



CRITERION	V	Student Support and Progression
KEY INDICATOR	5.2	Student Progression
METRIC	5.2.1	Placement of outgoing students during the last five years

### 5.2.1 Number of outgoing students placed year wise during last five years

Sl No	Year	Name of student placed	Program Graduated from	Name of the Employer	Employer's Details	Pay package at Appointment (Yearly in INR)
1	2018-19	Devikrishna	B.A. Functional English - CCAFER	National Health Mission Ernakulam	National Health Mission Ernakulam 04842354737	2,40,000
2	2018-19	Nourin	B.A. Functional English - CCAFER	AL International School	AL International 04832117777	2,40,000
3	2018-19	Akshaykumar K S	B.A. Malayalam - CCAMAR	Rejuvenation fitness group	Abhishek Aggarwal - 9958389292/ 9310809292	2,40,000
4	2018-19	Shilji George	B.A. Malayalam - CCAMAR	KEC UP School Potta	KEC UP School Potta	1,80,000



*Fr. Dr. Jolly Andrews*

**Fr. Dr. Jolly Andrews**  
Assistant Professor-  
In-charge of Principal  
Christ College (Autonomous)  
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5	2018-19	Dheeraj M D	B.Com. Finance - CCABCM	CITY UNION BANK LTD	CITY UNION BANK LTD Kumbakonam ,Tamilnadu - 912402322	186000
6	2018-19	Alan Mathew	B.Com. Finance-Self - CCABCMS	Micheal and Co	Micheal and Co IRINJALAKUDA	2,88,000
7	2018-19	Alida Sunny	B.Com. Finance-Self - CCABCMS	Ahalya	Ahalya - 0484 2869000	420000
8	2018-19	Arun Das	B.Com. Finance-Self - CCABCMS	ICICI Bank	Rajeev Kumar - Regional Head 2267 574314	120000
9	2018-19	Aswani K A	B.Com. Finance-Self - CCABCMS	Zellis HR India Private Ltd	Zellis HR India Private Ltd - 914844865758	2,16,000
10	2018-19	Dennis Thomas	B.Com. Finance-Self - CCABCMS	ARROW WORKFORCE SOLUTIONS	ARROW WORKFORCE SOLUTIONS - (416)901-4999	96000
11	2018-19	Jojitha Jolly	B.Com. Finance-Self - CCABCMS	METS college of advanced studies	METS college of advanced studies 9544947700	216000



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12	2018-19	Krishna Unnikrishnan	B.Com. Finance-Self - CCABCMS	Conduent	CONDUENT COCHI-914844090131	300000
13	2018-19	Rouaf Rasheed	B.Com. Finance-Self - CCABCMS	Salhia Real Estate Company	Salhia Real Estate Company -22996290	144000
14	2018-19	Sandhra M Jose	B.Com. Finance-Self - CCABCMS	CSB Bank	PV Satheesan - 0487-2333020	2,88,000
15	2018-19	Shebin Varghese	B.Com. Finance-Self - CCABCMS	Nandhilath G Mart	Nandhilath G Mart Punkunnam - 0487 238845	1,80,000
16	2018-19	Vishnu Meloth	B.Com. Finance-Self - CCABCMS	Sashthra Seema Bal	Sashthra Seema Bal 011-26109631	260400
17	2018-19	Yahya Majeed T	B.Com. Finance-Self - CCABCMS	wipro	Sandesh Kumar 91-80-28440011	144000
18	2018-19	Minu Joseph	BCA - CCABCA	Experion Technologies	Experion Technologies Jijo Joseph HRs 914713047317	90000



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19	2018-19	Sarath Sasi Kothot	BCA - CCABCA	AFAQ Wadi Al Ma'awil llc	AFAQ Wadi Al Ma'awil llc- Prashal SK - +96895208455	4,20,000
20	2018-19	Sonia Thomas	BCA - CCABCA	ClaySys Technologies	ClaySys Technologies - 0484 2975311	168000
21	2018-19	Cherry Siby	B.Sc. Geology - CCASGL	South Indian Bank	Mringendra Lal Das Regional Head 0487-2252029	168000
22	2018-19	Stefin Koonan Thomas	B.Sc. Hotel Mgt & Catering Science - CCAHMCS	one and only	one and only - +97143999999	168000
23	2018-19	Amrutha Asokan	B.Sc. Mathematics - CCASMT	Legato health technologies, Bangalore	Legato health technologies, Bangalore 040- 6817-0000	168000
24	2018-19	Sandhra E J	B.Sc. Mathematics - CCASMT	South Indian bank	SIB Contact no 0487 - 2420020	168000



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25	2018-19	Jaseena	B.Sc. Psychology - CCASPY	NIPMR, GOVT OF KERALA, KALLETUMKARA	NIPMR, GOVT OF KERALA, KALLETUMKARA - 0480-2881136	156000
26	2018-19	Jency A J	B.Sc. Psychology - CCASPY	SRAVYA SPECIAL SCHOOL	SRAVYA SPECIAL SCHOOL -0471 2302490	156000
27	2018-19	Renitta Monica Rodrigues	B.Sc. Psychology - CCASPY	National Health Mission	National Health Mission - 04936202771	168000
28	2018-19	Kuriakose Junior	B.Sc. Zoology - CCASZL	National coalition for Natural Farming. (WASSAN)	Kuriakose - 91(40)29555295	156000
29	2018-19	Anjali P Muralidharan	M.A. History - CCAMHI	Graphic Designer Trainee	Ginger Technologies - 9562391630	162000
30	2018-19	Amrutha C P	MSW - CCAMSW	NIPMR,GOVT OF KERALA, KALLETUMKARA	NIPMR,GOVT OF KERALA, KALLETUMKARA - 0480-2881136	168000



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31	2018-19	Anjali P Suresh	MSW - CCAMSW	Psychiatric Social Worker, Vivekananda Mission Hospital, Agali-Attappady	Swami Vivekanada medical mission - 04924 254107	168000
32	2018-19	Aparna.K	MSW - CCAMSW	Appollo Adlux Hospital	Appollo Adlux Hospital 04842735000	168000
33	2018-19	Charutha T R	MSW - CCAMSW	Community Women facilitator, Valappad Gramapanchayath	Valapad Grama Panchayath - 04872391226	168000
34	2018-19	Christina Tony	MSW - CCAMSW	Christ College (Autonomous) Irinjalakuda	Principal,Christ College - 9495062923	168000
35	2018-19	Jobin Scaria	MSW - CCAMSW	CHILDLINE Team member, Pullazhy, Thrissur	CHILDLINE Team member, Pullazhy, Thrissur 0487-2360244	168000
36	2018-19	Lakshmi R	MSW - CCAMSW	ATMA Foundation	ATMA Foundation - 0487-2325232	168000



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37	2018-19	Raigon Jose	MSW - CCAMSW	Advance Research Centre for Psychotherapy	Advance Research Centre for Psychotherapy - 9567039887	168000
38	2018-19	Shruty P	M.Sc. Mathematics - CCAMMS	Six red marbles	Six red marbles - +91- 011-42636116	2,40,000
39	2018-19	Manoj Devassy Kutty	M.Sc. Statistics - CCAMST	St Aloysius	St Aloysius Elthuruth - 0487 2360748	2,40,000
40	2018-19	Linett George	M.Sc. Statistics - CCAMST	Christ College Ijk	Principal,Christ College - 9495062923	2,52,000
41	2018-19	Deepak Xavier	BPEd - CCABPD	Physical education teacher	Marello public school- 04842494178	2,40,000
42	2018-19	Sneha John	M.Sc. Mathematics - CCAMMS	Carmel College, Mala	Carmel College ,Mala - 0480-2890247	2,16,000
43	2018-19	SUJI SURENDRAN K	B.Sc. Mathematics - CCASMT	UST Global	UST Global 04844040000	3,48,000



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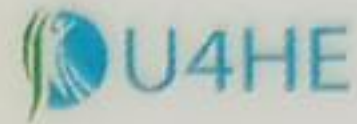
44	2018-19	Nirmalya T Sundar	B.A. Functional English - CCAFER	MAMO College, Manassery calicut	MAMO College, Manassery calicut- 914952297319	1,80,000
45	2018-19	Gana Girish.A	B.A. Functional English - CCAFER	Janam TV	Janam TV -0487-2331962	1,80,000
46	2018-19	Alinta T S	B.Com. Finance - CCABCM	Olam Information Services Private Limited, international tech park, Taramani, Chennai	Phone: 044 4222 3700	640896



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**NATIONAL HEALTH MISSION  
ERNAKULAM**

**GOVERNMENT OF KERALA**

Official Address: No:9, Anchorage  
Palliyil line, Foreshore Road, Kochi-682016



**DEVIKRISHNA T.S**

Data Entry Operator

Signature of Holder

District Programme Manager  
NHM Ernakulam





**NOURIN**

Student Counsellor

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**AI**  
**INTERNATIONAL COLLEGE**

Empowering today, enlightening tomorrow





**OFFER LETTER**

Dear, Mr. **AKSHAY KUMAR**

With reference to your application and subsequent interview with us, we are pleased to offer you the position of Personal Trainer in our organization, as per the terms & conditions discussed with you. A formal letter of appointment will be issued at your joining.

We expect you to take up the assignment and join us on **OCTOBER -1ST - 2018** at our Delhi branch. In the event you are unable to join on the above mentioned date, we will assume that you are not interested in our offer and the same will stand withdrawn/ cancelled.

**NOTE: - KINDLY BRING ALL YOUR ORIGINAL DOCUMENTS ALONG & POLICE VERIFICATION CERTIFICATE FROM YOUR RESPECTIVE POLICE STATION.**

**ABHISHEK AGGARWAL**  
HR & TRAINING MANAGER  
REJUVENATION FITNESS GROUP  
**ABHISHEK AGGARWAL**  
(9958389292/9310809292)

**MANAGER**  
**REJUVENATION FITNESS GROUP**





From,

Shilji George  
Thandiakkal [H]  
Vallakkunnu

Myself Shilji George has been  
Working in the K.g Section of  
K.E.C.U.P School as a teacher since  
July 2019. Due to the ongoing Covid  
Pandemic I haven't received My Salary  
Certificate and now classes are being  
conducting Online.

Date : 30-4-2021  
Place : Vallakkunnu

Signature of the Applicant





HRMD/OFF-LTR/118193059/2018-19

06.02.2019

**SELECTION CUM OFFER LETTER**

**To**  
**Shri. Dheeraj M D,**  
**Menath (H), Chemmanda,**  
**Karalam Post, Thrissur,**  
**Kerala - 680711.**

Dear Dheeraj M D,

Congratulations!

With reference to your application for employment with us and the subsequent Bank's selection process, we are pleased to offer you employment as an **Associate (Sales & Operations)** in the Jr.Clerical cadre of our bank. You will be, at the time of joining the Bank, designated as '**Trainee Associate**'.

Before joining the Bank you will have to undergo a **Preliminary Induction Programme** the details of which will be communicated to you separately. After satisfactory completion of the Preliminary Induction Programme you shall be issued the appointment/posting order specifying your role and responsibility and the place of initial posting. From the date of joining you will have to undergo 'On the Job Training' for a period of six months.

During this period of Training, you will be paid a sum of **Rs.17,000/-** per month until you are placed on probation. On successful completion of the On the Job Training, to the satisfaction of the Bank, you shall be placed on probation for a period of one year.

During the probationary period of one year, you will be fitted in the regular scale of pay as applicable to the said Cadre now in force. Your Gross annual total Cost-To-Company (CTC) at maximum payout will be **Rs.4,00,740/-** per year based on the Dearness Allowance (DA) applicable now. A detailed overview of the compensation structure along with the terms and conditions of the offer is attached as annexure to this appointment letter.

