal line.

**Prakash Natarajan**  
Vice President – HR

I accept the above terms & conditions

A handwritten signature in blue ink, appearing to read 'Kharpagam Natarajan', written over a horizontal line.

**Kharpagam Natarajan**

18<sup>th</sup> November 2022

**Priyadharsini K**

[pragathi1708@gmail.com](mailto:pragathi1708@gmail.com)

**TRAINEE – Letter of Offer**

Dear **Priyadharsini,**

We are pleased to inform that you have been shortlisted for the position of **Trainee – US Staffing** at Sunrise Biztech Systems Private Limited ("Company") situated in Bangalore, India.

The terms and conditions governing your traineeship are given below:

1. The final letter of Appointment shall be subject to your successful completion of all curricular Requirements as laid down by University/Institute for award of the degree subject to the minimum passing percentage/grade as determined by Sunrise Biztech Systems Pvt Ltd.
2. Your traineeship with us will be governed by the terms and conditions specified in this Offer Letter, and the other policies of the Company, which shall be made available/notified to you separately.
3. Your scheduled date of employment with us will be **28<sup>th</sup> November 2022**.
4. As a pre-requisite to your traineeship with the Company, you would be required to execute an Inventions Assignment Agreement, a non-disclosure agreement and any other documentation as may be deemed necessary by the Company in its sole discretion as a part of Employment Agreement.
5. The Date of joining and the location of Posting will be purely based on business requirements. Sunrise solely reserves the right to make any changes to the date of joining and the location of joining.
6. Your remuneration FY2022-23 will be **Rs. 2,83,000/- pa.**
7. Your appointment as a Trainee is subject to the Company completing appropriate background checks, based on the information you have provided to us as well as medical tests, if required. You hereby consent to conduct of such background checks/verification and agree to cooperate in the conduct of routine medical tests.

8. During the Training period, your performance shall be evaluated periodically (every quarter) We welcome you and look forward to a mutually successful Internship period.

9. Upon the successful completion of your Traineeship Period, and based on your performance during the said Traineeship Period, the Company may at its complete discretion make an offer to you for employment with the Company.

We welcome you and look forward to a mutually successful traineeship period.

Should you have any queries, please do contact [HRdesk@sunrisebiztechsys.com](mailto:HRdesk@sunrisebiztechsys.com)

Yours truly,  
For Sunrise Biztech Systems Private Limited



Smitha T  
Senior Manager – HR

HRD/3T/1003336619/22-23

June 28, 2022

Ms. Indu priyadarshini S  
H 38 Sector 1 And 2  
Near Telephone Exchange Koodal Nagar  
Madurai-625017  
India

Ph: +91-7339080130

Dear Indu priyadarshini,

Welcome to Infosys!

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

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

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

Warm regards,

**RICHARD LOBO**  
**EVP and Head Human Resources - Infosys Limited**

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

HRD/1003336619/22-23

June 28, 2022

Ms. Indu priyadarshini S  
H 38 Sector 1 And 2  
Near Telephone Exchange Koodal Nagar  
Madurai-625017  
India

Ph: +91-7339080130

Dear Indu priyadarshini,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer** .

Here are the terms and conditions of our offer:

### Definition

The following terms shall have the following meanings for the purpose of this Offer of Employment ( "**Offer Letter**" hereinafter).

"**Affiliates**" means any entity that controls, is controlled by, or is under common control with the Company.

"**Company**" refers to Infosys Limited.

"**Control**" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

"**Training**" shall mean and include all the training that shall be imparted to you on joining the Company.

### Joining

Your scheduled date of joining the employment of the Company will be **08-Aug-2022**.

### Location

Your location for employment is **MYSORE, India** .

You may be asked to relocate to any of our units, departments or the offices of our Affiliates and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

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

unicef  for every child

**PAID FUNDRAISER**



Name: SRIDHU S

Designation: FUNDRAISER

Employee ID: INCH0045

Date of Birth: 14/12/1999

Valid Till: 31/12/2022

23<sup>rd</sup> Sep 2022

Ms. Prathipa Prem Ananth,  
No 25,  
Annamain Vedhi,  
Bethaniapuram,  
Madhurai

**Sub: Appointment Letter for post of Trainee Recruiter**

Dear Ms. Prathipa,

We are pleased to offer you, the position of Trainee Recruiter with Creatigrity Technologies on the following terms and conditions:

**Commencement of employment**

Your employment will be effective, as of 03-Oct-2022

**Job title**

Your job title will be Trainee Recruiter, and you will report to Mr. Kumarjit Dey, Director.

**Probation**

You will be on probation for a period of 6 Months from the date of joining which can be extended by the company at its discretion in case your performance does not meet requisite standards.

**Salary**

Your salary and other benefits will be as set out in Schedule 1, hereto.

**Place of posting**

You will be posted at # 175, EPIP Zone, Whitefield, Bengaluru, Karnataka 560066. You may however be required to work at any place of business which the Company has, or may later acquire.

**Creatigrity Technologies Pvt Ltd**

Corporate Office:

175, EPIP Area, Whitefield, Bangalore, 560066

Email: [hr@creatigrity.com](mailto:hr@creatigrity.com)

Phone : +91 8697719894

Registered Office:

Golden blossom, GR003 Bellathur kadugodi, Bangalore 560067

URL: [www.creatigrity.com](http://www.creatigrity.com)

**Rev. Dr. V. GILBERT CAMILLUS, S.J.**

Secretary

M.A., M.Phil., Ph.D.,



Reaccredited by NAAC at 'A' Grade  
with a CGPA of 3.66

**ARUL ANANDAR COLLEGE**

(AUTONOMOUS)

Karumathur - 625 514.

Madurai Dt. Tamil Nadu.

### **APPOINTMENT ORDER**

You are appointed Assistant Professor (Management) in the Department of **FOOD SCIENCE & TECHNOLOGY** (Self-Financed Course) with effect from **21.07.2022**. The appointment is on a temporary basis and you are subject to all terms and conditions of service under the management category governed by the Jesuit Management of Arul Anandar College.

You will be given a salary of consolidated pay for TEN months only.

**21.07.2022**



*[Signature]*  
**SECRETARY**

To

**Ms.S.YAMUNAVALLI**

Assistant Professor

Department of Food Sci. & Tech.

Arul Anandar College

Karumathur, Madurai.

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

*[Signature]*

**(S.YAMUNAVALLI)**



**Annie Roselin K**  
**CA-IND-T-0182**

**D.O.B** :07-09-2000

**Blood Group** :O+Ve

**Emergency** :9500539503

No 549/E Double Road Indira Nagar  
Bangalore 560038 ( India)

(FOUR STAR EXPORT HOUSE RECOGNISED BY GOVT. OF INDIA)  
INTEGRATED MANAGEMENT SYSTEM CERTIFIED AND PRACTICING COMPANY

Divisional Office :

No. 83, 1st Main Road, R.A. Puram, Chennai 600 028, India.

Phone : +91 44 4227 7374 Fax : +91 44 4306 0622

E-Mail : loyal@loyaltextiles.com

GSTIN : Tamil Nadu : 33AAACL2632C1Z8, Andhra Pradesh : 37AAACL2632C1Z0

CIN : L17111TN1946PLC001361, PAN : AAACL2632C

Sep 17 2022

To

Ms. Aarthi S

2/72, Miras Nagar, 1<sup>st</sup> Street,

Y.Othakadai.

Madurai-625017.

## Sub: Offer Letter

Dear Ms. Aarthi S

It gives us great pleasure to offer you a position to join our Organisation as **Labour Welfare Officer**. Your place work will be at Arasanur. Upon our discussions with you, we believe that there is an excellent match between your skill and the career opportunity available with us.

As agreed, your CTC shall be Rs.2,00,717/- per annum (Rupees Two Lakh Seven Hundred Seventeen only). Annexure enclosed.

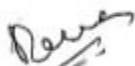
You are advised to join us on or before September 19, 2022, beyond which the offer stands withdrawn unless mutually agreed in writing. Please return one duly signed copy of this offer as a token of your acceptance to us with the proposed date of joining.

On the date of joining, you are required to bring the following documents:

- Copies of all the Educational Certificates
- Relieving Certificate from all the previous employers
- Aadhar Card
- Pancard
- Latest 3 month's Payslips and 6 months Bank statement
- Passport Size Photographs 6 Nos.

We welcome you to Loyal and look forward to your significant personal and professional growth with us.

For Loyal Textile Mills Ltd.



Savitha Reena Monis

Dy. General Manager – HR

## Acceptance

I hereby confirm my acceptance of the offer and agree to join on \_\_\_\_\_

Registered Office :

No. 21/4, Mill Street, Kovilpatti 628 501, Tamil Nadu, India

Phone : +91 4632 220001-5 Fax : +91 4632 221353

E-Mail : kovilpatti@loyaltextiles.com, www.loyaltextiles.com





queen  
mira  
international  
school



**M. Beulah Christy**  
English Teacher

## Personal Details

Date of Birth : 02.11.1999

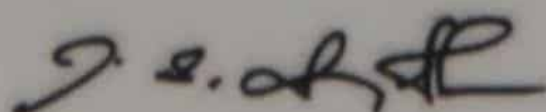
Blood Group : B+ve

Parent/Spouse : I.Mariadoss

Emergency Contact : 9500718329

Address

Natraja Theatre, Palangantham,  
Madurai



Authorised Signatory

**QUEEN MIRA INTERNATIONAL SCHOOL**

Aravindar Nagar, Melakkal Road, Kochadai  
Madurai 625 019, Tamil Nadu, India

M +91 96557 77000

contact@queenmira.com • www.queenmira.com

Valid Upto 31<sup>st</sup> March 2023

0014372889  
219, 20505



# GRACE KENNETT FOUNDATION



Lillian Charbel Woolridge  
Public Relations  
GKF 427

8, Kennett Road, Madurai - 625016  
Ph.: 0452-2601767 , 9943450401

Dob

18-03-1998

Blood Group

O+VE

Doj

01-03-2022

Address

Keshav Orlan Kal

H-1116 Happy Home Appartment,

1st street, Ellis Nagar, Madurai-16

Phone

8122998890



Medical Superintendent

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Grace Kennett Foundation Hospital

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If found please return to the Hospital address

# Aparajitha

ASSL/CORE/South 1/OL/22-23/006

26/05/2022

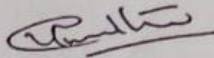
**Ms. Madhubala K**

9-15-51, VSC Street,  
Vishwanathapuram,  
Madurai, Tamil Nadu-625014.

