## K. K. WAGH COLLEGE OF PHARMACY

(B. Pharmacy \& D. Pharmacy)

Hirabal Haridas Vidyanagari, Amrutdham, Panchavati, Nashik - 422 003. (Maharashtra) India.
当: 0253-2221121, 2517003, 2510262 Web: www.pharmacy.kkwagh.edu.in
Email: principal-bpharmacy@gkwagh.edu,in, disp-bpharmacy@kkwagh.edu.in

### 5.2.1.

## Number of placement of outgoing students during the year

K. K. WAGH COLLEGE OF PHARMACY
(B. Pharmacy \& D. Pharmacy)

Hirabai Haridas Vidyanagari, Amrutdham, Panchavatt, Nashik - 422 003. (Maharashtra) India.
雷: 0253-2221121. 2517003. 2510262 Wob: www.pharmacykkwagh.edu.in
Email: principal-bpharmacy@kkwagh.eduin, disp-bpharmacy@kkwagh-eduin
(AAhilated to Dr. Babasaheb Amibedkar Technological University, Lonere, MSBTE, Mumbai \& Approved by PCI)
List of Studeats outgoing students placed 2022-23

| Sr. no. | Name of student who has been placed | Name of the employer with contact details |
| :---: | :---: | :---: |
| 1. | Patil Amogh Gopal | Techcare Medical services Pvt Led. Mumbaihrátechcaremedicalservicespvtid.com |
| 2. | Patil Gitesh Gopichand | $\begin{aligned} & \text { Advanimedindial LP, Alumedalxad, } \\ & +919998156303 \end{aligned}$ |
| 3. | Kusalkar Shradha Ashok | Tata Consultancy Services, Pune tes.pune-ätes.com |
| 4. | Ahire Akash Kailas | Shrentivas Medical , Kailas Nagar |
| 5. | Pawar Sakshi Anil | Tata Consultancy Services, Pune tcs.pune@tcs.com |
| 6. | Joshi Isha Dinesh | Avalon Global Resarch, info@avalonglobalresearch.com |
| 7. | Soni Riddhi Sunil | Kidzee play school, Mumbai +919804750750 |
| 8. | Wable Aarti Narayan | Episorese PviLtd $+912268614300$ |
| 9. | Borse Prasad Pitambar | Digital Lab hradigitalatocom |
| 10. | Aher Aishwarya Chandrabhan | Chemo test laboratory info@chemotestlaboratery.com |
| 11. | Buchakul Manisha Dnyaneshwar | Episorese Pvt Ldd ; +91 2268614300 |
| 12. | Deore Akshay Sanjay | AdvantmedindiaLL. P .Ahmedakad, $+919998156303$ |
| 13. | Dhumal Mayuri Rajendra | Shivtirth Medical, Nashik |
| 14. | Gaikawad Sayali Batasaheb | AdvantmedindiaL.L.P. Ahmedabad, $+919998156303$ |
| 15. | Galdhar Mahesh Namder | Meena Medical, Sambhaji Nagar |
| 16. | Kadam Pravin Bhausaheb | Bharati Hospital Pathardi Hospital |
| 17. | Korde Shrutika Rajendra | Episorese Pvt LId ; +91 2268614300 |
| 18. | Kokate Rutuja | Vital Healithcare Pvi Ltd Plantheadvitalagmail.com |
| 19. | Jadhav Niraj Kailas | Pharmanza Herbal PytLLtd. infôäpharmanzaherbals.com |
| 20. | Saohel Jamil Shaikh | Gebbs Healthcare Solution Pv.L.Ld. $7385699936$ |
| 21. | Pagar Sanket Balasaheb | Gebbs Healthcare Solution Pv.L.Ld. 7385699936 |

田 而 $\square$

# Joining confirmation \& formalities - TCMS Mumbai 

Inbox

0
HR Mumbai 10:24 AM
to me, Rahul, HR, Pooja, ... $\checkmark$

## $\leftrightarrow \quad$ :

Dear Amogh,
Thank you for taking the time to interview for our company Techcare Medical Services Private Limited. We have completed all of our rounds of interview.