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

You are advised to handover to the reporting authority a signed copy of this offer letter at the time of joining the Preliminary Induction Programme as a token of your acceptance of this offer.

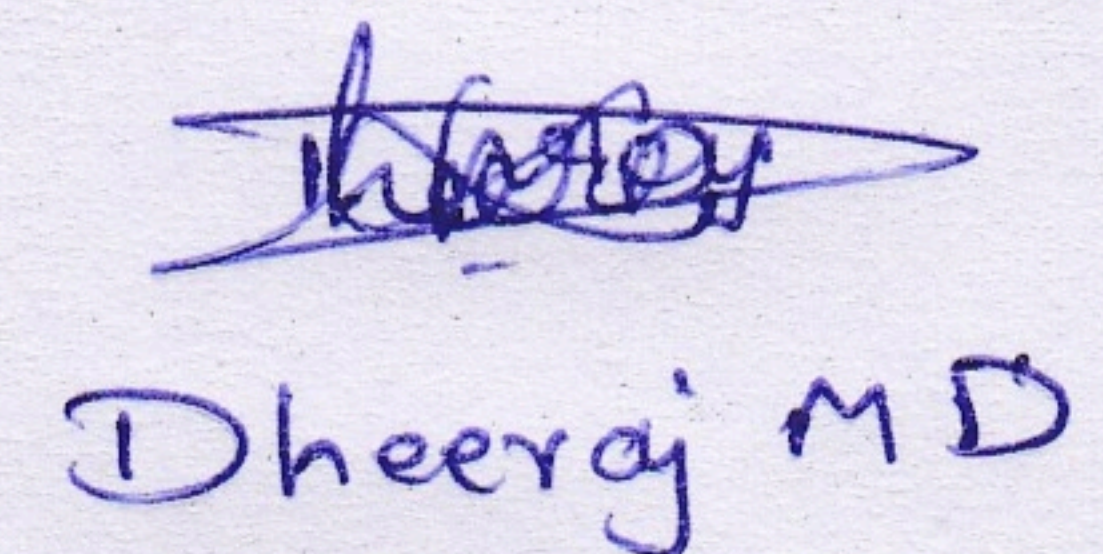
We take this opportunity to welcome you to City Union Bank. We wish you a long, rewarding and fulfilling career.

With Best Wishes,

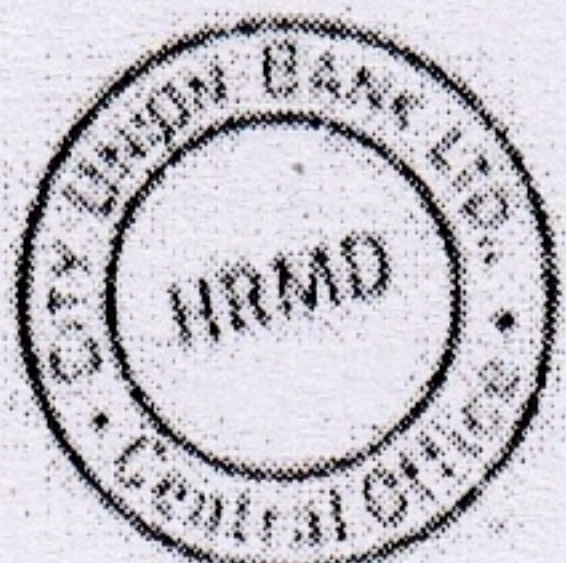


**V.Gopalakrishnan**  
**Deputy General Manager**  
**HR&BD**

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

  
Dheeraj M D

**Administrative Office: City Union Bank, HRMD Department, No.24-B Gandhi Nagar,**  
**Kumbakonam - 612 001, Tamil Nadu, India.**

**Tel: +91 (0435) 2402322, +91 93817 37719****Website: www.cityunionbank.com; Email: hrmd@cityunionbank.in**



**ALAN S MATHEWES**

**2017-20 B.Com (Self-Finance) Batch of  
Christ College (Autonomous), Irinjalakuda.**

Working as Accounts Trainee with M/s. **Michael & Co.,**  
Tax | Law Practitioners, Irinjalakuda for the last 2  
months.

Date: 30<sup>th</sup> April, 2021.







**Alida Sunny**



Corporate Office: Ahalia House,  
Rajaji Road Jn. Chittur Road,  
Kochi - 35, Ph: 0484 2869000 / 00 - 199



**ICICI Bank**

**Arun Das**

**Employee No. : 469701**

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

**Issuing Authority**



**Date: 15<sup>th</sup> April 2021**

REF: Zellis HR/OL/2021/015

**Dear Aswani K A,**

We're delighted to offer you the role of **Trainee Associate** starting on **22<sup>nd</sup> April 2021**. At Zellis HR India Private Ltd you'll be part of our mission *to give great organizations powerful technology and services that power their people*.

You'll be helping us use big ideas, brilliant software and over 40 years of trust to help our customers propel their businesses forward and unlock the potential of their employees.

We're very much looking forward to welcoming you into the family. In the meantime, please read the following details carefully.

- You'll be presently based in our Kochi office at 4<sup>th</sup> Floor, Phase-IV Carnival Infopark, Infopark-SEZ, Kakkanad, Kochi – 682042, However, the Company may require you to work at any of its locations and its subsidiary locations or on customer sites, within or outside India, existing at present or which may be hereafter opened, at the discretion of the Management.
- The regular working hours of the company is 10:00 AM to 7:00PM (Mon-Fri), employees working in client locations or handling clients at other geographies will follow the respective working timelines. You will be required to work in different time zones based on the company's business need.
- Your salary including all benefits will be INR **271000/-** per year. The details of other terms and conditions including benefits applicable to you will follow in your appointment letter which will be given soon after your joining.
- On your joining date, we'll also need you to bring the original and photocopy of your Aadhar Card, Pan Card, past employment certificates and mark sheets in support of your educational qualifications, as well as [8] passport size and [2] stamp size color photographs. The employment will be subject to verifying the authenticity of the documents through the background verification process.

Please sign the duplicate of this letter as a token of your acceptance of the terms and conditions of employment and return it to us within 2 days of issue of the same.

If you have any questions, please feel free to revert for clarification.

Once again **Aswani**, we're very pleased to make you this offer of employment. It's an exciting time for the company and we're looking forward to having you with us.

Yours sincerely,

**Anju Raj K**  
**Senior Manager – Human Resource**

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I accept the offer on the terms and conditions and shall report to work on 22<sup>nd</sup> April 2021.

[                    ]  
**Aswani K A**



**ARROW WORKFORCE SOLUTIONS INC.**

73910

**Employee:** 1008  
Dennis Thomas

**Earnings**  
Regular Pay

**Qty** 12.00  
**Rate** 16.00

**Amount**  
192.00

**Occupation:**  
**Pay Period End:** 2020-11-14

**Net Pay**

**Sick Day and Vacation Pay**

Earned this pay period: 0.00  
YTD Used: 0.00  
Available: 0.00

Arrow Workforce Solutions, 2206 Eglinton Ave, Toronto, ON, M1L 4S8

**ARROW WORKFORCE SOLUTIONS INC.**

**Employee:** 1008  
Dennis Thomas

**Earnings**  
Regular Pay

**Qty** 12.00

**Occupation:**  
**Pay Period End:** 2020-11-14

**Net Pay**

**Sick Day and Vacation Pay**

Earned this pay period: 0.00  
YTD Used: 0.00  
Available: 0.00

Arrow Workforce Solutions, 2206 Eglinton Ave, Toronto, ON, M1L 4S8





From

Joyitha Jolly

Myself Joyitha Jolly has been working in MET'S College of Advanced Studies Mala as Assistant Professor in Commerce department since September 2020. Due to the ongoing Covid Pandemic I haven't received my salary certificate and now classes are being conducting online

Date : 30-4-2021

Place : Poovathussery

Signature

Joyitha

February 1, 2021

**Krishna Unnikrishnan**  
**Kodamukkil (H), Konathakunnu,**  
**PO Paingode. Thrissur, Kerala**

**SUB: APPOINTMENT LETTER**

**Dear Krishna,**

With reference to your application for employment and subsequent interview and discussions, we are pleased to issue you this Appointment Letter ("Employment Contract") to appoint you as **Accounting Services Associate I** with Conduent Business Services India LLP ("Conduent") on the following terms and conditions:

**1. Compensation and Benefits**

- (a) Your gross salary will be **INR 1,60,000.00 (Indian Rupees One Lakh Sixty Thousand Only)** per annum. Your salary will be prorated and paid on a monthly basis as per the Company payroll cycle. Conduent will deduct taxes as appropriate and consistent with the Indian tax regulations from time to time. You will be responsible for your tax liabilities under applicable tax laws and regulations. Conduent may vary, amend, revise and modify the compensation and benefits mentioned under this Employment Contract/policies, including reducing the amounts and benefits offered should Conduent consider it expedient to do so.
- (b) Subject to you achieving the performance targets set forth by the LLP, you will be entitled to participate in a "Performance Linked Bonus Plan" up to **INR 36,000 (Indian Rupees Thirty Six Thousand Only) per annum**. The details of the Bonus Plan for which you may be eligible, will be intimated to you on you joining the LLP. The LLP may in its sole and absolute discretion be entitled to modify or replace this Bonus Plan at any time during your tenure.
- (c) Details of your compensation and benefits are provided as an Annexure to this Employment Contract.

**2. Working Hours**

Your work schedule will be provided to you by your manager/supervisor upon your joining. You may be required to work beyond the usual business working hours or in shifts as per the business requirement of Conduent.

**3. Leave and Holidays**

Leave including maternity leave, National and Festival holidays will be provided to you in accordance with the applicable law and Company Rules (as defined below).

**4. Place or Work**

Your initial place of work will be at the Conduent Business Services India LLP office located at the Vismaya 2nd Floor, Infopark, Kakkanad, Kochi - 682042. However, your services are transferable, and you may be assigned to any location in India or abroad where the Conduent or any of its affiliates, associates, subsidiaries or customers conducts business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.



**5. Probation**

- (a) You will be on probation for six (6) calendar months, which may be extended by Conduent if your performance is found unsatisfactory. Your probation period will be considered completed only upon you receiving notification from Conduent.
- (b) During probation, either party may terminate this Employment Contract by giving thirty (30) days prior written notice, and Conduent also has the option to terminate your employment by paying you salary in lieu of requiring you to serve your notice period, either wholly or partially. In the event, you wish to be relieved from the services of Conduent without serving the notice period, Conduent may at its sole discretion relieve you immediately by accepting salary in lieu of notice period or refuse such request for immediate relieving, for business reasons. Notwithstanding the foregoing, Conduent may waive for you, the entire notice period or part thereof, on such terms and conditions as it deems fit.

**6. Termination**

- (a) Post confirmation, either party may terminate this Employment Contract by giving prior written notice of two (2) calendar months to the other party, and Conduent also has the option to terminate your employment by paying you salary in lieu of requiring you to serve your notice period, either wholly or partially. In the event, you wish to be relieved from the services of Conduent without serving the notice period, Conduent may at its sole discretion, relieve you immediately by accepting salary in lieu of notice period or refuse such request for immediate relieving, for business reasons. Notwithstanding the foregoing, Conduent may waive for you, the entire notice period or part thereof, on such terms and conditions as it deems fit.
- (b) Notwithstanding the above, Conduent reserves the right to terminate this Employment Contract with immediate effect, if you are found guilty of any misconduct, breach of any term of this Employment Contract, Company Rules or policy of Conduent or any law.
- (c) Notwithstanding any provisions to the contrary contained herein, Conduent may terminate this Employment Contract or withdraw the offer of employment with immediate effect, upon written notice to you without any further liability, if the results of your background verification/criminal and/or drug test, are unacceptable to Conduent. Without limiting the generality of the foregoing, in the event of termination of this Employment Contract by Conduent pursuant to this section, you shall not be entitled to any severance payment or benefits, including payment in lieu of notice period.
- (d) Upon separation from Conduent, you will be required to immediately return, all assets and property (including any leased property) of Conduent including documents, files, books, papers and memos in your possession or custody.