This has further reference to the interview you had with us on 25/05/2022 an offer of appointment is made to you subject to the following terms and conditions.

1. You will be appointed as Test Engineer trainee, on probation.
2. Your monthly gross remuneration will be **Rs.15000/- (Fifteen thousand only)**. From this gross amount all applicable statutory deductions will be made as per the statutes.
3. This communication is only an offer of appointment and the necessary order of appointment will be issued at the time of joining. However, you are requested to confirm in writing, your acceptance of our offer by return of post/email to this office within 10 days from the date mentioned above failing which the offer stands cancelled.
4. While reporting for duty, you shall submit the following documents in original and photocopy. Originals will be returned immediately after verification.
  - a. Proof of Date of Birth, Qualification, Experience certificate with pay slip details etc.,
  - b. Seven – Passport size photographs
  - c. Two – Stamp size photographs
  - d. Two – Family photographs
  - e. Relieving order from the present employer – original
  - f. ID proof ( Voter ID or License)
  - g. Two reference letters
  - h. And all other related testimonials
5. In case you accept our offer and you are taken in our service, please note that you will be governed by the company rules, regulations, policies and other terms and conditions as may be contained in the order of appointment to be issued to you.
6. This offer is valid subject to satisfactory reports from references and/or other antecedent verification.
7. Aparajitha has a policy of salary confidentiality; therefore you are expected to not reveal your remuneration package to anyone before or after joining the organization or in the event of not being able to join our services.
8. You have indicated that your tentative joining date will be 1/7/2022. However if you do not confirm acceptance of this offer within 10 days as stated in Clause 3, this offer will stand cancelled.
9. You are aware that the company will hold the position open for you to join based on the confirmation received from your end. You are also aware that it is important for the company to fill the slot at the earliest to ensure continuity of best of the services to the clients and all other stakeholders. In case of withdrawal of the offer after acceptance of the same without appropriate reasons could result in financial loss to the company, possibility of loss of clients and impact on the reputation of the company. In case of such withdrawal by you without proper reasons, you have to compensate the company one month of the salary offered to you through this offer.

FOR APARAJITHA SOFTWARE SERVICES (P) LIMITED



Regional HR Manager

**Aparajitha Software Services (P) Limited**

5A, Rathinasamy Nadar Road, Bi Bi Kulam, Madurai – 625002, Tamilnadu. Phone : +91 452 4020202

CIN No. U7300TN2015PTC103350

Website : www.aparajitha.com

01/07/2022

To

Ms. Madhubala K

No 13-5-55, V O C Street, Viswanathapuram,  
Thiruppalai, Madurai, Tamilnadu-625014.

We wish to inform that you have been appointed on probation as "Test Engineer Trainee" with effect from "01/07/2022" and your Employee Code is "AS243".

The terms and conditions of the appointment are:

1. Your pay package is:

| No | Salary Details       | Amount in Rs |
|----|----------------------|--------------|
| 1  | Basic                | 10000        |
| 2  | House Rent Allowance | 5000         |
| 3  | Total                | 15000        |

2. The Statutory deductions and other authorized deductions will be made from monthly salary.
3. Salary of each individual is strictly confidential. You shall not disclose or discuss your salary with anyone other than your immediate reporting authority and or your SBU Head / Head HR. Any violation of salary confidentiality will be viewed seriously, you may be liable for termination or such other action as the management deems fit.
4. You will be functionally and administratively reporting to the officials as authorized by the Management in this regard. Until further instructions you will be reporting to Mr. Prakash S.
5. You will be on probation for a period from 01/07/2022 to 30/06/2023. The terms may be extended or reduced depending on your performance. During this period of probation, cessation of service can be from either side on giving one month (30 days inclusive of weekly holidays and other national or festival holidays only) notice to the other.
6. You will be confirmed in the services of the company based on your performance in fulfilling the roles and responsibilities assigned during your probationary period and on confirmation you will retire from the service on completion of 58 years of age.
7. In case, you wish to leave the services after confirmation, you are liable to give two month notice. Likewise, management reserves the right to terminate you by giving two month notice. Two month means 60 days which is inclusive of weekly holidays and other national or festival holidays only.
8. At any point of time during the employment be it the probationary period or after confirmation, prior to cessation, notice period as specified above are mandatory. You shall not discontinue your services, either by remaining absent or otherwise without actually serving the company during the notice period. In the event if you fail to serve the Company during the notice period you are liable to pay damages to the Company to the extent of two month salary or an amount equivalent to the loss suffered by the management whichever is higher. If neither the notice period is served nor the damages paid, you will not be entitled for a formal relieving order, experience or employment certificate, full and final settlement dues, if any, from the company which will include salary, bonus and any other payments.

Page 1 of 3



S ABINAYA SHRI,

TEACHING ASSISTANT

MAHA TMA

SCHOOL



BAVADHARANI M

TEACHING ASSISTANT

**MAHATMA**

SCHOOL



# TJ GREEN ENERGY R&D PVT. LTD.

Village Bhatt Nayal Jyula, Post-Manan,

Almora-263638, Uttarakhand.

CIN-U73100UR2010PTC033342

Phone: +91- 9810498908

Email: TJ.GreenEnergy@Gmail.com

Dated: 21/09/2022

Ms. Chithra P

8-1-17(1) 1st Main Street Ganapathinagar Madurai, Tamil Nadu- 625018

Dear Ms. Chithra P,

This is with reference to your application and subsequent interview you had with us. We are pleased to inform you that you have been selected for the position of **Web Researcher**. Your date of joining is **14-Sep-2022**. Other terms of appointment will be as mentioned below.

1. Your Monthly Salary as discussed is **Rs. 13492.00 Per Month.**  
(Basic Salary 5507.00, Transport Allowance 1200.00, Variable Dearness Allowance 4374.00, Medical Allowance 942.00, Other Allowance 1261.00, Special Allowance 208.00)
2. That you will be entitled to other benefits such as PF, ESIC, LTA, Medical Aid, Leave, etc. according to the rules and Regulations of the company in force from time to time, as applicable.
3. That in the first instance you will be on probation for a period of six month from the date of your joining, where after the probation period may be extended, or you may be confirmed in employment or your services may be dispensed with at the discretion of the management. Unless confirmed in writing, you will be deemed as probationer after the expiry of the initial or extended period of probation. Your services are liable to be terminated without any notice or wages in lieu thereof during the initial or extended period of probation.
4. Your absence for a continuous period of 8 days (including absence when leave through applied for, is not granted or when you overstay for more than 8 days) would entail automatic loss of your job without any notice or intimation by the management.
5. During your employment with the company you can be transferred to any of the offices/divisions/department/units or sister concern of the company whether existing or to be set up in future, whether in the same town or any other town/city or anywhere in India or abroad without any change in the terms and conditions of the employment at the sole discretion of the Management.
6. During your employment with the company, you will be governed by the rules and regulation of the company in force or as introduced or amended from time to time.

COIMBATORE OFFICE: SF. No 583/1, HL Families, Avinashi Road, CBE, Coimbatore, Tamil Nadu-641014

Contact Number – 9994715140, 8010469943

*Contributing its bit towards greener earth...*



# TJ GREEN ENERGY R&D PVT. LTD.

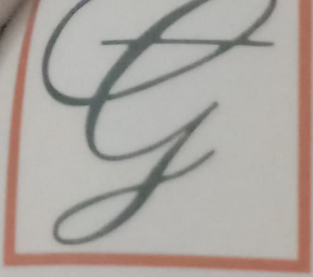
Village Bhatt Nayal Jyula, Post-Manan,  
Almora-263638, Uttarakhand.

CIN-U73100UR2010PTC033342

Phone: +91- 9810498908

Email: TJ.GreenEnergy@Gmail.com

7. That the Management may, in the event of fire, act of God, catastrophe, epidemic, riot, shortage of fuel, power, manpower, steam or spares, breakdown of machine or machines, accumulation of stocks, lack of orders or raw materials, finance or any other difficulty, close a department or section of a department wholly or partially and then you may have to be done and laid off.
8. During your service with us, you will not indulge, communicate or pass on any information in any form related to any aspect of the company to anyone not employed by the company. Indulgence in such activity shall tantamount to major misconduct entailing termination/ dismissal from service. You will not divulge or communicate in any manner, any information regarding your remuneration/terms of employment to any other employee of the company except your immediate superior.
9. During employment you become familiar with confidential information of the company. Therefore, it is possible that you could gravely harm the company by joining a competitor company. Hence, you neither can join a competitor company nor can start your own business of the same nature to compete directly or indirectly, with our company in any of its business. This term will be applied for 24 months following the end of your employment with our company.
10. You are required to deal with company's money, material and documents with utmost honesty and professional ethics. Violation of this practice shall be punishable with termination/dismissal of service.
11. That without one month notice you will not participate in any type of strike. If you do so, you may loose your services without any compensation or notice.
12. You are required to maintain yourself in a state of medical/physical/mental fitness and ensure annual medical check-ups. Any neglect on your part in this regard may render you medically unfit which in turn would render your services liable for termination with immediate effect, notwithstanding anything else in this letter.
13. During the tenure of your service with this company, you will not engage yourself in any other gainful or commercial employment, business, part time or full time, directly or indirectly simultaneously as long as you are employed with us or engage yourself directly or indirectly in any other profitable business connected with the dealing or activities of the company in any way. Any action to the company would render your service liable for terminated notwithstanding any other conditions in the appointment letter.