I am pleased to inform you that we would like to offer you. We believe your knowledge and skills will be an asset to our company. As we discussed in your interview, your joining date is $18^{\text {th }}$ September 2023 at Mumbai Office. You are ready to work in 3 shifts which will be on a rotation basis.

The address of our Mumbai office is -
Techcare Medical Services Pvt Ltd,
Office No. - 806, $8^{\text {th }}$ Floor,
Rupa Solitaire, Sector - 22, MIDC Industrial Area,
D1, Mahape Road, Millennium Business Park, Sector OZ,
Mahape, Navi Mumbai, Maharashtra - 400710

$99+$

## IDENTITY CARD



PRINCIPAL

## Advantmed A

To,
Gitesh Gopichand Patil
Friday, 1 September 2023

## Employment Offer Letter- FULL TIME

Dear Gitesh,
Congratulations!
We are pleased to extend you an offer of Employment based on the interview discussions you had with us. Details of the terms and conditions of offer are as under:

1. Designation: Medical Coder
2. Department: Medical Record Review (24_09)
3. Place of Reporting: Infocity Tower 1, 5th Floor, Gandhinagar
4. Date of Reporting: On or Before Tuesday, 5 September 2023
5. Working Days : Monday to Saturday* (May vary based on business requirement)
6. Time of Reporting: 11:00 AM
7. Your Current Shift Timings :Morning Shift 1 (8:00 AM - 5:30 PM N/A)
8. Compensation: Fixed compensation of ₹20,000.00 Per Month (CTC). Please refer to Annexure 1.
9. Joining Formality: Please refer to Annexure 2.

Detail of your employment will be provided in Appointment Letter, which will be issued to you upon joining.

Once you accept the Employment Offer, you will be subject to Employment Background Verification. For details please see Annexure 3.

Kindly sign a copy of this letter as a token of your acceptance of this offer.
Looking forward to a long and mutually beneficial career with us.

Yours truly,
Advantmed India LLP


PRINCIPAL
K.K.Wagh College of Pharmacy

Panchavati, Nashik-422 003.

## Girish Gopalani <br> Associate Director - Human Resources

I have read the details mentioned in the Offer letter and Annexure. I accept the employment offer and agree to abide by terms and conditions of the employment with the company. I understand that company operates in a $24 \times 7$ environmet and that will entail working in different shifts and stretched working hours as per company requirements. My Allocated Shift is: (Morning Shift 1-8:00 AM - 5:30 PM)

Signature:
Name: Gitesh Gopichand Patil
Date: Friday, 1 September 2023


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K.K. Wagh College of Pharmacy

Panchavati, Nashik-422 003

## Annexure 1 <br> Compensation Details

Name of Employee: Gitesh Gopichand Patil
Designation: Medical Coder
Department: Medical Record Review (24_09)

Total Cost To Company - INR 300000 P.A. (Including Performance Bonus)

## Income

| Components | Per Month | Per Annum |
| :--- | ---: | ---: |
| Basic Salary | 12518 | 150216 |
| HRA | 3874 | 46488 |
| Leave Encashment | 481 | 5772 |
| Oonus @ 8.33\% | 1043 | 12516 |
| Oher Allowance | 0 | 0 |
| Total Gross | $\mathbf{1 7 9 1 6}$ | $\mathbf{2 1 4 9 9 2}$ |


| Employer Contribution |  |  |
| :--- | ---: | ---: |
| FSIC | 1502 | 18024 |
| Total Employer Contribution | 582 | 6984 |


| mployee Deduction |  |  |
| :--- | ---: | ---: |
| (EE) | 1502 | 18024 |
| 2IC (EE) | 134 | 1608 |
| otal Deduction | 200 | 2400 |


| Play | 16080 | 192960 |
| :--- | ---: | ---: |
| Fixed compensation | 20000 | 240000 |
| rifmance Bonus (Monthly) | 5000 | 60000 |
| CTC (Fixed + Performance Bonus) | 25000 | 300000 |

tain components as well as other allowance will vary basis your ction of Flexi Reimbursements.

## Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20234079186/Mumbai/BPS/BPA
Date:11/08/2023

## Dear Ms. Shradha Ashok Kusalkar,

## Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring career opportunities with Tata Consultancy Services Limited(TCSL). You have successfully completed our initial selection process and we are pleased to make you a provisional offer of employment.

This offer is based on your profile and performance in the selection process. We are pleased to inform you that you have been selected for the position of Process Associate in Grade BPO1 at TCSL. Your Gross Salary / Annual Compensation Package including all benefits will be Rs. 2,75,010/- per annum.

Kindly confirm your acceptance on the position and compensation offered by proposing your date of joining and signing Annexure 1. If not accepted within 30 days of receipt. this offer is liable to lapse at the discretion of the company.

This is a provisional offer letter and should not be construed as an Offer of Employment from TCSL. A detailed offer of employment will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of Employment will be made to you provided this position continues to be available with TCS.

Your employment with TCSL is subject to your clearing our pre-employment medical tests and Background / Reference check. On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Please also note. TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

## TATA

## Yours Sincerely,

For Tata Consultancy Services Limited.

## Girish V. Nandimath

Global Head Talent Acquisition \& AIP


Click Here or use a QR code stanner from yrai mable to validate the ofter letter

## ANNEXURE 1

For the candidate to complete:
This is to confirm that I have received the Provisional Letter of Offer Ref No TCSLDT20234079186/Mumbai/BPS/BPA on $\qquad$ (DO/MMM/YYYY).

Signature:

Name:

Date.


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K.K. Wagh College of Pharmacy


## Offer: BUSINESS PROCESS SERVICES

## Ref: TCSUDT20234045227/Pune/BPS/BTN

## Date: 25/08/2023

Ms. Sakshi Arie Pawar
Shindi
Chalisgaon
Jailçaon-424101
Manarashtra
Telf -76家6865708

## Dear Ms. Sakshi Anil Pawar,

## Sub: Letter of Offer and Terms of Traineeship

Thank you for exploring training opportunities with Tata Consultancy Services Limited(TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. $11,660 /=$ per month. You will be engaged as a Trainee $J$ Apprentice under the model / certified Standing Orders (as the case may be) applicable to you
Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1 . If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officerl Induction Officer at any of pur offices.
After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a lotter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing pining formalities as per company policy
TCS decision of releasing the Offer of Traineeship and aliowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically, The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.


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Panchavati, Nashik-422 003

## OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of healih insurence cover to you and your dependents under the company's Health Insutance Scheme (HIS).
Entillament - Under this scheme, you and your enrolled dependents will be entiled lor Rs, 5, 00,000/ 35 a family cover under the default HIS plan towards hospitalzation expenses

Premulam rates and contribution will be applicable as per the TCS Health Insurance Polscy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.
"Nole. The above Health Inisurance Scheme is subject to revision. The policy changes if arry, in future, will prevail For funther details, please refer to the policy document
2. Professional Momberships:

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.
3. Social Security - Employees' State Insurance:

The company will contribute $3.25 \%$ of yout stipend or such amount as determined by law towards ESI contribution till you remain covered under Employee's State Insurance Act. 1948.
4. Compensation Benefits under ESI Act / Employees' Compensation Act:

If you are covered under Employees State Insurance Act (ESI Act), you are antitied to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Ermployees' Stale Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligibie for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Bencfits and TCS India policy - Health Insurance after joining the organization.

- Inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESIC Act

5. Night Shift Stipend:

Trainees assigned to night shifts for training would be eligible for a Night Shift Stipend of Rs, 200/- per shift as per the company policy.
6. Process Specific Stipend:

Based on your allocation, to a process and. on account of the process complexity involved, you may be eligible for additionat process specific stipend, as delined by the Company.

## TERMS OF TRAINEESHIP

1. Traineeship Prerequisites

Your appointment as a Trainee / Apprentice under the model / certilied Standing Order will be subject to successful completion of your graduation examination without any pending arrears $f$ back logs durning the entire course duration.