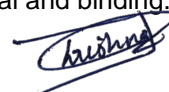
**7. Abandonment of Service**

Absence for a continuous period of ten (10) days without prior approval of your manager (including overstay of leave/training), will be treated as abandonment of service.

**8. Conflict of Interest**

Whilst employed with Conduent:

- a) You will devote your entire time and energy in the services of Conduent and you shall not do or suffer to be done directly or indirectly anything that puts you in conflict with Conduent's business, time or assets. In case you are or feel that you may be in a position that conflicts with this section, you will forthwith inform the HR Department of Conduent and act as per their instructions. Determination of conflict of interest shall be at the sole and absolute determination of Conduent and the decision of Conduent in this respect shall be final and binding.



**Regd. Office: Conduent Business Services India LLP**

Unit A, 5th Floor, Aviator Building, Ascendas ITPB SEZ, International Tech Park Bangalore, Whitefield Road, Bangalore 560 066

LLPIN: AAH-8881, tele +91.80.41190100, fax +91.80.41190198

E-mail: conduentservicesindia@conduent.com | Website: www.conduent.com

- b) You will be required to effectively carry out all duties and responsibilities assigned to you by your manager and others authorized by Conduent to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your manager.
- c) Except in proper course of your employment, or, thereafter, you shall not divulge to any third party any information regarding the affairs or business matters of Conduent or information regarding its customers without prior written approval.
- d) You confirm that you have disclosed fully all of your business interests to Conduent and also agree to disclose fully and completely to Conduent, any such interests that may arise during your course of employment. This shall not only be applicable to you, but shall be applicable to your immediate family members.
- e) You shall not without the prior written consent of Conduent during the continuance of your employment be engaged or interested either directly or indirectly, with or without commercial gain, in any capacity in any trade, business, occupation or activity, which in the opinion of Conduent may hinder or otherwise interfere with the performance of your duties or which may conflict with the interests and business of Conduent. Neither shall you hold any directorship in any other Company without the prior written consent of Conduent.

#### **9. Code of Conduct, Employee Handbook, Policies and Procedures**

- (a) You will be required to apply and maintain the highest standards of personal conduct and integrity and comply with Conduent's Business Code of Conduct, employee handbook policies and procedures ("Company Rules"). All acts subversive of good conduct and discipline like insubordination, gross negligence, corruption, fraud, forgery, misappropriation, etc. and violation of Company Rules shall attract appropriate disciplinary action(s) including and up to termination of employment. Information on Company Rules is available to all employees on Conduent's intranet.
- (b) This Employment Contract read with the Company Rules as applicable to you captures the entire terms of your employment with Conduent. Conduent shall have the right to vary or modify Company Rules at any time, with due notice to employees, if required to be given by law.

#### **10. Non-solicitation**

As the services to be rendered by you on behalf of Conduent are of a special, unique and extraordinary character and given your exposure to Confidential Information of Conduent that will confer upon you a unique competitive advantage, you agree that (a) whilst you are employed by Conduent pursuant to the terms of this letter; and (b) for a period of twelve (12) months after the termination of your employment with Conduent howsoever arising, you will not, directly or indirectly, either on your behalf or on behalf of any person, without the prior written consent of Conduent, as the case may be:

- (a) Attempt in any manner to persuade any consultant, client, customer, vendor or supplier of Conduent or any other person to cease to do business with Conduent or to reduce the amount of business which such consultant, customer, vendor, client or supplier or another person has customarily done or contemplates doing with Conduent, regardless whether the relationship between Conduent and such consultant, customer, vendor, client or supplier or person was originally established, in whole or in part, through your efforts;
- (b) Employ or offer employment in any capacity to or enter into or offer to enter into association, partnership or joint venture with any person who is then in Conduent's employment or was in Conduent's employment within twelve (12) months prior to your termination of employment; or



- (c) Solicit any business or orders of any client/customer of Conduent unless such solicitations are rendered as an employee of Conduent for the benefit of Conduent, or render any services of the type usually rendered by Conduent for any such client/customer of Conduent (unless such services are rendered as an employee of Conduent), notwithstanding that the relationship between Conduent and such client/customer was originally established in whole or in part, through your part.

You acknowledge and agree that the above restrictions are considered reasonable for the legitimate protection of the business and goodwill of Conduent. In the event of breach or threatened breach of the covenant set forth in this clause, you acknowledge that Conduent will suffer irreparable harm and therefore, Conduent will be entitled to an injunction restraining you from committing such breach and/or claim for damages. Nothing contained herein shall be construed as prohibiting Conduent from pursuing any other remedies available to it for such breach or threatened breach

## 11. Confidentiality

In lieu of the compensation being provided to you by Conduent, you agree to the following:

- (a) During your employment with Conduent and thereafter: (i) You shall observe utmost confidentiality and secrecy regarding Conduent's Confidential Information and act with utmost fidelity; (ii) you shall not use to the detriment or prejudice of Conduent any Confidential Information which you obtained or had access to pursuant to your employment hereunder; or (iii) except as authorized or required by your duties, you shall not disclose or reveal to any person or company any Confidential Information, nor shall you use the same for your own benefit or for the benefit of third parties.
- (b) For the purposes of this Employment Contract, "**Confidential Information**" means non-public information relating to the business, products, affairs, customers, clients, sales, techniques and finances of Conduent or its affiliates, group entities, associate entities or subsidiaries, including its intellectual property, trade secrets, processes, policies, methods, technical data, know-how, operations, manuals, internal documentation, software, source codes, application programming interfaces, UI/UX designs, business strategies etc. or any other information which is designated confidential, or is, by reasonable inference from its nature or the circumstances of its disclosure, evidently confidential. It is clarified that Confidential Information includes anything created or developed by you in the course of your employment with Conduent.
- (c) Your individual remuneration is purely a matter between yourself and Conduent and has been arrived on the basis of your specific background and professional merit. We expect you to maintain this information and any changes made therein from time to time, as Personal and Confidential Information.
- (d) You shall immediately intimate Conduent in the event of any unauthorized disclosure of Confidential Information or actual or suspected loss, theft, unauthorized access, use or disclosure or any breach of confidence by any person to whom you divulged Confidential Information and shall take all reasonable steps to minimize the unauthorized disclosure and immediately return to Conduent all such information and materials, in whatsoever form, including and all copies thereof. Further, you shall also provide Conduent all reasonable assistance in connection with any proceedings which Conduent may institute against such person for breach of confidence.

## 12. Data Protection

- (a) You shall comply with Conduent's policies and procedures in relation to privacy and data protection as may be communicated to you from time to time. Any breach of such policies and



**Regd. Office: Conduent Business Services India LLP**

Unit A, 5th Floor, Aviator Building, Ascendas ITPB SEZ, International Tech Park Bangalore, Whitefield Road, Bangalore 560 066

LLPIN: AAH-8881, tele +91.80.41190100, fax +91.80.41190198

E-mail: [conduentservicesindia@conduent.com](mailto:conduentservicesindia@conduent.com) | Website: [www.conduent.com](http://www.conduent.com)



procedures shall be treated by Conduent as a misconduct and will be dealt with in accordance with the Company Rules and applicable laws.

- (b) You consent to Conduent collecting, retaining, holding, transferring outside India and processing any personal information (including any sensitive personal data or information (“**SPDI**”) as defined under the Information Technology (Reasonable Security Policies and Procedures and Sensitive Personal Data or Information) rules, 2011), both electronically and manually, in relation to you for the purpose of Conduent’s administration, business, HR purposes and management as well as for other lawful purposes in connection with the Conduent’s business. At all times, your SPDI shall be kept confidential and only be shared or disclosed for the above purposes or other lawful purposes.
- (c) Conduent may reach out to you for obtaining additional consents and approvals at any point in time during your employment with Conduent to enable Conduent to use your personal information. Should you choose to not provide Conduent with such additional consents and approvals, Conduent may need to alter the terms of your employment
- (d) Any change in personal information should be informed to Conduent within seven (7) working days.

### 13. Lay-off Event

- a) “**Layoff Event**” shall mean any event, which is beyond the control of Conduent, which it could not foresee or with a reasonable amount of diligence could not have been foreseen and which substantially affects the performance of the Employment Contract or the business of Conduent, including but without limitation:
  - (i) Natural calamities, including but not limited to floods, earthquakes, epidemic, pandemic;
  - (ii) Acts of any Government, including but not limited to declared or undeclared war, quarantines, embargoes, prohibitions; or
  - (iii) Terrorist attacks, public unrest in work area; or
  - (iv) shortage of power or raw materials, or the accumulation of stocks or the breakdown of machinery or for any other connected reason.
- b) Conduent shall have the right to suspend your services for the duration of the Layoff Event, or any part thereof, if Conduent, in good faith believes it is unable to utilize your services under the Employment Contract due to any such Layoff Event. No compensation will be paid or accrue to you for the duration of such suspension. In the event the Layoff Event continues for a period of more than three (3) months, Conduent shall hold consultation in an endeavor to find a solution to the problem, failing which the Employment Contract may be duly terminated.
- c) Conduent shall not be liable for any default or non-performance of obligations under this Employment Contract, if such default or non-performance of obligations is caused by a Layoff Event.

### 14. Legal Authorization

You agree and confirm that you are authorized to work in India and can provide proof of this with legal documentation. This documentation will be obtained by Conduent, for its legal records, if necessary.



**15. Governing Law**

The terms and conditions of this Employment Contract shall be governed by, construed and interpreted in accordance with the laws of India. Any action seeking legal or equitable relief arising out of or relating to the terms of this Employment Contract will be brought only in the courts of Bangalore, India

**16. Entire Agreement**

This Employment Contract, Company Rules and annexures, constitutes the entire agreement between the parties and supersedes all previous oral/written communications, representations, understanding and agreements between the parties, if any. The terms contained herein can be amended or modified at any time by Conduent and you will be duly informed in writing. Your rights set out in this Employment Contract are solely for your benefit and shall not be assignable. At the time of joining Conduent you may be required to accept and sign certain documents, including documents relating to Confidential Information and work product ownership. Such documents shall also form a part and parcel of this Employment Contract.

**17. Employment Start Date**

Your assignment is effective from **February 4, 2021**.

**18. Documents Required**

1. All Education certificates and mark sheets.
2. Two passport size photographs (to be submitted on the date of joining)
3. Relieving certificates from all previous employers
4. Last drawn Salary certificate from previous employer
5. TDS Certificate, Form 16 for current financial year (if available)
6. Experience certificates from previous employers
7. Aadhaar Card (Mandatory)
8. Proof of Identity/ Date of Birth  
Copy of PAN card (Mandatory)  
Copy of Passport (Mandatory)  
Copy of Driving License/Ration card (if available)  
Birth certificate or 10th class mark sheet (if available)
9. Address proof - copy of any one of the following (Passport / Driving License / Ration card / Aadhaar Card / Rent Lease Agreement / Mobile Bill / Bank Statement / Bank Passbook)

**19. Acceptance**

To accept this Employment Contract, please fill up the attached form and return it to us immediately. If we do not receive your acceptance one (1) week from the date of receipt of this Employment Contract, this Employment Contract shall stand revoked, unless Conduent decides otherwise.