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CIN-U73100UR2010PTC033342

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Email: TJ.GreenEnergy@Gmail.com

14. Please note that in case information given to the company in your application for appointment is found on verification or during the course of employment as incorrect, you shall be liable to be terminated or dismissed from service.
15. You will be retired from services on attaining superannuation age of 58 years or earlier in case you are found physically/mentally unfit to work any longer or for continued ill-health as certified by the Medical Officer/Medical Practitioner.
16. That you will not refuse to accept any communication/document delivered to you by phone / hand and such refusal will be considered as misconduct.
17. After the completion of Contract Period of one year either side can terminate this contract by giving a notice of one month or one month salary in lieu thereof.
18. Any change of address of residence & contact (present or permanent) must be reported immediately in writing to HR department of the company.
19. Any disputes arising out of this contract would be settled in the court of law under Coimbatore jurisdiction.

Please read the document carefully and sign the copy of this letter as a token of your acceptance.

We welcome you to our family and trust your association with us would be a long and meaningful one.

For TJ GREEN ENERGY R&D PRIVATE LIMITED

(Authorized Signatory)



Read & Accepted.

Employee's Signature

COIMBATORE OFFICE: SF. No 583/1, HL Families, Avinashi Road, CBE, Coimbatore, Tamil Nadu-641014

Contact Number – 9994715140, 8010469943

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## Salary Annexure-1

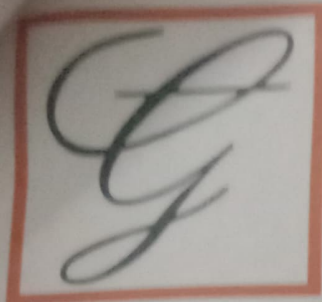
|               |                |
|---------------|----------------|
| Name :        | Ms. Chithra P  |
| Emp Code:     | PS1080         |
| Designation : | Web Researcher |
| DOJ :         | 14-Sep-2022    |

| Salary Components           | Monthly         | Yearly           |
|-----------------------------|-----------------|------------------|
| Basic Salary                | 5507.00         | 66084.00         |
| House Rent Allowance        | 0.00            | 0.00             |
| Dearness Allowance          | 0.00            | 0.00             |
| Transport Allowance         | 1200.00         | 14400.00         |
| Variable Dearness Allowance | 4374.00         | 52488.00         |
| Medical Allowance           | 942.00          | 11304.00         |
| Other Allowance             | 1261.00         | 15132.00         |
| Special Allowance           | 208.00          | 2496.00          |
|                             |                 |                  |
| <b>Gross Salary</b>         | <b>13492.00</b> | <b>161904.00</b> |
|                             |                 |                  |
| <b>Deductions:</b>          |                 |                  |
| PF Employees Contribution   | 1186.00         | 14232.00         |
| ESI Employees Contribution  | 75.00           | 900.00           |
| Professional Tax            | 208.00          | 2496.00          |
| <b>Total Deduction</b>      | <b>1469.00</b>  | <b>17628.00</b>  |
|                             |                 |                  |
| <b>Projected Take Home</b>  | <b>12023.00</b> | <b>144276.00</b> |

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CIN-U73100UR2010PTC033342

Phone: +91- 9810498908

Email: TJ.GreenEnergy@Gmail.com

| Employer Contribution       |          |           |
|-----------------------------|----------|-----------|
| EmployerPF                  | 1186.00  | 14232.00  |
| EmployerESI                 | 322.00   | 3864.00   |
| Total Employer Contribution | 1508.00  | 18096.00  |
|                             |          |           |
| CTC                         | 15000.00 | 180000.00 |

I have fully understood the salary structure and unconditionally accept the same.

Date:

Place:

Signature

P. Ch

# incline<sup>®</sup>

Trainers

Emp.No  
IT121



  
A1+ve

**SIVASRI S**  
**TRAINER**



**Monisha**  
Content Writer



**NAME : MADHUGOWRI S**

**EMP.ID : EGC/IZONE/2022 - 220**

**BLOOD GROUP : A1+VE**

**EMERGENCY CONTACT NUMBER**

**HOME : 9488400667**

**OFFICE : 4524390702**

**ADDRESS : 5-282/2,Sathya Dairy Form Road,  
Thathampatti,Vadipatti ,  
Madurai - 625218**





*The Healing Touch*

# VMC

Hospital



**T.SRI GOWRI**  
SECRETARY  
PATIENT CARE  
VH9159



**DR. JEYASEKHARAN MEDICAL TRUST**  
**DR. JEYASEKHARAN HOSPITAL & NURSING HOME**

K.P. Road, Nagercoil, Tamil Nadu, INDIA - 629003.

Ph: 04652-230019/ 20/ 21, 233905/ 6



**ABINAYA SUNDARI S.P**

**PRO**

**EMP. NO.: OF2450**

**BLOOD GROUP: O<sup>+</sup>**

*Brean Lakshmi*  
Administrator

**OFFICE**

Dear Maria Josephine,

On behalf of "**Amphenol Omniconnect India Pvt Ltd**, We are delighted to offer you an opportunity to join our team as an Internship Trainee in the role of Customer Support, reporting to **Mr. Naresh Kumar (GM)**. If you accept this offer, you will begin your internship with the Company on **16<sup>th</sup> August 2022** and will be expected to work 6 days per week. You will be paid **Rs.12,500/- as a stipend** per month.

As an internship Trainee, you will not receive any of the employee benefits that regular Company employees receive. Your internship is expected to end on **15<sup>th</sup> February 2023**. After completing this period you will be moved on to the on-role position based on your performance. However, your internship with the Company is "at-will," which means that either you or the Company may terminate your internship at any time, with or without cause and with or without notice.

During your employment, you may have access to trade secrets and confidential business information belonging to the Company. By accepting this offer of employment, you acknowledge that you must keep all of this information **strictly confidential**, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company all of its property, equipment, and documents, including electronically stored information.

you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.



04574 - 268974

# ST. JOSEPH'S MATRIC. HR. SEC. SCHOOL

(Recognised by the Director of Matriculation Schools, ந.க.எண். 5343 / அ 4 / 2013 / dt. 11.2013)

KILANGATTOOR, MANAMADURAI - 630 606.

**C. Jessie Christie**, M.A., B.Ed.,  
Principal & Correspondent

**Dr. D. Christiraj**, M.A., (Eco), M.A., (His) M.Ed., M.Phil., Ph.d.,  
Secretary

## ORDER OF APPOINTMENT

Date: 13/06/22

To

E. MUTHULAKSHMI,  
B.T Assistant (Physics),  
St Joseph's matric Hr. Sec. School,  
Manamadurai - 630 606.

Sir/Madam,

With reference to your application and the subsequent interview conducted on 09-06-2022 at the school premises, The Management is pleased to appoint you as a The Teacher in **St. Joseph's Matric. Hr. Sec** School Manamadurai. You will be on probation for period of one year from the date of your joining duty. You are asked to take charge effectively from 13-06-2022.

Your appointment shall be liable to be termination at the discretion of the management during the period of probation without any notice. In the event of your resignation after receiving the appointment order or during the period of probation you should pay three months salary. The notice for resignation will be accepted only on completion of the academic year. If any unavoidable reasons, two months prior information should be given to the management.



*[Signature]*  
SECRETARY  
ST. JOSEPH'S MATRIC. HR. SEC. SCHOOL  
MANAMADURAI-630 606



# V.V. VANNIAPERUMAL COLLEGE FOR WOMEN MANAGING BOARD

(Belonging to Virudhunagar Hindu Nadars)  
VIRUDHUNAGAR - 626 001. (Tamil Nadu)  
Registered No. 45 / 66

**P.C.S. GOVINDARAJAPERUMAL, B.A.,**  
Secretary

Mobile : 98431 95051

e-mail : pcsgovind@yahoo.co.in

Phone : 243540, 265540

Fax : 04562 - 248694

e-mail : officevvvc2014@gmail.com

website : www.vvvcollege.org

www.vanniaperumalcollegeforwomen.com

## PROCEEDINGS OF THE SECRETARY

Rc.No. 3262 /SF –Management Staff / 22 dt. 20.09.2022

Sub : - Establishment –Maternity Leave Vacancy –  
Selvi.W.Jayanthi Selva Sundari,M.Sc.,  
appointed as Management Staff  
order issued - reg.

Read : Your Application dated 03.08.2022.

\*\*\*\*\*

### ORDER:

Selvi.W.Jayanthi Selva Sundari,M.Sc., is temporarily appointed as Management Staff in the place of Tmt.B.Ameena Beebi,M.Sc.,M.Phil.,Assistant Professor in Home Science – Nutrition and Dietetics who has taken Maternity Leave from 16.09.2022 to 15.09.2023.