## TRTA CONSULTANGY SERVICES



It is clearly understood, agreed and made abundantly clear that in case you do not successfully clear your graduation your traineeship with TCSL will be discontinued without any notice or notice pay
It is mandatory to declare the gaps / arrears / back log, it any, during your academics and work experience. The managemont reserves the right to withdraw/revoke the offer of traineeship at any time at its sole discretion in case of any discrepancy of false information is found in the details submitted by you.
2. Traineeship Period: Dunng the period of your training of 12 months, you may be required to undergo classroom and on the job training. During this period, you may be appraised to evaluate your performance and if your performance is found to be satisfactory. you may be absorbed/ appointed in the regular employment of the Company at its sole discretion.
It is hereby specifically claritied that the Company is under no obligation whatsqever to absorb / appoint you on regular basis upon successfut completion of yout training period of 12 months. You shall not be deemed to have beon absorbed / appointed in the regular employment of the company. unless \& until you recerve a written communication in this regard from the Company
If your performance is found unsatisfactory. TCSL may terminate your traineeship forthwith by giving you 30 calendar days' notice in writing or payment of stipend for 30 calendar days in lieu thereof.

If you remain on unauthorized absence for a consecutive period of 3 days during the training programma without authorisation or intimation, a presumption shall arise that you have abandoned your traineeship and the company shall be entitled to disqualify and disentitle you forthwith for any further training and your name is liable to be automatically stand discontinued from the list of ILP trainees without any further intimation / separate communication to you.
3. Hours of Training:

You may be required to undergo training in shifts and $f$ or in extended training hours as permitted by law.
4. Leave:

You will be entitled for leaves as per the company's policy
5. Transport:

TCS BPS provides company transport facility within a pre-dofined radius for each location as defined in the company transport policy. TCS employees living beyond these boundanes would be required to make their chen arrangements and the routes are predetermined and not permitted to be varied under any circumstances. The company will make appropriate provisions for those working in night shift as permitted by lawl policy.
6. Alternative Occupation / Traineeship:

During the pariod of your traineeship at TCSL, you are not permitted to undertake any other traineeship. employment, business, assume any public, or privale office, honorary or remunerative, without the prior written permission of the company.
7. Confidentiality, Data and Intellectual Property Protection:

As part of the joining formalities, you are required to sign a Confidentiality, Data and IP Protection Terms, which girns to protect the intellectual property rights and business information of TCSL and its clients. The detailed Confidentiality. Data and IP Protection related terms and conditions are set out in Annexure 2
8. Work in SBWS mode:

TCS' Secure Borderiess Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives You may be required to work either from TCS officeshTCS Client offices or from home


## TATA

(remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or yout supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time whie operating within this tramework. For more details please refer the Polity / Guideline document on Remote Working
It is esseritial that you understand the applicable Policy and/ or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Conficentiality obligations at ali times.
9. TATA Code of Conduct:

You are required to sign the TATA Code of Conduct and follow the same in your day to day conduct as a trainee of TCSL
10. Notice Period:

You will have to give at least 30 calendar days' prior notice in writing before discontinuing your traineeship with the Company. The Company may discontinue your traineeship by giving you 30 calendar days' notice in writing or payment of stipend for 30 days in lieu thereof.

## 11. Medical Test:

You are required to undergo a pre-Traineeship medical check-up and obtain a fitness certificate from the registered medical practitioner/Doctor. This is a pre-condition for Traineeship. Please collect the medical check-up authorization letter from the company HR executive, at the time of submitting your written acceptance of this offer. To verify your identification, we request you to carry a photograph and a photo identification document issued by government like passport, PAN card, Election Card. Driving License otc. If you are a campus recruit, you may produce your current educational institute's photo identification card in the absence of government photo identification document.
Retantion of reasonable medical fitness is also a conditon of Traineeship. The company also reserves the tight to get yourself examined by a doctor at any time duting your Traineeship and futher employmentif ahsorbed in Regular Employment) to ascertain your medical finess. The opinion of the dactor appoetted by the company shall be final and binding on both parties. Your failure, refusal or inability to appear for such medical examination wilf resulf in the determination of your Traineeship or Employment as the case may be without any notice or notice pay in lieu of notice.
Yout Traineeship or further Employment (if absorbed in Regular Employment) is liable to be discontinued / terminated on account of your continued ill health or if you are found to be medically unfit for the job as may be certified by the company's doctor.