We look forward to your commencing work with the Conduent, and to your being part of the Conduent Business Services India LLP family.

Yours Sincerely,

With Warm Regards,  
**For Conduent Business Services India LLP,**



**Anitus Niranjana**  
**Director - Human Resources**




**DECLARATION**

I accept the appointment on the terms and conditions contained in this Employment Contract and annexures, and other conditions and service rules as applicable to the employees of Conduent from time to time and I shall be joining the services of Conduent, no later than **February 4, 2021**

[Signature]

Place: Kochi  
Date: 02/04/2021

Accepted  
Signature (  )  
Name: Krishna Unnikrishnan



# Salhia Real Estate Company K.S.C.

## PAYSLIP

Employee	Raouf Rasheed Kadavil
ID number	484
Department	Finance Accounting and HR Sector
Position	Secretary-Finance Accounting and HR Sector
Grade-Level	Grade 3:Level 1

Pay Period	Apr	2021
Join Date	03-03-2019	
Bank Details	CBK	
Account #	9816326019	

Leave Balance	40.00
EOS Days	32.51

Earnings	Amount
Basic Salary	265.000
<b>Total Earnings</b>	<b>265.000</b>

Net Salary Transferred To Bank : **265.000**

Two Hundred Sixty-Five Dinar

27 Nov 2020

Ms Sandhra M Jose  
Mavelly House  
Chalakydy,Potta S.O,Thrissur,Potta  
PottaThrissur  
Kerala - 680722  
Mobile No: 9745143273  
E-mail ID: -josesandhra@gmail.com

Dear **Ms Sandhra M Jose**,

**OFFER LETTER: RELATIONSHIP EXECUTIVE**

1. With reference to your application for appointment and subsequent interview, we are pleased to offer you the position of **Relationship Executive** on the terms and conditions given in the succeeding paras.

**Posting**

2. **Place of Posting:** You will be posted initially at our **Madathumpady Branch, CSB Bank LTD, St Augustines Church Building, Madathumpady PO, Via Poyya, Thrissur(Dist), Kerala-680733, 9072601422, Madathumpady@csb.co.in**. However, you will also be subjected to transfers to any of the branches/ offices of the Bank solely at its discretion.
3. **Date of Joining:** As discussed, you are required to join for duty latest by **30 Dec 2020**. The date on which you join the above office / branch will be reckoned as your date of joining in the service of the Bank.
4. **Reporting:** The position will report to the **Branch Head**. However, your title, responsibilities and reporting lines can be changed at any point of time based on organizational necessity and as decided by the Board and / or Management acting in the best interest of the Bank.

**Compensation**

5. You will be eligible for a consolidated pay on Cost to the Company (CTC), basis of Rs **249,996/-** , ie, **Rupees Two Lakh FourtyNine Thousand Nine Hundred NinetySix Only per annum**. The detailed salary structure is attached at **Appendix A**.
6. Your salary is confidential and should not be discussed with anyone other than your reporting authority and HR Department.





CSB/Branch Banking /BD/ 3455 /2020-OL: Ref-CSB/RB/RE/1805/2020

### **Roles and Responsibilities**

7. Your roles and responsibilities are at **Appendix B**.

### **Probation and Confirmation**

8. You will be on probation for a period of One Year. Your performance will be evaluated regularly, and the Bank at its discretion, may confirm your service, on successful completion of probation period.
9. The Bank is at liberty to extend your probation period for any further period or terminate your services without notice or without assigning any reason whatsoever.

### **Performance**

10. Attainment/achievement of key deliverables are the primary consideration for your recruitment and employment. You are, therefore, required to continuously improve your performance and excel in your profession in the service of the Bank. You will be subject to a performance review, as per policy of the Bank. You will be given increment and opportunity for promotion, subject to availability of vacancy and policy of the Bank, at the sole discretion of the Bank.
11. The Bank reserves the right to terminate your services in the event of under-performance of your duties, responsibilities and key deliverables.

### **Testimonials**

12. You are required to submit the documents and testimonials as given in **Appendix C**. You will also be required to produce the original certificates for verification on the first day of joining.

### **Leave**

13. In addition to the statutory and Bank/public holidays in India and any other holidays declared by the Bank, you will be eligible of leave as per Leave and Working Hours Policy for CTC staff. This includes 12 days of Casual Leave, 10 days Sick Leave on pro-rata basis.
14. You will also be eligible for Earned Leave of 24 days on completion of 12 months of service; Maternity Leave of 182 days/ 7 days of Paternity Leave as per eligibility specified, as per Leave and Working Hours Policy for CTC staff.
15. Your employment is liable to be terminated if you absent yourself from the services of the Bank, without prior written permission or overstay of sanctioned leave, except in cases of medical exigencies duly supported by medical certificate.



2/ Page .....

CSB/Branch Banking /BD/ 3455 /2020-OL: Ref-CSB/RB/RE/1805/2020

### Reference Check and Background Verification

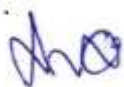
16. This offer of appointment is subject to obtaining satisfactory responses to reference checks.
17. Your employment in the Bank is also subject to satisfactory verification of the certificates, testimonials and personal particulars/credentials submitted by you. The Bank reserves the right to carry out a background check (including criminal history record search, medical history search, education & previous employment and personal details verification) through nominated third party/ agencies.
18. In the event that such verification or background search reveals any discrepancy in the statement(s) made in your application for employment or bio data/curriculum vitae submitted to the Bank, your appointment shall be deemed to be invalid and you shall be liable to be discharged from your services by the Bank forthwith.

### Resignation / Termination of Service

19. You shall provide 3 months' notice, should you wish to resign from the services of the Bank. Date of relieving will be at the sole discretion of the Bank.
20. You will not be permitted to adjust any accumulated leave in your credit including accruals against the notice period.
21. In addition to what has already been mention in the foregoing, your service with Bank are liable to be terminated:
  - (a) By giving 90 days' notice or notice pay in lieu thereof.
  - (b) Any breach of the conditions mentioned in this letter on your part.
  - (c) Any breach of the instruction/guidelines/circulars issued by the Bank, the RBI and regulators as applicable or made applicable to you from time to time.

### Code of Conduct

22. **Confidentiality:** In the course of employment with the Bank, you may receive or be made privy to confidential and proprietary information including information relating to the Bank, its customers, licensors that is not publicly available, trade secrets, salary details of the employees and property protected by intellectual property rights. You shall not, directly or indirectly, during the tenure of your employment with the Bank or thereafter, reveal, disclose or make known to the public or any person, entity, or use for your own benefit or the benefit of any third person any confidential information acquired during the course of employment. Any information that you obtain from time to time regarding the Bank's processes, methods or business practices and client information



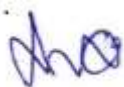
3/ Page .....

CSB/Branch Banking /BD/ 3455 /2020-OL: Ref-CSB/RB/RE/1805/2020

etc., should be treated as being of the utmost confidential character and you shall not divulge any such information to anyone, unless authorized by a Competent Authority. You will return all documents, papers etc., relating to the affairs of the Bank or any other material that you may have

in your possession on termination / resignation / absconding of service from either side. Any confidential information regarding the Bank or its customers acquired during the course of your duties should not be used by you in any context, while in service and /or after the termination / resignation / absconding of service. The Bank is entitled to take legal action on any breach of the above obligation by you.

23. **Exclusivity:** During the period of your employment with the Bank, you shall exclusively serve the Bank and will not engage or become interested, directly or indirectly, with or without remuneration, in any trade, business, occupation, employment, service or calling whatsoever nor will undertake any activities which are or will be contrary to or conflict with interests of the Bank and/or your duties and obligations to the Bank.
24. **IT Security Practice & Procedures:** During the service with the bank, you will adhere to the IT Security Practices & Procedures as prescribed by Bank. Any instances of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.
25. **Membership in Other Organisations:** During the period of your employment with the Bank, you will not seek membership of any local or public body or political organization without obtaining prior permission in writing from the Board or its delegated authorities.
26. During the course of your services with Bank you cannot be a member of any anti-social/national outfits or of any outfit which is declared as banned by the Government. Any act in breach of this term would entail initiation of termination by the Bank.
27. During the period of your service with Bank you will not take part in nor organise any demonstration/agitation against Bank and its official(s) either on your behalf or on behalf of other persons either inside the Bank or otherwise, any external bodies/political outfits-either as a member or as sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of Bank would amount to breach of employment contract leading to initiation of appropriate action.
28. **Non-Competition:** As by virtue of your position in the Bank, you will be privy to business sensitive, strategic and confidential information of the Bank, you will need to agree that during the term of your service with the Bank, you shall not be entitled to directly or indirectly, run, operate, control, be employed by or provide any services to any competitor of the Bank in India or elsewhere. During the term of your service with the Bank, you shall under no circumstances be employed in or work for or operate or participate, either directly or indirectly, in a business which is directly or indirectly in the same line of business with any Bank / Financial Institution.



4/ Page .....

CSB/Branch Banking /BD/ 3455 /2020-OL: Ref-CSB/RB/RE/1805/2020

29. In the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of 6 months from the date of such cessation, directly or indirectly ,either your own accord or in conjunction with any other person(s) or organization refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associates to leave their current employment with the Bank to join the services of your new employer/organization or any other competitor of Bank. Any such act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by Bank.
30. Please note that while joining the services of the Bank and during the term of employment with Bank, you would be required to notify the Bank immediately with the details of civil or criminal cases instituted against you in any court of law or any complaint / show cause notice/prosecution with/by any police station or by any statutory authority, as also you will notify any outcome of such complaint like filing of chargesheet/arrest/conviction/acquittal/discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by Bank.
31. The Bank expects resolution of issues relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. Please note that any attempt to bring any outside influence – directly or indirectly – upon any authority to further your interest(s) in respect of matters pertaining to your services with Bank would breach of employment contract leading to initiation of appropriate action.
32. During the Bank’s employment term, you will not indulge in acts of commission/omission which maybe prejudicial to the interests of the Bank or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.
33. You will abide by the policies, rules and regulations and internal guidelines of the Bank, which are in force, and any additions and/ or alterations that may be made thereto from time to time, by the Management.
34. At the sole discretion of the Bank, your services are liable to be terminated without any notice or salary in lieu thereof in the event of your involvement in any serious misconduct, misdemeanor, or any offence which may or may not be directly connected with the business of the Bank.
35. **Dress Code:** You shall always maintain a business like formal dress code and appearance, in tune with the policy / norms of the Bank.
36. You will be bound by the instruction / guidelines/ circulars issued by the Bank, RBI and regulators from time to time.



5/ Page .....



CSB/Branch Banking /BD/ 3455 /2020-OL: Ref-CSB/RB/RE/1805/2020

37. You will keep Bank informed of any change in your residential address/contact details.

**Acceptance of the Offer Letter**

38. If you are agreeable to the terms and conditions of this Offer letter, please sign and return to the Bank a duplicate copy as a token of your acceptance, within 2 days of receipt of this Offer Letter, in the format provided in Appendix D (attached).