She should join duty on 21.09.2022 F.N. The appointment is temporary till 15.09.2023. While joining duty she would submit all her original certificates along with xerox copies.

The receipt of the order should be acknowledged.

*S. H. Meena Rani*  
PRINCIPAL

*S. L.* 20/9  
SECRETARY

To  
Selvi.W.Jayanthi Selva Sundari,M.Sc.,  
D/O,P.Wilson Prabhakar,  
25/58,Prince Hilda Illam,  
Perkinspuram 5<sup>th</sup> Street,  
Aruppukottai.

Copy to  
Pay Bill File  
Spare – 1.  
C.H/-



## TEACHERS INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made as of **Sep 19, 2022** between Orchard EdTech (“Orchard EdTech” also referred to as “we”, “us” or “Our”), with offices at 20 Paige Terrace, Sayreville, NJ 08872, Phone: 732 307 2655 and **Sowmiya Devi K** (“TEACHER”, also referred to as or “Independent Contractor”, or “You/ you”, or “Your/ your”), residing at the address **29,Kumar bhavanam,p.m. devar nagar, Jeevanagar,Jaihindpuram, Madurai, Tamilnadu 625011, India**. The use of this website and software is also subject to your agreements with us concerning your use of the LMS Platforms, websites, and mobile applications (the “Site” or “Site Services or “Platform”) and the services provided through that website. This Teacher user agreement is part of and incorporates by reference the Terms of use, privacy policies, child safety policy, other policies, guidelines, disclaimer, and other agreements that can be found on our website. Orchard EdTech is interested in engaging the TEACHER to provide described services on the Site or Platforms provided by Orchard EdTech. The Orchard EdTech and TEACHER ("Parties") agree to the following:

### AGREEMENT

#### 1. USER ACCOUNTS

##### A. Acceptance

By registering for a user account to use the Site (an “Account”), or by accessing and using this site you agree to abide by this Agreement and the other Terms of use.

##### B. Account Registration

To access and use certain portions of the Site and the Site Services, you must register for an Account. Orchard EdTech reserves the right to accept or decline a user registration on the Site for any reason or other business considerations. When you sign up for a TEACHER account on the Site or Site Services, you are required to upload certain information, such as your profile picture, your videos. You agree to upload and submit the requested information to create a TEACHER account on the Site.

### **C. Account Profile**

You agree and give consent to show your TEACHER profile to other Users, or to be shown to the public. You agree to provide accurate, true, and complete information including but not limited to identity or location, business, education, experience, skills, or the services willing to provide, on the Platform. You also agree to update the information to maintain its accuracy, truthfulness, and completeness.

### **D. Account Verification**

Your account and related information will be subject to verification including but not limited to agency verification, background checks, validation against third-party databases, verification of one or more official government or legal documents to confirm your identity, your location, and your ability to act as a TEACHER on the Platform during account registration and from time to time thereafter. You authorize Orchard EdTech, directly or through third parties, to make any inquiries necessary to validate your identity, your location, education, experience, and confirm your ownership of your email address or financial accounts, subject to applicable law. During verification, your full account or partial Account features may be temporarily limited. Upon successful verification, the Account features shall be restored.

### **E. Account Credentials**

You are entirely responsible for safeguarding and maintaining the confidentiality of your username, password, and other account access credentials like Access Code, etc. You further agree not to use the Account or log in with the username and password of another User of the Site. You also agree that you will not share your credentials with other users

## **2. TERMS OF USE**

### **A. Independent Contractor and No other relationship**

You understand and agree that your relationship with Orchard EdTech is limited to being an independent or third-party contractor as a TEACHER member, and not an employee, agent, joint-ventures, or partner of Orchard EdTech for any reason. Nothing in this Agreement is intended to or should be construed to create a partnership, joint venture, franchisor/franchisee, or employer-employee relationship, or any other relationship or legal interest between Orchard EdTech and the TEACHER.

## **B. Right to Contact user**

You agree to allow Orchard EdTech to contact or reach you through Call, SMS, Email, WhatsApp for providing existing services and for providing information on new products and services and it will supersede the do not disturb registry that you may have registered with.

## **3. WORK DUTIES**

You agree that the following is the list of duties and responsibilities of the TEACHER: maintain a calendar of your availability to enable one-on-one class sessions bookings by STUDENTS; contact Orchard EdTech to create a new event between Student and Teacher or change any existing live class schedule as required; join, manage, and moderate the virtual video classrooms for the scheduled classes like one-on-one or Bootcamp or Group classroom; help students to study and learn the course subscribed by the student through teaching sessions and other learning activities; assign worksheets, exercises, assignments, or other learning activities, or other content to the student as required; communicate with students through one-on-one chat message box or group chat as required and communicate with parents through a chat system about student progress and give recommendations for course learning strategies; use any existing available learning material and content for the selected student Grade and Subject to educate the students for the live classes; prepare any additional learning materials including Word/ PDF documents, excel, PowerPoint, videos, images etc. for the live classes; assign grades to the students based on activities responses and performance; and prepare and share the personalized progress reports with assessment evaluations & grade reports of the student to the parent and students.

You agree that you will not download any content or copy any learning materials, share the content to others or online other than the intended audiences/ students; upload any restricted or personal or sensitive information to the Site; share any student's personal and other grade assessment results & personalized reports with anyone other than the student and his/her parent; use any abusive language while communicating through Site or Site Services; ask any other additional payments from Site users (Student or Parents); and share password or other profile information to any other persons

## **4. WORK SCHEDULE**

### **A. Teaching Platform**

TEACHERs agree that the Orchard EdTech is only providing the platform for the TEACHERs and connect both TEACHER and the Students and/ or Parents for live classes ('Student' and 'Parent' users can also be referred to as "Customer" users). The TEACHER will be paid for the services rendered to the Customer user after deducting fees and other charges for the Orchard EdTech Platform through the Orchard EdTech. When the TEACHER provides services to the Customer on behalf of Orchard EdTech through any marketing activities or as required by Orchard EdTech, then the payment for the services provided to the Customer will be provided by the Orchard EdTech.

### **B. Work assignment**

You represent that you are qualified to teach the subject matter corresponding to the listing on the Orchard EdTech Platform. The TEACHER will render their services to the Customers when the Customer selects the Teacher and schedules an appointment with the TEACHER or when a free demo or other class meeting appointment is scheduled by Orchard EdTech through the marketing activity, or through online forms. The TEACHER will provide the above listed services (described in the Clause 3) to the Customer at the scheduled date and time using Orchard EdTech Platform software including messaging, video conferencing system etc. During the live class/ meeting sessions, the Orchard EdTech Platform is enabled with automatic recording of the events, storing the live class/ meeting recording to a safe storage environment of Orchard EdTech. You agree to this recording of audio, video and other activities from the live class/ meeting session.

### **C. Meeting Sign-off**

Upon the completion of the Live class/ meeting session, the Customer will click "Complete the Session" to accept that the live class/ meeting is completed and give "Sign-off". It is the responsibility of the TEACHER to get this acceptance and sign-off from the Customer. Until the Customer accepts and signs off the meeting session, the respective live class/ meeting will not be taken into TEACHER's billing account for the period.

## **5. PAYMENTS TERMS**

The meeting session charge would be a flat rate of **500 INR** for a single live class/ meeting session that lasts for an hour. The TEACHER will be responsible for preparing any learning materials or documents. The TEACHER will be paid for the successful completion of the meeting (i.e. sign-off by Parents/ Student) after deducting any other

charges and taxes. For any live class/ meeting session that could not be completed within scheduled time period, the TEACHER can allow upto 10 minutes of extended grace time. The TEACHER will be paid every week on Friday for the completed and signed-off sessions from the customer in their account from the preceding week period i.e. Monday 00:01 AM through Sunday midnight 23:59 hours UTC. If any live class/ meeting sessions happen during the account closing time period (i.e. midnight of Sunday to Monday) then the accounting for such meetings will be taken to the subsequent week. **“Payable Amount”** is the accumulated amount from all the completed, signed-off classes/ meeting sessions and without any disputes that the TEACHER is eligible to receive from Orchard EdTech. If any live class/ meeting sessions were not signed-off or not completed or the customer is having open disputes, then the payment amount for those services will not be added to the Payable Amount. Any pending amount will be added to the Payable amount of the week when the customer sign-off. Orchard EdTech will make the Payable amount directly to the TEACHER’s preferred payment method like a PayPal account or to their Bank Account registered in their profile after deducting any transaction charges. Orchard EdTech reserves the right to modify the meeting rate and platform service charges and an amendment to the agreement will be issued when such modifications happen.

## **6. DISPUTES BETWEEN TEACHERS AND CUSTOMERS (Students/ Parents)**

If there are any issues with the class / meeting sessions, the Customer may dispute the service provided within 3 business days from the date of completion of the meeting/ online session. Only open class/ meeting sessions are eligible for a dispute. All disputes between Teachers and Customers will be handled by Orchard EdTech. The Orchard EdTech determination and resolution is final and binding. Orchard EdTech will promptly investigate and determine whether an adjustment from the Teacher’s payment or a refund (through Wallet credit) for the customer is required or not. Both the parties (TEACHER and Customer) acknowledge, agree that both parties irrevocably assign the right to Orchard EdTech for any payment made to the other party after the dispute is resolved by Orchard EdTech; Orchard EdTech or its affiliates may, at its sole discretion, withhold or delay payment in the event of dispute between a Customer and a TEACHER; Orchard EdTech reserves the right to reverse, or remove, or publish any feedback & ratings related to this class/ meeting session engagement between the TEACHER and the Customer; upon dispute resolution the payment adjustment to the other party if any required, will be adjusted immediately to the Customer account wallet, or released in the subsequent week to the TEACHER’s Payable amount as

require; dispute process will be handled through a Dispute Communication System filing; the dispute team will review the documentation submitted and any information available on the Orchard EdTech Platform that pertains to the Dispute including but not limited to Meeting agenda, communications between the Teacher and the Customer User, files and documents exchanged between the Teacher and Customer users, the video recording of the class or meeting session between the Teacher; after review, the Disputes team will award a mutual, binding resolution based on the results of the review

## **7. TAX**

You understand and acknowledge that the appropriate Government agencies, departments, or authorities (the "Tax Authority") where you are residing at or based on the Orchard EdTech business location may require Taxes to be collected on the amount being paid to you and to be remitted to the respective Tax Authority. The prevailing laws in the jurisdictions may vary, but the required Taxes will be collected and remitted according to the applicable jurisdictions.

## **8. PERFORMANCE EVALUATION**

You agree that Orchard EdTech can conduct a performance evaluation for the TEACHER on a regular basis or during any time as needed. The performance reviews can be a one-on-one interview, scheduled classroom observation (virtual or face-to-face), recorded classroom events review, written tests, or other methods of performance evaluation by the manager or supervisor or other agent. During the performance evaluation process, whether it is formal or informal, recording of the event may be done. Failure to a successful evaluation or failure to improve performance, the TEACHER shall not prevent the Orchard EdTech from disciplining or terminating the TEACHER at will under this Agreement.

## **9. FEEDBACK & USER CONTENT**

You are solely responsible for your User Content, including the accuracy of any User Content, and are solely responsible for any legal action that may be instituted by other Users or third parties as a result of or in connection with your User Content. Orchard EdTech is not legally responsible for any User Content including the feedback or comments posted, or the content made available on the Site or Site Services by any Users or third parties, even if that information is defamatory or otherwise legally actionable. To protect the integrity of the system and protect Users from abuse, Orchard EdTech reserves the right (but is under no obligation) to remove posted User Content or

information that, in Orchard EdTech sole judgment, violates the Terms of Service or negatively affects our Platform Site or Site Services, diminishes the integrity of the system or otherwise is inconsistent with the business interests of Orchard EdTech. You acknowledge and agree that you will notify Orchard EdTech of any error or inaccurate statement in your User Content and that until you do so, Orchard EdTech may construe that such information is accurate.

## **10. CONFLICT OF INTEREST**

TEACHER understands that, while working as an Independent Contractor at Orchard EdTech, he or she will have access to confidential and proprietary information, therefore shall not maintain employment or contracts for employment, or engage in any consultant or independent contractor relationship, with any other agency or school or services that will in any way conflict with this contract.

## **11. CODE OF CONDUCT & CHILD SAFETY**

Teachers should demonstrate, inspire, mentor, and guide the Student users through their conduct and character-building noble activity. TEACHERS agree to follow the below given ethical code of conduct and Child Safety Policy, during their engagement with Orchard EdTech:

1. The virtual classroom learning activities are conducted in an appropriate, suitable, quiet area. The webcams should ideally be sited against a neutral background or a virtual/blur background. If no such area or background is available, then only audio should be used for the online learning activities.
2. The content/ subject matter covered on the online learning must be relevant to the teaching topic, and the TEACHER should not make comments of a personal nature.
3. The language used by the TEACHERS must be professional and courteous at all times including any conversations in the background.
4. TEACHERS must wear suitable clothing, as should anyone else who might be visible on screen in the Teacher's households.
5. TEACHERS should be mindful of any personal information that may be on their computer desktop or device while sharing. Before sharing the TEACHER's screen on a video call, the computer desktops should be cleared of any materials that will be inappropriate or not be used.
6. All the virtual classroom sessions for students under 18 years and other

online learning activities are agreed upon in advance with Parents/ Guardian at the days/ times agreed and they are present.

7. All virtual classroom sessions for students under 18 years will be recorded and backed up automatically by the Platform onto an approved safe, secure workspace to provide a record and to protect both the TEACHER and the STUDENT.

8. Obey IP rights and Copyrights rules and refrain from submitting User content that is in copyright/IPR violation.

9. Treat students, colleagues, and other staff of Orchard EdTech with respect in terms of language, actions, and emotions and empathy for other users.

10. Do not use languages or actions that hurt or threaten anyone.

11. Deal peacefully with anger, protest, or disagreement.

12. Plan carefully to achieve the desired result for each student.

13. Be accountable for the words, actions, and behavior you deliver.

14. Being objective in evaluation and interaction, showing no bias or preference based on race, color, creed, religion, or gender.

15. Connecting with students, interacting with them, understanding their desires and concerns, and helping them achieve their goals with their highest potential.

16. Maintain confidentiality of student information unless there is reasonable ground for disclosure.

17. Provide a safe and open environment for conversation and dealing with vulnerable issues.

18. Doing research and developing important and original thoughts on the subject.

19. Review and revise the methods of teaching regularly, based on the feedback from students, parents and an objective assessment of learning outcomes.

20. Honestly admit when required that 'I do not know' and stating that 'I will find out'.

21. Do not represent ideas, words, or data of another person or persons as one's own. You can give appropriate and right credit for information from all sources including electronic resources.

22. Announce and maintain working hours as per the terms of appointment.

23. Communicate clearly to the students, learning expectations & outcomes, assessment procedures, and grading standards before the beginning of the

course or classroom sessions.

24. Avoid off-topic messages that may disturb or annoy others.
25. Do not send insulting messages (e.g., comments about spelling mistakes).
26. Do not post advertising messages, political and religious messages, false information, messages that may constitute invasions of privacy (e.g., posting another person's telephone number without their permission).
27. Do not use racist, offensive, obscene, abusive languages or messages.
28. Do not develop, induce, or support any emotional, online/offline physical abuse or sexual relationship with children in any way.
29. Do not use or encourage the use of alcohol, drugs, cigarettes, or other intoxicating substances during any of your interactions with children.
30. Do not post messages promoting discrimination, violence, or hatred.

In addition to being subject to investigation, any breaches of this Code involving students under-18 will be reported immediately to the Child Safety Officer at: [child-safety@class2learn.com](mailto:child-safety@class2learn.com), following the [Child Safety guidelines & procedures](#) defined:

## **12. PRIVACY POLICY**

To provide the services to you we collect some of your Personal Information. We have described the data we collect, use of collected data, access to personal information, usage of cookies, third-party links on the Platform, alerts & notifications, security policy, log information, period of data retaining, information about the Privacy grievance officer in our Privacy Policy. Please review this policy and it may evolve from time to time. You must agree to the processing of your personal information as laid out in the [Privacy Policy](#)

## **13. INTELLECTUAL PROPERTY OWNERSHIP OF APPLICATION AND CONTENT**

Orchard EdTech Platform contains the web application, mobile application, other software, and content (both user contributed and Orchard EdTech submitted content). You agree that the Site, Applications, Mobile applications, Software, Services, Collective Content and all other associated intellectual property rights are the exclusive property of Orchard EdTech and its licensors. All trademarks, service marks, logos, trade names, and any other proprietary descriptions of Orchard EdTech used on the Site or Site Services or any other Content materials are the trademarks or registered

trademarks of Orchard EdTech. Any other trademarks, service marks, logos, trade names, and any other proprietary descriptions of third parties used on the Site or Site Services or any Collective Content are solely for the identification purpose, and they are the property of the respective trademark or business owners. Orchard EdTech grants you a limited non-exclusive, non-transferable license to use the website, download and install a copy of the Application on each mobile device or tablet or computer device that you own or control and run such copy of the Application solely for purpose of the services to be performed on the Platform. Subject to this website terms of use and our policies, Orchard EdTech grants you a limited, non-exclusive, non-transferable license to,

- i. Access and view any Orchard EdTech Content solely for the services to be performed on the Platform.
- ii. Access and view any User Content on the platform solely for your personal and non-commercial purposes.

You agree that you will not download, copy/ clone, adapt, modify, prepare derivative works based upon, distribute, license, sell, transfer, publicly display, publicly perform, transmit, broadcast, or otherwise exploit the Site, or Application, or Site Services, or Collective Content, except as permitted in these Terms of use and our policies. You agree that you will not use manual methods or automated software, devices, scripts, robots, or other means or processes to access, or scrape, or crawl or copy or download any web pages, Orchard EdTech content and/ or User Content or other services contained in the Platform either as full or partial content. Any content including but not limited to the learning materials, exercises, assignments, questions, answers, notes, presentations, worksheets that you may submit or upload on the Site or Site Services or shared to other users or agencies as the business requires and it would not be kept confidential. If you feel any content that contains confidential or sensitive information, please do not upload the content to the Site or Site Services. You agree and acknowledge that you own, have rights, and consents for any contents including but not limited to the learning materials, exercises, assignments, questions, answers, notes, presentations, worksheets that you may upload on the Site or Site Services. You also agree and give consent and exclusive rights to Orchard EdTech to download, copy, adapt, modify, prepare derivative works based upon, distribute, publicly display, publicly perform, transmit, broadcast all types of content that you submit or upload on the Orchard EdTech Platform, Site or Site Services. The TEACHER grants Orchard

EdTech a perpetual license to use any uploaded or submitted content but TEACHER retains the remaining rights with respect to the submitted or uploaded content. You acknowledge that the content that you may upload to the Site or Site Services are original and not copied, or infringed, or violated any third-party's patent, copyright, trademark/ service mark, and rights, etc. We respect Copyright laws and policies. Orchard EdTech or other affiliate agencies may conduct periodical reviews and audits and if any infringement or violations to any copyrights, patent rights, or other IP rights of any third party are found, the user would be immediately suspended or terminated without any obligations. You agree that you will follow the Orchard EdTech's Trademark/ Service mark, brand guidelines, and policies when you represent Orchard EdTech and its services to the Customer through content, and other online/ offline teaching or related business activities.