39. We look forward to your joining Team CSB.

Thanking you,  
Yours Sincerely,



**(P V Satheesan)**  
**Head-Talent Acquisition**  
**For CSB Bank**

CSB/Branch Banking /BD/ 3455 /2020-OL: Ref-CSB/RB/RE/1805/2020

**APPENDIX – A**

**COMPENSATION AND BENEFITS**

**Name: MsSandhra M Jose**  
**Designation: Relationship Executive**

<b>DETAILS OF COMPENSATION</b>				
<i>Ser No</i>	<i>Details</i>	<i>Monthly</i>	<i>Per Annum</i>	<i>Remarks</i>
<b>Gross Salary</b>				
1.	Basic + DA	8,334	100,008	
2.	Conveyance	250	3,000	
3.	HRA - 50% of Basic Pay	4,167	50,004	
4.	Education Allowance	200	2,400	
5.	Bonus*	2,500	30,000	
6.	Medical Allowance	250	3000	
7.	CCA	250	3,000	
8.	Canteen Allowance	250	3,000	
9.	Special Allowance	3,798	45,576	
10.	<b>Total Gross Salary</b>	<b>19,999</b>	<b>239,988</b>	
11.	NPS (10% of Basic Pay)	834	10,008	
12.	<b>Total (Retiring Benefits)</b>	<b>834</b>	<b>10,008</b>	
<b>Total CTC</b>		<b>20,833</b>	<b>249,996</b>	
<b>CTC Per Year: Rupees Two Lakh FourtyNine Thousand Nine Hundred NinetySix Only</b>				
<b>Deductions</b>				
13.	NPS Employee Contribution	834	10,008	
14.	NPS Employer Contribution	834	10,008	
15.	<b>Total</b>	<b>1,668</b>	<b>20,016</b>	
<b>Notes:</b>				
(a) *Bonus includes statutory bonus, if any, as applicable as per policy				
(b) The incentive/ Performance bonus will be entitled, as applicable for the post, as per the policy of the Bank				
(c) CCA will be based on the place of posting				
(d) Gratuity will be paid as per Gratuity Act 1972				
(e) Professional Tax, Income Tax, and other deductions will be made as per statute.				
(f) You will be covered under medical insurance as per Bank policy				

**Signature:**



**(P V Satheesan)**  
**Head-Talent Acquisition**  
**For CSB Bank**

**APPENDIX – B****DUTIES, RESPONSIBILITIES, AND KEY PERFORMANCE AREAS**  
**RELATIONSHIP EXECUTIVE****Branch Service and Operations:**

1. Assisting the Branch Manager in carrying out day to day activities and all general banking activities of the branch under Core Banking System environment (CBS).
2. Assisting the Branch Manager in recovery and monitoring of Non-Performing Assets (NPA) accounts and the process.
3. Rendering effective customer service at counter including disbursement of cash.
4. Maintaining proper book of accounts
5. Performing the duties as an officer in charge of cash, including receipt and payment of cash and giving and signing receipts and giving effectual discharge for money that are paid and received
6. Issue of FD Receipts, receiving & paying deposits on terms and conditions to be determined from time to time by the Bank and issuing, signing receipts with regard to such deposits thus received & paid and also paying interest on deposits in accordance with the rates passed by the Bank
7. Release of Gold loans along with the joint custodian
8. Authorization of credit & debit entries (related to cash/transfer, clearing, OBC, FDs, etc.)
9. Accounting of receipts and payments correctly
10. Reconciliation of statements
11. Keeping joint custody of cash
12. Receiving and paying moneys on behalf of and in the name of the BANK and giving and signing receipts and giving effectual discharge for money that is paid and received
13. To make, draw, accept, endorse, negotiate, pay, discount, satisfy, deal in or transfer any bills of exchange, promissory notes, cheques, drafts, orders for payment or for delivery of money and other negotiable or mercantile instruments in the name of and on behalf of the BANK
14. Demanding, collecting, receiving and giving effectual bonafide discharge of, in the name and on behalf of the BANK, all debts, advances and claims due to the BANK
15. Any other role assigned from time to time

**Sales Role:**

16. On all working days, post branch customer hours, CREs are also required to engage in marketing of various products and achieve the targets that will be given. The activities will include:-
  - a. CASA/ Gold Loan / Retail Assets acquisition
  - b. Cross selling of insurance products
  - c. Market mapping, customer mapping competitor mapping in the geography assigned
  - d. Active participation in promotional activities to build up CASA and Gold proactive support to the team leader
  - e. Working within the compliance boundaries set by the regulatory bodies and the Bank
  - f. Working for satisfying the customer needs by selling the right products and services offered by the Bank
  - g. The above would require field activities and work would involve local travel in the assigned geography
17. Any other duties and responsibilities, assigned by the Bank.



**(P V Satheesan)**  
**Head-Talent Acquisition**  
**For CSB Bank**

8/ Page .....

CSB/Branch Banking /BD/ 3455 /2020-OL: Ref-CSB/RB/RE/1805/2020

**APPENDIX – C**

**DOCUMENTS REQUIRED TO BE SUBMITTED AT THE TIME OF JOINING**

Ser No	Document	Remarks
1.	CV	
2.	Bio-data form Part-I & Part II ( <i>in the format provided by the Bank</i> )	
3.	Two copies of Passport size photograph	
4.	Copy of Aadhaar Card	
5.	Copy of PAN Card	
6.	Identity proof (Voters Identity Card/ Driving License/ PAN Card/Passport)	
7.	Address proof (Voters Identity Card/ Driving License/ Passport)	
8.	<b>Copies of Educational Qualification Certificates</b> (original shall be produced for verification and attested copies to be submitted to the Bank)	
	(a) 10 <sup>th</sup> / SSLC	
	(b) 12 <sup>th</sup>	
	(c) Graduation	
	(d) Post-Graduation, if any	
	(e) Professional qualifications, if any	
9.	Last 3 months salary slips	
10.	<b>Resignation Letter (Submitted and acknowledged by to the last Organisation)</b>	
11.	Copy of Experience Certificate from latest employer	
12.	<b>Other Documents / Declarations (to be submitted in the format provided by the Bank)</b>	
	(a) Application for Employee Identity Card	
	(b) Background Verification Consent Letter	
	(c) Declaration Regarding Fidelity & Secrecy	
	(d) Declaration Regarding Compliance with Direction under Section 10 on Banking Regulation Act	
	(e) Certificate of having read Chapter-1 of Bank's Book of Instruction	
	(f) Application for National Pension Scheme ( <i>format to be provided to the candidate</i> )	
	(g) Medical Certificate / Physical Fitness Certificate	<i>Within 7 days of joining</i>
<b>Note:</b> All Original Certificates is required to be produced for verification on the day of joining, Copies of all certificates shall be submitted after self-attestation by the candidate and by the reporting officer		



CSB/Branch Banking /BD/ 3455 /2020-OL: Ref-CSB/RB/RE/1805/2020

**APPENDIX - D**

**ACKNOWLEDGEMENT AND ACCEPTANCE OF OFFER LETTER BY CANDIDATE**

1. I have read and understood the above terms and conditions, and hereby sign in acceptance of the same.
2. I look forward for a long-term association with the Bank.
3. I agree to join by the date as specified in para 3 of the Offer Letter. I understand that if I fail to join within 7 days of the date specified in para 3 of the Offer Letter, the Offer Letter will become invalid.

Signature of the Candidate:

Name of the Candidate:

Date:

Place:

10 | Page .....





Ref:HR/GMART/EXP/103

Date:31-12-2019

**TOWHOMSOEVERITMAYCONCERN**

This is to certify that Mr. SHEBIN VARGHESE S/o VARGHESE K T is working with our organization as ACCOUNTANT from June 2019 till date. His gross salary is Rs 15000(Rupees FifteenThousandOnly)per month.

Thiscertificateisbeingissueduponhisrequest

ForNandilathGMart.

Authorizedsignatory



Government of India  
Ministry of Home Affairs  
Directorate General, Sashastra Seema Bal  
East Block-V, R. K. Puram, New Delhi - 110066



No.8/SSB/Pers-II/2021(1)/ 19299 - 19301

Dated : 13<sup>th</sup> Mar, 2021

MEMORANDUM

The undersigned hereby offers Shri Smt. Km Vishnu Meloth Son / D/O Shri M Thamban Nair a post of Constable (General Duty) in the minimum pay of Rs. 21700-69100- in the Pay Matrix (Level-3) in Sashastra Seema Bal. He/She will also be entitled to draw other allowances, at the rates as admissible to Central Govt employees, subject to the conditions as laid down in the rules and orders governing the grant of such allowances in the Force from time to time.

2. The terms and conditions of appointment are as follows :-
  - i) On joining the Force, he/she will be governed by the Sashastra Seema Bal Act 2007 & Rules 2009, manuals & other rules orders as issued and amended from time to time by the Government.
  - ii) The appointment is purely temporary but likely to continue. He/She will be on probation for a period of 02 (Two) years from the date of appointment. The competent authority, as prescribed under SSB Rules may, for the reasons to be recorded in writing, extend the period of probation for such further period or periods not exceeding two years or may during the period of probation, terminate his/her services without assigning reasons. His/Her permanent appointment to the post, however, will depend upon various factors governing terms of permanent appointment to such post in Force at that time.
  - iii) His/Her services on being a temporary Government servant shall be liable to terminate at any time by a notice in writing given either by him/her to the appointing authority or by the appointing authority to him/her. The period of notice shall be one month, provided that the services may be terminated forthwith and, on such termination, he/she shall be entitled to claim a sum equivalent to the amount of pay plus allowances for the period of the notice at the same rates at which he/she was drawing them immediately before the termination of his/her services or, as the case may be, for the period by which such notice falls short of one month.
  - iv) The competent authority as prescribed under SSB Rules may, having regard to the special circumstances of any case, permit him/her to resign from the Force before completing the term of the engagement, provided that while granting such permission the competent authority as prescribed may, require him/her to refund to the Government such amount as would constitute the cost of training given to him/her for the said services, whichever is higher.



## Addendum to Appointment Letter

Dear **Yahya Majeed T**,

This is with reference to your appointment letter dated **09-Jul-2020**.

This is to inform you that your date of joining services at Wipro (DOJ) as mentioned in the Appointment Letter is hereby amended to **16 Jul, 2020**.

The Appointment Letter is effective from the DOJ as communicated to you in writing. All other terms and Conditions of your existing Appointment Letter remain unchanged.

Please confirm that the above terms and conditions are acceptable to you by signing this addendum and submitting a copy with your original signature along with the Appointment Letter on the date of joining.

Best Regards,  
for Wipro Limited,

A handwritten signature in black ink, appearing to read "Sandesh Kumar", is written over a horizontal line.

**Sandesh Kumar**  
**Associate Vice President And Global Head - Talent Acquisition**

I have read, understood and agree to the terms of employment and conditions herein.

**Name:**

**Signature:**

**Date:**

**Place:**

Wipro Limited

Addendum accepted by 2377922 dated on 15 Jul 2020 12:35:28 PM



## Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

**As an employee of Wipro you are considered as an Insider and accordingly advised as below:**

**1. Trading when in possession of UPSI:** Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: [polyclearinghouse@wipro.com](mailto:polyclearinghouse@wipro.com).

**2. Communication or procurement of Unpublished Price Sensitive Information (UPSI):** Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need-to-know basis.

**Employees are strictly prohibited from the following:**

- a) Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
- b) Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
- c) Unauthorized disclosure or communication of UPSI.
- d) Procuring any UPSI from others

**3. Individual and Personal Responsibility:** As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.

**4. Disclosure requirements:** Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees.

**For more details on procedures and guidelines, employees are requested to refer Wipro's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to [polyclearinghouse@wipro.com](mailto:polyclearinghouse@wipro.com)**

Wipro Limited

Addendum accepted by 2377922 dated on 15 Jul 2020 12:35:28 PM



12<sup>th</sup> December 2019

**Conditional Offer Letter**

Minu Joseph  
Thattil (H), Korumbissery  
Irinjalikuda P.O  
Thrissur - 680121

**Dear Minu,**

Further to the selection process you had with us, we are pleased to offer you an exciting career with Experion Technologies (India) Pvt. Ltd.