#### **~~ARBITRATION~~ BETWEEN Orchard EdTech & TEACHERS AND**

If the Orchard EdTech and TEACHER cannot amicably resolve a dispute or damage claim resulting from this Agreement, Orchard EdTech and TEACHER agree to resolve any such dispute or damage claim by arbitration. The arbitration proceeding shall be conducted in New Jersey following the rules of the American Arbitration Association then in effect with one (1) arbitrator to be selected by mutual agreement of the parties. If the Orchard EdTech or TEACHER cannot agree on an arbitrator, then the American Arbitration Association shall select an arbitrator from the National Panel of Arbitrators. The laws of the State of New Jersey shall apply to the arbitration proceedings. The parties agree that the arbitrator cannot award punitive damages to either party and agree to be bound by the arbitrator's findings. Judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction.

#### **15. INDEMNIFICATION**

TEACHER agrees to release, defend, indemnify, and hold Orchard EdTech and its partners, affiliates and subsidiaries, and their officers, directors, employees, and agents, harmless from and against any claims, liabilities, damages, losses, and expenses, including, without limitation, reasonable legal and accounting fees, arising out of or in any way connected with your access to or use of the Site, or Site Services, or Content; or your violation of these Terms including but is not limited to your User Content and your interaction with any User including Customer Users; or any damages arising in connection with your services on the Platform.

## 16. TERMINATION

This Agreement shall be effective for until the time TEACHERS have access & use to the Site or Site Services, use the Site, or Services or content, or until the termination is invoked by either one or both the parties. The parties agree that either party may opt to terminate this Agreement with 30 days prior written notice to the party. Orchard EdTech and the TEACHER agree that notice of termination is considered effective from the date that the party receives the written notice, and that verbal notice is not sufficient to terminate this Agreement. Orchard EdTech may immediately, without notice terminate this Agreement if you have materially breached our Terms of use or our Policies or copyrights or brand guidelines; you have breached our **"Code of Conduct"** policy provisions in this Agreement; you have provided inaccurate, fraudulent, outdated, or incomplete information during the account registration, or listing process or thereafter; you have not successfully passed through the performance evaluation; you have violated applicable laws, regulations, or third-party rights, or Orchard EdTech believes in good faith that such action is reasonably necessary to protect the safety or property of other Users, Orchard EdTech or third parties, for fraud prevention, risk assessment, security, or investigation purposes. Upon termination of the user accounts, all access to the Site or Site Services will be revoked and we do not have any obligation to return or give access to any content or User Content that you have created, or submitted on the Site. We may suspend or reassign any scheduled classes, or events, or sessions, under your account. If you or we terminate this Agreement, the clauses of these Terms that reasonably should survive termination of the Agreement will remain in effect.

## 17. LIMITATION OF LIABILITY

Notwithstanding anything to the contrary herein, the parties agree that neither party will be responsible to the other for any incidental, consequential or punitive damages. Orchard EdTech sole liability, if any, to the Orchard EdTech Platform Software User shall not exceed a dollar amount equal to the total fees paid by the Orchard EdTech Platform Software User or to the total amount that Orchard EdTech is owed to the Orchard EdTech Platform Software User.

## 18. NON-CIRCUMVENTION

TEACHER agrees to use the platform to receive all payments for the services provided to the Customers of the website or application, whether first-time, repeat, or follow-on;

you will not circumvent the Orchard EdTech Platform for any associated fees or other similar learning activities; you will not offer or solicit or accept any offer or solicitation from parties identified through the Site to contract, hire, invoice, pay, or receive payment in any manner other than through the Site; have all the communication with the customer users on the Site's communication methods like instant chats and video conference meetings and do not contact or have communications out of the site's communication channels; you will not share your contact details with the Customer users. You also agree that you will not solicit contact details of the Customer users.

## **19. NON-DISCLOSURE/NON-COMPETITION**

TEACHER understands that Orchard EdTech shall be providing the content, application, platform, process, methods, learning materials, and other information & content that may be relevant to the Site or Site Services required by the TEACHER for providing services on the Orchard EdTech Site or Application. TEACHER understands that all the information that the Orchard EdTech provides to the TEACHER is Confidential Information unless it is explicitly specified. Confidential Information includes any company-provided content, materials, user content, software, application, process flow, methods, learning materials of all types & formats, customer information, customer files, customer lists, any business, marketing, financial or sales record, data, plan, or survey; and any other record or information relating to the present or future business, product, or service of the Orchard EdTech. While working for the Orchard EdTech and thereafter, the TEACHER shall not, directly, or indirectly, disclose to anyone outside of the Orchard EdTech any Confidential Information or use any Confidential Information. Unless compelled to do so by law or will TEACHER use this information in any other way EXCEPT as is necessary to perform services by the TEACHER. As long as the Teacher is working for Orchard EdTech, the TEACHER shall not participate directly or indirectly, in any capacity, in any business or activity as a sole or as a group that is in direct competition with the Orchard EdTech. Upon termination, the parties agree to deliver to each other any Confidential Information that has been received in some physical form, including, but not limited to, printouts, graphics, and electronic files, within 7 (seven) business days of such termination, unless the parties have agreed otherwise by another, prior written agreement. The parties agree that neither is liable for the disclosure of Confidential Information if made in response to a valid court order of a court or other authorized government agency, provided that at least 10 (ten) business days' notice first be given to the other party. This clause shall survive the termination of this agreement.

## **20. NON-DISPARAGEMENT**

Both Orchard EdTech and the TEACHER agree that they will not disparage or comment negatively about the other party, including its officers and management, current or former employees and/or customer users.

## **21. GENERAL DISCLAIMER**

Orchard EdTech Website, Applications, Services, and Collective Content are provided on an "AS IS" basis without any warranty of any kind. Orchard EdTech hereby disclaims all warranties and conditions about the website, applications/ products, services, and collective content, including without limitation, all implied warranties and conditions of merchantability, fitness for a particular purpose, title, accuracy, timeliness, performance, completeness, suitability, and non-infringement. Please see our General Disclaimer incorporated with this Agreement, which can be found on the website at:

[Disclaimer](#)

## **22. CHOICE OF LAW**

The parties agree that the laws of the State of New Jersey govern any conflict regarding the Agreement.

## **23. WAIVER OF BREACH**

The waiver by either party or the failure of either party to claim a breach of any provision of this Agreement, will not operate or be construed as a waiver of any subsequent breach.

## **24. NOTICES & CUSTOMER CARE**

All notices served by the Orchard EdTech shall be provided via email to your registered account email address or as a general notification on the Site or Site Services. Any notice to be provided to the Orchard EdTech should be sent to [contact@class2learn.com](mailto:contact@class2learn.com). In case of any customer care support related issues, or you face any issues, or would like to share your experiences, feedback, suggestions for improvements, please contact us at [teacher-support@class2learn.com](mailto:teacher-support@class2learn.com)

## **25. INVALIDITY OF PROVISION**

The parties agree that even if a court invalidates a provision of this Agreement, the remaining Agreement provisions are still valid and remain in full effect.

## **26. NO OTHER AGREEMENTS OR REPRESENTATIONS**

The parties agree that this Agreement completely expresses their mutual intent and that it supersedes any other agreement or representation, oral or written, between the parties unless otherwise specified.

## **27. MODIFICATION**

The parties agree that no modification can be made to this Agreement without another mutual, written agreement.

## **28. EFFECT ON OTHER PARTIES**

The Orchard EdTech shall assign this Agreement or any rights or obligations hereunder without the prior written consent and it shall be binding upon its successors and assigns. The TEACHER shall not assign this agreement or any rights or obligations hereunder to others.

## **29. HEADINGS**


The parties understand and agree that the headings in this Agreement are included only as a matter of convenience and in no way define, limit, or extend the scope of this Agreement or any of its provisions.

## **30. SIGNATURES**

I affirm that I have read the terms and conditions and the information I am submitting on this page is true and accurate to the best of my knowledge. By affixing your signature below, or by clicking 'I Accept' on the Site or Application, you are agreeing to be bound to the terms of this Agreement and signing this document under oath under penalty of perjury. I understand that any false information, fraud, misrepresentation, or omission in the information I provided may result in my disqualification or dismissal.

For TEACHER

By: /SOWMIYA DEVI K/



Name: Sowmiya Devi K

Title: Teacher

Registered Date: Sep 07, 2022 12:13 PM

IP Address:157.46.104.147

For Orchard EdTech

By: /MUTHUKRISHNAN

GOVINDARAJ/

Name: Muthukrishnan Govindaraj

Title: Chief Executive Officer

Approved Date: Sep 19, 2022 04:13 PM

Ref.

Date \_\_\_\_\_

1<sup>st</sup> July 2022

Dear Sharu Lakshmi,

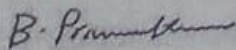
We are delighted to offer you employment with Sai Technologies as Junior Programmer. We would like to take this opportunity to thank you for choosing to work with us. We look forward to working closely with you and together we are sure we can make this business a tremendous success.

I on behalf of my team would like to take this opportunity to welcome you in to Sai Technologies family once again and we look forward to you building a rewarding and successful career with us.