Your formal training period, **Initial Learning Program (ILP)** will start as soon as you complete your university examinations. You will have a series of online training to undergo before your formal training period which will help you to perform during the training period.

Successful completion of the **Initial Learning Program** and submission of **Provisional Certificate of your Graduation** from your Institution/University are the prerequisites to avail **Formal Employment Offer** from Experion.

The general terms and conditions of the **Employment Offer** are as follows:

1. On successful completion of the Initial Learning Program, you shall be appointed on probation for a period of 6 (six) months as '**Associate Software Engineer**' at grade **A1**.
2. Your remuneration on joining Experion shall be **INR 360,000/-** (Rupees Three Lakhs and Sixty Thousand only) per annum cost to the company.
3. Your job location shall be either at our **Thiruvananthapuram (Technopark)** or **Kochi (Infopark)** office based on our project requirements at the time of joining the Company.





4. You will be required to sign a Service Commitment Agreement on joining, wherein you agree that you shall continue to serve the Company for a minimum period of two (2) years from the date of joining, failing which you shall pay a sum of Rs.200,000/- (Rupees Two Lakhs only) as liquidated damages to the Company.

**Kindly sign the copy of this letter indicating your acceptance of the above terms and conditions of this offer and return the same (soft copy) to us.**

We welcome you to build an exciting career with Experion!

For **Experion Technologies (I) Pvt. Ltd.**,

**Jijo Joseph**  
**AGM – Human Resources**

I, \_\_\_\_\_, acknowledge that I have read, understood and accept this Conditional Offer and other terms and conditions of employment as outlined therein, and agree to send the certificate copies of the qualifying examinations once I receive it from the University.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# افاق وادي المعاول للتاجير المعدات الثقيلة ش.م.م

## AFAQ WADI AL- MA'AWIL HEAVY EQUIPMENTS L.L.C

Ref. : ..... الاشارة

Date .....

20.11.2019

To,

**Mr. Sarath Sasi Kothot**  
**Mobile: +91 7356111177**  
**Passport No: M 0714790**

### Sub: Letter of Appointment

We are pleased to offer you a position of “Sales Executive” in our company on the following terms and conditions:-

1. You will be paid a basic salary of R.O.320.000 plus R.O.30.000 towards the food allowances and total consolidated being R.O.350.000 (Riyals Omani Three Hundred and Fifty Only) per month.
2. The minimum working day in a week is 6 days.
3. You will be entitled to get a bachelor status and your Accommodation will be provided by the company.
4. Probation: The employee should be a probation period of 1<sup>st</sup> 2 months. If the work performance is unsatisfactory to company, the company has a right to cancel his visa and the employee should bear all the cost related to visa & ticket for him.
5. You will be entitled to get 60 days leave after the completion of 2 years continuous service with both sides air ticket. ( Muscat- India- Muscat)
6. Initial ticket and the charges for medical will not be the company scope.
7. You will be entitled to Medical Assistance as per the Omani Laws.
8. Notice of Termination: The contract can be terminated by the employer or by the employee at any time by giving 30 days written notice.
9. All other terms and conditions as per the labour laws of sultanate of Oman.

With best regards,

  
**PRASHAL. S.K**  
General Manager  
GSM: 00968 95208455



Accepted By:

Sarath Sasi Kothot

Amendment to the Letter of Appointment:-

- ❖ This contract for a minimum period of 2 years, which can be renewed after mutual consent. If availing any Emergency leave- the expenses on A/c of Air Ticket and other expenses for travelling to be borne by the Employee, a surety to be given from relative / friend / colleague for availing Emergency Leave.
- ❖ During the contract service period of 2 years the employee is not entitled to leave the company without sufficient reasons.(leaving company either for betterment or due to personal reasons)  
If the employee wanted to leave the company due to his personal reason, he is bound to bare the expenses to a minimum of R.O.300/- on a/c of the expenses incurred for availing visa and other charges.  
The expenses for the above will be deducted from the sufficient or to be paid by the employee in cash before relieving.
- ❖ For getting employment for betterment in Sultanate of Oman or elsewhere before completing the contract period, you have 1 month notice in writing, otherwise 1 month salary will be deducted from your settlement in addition to the above the expenses incurring for Labour card, Medical and other expenses to be reimbursed by yourselves.

Any false information with regards to the employment seeking employment for outside or passing confident information from this office to the competitors or to any other personnel will result in legal procedures as per Oman Labour Law.

I confirm that I fully understood the Terms and Conditions, which is acceptable to me for getting an employment in your organization.

Name :

Signature :

Date :



Dear Sonia,

Further to the interview you had with us, we are happy to offer you the position of '**Software Analyst (L1)**' at ClaySys Technologies Pvt Ltd.

Please review the employment contract and general terms in the attachment. You are requested to respond with any questions or clarifications that you may have and your acceptance of this offer if it is fine.

To confirm your acceptance of the offer letter and the terms and conditions specified therein, please sign in the space specified on each page against your name, and return the signed copy to the following mail id: [hr@claysys.com](mailto:hr@claysys.com) along with scanned copies of the required documents mentioned in the Job Offer Letter.

Looking forward to having you join the team!



**SOUTH  
INDIAN Bank**

**Experience Next Generation Banking**



**CHERRY SIBY**

**14887**



**Date Of Birth** : **25-02-1997**  
**Blood Group** : **B+**  
**Emergency Contact** : **9447036940**  
**Valid Upto** : **31-12-2024**

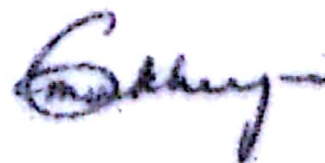
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### **INSTRUCTIONS**

For security and identification, this card must be worn by the employee in Bank Premises.

This card is the property of The South Indian Bank Ltd. to whom it should be returned if found or upon request.

This card is non-transferrable and must be surrendered immediately upon cessation of employment.



Issuing Authority



Experience Next Generation Banking

SIB House, Mission Quarters, Thrissur - 680 001.

Ph: 0487-2420020



2017 - 2018

# One&Only

THE PALM  
Dubai

7 April, 2021

Mr. Steffen Koonan Thomas  
C/o Al Amsal HR Consultancy  
Cochin - India

Dear Steffen,

On behalf of One&Only, it gives us great pleasure to offer you the following professional challenge as per the following details:

1. **Position**  
Commis Waiter.
2. **Starting Date**  
Your date of joining will be no later than 20<sup>th</sup> April 2021.
3. **Point of Hire**  
Your point of hire will be Cochin, India, from where a one-way economy class ticket will be provided.
4. **Remuneration**  
Your monthly starting salary will be Dhs 850/- (Approx. US\$232). Your eligibility for service charge will also commence once you have successfully completed your probationary period. This will be calculated every six months (i.e. from seventh month) and will be based on work performance, behavior and attendance.
5. **Place of work**  
One&Only Management reserves the right to have you reassigned to a different unit within One&Only Royal Mirage, Dubai or One&Only The Palm, Dubai. Such assignments may be temporary or permanent.
6. **Working Hours**  
Your working hours will be nine (9) hours a day over (6) days a week with one (1) day off.
7. **Accommodation**  
You will be provided with a suitable shared accommodation (2 persons per room) in the staff-housing complex as per Hotel's policy.
8. **Meals**  
The resort will provide daily breakfast, lunch and dinner taken within the colleagues Dining Room at the Hotel or within the employees' accommodation Dining Room.
9. **Grooming**  
All employees will be required to adhere to the Hotel's grooming standard. Male team members are required to have a clean-shaven presentation, thus, no moustache or beard is allowed.
10. **Medical**  
A medical scheme will be provided for you as per the Hotel's policy.
11. **Uniform / Laundry**  
You will be provided with a hotel uniform, along with laundry service.
12. **Transport**  
Transportation from your accommodation to the hotel and vice versa will be provided as per the set scheduled by regular shuttle buses.





**13-November-2020**

**Amrutha Asokan  
Bangalore**

**Reg: Offer of employment**

Dear Amrutha,

We are pleased to offer you the position of **Associate - Claims at Legato Health Technologies LLP** and your work location will **Bangalore - RGA**. We hope you are as excited about this opportunity as we are to have you on our team.

The annualized salary being offered to you is **INR.230000/- (Two Lakh Thirty Thousand Rupees Only)** less applicable withholding taxes. The detailed compensation structure is given in Annexure - A.

This offer is contingent upon (i) your acceptance of the same within 3 business days; (ii) on confirmation that you are legally authorized and available to work in your position at the agreed location on your start date of **07-December-2020** and at all times thereafter, (iii) the successful verification of your background information; and (iv) you reporting to Legato on the Date of Joining. Legato reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining with due communication to you, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

On the Date of Joining, you are required to produce certified true copies of all your credentials as asked for.

Your employment with Legato will commence on the Date of Joining and subject to completion of all joining formalities, including those conditions mentioned above. The joining conditions also include you being present to complete the Legato induction and on-boarding process. In the current remote working environment, this will include you being physically present at the address provided by you during the on-boarding process with Legato and being able to receive Legato company property including the laptop as part of the induction and on-boarding process within the time period as stipulated by Legato to you. You will also need to complete related induction processes, which may be conducted remotely by Legato at its discretion. Please note the Legato property including, but not limited to, the laptop, intellectual property, notes, reports etc., as may be provided to you are the property of Legato at all times and are to be used with utmost care. The property of Legato is subject to inspection by Legato personnel at any time with or without notice.

You will be also be required to sign an employment agreement and confidentiality agreement with Legato on the Date of Joining. Until the employment agreement is fully executed by you and the entire induction and on-boarding process has been completed as discussed above, please note that no relationship (employment, contractual or otherwise) will exist between the parties.

We look forward to you joining the Legato team!

Sincerely,

---

**Mosur K Saisekar**  
Country Head  
Legato Health Technologies LLP

---

**Amrutha Asokan**  
Date:

---

**Legato Health Technologies LLP | [www.legatohealth.com](http://www.legatohealth.com)**

Head Office: Manyata Embassy Business Park, Floors 6-10, Block Banyan (L1), Outer Ring Road, Nagavara, Bengaluru, Karnataka – 560045  
Ph: 080-6152-0000 | GSTIN: 29AAHFL3010G2ZL

Branch Office: Floors 8 and 9 of T1 and T2, Laxmi Infobahn,  
Kokapet Village, Gandipet Mandal, Ranga Reddy Dist.,  
Telangana – 500075 | Ph: 040-6817-0000 | GSTIN: 36AAHFL3010G1ZR

Branch Office: RGA Tech Park, Floor 8 -11, Block-4,  
Chikkakannalli Village, Sarjapur Main Road, Bangalore,  
Karnataka- 560035 | GSTIN: 29AAHFL3010G2ZL

LLPIN: AAL-0928 | PAN: AAHFL3010G

**Annexure – A**

<b>Associate Name: Amrutha Asokan</b>		
<b>Designation: Associate - Claims</b>		
<b>Component</b>	<b>Per Annum (INR)</b>	<b>Per Month (INR)</b>
Basic Salary	186000	15500
HRA	15143	1262
LTA	0	-
Special Allowance	0	-
<b>Gross Salary</b>	<b>201143</b>	<b>16762</b>
Employer's contribution to PF	22320	1860
ESI	6537	545
Total Fixed Pay	230000	19167
<b>Cost to Company (CTC)</b>	<b>230000</b>	<b>19167</b>

**Note:**

- *Employee's contribution to Provident Fund, Professional Tax and Income Tax will be deducted as applicable.*
- *As per Payment of Gratuity Act, 1972, you will be eligible for gratuity payment that will be over and above your CTC.*
- *Shift Allowance payable based on the shift timing (except general shift).*
- *Transport deduction is applicable only for associates working in general shifts.*
- *Medical Insurance cover for Associate including five dependents for a principal amount of INR 3,00,000 /-*
- *Coverage amount for Personal accident and Term Life Insurance would be 5 times of CTC each*
- *Notice period will be 3 months*
- *Employee State Insurance (ESI) deduction applicable as per ESI Act 1948.*

Sincerely,

\_\_\_\_\_  
**Mosur K Saisekar**  
 Country Head  
 Legato Health Technologies LLP

\_\_\_\_\_  
**Amrutha Asokan**  
 Date:



**SOUTH  
INDIAN Bank**

Experience Next Generation Banking



**SANDHRA E. J.**

---

**14824**





**NATIONAL INSTITUTE OF PHYSICAL  
MEDICINE AND REHABILITATION**  
(An autonomous Organization under Social Justice Department)  
Reg. No: TSR/TC/19/2016



**JASEENA**  
**PSYCHOLOGIST**

ID Card No: 50059

DEPARTMENT OF PSYCHOLOGY

Signature of Holder

Director

Kalattumkara P.O, Irinjalakuda 680683,  
Ph: 0480 2881136, 7510870111



**KERALA GOVERNMENT  
HEALTH SERVICE**



**JENCY A.J.**  
Clinical Psychologist

A handwritten signature in green ink, appearing to read 'Jyothish T.S.', written over the printed name.