Job title and Start date : Junior Programmer and 1<sup>st</sup> July 2022

You, Sharu Lakshmi is employed by Sai Technologies as Junior Programmer with effect from 1<sup>st</sup> July 2022. No employment with a previous employer counts as part of your continuous employment for the purpose of employment legislation, which commenced on 1<sup>st</sup> July 2022

Yours sincerely,



Praveen Kumar

HR Manager

Sai Technologies

Date \_\_\_\_\_

Brief details of your employment terms are out lined below.

Salary:

Your annual fixed pay will be INR 1,20,000.00 (One Lakh Twenty Thousand only) payable monthly in arrears. This will be given on or before the 10th of every month.

Probation:

The first six months of your employment will be probationary.

Conditional Offer:

Your appointment with Sai Technologies is conditional upon:

- Background checks on your academic and professional qualifications, current residential address, experience and any criminal records;
- Receipt of any criminal records;
- You're not being subject to any obligation whether under a contract of employment or otherwise which would any way restrict your ability to undertake or perform your duties with Sai Technologies;
- Achieving and Maintaining an acceptable standard for compliance purposes;

Confidentiality of Proprietary Information:

Employee agrees, during or after the term of this employment, not to reveal confidential information, or trade secrets to any person, firm, corporation, or entity. Should Employee reveal or threaten to reveal this information, the Company shall be entitled to an injunction restraining the Employee from disclosing same, or from rendering any services to any entity to whom said information has been or is threatened to be disclosed, the right to secure an injunction is not exclusive, and the Company may pursue any other remedies it has against the Employee for a breach or threatened breach of this condition, including the recovery of damages from the Employee.

Non Performance Termination

The company is set forth the rules to terminate the Employee by giving one week notice due to Nonperformance, poor attendance record, misuse of company property and certain other factors.



FORMATION EDUCATION DEVELOPMENT CENTRE FOR RURAL ORGANIZATION AND TRAINING

**FEDCROT**

An ISO 9001 : 2008 Certified Institution

96002 12010, 98426 43204, 94424 15654

fedcrot2593@yahoo.co.in, fedcrotngo@gmail.com

Head Off : 1-A, Arunachalam Street, North Gate, S.S. Colony, Madurai-625 016. Tamilnadu, India.

~~M. Subburam. Founder.,~~

Ref :

30.12.2021

To

R.Nivedha,

MSW Counselor,

Aarasaradi,

Madurai.

Dear R.Nivedha,

Greetings from FEDCROT FCC, S.S.Colony, Madurai – 625 016.

I am pleased to inform you that you have been appointed for the role of Family Counselor. This is an official letter conforming you employment with Family Counseling center starting on 03.01.2022

Please sign and return this letter no later than 03.01.2022 to signal your acceptance of this offer and all its terms.



• Women Entrepreneurship • Skill Training Institute • Unorganized Sector • EPCH • Handicrafts • Ayush • Minority • NMPB  
• PMKVY • TNSDC • EDII • TNULM • Free Family Counseling Center • Free Legal Aid Clinic

Branches working under Districts : ♦ Dindigul ♦ Sivagangai ♦ Virudunagar ♦ Thirunelveli ♦ Tuticorin ♦ Kanyakumari

# Fwd: Offer Letter

Inbox



**Sharanya** <[ananya16022002@gmail.com](mailto:ananya16022002@gmail.com)>

3:18 PM  
(5 hours ago)

to me

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

From: **Sharanya.M FC English** <[ananya16022002@gmail.com](mailto:ananya16022002@gmail.com)>

Date: Wed, 6 Jul, 2022, 17:51

Subject: Fwd: Offer Letter

To: <[aruna.english@fcmdu.edu.in](mailto:aruna.english@fcmdu.edu.in)>

On Thu, 23 Jun, 2022, 17:45 HR OSIZ, <[hr@osiztechnologies.com](mailto:hr@osiztechnologies.com)> wrote:

Dear **M Sharanya**,

We are pleased to offer you a position as **Junior Business Analyst** in our Company. We are sure that **Osiz** can provide you a very satisfying and challenging work environment along with a very successful growth path. Your starting Annual CTC including all benefits will be **Rs.1,20,000/= (One Lakh Twenty Thousands Rupees only)** ,Your first day of employment would be on or before **July,04'th 2022**. Offer not accepted within 4 days of receipt is liable to lapse at the discretion of the Company.

You will be on probation for a period of 6 months. The company may waive, reduce or extend your probation period at its discretion. You are deemed to have successfully completed your probation period only after the company has informed you in writing.

By Acknowledgement mail, you not only accept the terms and conditions of this offer but also represent to the Company that you are under no obligation or agreement that would legally prevent you from becoming an employee of Osiz or adversely impact your ability to perform the expected services. Three Months prior notice is needed for reliving or truncation from the service.

## Submission of Documents:

- Photocopies of all Educational Certificates
- Photocopies of Appointment Letters, Experience & Relieving Letters, Payslips
- Photocopies of Address & ID Proof (Passport / Ration Card / PAN / DL / Aadhaar)
- Birth Certificate / Proof of Age
- 10 Passport Size Photographs
- Please carry the original copies for verification.

For Joining Formalities you are requested to report on **04'th July 2022** with all the mandatory documents specified above.

Reporting Time for Joining Formalities: 10:00 AM.

We look forward to a long and successful association together towards success.

--

Regards,  
Manager HR,  
Osiz Technologies,  
0452 - 2310755,  
[www.osiztechnologies.com](http://www.osiztechnologies.com)



# KING OF KINGS

## Matriculation School

Melyampull, Thangachimadam - 623529,

☎ 9442965520



B+

**ROSER LESLY.S**

TEACHER

1/414,  
LIGHT HOUSE STREET,  
PAMBAN-623521



9042889976


*Signature*  
Correspondent

Offer Letter send on 17.052022- Mydeenbi by  
Queen Mira International School, Madurai

QMIS\_Offer Acceptance  
Letter\_Ms. Mydeen BI

Inbox

☆



HR Manager

5 May

to me, Abinath, director, J...

↩

⋮

**Dear Ms. Mydeen BI,**

With reference to your application and subsequent interview, we are pleased to offer you the position of **KG Teacher** and your date of joining will be as mutually agreed.

Your gross salary will be **Rs.10,000/- per month** (Rupees Ten Thousand Only).

We will issue a detailed Offer Letter on the date of your joining. We expect you to join us on **01st July 2022** beyond which the offer would stand withdrawn unless we mutually agree upon a new date in writing.

We welcome you to be part of the **QMIS** family and look forward to a long-term association. You are expected to acknowledge this mail on or before 20.05.2022 as your acceptance.

For any clarifications, please feel free to reach us.

Regards,

Jayalakshmi J  
Manager - HR  
Queen Mira International School



## Enrich Financial Solution Private Limited

New. No. 241, Old. No. 85-86, 3 Floor, Ziad Court,  
Rangarajapuram Main Road, Kodambakkam,  
Chennai, Tamil Nadu, India – 600024.

### Payslip for the month of October 2022

| Name:   | PRISCA R             | Employee No:     | E825                |                       |  |        |
|---|----------------------|------------------|---------------------|-----------------------|--|--------|
| Joining Date:   | 18 Oct 2022          | Bank Name:       | State Bank of India |                       |  |        |
| Designation:  | RELATIONSHIP MANAGER | Bank Account No: | 67317710528         |                       |  |        |
| Department:   | MARKETING DEPARTMENT | PAN Number:      | GRLPP2320C          |                       |  |        |
| Location:   | MADURAI              | PF No:           |                     |                       |  |        |
| Effective Work Days:  | 8                    | PF UAN:          |                     |                       |  |        |
| LOP:  | 0                    |                  |                     |                       |  |        |
| Earnings  |                      | Full             | Actual              | Deductions            |  | Actual |
| BASIC   |                      | 5000             | 1333                | 5% TDS DEDUCTION      |  | 133    |
| HRA   |                      | 2500             | 667                 |                       |  |        |
| CONVEYANCE  |                      | 1600             | 427                 |                       |  |        |
| MEDICAL ALLOWANCE   |                      | 1250             | 333                 |                       |  |        |
| SPECIAL ALLOWANCE   |                      | -350             | -93                 |                       |  |        |
| Total Earnings:INR.   |                      | 10000            | 2667                | Total Deductions:INR. |  | 133    |
| Net Pay for the month ( Total Earnings - Total Deductions): <b>2534</b> |                      |                  |                     |                       |  |        |
| (Rupees two thousand five hundred thirty four Only)                     |                      |                  |                     |                       |  |        |

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



# NAGASIVA VIDYALAYA

9790007831, 9790007833

nagasivacbseschool@gmail.com

IDENTY CARD 2022-23



**NAME** : ANUSUYA J

**DESIG** : PRT

ID No. 831

V. P. Prasad  
Principal

Samanatham PO, Nedungulam Mainroad  
Near Chinthamani check post, Madurai - 9

**D.O.B** : 03.01.1997

**BG** : O+ve

**Address :**

JEYAKANNANI

2/3

60TH WARD

THANTHAI PERIYAR NAGAR

MADURAI - 12

**Cell No. :** 9566617601

**ID No. :** 831





# SUBRAMANYA COLLEGE OF ARTS AND SCIENCE

(Affiliated to Madurai Kamaraj University)

Thalayuthu, Palani - 624 618.