**JYOTHISH T.S. (Lay Secretary & Treasurer, Health Services)**





# GOVT. OF KERALA

DEPT. OF HEALTH SERVICES  
AROGYAKERALAM WAYANAD  
(NATIONAL HEALTH MISSION)



**RENITTA MONICA RODRIGUES**

**PSYCHO SOCIAL COUNSELOR**

**ID No: NHM/WYND/COVID/2020/034**

**M: +91 9645735401**

**OFFICE ADDRESS: MAYOS BUILDING  
KALPETTA NORTH  
KAINATTY, WAYANAD  
673122**

**PH**

**: 04936 202771**

**Programme Manager**

**Chief Executive Officer  
Arogya Keralam Wayanad**





*Private & Confidential*

## Agreement Letter

Date: 01.04.2021

To,  
Mr. Kuriakose Junior  
Mundathanath House  
West Mampetta, Mukkam P. O  
Kozhikode, Kerala 673602  
Email: [kuriakose.junior@gmail.com](mailto:kuriakose.junior@gmail.com)  
Tel: +91 7559888291

Dear Mr. Kuriakose Junior,

We are happy to seek your services as a Consultant to WASSAN. WASSAN stands for the core values such as team spirit, hard work, excellence and innovations. You are expected to stand for the above values.

The following are the terms of reference:

1. **Designation:** Your designation is a Consultant
2. **Period of Contract:** The period of contract with WASSAN is from 01.04.2021 to 30.09.2021. Your contract agreement will be automatically terminated or this can be renewed with mutual consent.
3. **Headquarter:** You will be based and work from your home location.
4. Your work with WASSAN is full time and governed by the organizations roles including leaves. You are to abide by policies of WASSAN.
5. **Your Contract fee** is Rs 35000/- (Rupees Thirty Five Thousand only) TDS and other taxes would be applicable.
6. You are entitled for a Personal Accident Insurance Policy yourself.
7. You are not eligible or entitled for any other allowances or claims from WASSAN.
8. You will report to Mr. Minhaj Ameen, WASSAN who is your Team Leader.
9. Your roles, responsibilities, tasks and deliverables will be indicated by your Team Leader.

**Watershed Support Services and Activities Network (WASSAN)**

Plot No 685, Road No. 12, Narasimha Swamy Colony, Nagole, Hyderabad - 500 068, Telangana State, India

Ph: +91 (40) 29555295. E-mail: [mail@wassan.org](mailto:mail@wassan.org). Website: [www.wassan.org](http://www.wassan.org)

Follow us on Facebook @WASSANIndia | Twitter @WASSANIndia







GINGER TECHNOLOGIES  
3<sup>rd</sup> Floor City Tower, Triprayar  
Thrissur 680567  
Phone: +91 9562391630  
Email: info@gingertech.in  
Website: www.gingertech.in

Date: 05/10/2018

ANJALI. P. MURALIDHARAN,  
KOMBATH HOUSE,  
KIZHUTHANI,  
THANISSERY P.O.,  
PIN:680701.

Dear **ANJALI. P. MURALIDHARAN,**

Further to our discussions, we are pleased to offer you a position with Ginger Technologies.

**Position & Joining:**

You shall be appointed as a **GRAPHIC DESIGNER- TRAINEE** with Ginger Technologies. You are expected to join on or before DD/MM/YY at 9:00 A.M. at the following location to complete your joining formalities:

Ginger Technologies  
3<sup>rd</sup> Floor, City Tower, Triprayar  
Thrissur 680567

Any change in the date of joining would be at the sole discretion of Ginger Technologies. Please confirm via e-mail your exact date of joining at least seven days in advance.

**Salary Details:**

As discussed, your annual income would be as follows, 72000 INR per annum CTC. Revision in salary structure would be made on quarterly or half-yearly at the sole discretion of the management purely based on the performance of the individuals.

**Working Hours:**

The work timing is at the sole discretion of the Management and would normally consist of 48 hours work week. These are subject to change as per business requirements. Same numbers of work hours are expected even when you are on an assignment abroad unless communicated otherwise by a Ginger Technologies entity. The general Working hours will be 8:30 AM to 5:30 PM - Monday through Saturday. Employees may also be expected work from home based on business requirements.

**Joining Requirements:**

You are required to contact the HR department on the date you report for work as per terms of this letter at 9:00 AM. You are required to submit a copy of the following documents for joining:

1. Relieving letter(s) / Acceptance of resignation from till your previous organizations (if available)
2. Experience letter(s) from all your previous organizations
3. Photocopies of all educational certificates (Class X onwards)
4. Two recent passport size photographs
5. Photocopies of your ID proof/Aadhar Card/Passport/Driving License.





**NATIONAL INSTITUTE OF PHYSICAL  
MEDICINE AND REHABILITATION**

**(An autonomous Organization under Social Justice Department)**

**Reg. No: TSR/TC/19/2016**



**AMRUTHA C P  
PSYCHOLOGIST**

**ID Card No: 50060**

**DEPARTMENT OF PSYCHOLOGY**

*Amrutha*  
Signature of holder

*[Signature]*  
Director

**Kalattumkara P.O, Irinjalakuda 680683,  
Ph: 0489 2881136, 7510870111**





# SWAMI VIVEKANANDA MEDICAL MISSION

Agali P.O., Palakkad Dt., Kerala,  
PIN 678581, Ph: 04924 254107



**ANJALI SURESH.P**

PROJECT CO ORDINATOR

Mob: 9061421686

🩸 B+

✉ svmmagali@gmail.com  
🌐 missionvivekananda.org

*Narayana*  
Chief Medical Officer



**Apollo ADLUX**  
HOSPITAL



**APARNA K**

**Out Patient Services**

Member ID : 1180001  
Blood Group : A-  
UHID : AADH.00000030896  
Emergency No : +91 97442 71840  
ID Validity : 30-06-2023

**#ApolloNeverSleeps**





**GOVT. OF KERALA**  
**DEPARTMENT OF PANCHAYATH**  
**IDENTITY CARD**



**CHARUTHA.T.R**  
**COMMUNITY WOMEN FACILITATOR**

*Charutha*

**Signature of Holder**



*[Signature]*  
Secretary

Valapad Grama Panchayath  
**Issuing Authority**





**CHRIST COLLEGE**  
**(AUTONOMOUS)**  
**IRINJALAKUDA**

Affiliated to Calicut University

Irinjalakuda North P.O. - 680125

Ph : 0480-2825258, [www.christcollegeijk.edu.in](http://www.christcollegeijk.edu.in)

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



**Christina Tony**

Assistant Professor (ADHOC)

Psychology

ID No 1122



*Matthew Paul*  
Principal



# CHILDLINE

## Thrissur



### Letter of Appointment

Dear Mr. **JOBIN SCARIA**

I am pleased to offer you employment in the position of Center Coordinator with CHILDLINE

I foresee your potential skills as a valuable contribution to CHILDLINE and children. Your appointment as Center Coordinator will commence on 1/03/2021.

As Center Coordinator, you will be entitled to a monthly remuneration of Rs 14000/- (Rupees Fourteen Thousand only). Your appointment will be a term for Six months. Your continued employment at CHILDLINE is dependent on your successful completion of the six months. Your honorarium/salary will be reviewed; when The Ministry of Woman and Child Development increase the project salary. Terms and conditions, and your job descriptions are available at CHILDLINE office.

Your signing this appointment letter confirms your acceptance of the terms and conditions and that you would be joining in CHILDLINE on the given date.

Sincerely,

A handwritten signature in black ink, appearing to read 'Fr. Paulson thattil'.

Fr. Paulson thattil

Director  
CHILDLINE, Thrissur  
1/03/2021

A handwritten signature in black ink, appearing to read 'Jobin Scaria'.

Signature of Mr. **JOBIN SCARIA**

COLLABORATIVE ORGANISATION  
ST. CHRISTINA HOME,  
PULLAZHI, THRISSUR - 680 012



NODAL ORGANISATION  
VIMALA COLLEGE,  
CHEROOR, THRISSUR - 680 009

"A project of the Ministry of Women and Child Development (G O I) in partnership with State Government NGOs Corporate sector and concerned individuals"



# ATMA Foundation

Regd Charitable Trust No. 397/IV/06  
NITI Aayog Reg No: KL/2009/0007103

0487-2325232, 9400995232  
info@atmafoundation.org  
www.atmafoundation.org

Date: 13/07/2020

To  
Ms Lakshmi R  
Pookkattil House, Palissery P O,  
Thrissur. 680027

Dear Ms Lakshmi,

Sub: Appointment of Coordinator (Education Projects) of ATMA Foundation

This has reference to your application to ATMA Foundation and the subsequent online interview you had with us on 5<sup>th</sup> July 2020. We are pleased to appoint you as Coordinator (Education Projects) on a consolidated pay of Rs.12000/- (Rupees Twelve thousand only) per month, on probation basis for three months with effect from 13/07/2020. The contract can be renewed after 3 months based on your performance review and your willingness to continue.

You will be governed by the rules and regulations framed by us from time to time.

For ATMA FOUNDATION

C K Suresh

Director





**ADVANCED RESEARCH CENTRE  
FOR COUNSELLING & PSYCHOTHERAPY**

Easwara Seva Lane, Kalikotta Palace Road,  
Tripunithura, Near Statue Junction - 682301.

Mob: 9567039887

E mail: arccporg@gmail.com | www.arccp.org



**RAIGON JOSE**  
Social Worker

Mobile No : 8592041753

Date of Birth : 21-12-1994

Blood Group : A+ve

Director



Date: 30<sup>th</sup> December 2019

Ms. Sruthy P,  
Plavinthottathil House  
Koodapuzha Chalakudy  
P O Pin : 680307

Letter of Intent

Dear Sruthy P,

Congratulations and Welcome!

Six Red Marbles is pleased to offer you a job as Subject Matter Expert (Mathematics) at our Chennai office with a joining date of 2<sup>nd</sup> January 2020 at 11 am. Our offer includes:

An annual compensation of Rs [REDACTED] w.e.f. you're joining date.