Ph: 04252-252011, 252022, Email: scas\_09@yahoo.co.in Web: scas.org.in



Date: 30/07/2022

Ref. No. SCAS /Trust/Appt/2022

## APPOINTMENT ORDER

Proceeding of the Chairman of the Management Committee, Sri Karpaga Vinayagar Educational & Charitable Trust, Palani.

Sub: Establishment –

Subramanya College of Arts & Science – Appointment of **Assistant Professor** – Issue of Appointment Order – Reg.

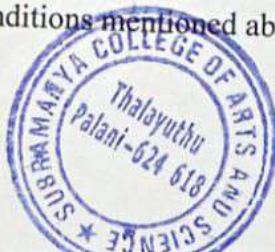
### ORDER:

Subject to the approval of the Management Committee, Sri Karpaga Vinayagar Educational & Charitable Trust, Palani based on the recommendations of the selection committee, **Ms.M.Ishwaryalakshmi** is appointed as **Assistant Professor** in the **Department of Nutrition & Dietitics** in , Subramanya College of Arts & Science, Thalayuthu with the following terms:

1. Position / Designation: **Assistant Professor**
2. Date of Appointment : **22.07.2022**
3. Tenure : -----
4. Scale : **8500 /-**
5. Other Terms :

- 1). If his/her performance is found to be not satisfactory then his/her service is liable to be Terminated without notice.
- 2). In any unavoidable circumstances, if he/she is willing to leave, he/she may be permitted to relieve from the college on 3 months prior notice or 3 month's Salary in lieu thereof.
- 3). He/ She should produce all the original certificates to the college at the time of joining duty and should be retained in the college.
- 4). If he/ she get any Government post, he/she may be relieved from the service immediately Only by showing the Appointment order.
- 5). If he/ she is not submitting the joining report on or before **08.08.2022** this Appointment order shall be invalid.
- 6). I hereby agree to all terms and conditions mentioned above.

To *M. Ishwaryalakshmi*  
Candidate signature



*S. S. H.*  
Chairman 30/07/22

# GETWELL FOUNDATION

De-Addiction &  
Psychiatric Care Centre



**R. Naga Jothika, MSW**  
**Social Worker**

Blood : "O"+Ve

DOB : 05-11-1998

Ph : 9025477459



Authority Signature

Date of Joining:

10/04/2021

Address:

No 234 Puthuthopu Chekkodi St,  
Arapalayam Cras Road,  
Madurai -625016,

**GETWELL FOUNDATION**

**De-Addiction &  
Psychiatric Care Centre**

102, NMS Street, Angalaeswari Nagar,  
Kochadai, Madurai -16.



# THAAI SCHOOL

## CBSE - SENIOR SECONDARY

Affiliated to Central Board of Secondary Education, New Delhi, India.  
(Affiliation No : 1930636 - School No. 55526 )

Union office Road, Vadipatti, Madurai - 625 218.

DIGNITY • KNOWLEDGE • WISDOM

Date :30.04.2022

To

Ms.Barakath Nisha M.A,

D/o Mr.Mohamed Rafi,

10 c, Jawahar 1<sup>st</sup> St,

S.S Colony,

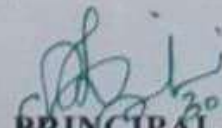
Madurai.

### APPOINTMENT LETTER

Dear Sir / Madam,

With reference to the interview dated 20.04.2022 and the discussion we had with you, we are happy to inform that you are selected for the post of Teacher in Thaai CBSE, Vadipatti.

You are asked to report on 06.06.2022 at 9.00 a.m

  
20.04.22  
PRINCIPAL

Principal

THAAI SCHOOL (CBSE)

(Affiliation Code No: 1930636)

Union Office Road

Vadipatti, Madurai-625 218



# NAM VIDHYA MANDIR MATRICULATION SCHOOL

**NURTURE | ACHIEVE | MAKEOVER**  
**Paalpannai Road, T.Vadipatti, Madurai – 625218**  
**Contact : 9094889835 / 7397615166**

To

Mrs. Swathy V  
W/o Mr. P Praveen Kumar  
Door No : 3/30 Keel Karattu Street,  
Ramarajapuram,  
T.Vadipatti.

Dear Mrs. SWATHY V ,

***Sub : Appointment for the post of PRIMARY TEACHER***

***NAM VIDHYA MANDIR MATRICULATION SCHOOL, T.VADIPATTI***

With reference to your interview for the post of **PRIMARY TEACHER**, held by the Management, we are pleased to inform you the offer of appointment in our NAM VIDHYA MANDIR MATRICULATION SCHOOL, T.VADIPATTI subject to the following terms and conditions :

1. This appointment is effective from the date of your joining the Institution on 20.09.2022.
2. Your salary is fixed as Rs.8,000 per month along with all the allowances.
3. You will be placed on probationary period of one year. The management may extend the period of probation from one month to a period not exceeding one year. On the expiry of the extended period of probation, if you are not confirmed in writing within a period of 3 months, your services shall be deemed to be automatically terminated.
4. You will discharge all duties assigned to you honestly, diligently and efficiently, confirming to the code of conduct, rules and regulations in force in the Institution from time to time and shall carry out all other lawful orders / instructions / directions of Management / Principal, as are given to you in connection with the day today discharge of your duties, while in employment in the Institution.
5. In case your conduct or professional performance is not found satisfactory or inefficiency or misconduct or disloyalty or indiscipline or insubordination or redundancy or breach of code of conduct for employees or commission of any act involving moral turpitude or any act against the interest of the Institution, during the probationary or extended probationary period, the Management holds the right to terminate your services with 30 days' notice or payment of salary in lieu of notice. In case if you want to resign from the services of the Institution during the

probationary period or extended probationary period, you are required to give a minimum of 90 days' notice in writing or 90 days salary in lieu thereof.

6. Your performance during this period will be closely monitored and your progress will be chartered out periodically.
7. You will be subject to the rules and regulations of the Institution and service conditions as are in force at present or as may be introduced or amended or extended from time to time as applicable to your cadre. Your service will be governed by the rules and regulations contained in the Human Resource Manual of the Institution.
8. Your appointment will be confirmed in writing a period of 3 months from the date of completion of your probationary period or extended probationary period, subject to your good conduct, discipline and performance in the areas of academic and co-curricular activities found to be satisfactory. During the intervening period of completion of probationary period and conformation in writing, you will hold appointment in temporary capacity.
9. Communication Language inside the school campus is in English among the colleagues, students and sub staff. Dress code must be neat and formal.

We take this opportunity to extend a warm welcome you to our Institution and look forward to a long and mutually beneficial association.

We wish you a fruitful and purposeful career in our Institution.



Correspondent



# KALVI

INTERNATIONAL PUBLIC SCHOOL (CBSE)



87540 22105 | 81445 18687

NAGARI ROAD, SHOLAVANDAN, MADURAI - 625234.



**M.SHRINIDHY**

Teacher



*A. Shanthi*  
Principal



**KALVI**  
INTERNATIONAL  
PUBLIC SCHOOL

Date Of Birth : 03.01.2000

Blood Group : AB +ve

Contact No : 97904 68571

Address : Narendra Nagar,  
Yivekananda College,  
Thiruvédagam - 625234.



**KALVI**

INTERNATIONAL PUBLIC SCHOOL (CBSE)

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**VIBGYOR**  
MATRICULATION SCHOOL



**V.AJITHA**  
**TEACHER**

**PRINCIPAL**

**Date of Birth : 02.08.2000**

**Blood Group : B+VE**

**Address :**

**D/O NO 46, RAMALAKSHMI  
NAGAR**

**3rd STREET**

**K PUDUR**

**MADURAI**

**Contact No. : 8072909253**

**VIBGYOR**

**MATRICULATION SCHOOL**

**26.A, ALAGAR NAGAR ,**

**K PUDUR**

**MADURAI -7**

**0452-2563732**

**9884459995**



Susmitha Sharma M

I 9492

Blood Group : B+ve



Success through Partnership

Ref :SBL/MDR/EMP/22-23/2448

Dear Ms Vidhya shree N

Date : 17<sup>th</sup> September 2022

**INTERNSHIP OFFER LETTER**

With reference to your application, we are pleased to inform you that you have been provisionally selected for the Internship in SBL Knowledge Services Private Ltd.

Please report to SBL Knowledge Services Madurai at 10.00 AM on 17/09/2022 for undergoing the on the job training. You are required to carry the following documents in original for verification and in copies for our records, at the time of reporting.

1. Educational Certificates and mark lists from 10th standard onwards.
2. Permanent address proof.
3. Passport size photographs (3 Nos)

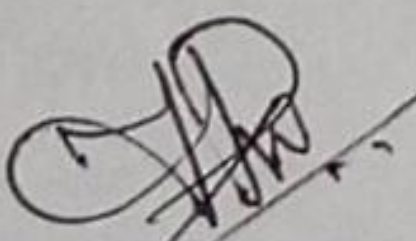
On successful completion of the Internship, you will be provided an Internship Completion Certificate and upon evaluation inducted at SBL, ELCOT IT Park, Illanthaikulam, Madurai with all other perks as applicable.

You may acknowledge the acceptance of the offer.

We also wish you a long and happy association with SBL.

Sincerely Yours,

For SBL Knowledge Services Pvt Ltd



**Mathews Pio F**  
**General Manager**



**N Vidhyashree**

**I 9493**

Blood Group : O+ve



*Success through Partnership*

**SBL KNOWLEDGE SERVICES PRIVATE LTD.,**  
1<sup>st</sup> Floor, ELCOT IT Park, SEZ, Illanthaikulam - 625020, Madurai, India  
Mob: 73068 23507, Email: info@sblcorp.com