You will be on Probation for 6 months from the date of your joining. A detailed breakup of the compensation will be provided on the first day of joining and your appointment letter shall be given to you after completion of your joining formalities.

While it is our sincere hope and belief that our relationship will be a long one, we do not offer employment on a fixed term basis, and this offer letter should not be construed in any manner as a proposed contract for any fixed term. You are free to resign at any time for any reason, and Six Red Marbles retains the right to terminate your employment at any time for any reason, with or without period.

**You are required to submit the following the documents (Photocopy) at the time of joining:**

- Proof of Identification (Photocopy of Aadhaar card/passport/ Election card/ Driving License/ Pan card)
- Address proof (Photocopy of ration card/ driving license/ rent agreement/ land line bill/ electric bill)
- All education/ professional certificates (School / college)
- Resignation acceptance/ Relieving certificate from previous employer, if applicable.



**SIX RED MARBLES LEARNING PVT. LTD.**

Regd. Office : 2nd Floor, Awfis Space Solutions Pvt Ltd., The Great Eastern Centre (Ryder House), 70, Nehru Place,  
New Delhi-110019 ☎ +91-011-42636116 | CIN No. U80302DL2012PTC230269

Branch Office : Second Floor, Door No.141 S.No.283/1B2, Old Mahabalipuram Road, Kottivakkam, Chennai, Tamil Nadu-600041 ☎ +91-044-40205300/413





# ST. ALOYSIUS COLLEGE

(Affiliated to the University of Calicut &  
Aided By The Govt. of Kerala)

Elthuruth, Thrissur - 680 611, Kerala

Ph : 0487 2360748, Fax : 0487 2362365

Website : [www.aloysius.in](http://www.aloysius.in)



**MANOJ DEVASSYKUTTY**

**GUEST FACULTY**

**STATISTICS**

*Francis*  
**PRINCIPAL**





**CHRIST COLLEGE**  
**(AUTONOMOUS)**  
**IRINJALAKUDA**

Affiliated to Calicut University

Irinjalakuda North P.O. - 680125

Ph : 0480-2825258, [www.christcollegeijk.edu.in](http://www.christcollegeijk.edu.in)

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



**Linett George**

Assistant Professor (ADHOC)

Statistics

ID No 1125



*M. Mathew Paul*  
Principal





**MARELLO  
PUBLIC SCHOOL**  
PERUMPILLY, NARAKALPO.

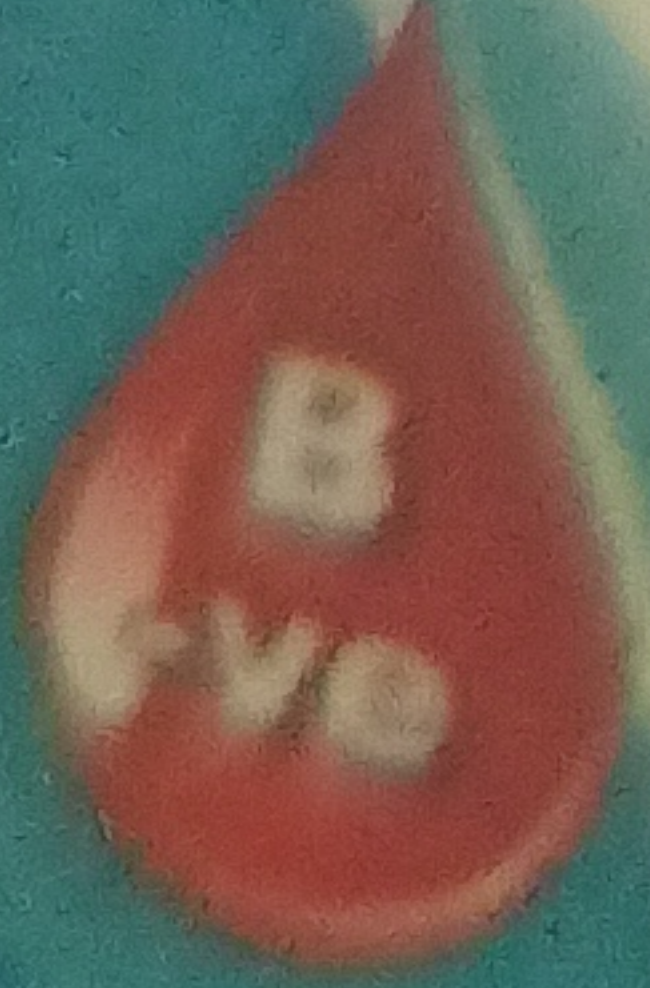


**DEEPAK XAVIER**  
**TEACHING STAFF**

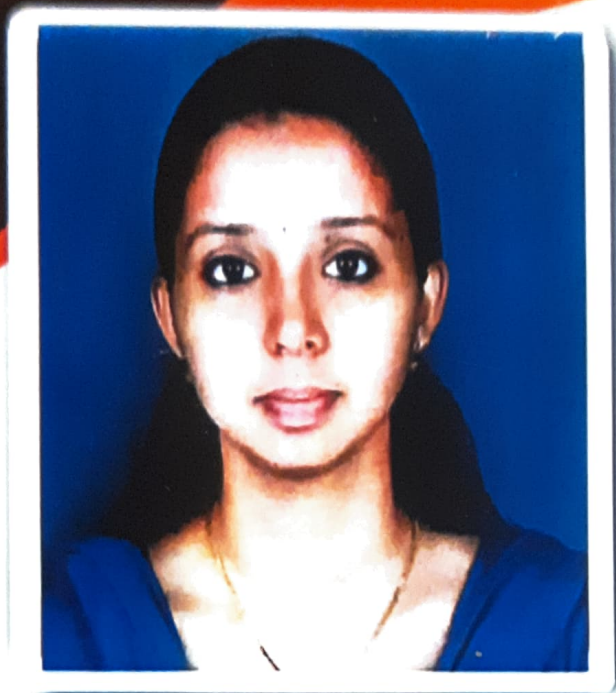
Kodiveetil House  
Near Kuruplav Palam  
Fort Kochi, 682001

9037331196

**DOB: 31.08.1993**



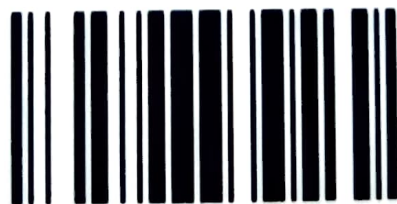




**Ms. Sneha John**  
**Guest Lecturer**  
**Department of Mathematics**  
**and statistics**



**CARMEL COLLEGE MALA**  
(AFFILIATED TO UNIVERSITY OF CALICUT  
RE ACCREDITED BY NAAC WITH A GRADUATE CYCLE)



**598**



**Address: Rappakaran House,  
Koplipadam, Pady P O,  
Thrissur**

**Phone : 8157955829**

**Email : sneha@carmelcollegemala.ac.in**

**Blood : O-ve**

**D.O.B : 8/21/1995**

**Bus Point : Vellikulangara**

*Kiary. Ash*

**Dr. Sr. Lily A.D.**

Principal





U -  
S T

UST/67832123/7233272

14/07/2021

Suji Surendran k  
Trivandrum

Sub: Letter of Offer

Dear Suji,

Thank you for the keen interest you have shown in our organization. Consequent to your application, interviews and the personal discussions with us, we are pleased to offer you a career with US Technology International Private Limited ('US Technology'). Please accept our heartiest congratulations.

If you accept this offer and join our services, you will be designated as "Assoc. Software Developer", A1.

Your employment will be subject to the Standard Terms and Conditions of Employment of US Technology and will be governed by various policies, rules and guidelines of US Technology. It will also be guided by the core values and beliefs of US Technology. Please note that you will also be required to sign and agree to be bound by The Employee Non-disclosure, Non-solicitation and Non-Competition Agreement when you join the employment of the Company.

The Overall compensation offered to you is Rs.350,000.00/- (Rupees Three Lakh Fifty Thousand) per annum, which will include an Annual Variable Pay of upto a maximum of Rs.17,500.00/- (Rupees Seventeen Thousand Five Hundred) per annum subject to the policy of US technology in this regard. Please find details of the compensation and benefits you are being offered in Annexure 1.

This offer of employment with US Technology is subject to the successful completion of your Background Verification conducted by US Technology or any other agency appointed by US Technology and confirmation of your medical and physical fitness by a qualified Registered Medical Practitioner (RMP) nominated by US Technology.

By accepting this offer of employment, you will be deemed to confirm that: -

- i. Prior to joining our employment, you have terminated your employment with your current/previous employer in accordance with the terms and conditions of the said employment.
- ii. On joining our employment, there are no continuing obligations or restrictions which apply to you vis-à-vis any of your previous employments.
- iii. You are not restricted, prohibited or constrained from accepting this offer of employment from US Technology and that you have not, during the course of your previous employment/s entered into any agreement/arrangement which in any way restricts prohibits or debars you from accepting the offer made by US Technology.
- iv. That no amounts will be due and payable by you to your previous employer/s.
- v. On joining our employment that you do not have in your possession, nor have you failed to return, any property including but not limited to any devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, materials, equipment, other documents or property, or reproduction of any aforementioned items belonging to your previous employer/s.

This offer will be valid till 21/07/2021. If this offer of employment is acceptable to you, please intimate your acceptance of the same by signing the duplicate copy of this letter and returning it to us on or before 21/07/2021. If you are accepting our offer letter, please send us your confirmation within 72 hours.



**U .**  
**S T**

If no such intimation of acceptance is received on or before the said date, this offer shall stand automatically withdrawn.

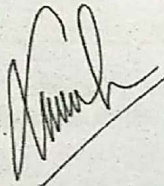
If you accept this offer of employment, you are required to join your employment on or before 21/07/2021. If you are unable to report on the above date you are required to inform us in writing.

Please see Annexure 2 for details of the documents you are required to produce at the time of joining. This offer of employment is subject to production of the said documents. The determination of the adequacy or authenticity of all or any of the said documents will be at US Technology's sole discretion.

We hope you will find this offer acceptable. We are confident that you will contribute to the values of the organization and wait to welcome you to the US Technology family.

Sincerely,  
for US Technology International Private Limited

**Accepted**



**Vinesh George**  
**Group Manager HR**

Suji, Surendran k

Execution by the Employee:

I, Suji Surendran k, agree and accept this conditional offer on the terms and conditions outlined and/or referred to in this Agreement.

Signed By Candidate



IP Address

Date 14/07/2021

Encl : Annexure 1  
Annexure 2



# MUHAMMED ABDURAHIMAN MEMORIAL ORPHANAGE (MAMO) COLLEGE

[Govt. Aided & Affiliated to University of Calicut. Re-Accredited by NAAC with A Grade]



## OFFICE OF THE PRINCIPAL

Ref: MAMO/AC/2021

Date: 21 June 2021

## APPOINTMENT ORDER

Ms. **NIRMALYA T SUNDAR**, is hereby appointed as Assistant Professor (Ad Hoc), at Department of English, Muhammed Abdurahiman Memorial Orphanage (MAMO) College on contract basis with a consolidated pay, w.e.f the FN of 21st June 2021. She is appointed on contract basis for handling the Complementary Journalism Courses of B.A English Programme.



PRINCIPAL

**PRINCIPAL**  
MUHAMMED ABDURAHIMAN MEMORIAL  
ORPHANAGE COLLEGE  
P.O. MANASSERY, MUKKAM - 673602



Manassery, Mukkam Post,  
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Principal: 0495-2295121



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Sub-Editor  
Emp.ID: 623



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# Olam



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