## 12. Background Check:

Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and externat background checks. Normally, such checks are completed within one month of joining. If the background checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.

## 13. Submission of Documents:

At the time of your joining traineeship, photocopy of the following cocuments should be submitted. Please carfy the original copies for venfication.

- Standard X and XII Mark shwets equivalerit
- Degree cenificate and mark sheets for all semesters
- Poslgraduate dagree certificate and mark sheets for all semesters (if you are a Post-graduate)
- Birth Certificate / Proof of Age
- Passport
- 6 photographs - passpoct size
- An photographis - passpoct size - notarised undertaking that there is no criminal offence registeredipending against you.


Your original documents will be returned to you after verification．
14．Initial Learning Programme（ILP）
On joining TCSL as Trainee，you will be given the benefit of formal $\&$ on the job training（＂Initial Learning Programme＊＇）at the location，as identified，for such a period as TCSL may decide．The said training programme forms a critical part of your traineeship and is an ongoing process．TCSL continues to make investment on training and development of its trainees．This will be of immense value to you and a large part of ownership and commitment has to corne from you．
As TCSL progresses with these initiatives，monitoting performance will be an ongcing process and a formal evaluation wilf be carried out during the training．We would request that the training be taken very seriously to enable you to add maximum value to your professionial and persorial growth．

15．Letter of Appointment
Your will be issued a letter of appointment on your foining and after completing joining formalities as per TCSL palicy

16．Personal Data Processing：
Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy．The personal data referred therein are detalls related to contact，family，education， personal identifiers issued by government，social profile，background references，previous employment and experience，medical history，skillset，proficiency and certifications，job profile and your career aspirations．

It will bo processed for various organizational purposes such as recruitment，onboarding，background check， project assignment，performance management，job rotation，carear development including at leadership level， diversity and inclusion initatives，global mobilily，wellness program，statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS．
After you join TCS，there would be more sets of Personal Information（PI）attributes processed for various legitimate purposes．All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy．In some scenarios of your P1 processing，you will be provided with appropriate notice and／ar explicit consent might be obtained from timie to time
For the purposes mentioned above，your required PI may be shared with specific vendor organizations who provide services to TCS，e．g．background check，health msurance，counselling，travel，transport and visa，payroil services，associate engagement activities，and linancial and taxation services．

As TCS is a global company，your PI may be shared with entites outside india limited for the purposes mentioned above andfor in this offer letter．
In case of overseet deputation，available privacy rights would be governed as per regulatory provisions and $/$ or TCS policiesinotice provided applicable at your overseas bcation．

17．Terms and conditions：
The above terms and conditions of traineeship are specific to your traineeship period in India．
18．Rules and Regulations of the Company：
Your traineeship will be governed by the policies，rules，regulations，practices，processes and procedures of the Company as applicable to you and the changes therein from time to time．

19．Compliance to all clauses：
You will be required to fulfill all the terms and conditions mentioned in this latter of offer of traineeghip．Any failure to fulfill any term and for condition and／or failure to clear any test successfully would entitle TCSL in withdrawing this letler of traineeship at its sole discretion


## Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in the Traineeship and this offer will be automatically withdrawn. Post acceptance of TCSL effer letter if you fail to join on the date provided in the TCSL joining letfer, the offer will stand automatically terminated at the sole discretion of TCSL

We look forwatd to baving you in our global team-

Yours Sincerely,
For Tata Consultancy Services Limited.

Girish V. Nandimath Global Head, Talent Acquisition \& Academic Interface


Click Here or use a OR code soanther from you
roatuife in valdate then effer lefter

Encl Annexure 1: Acceptance
Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms


# $\wedge V \wedge L \odot N$ <br> GIOBAL RESEARCH 

## FREELANCER AGREEMENT

August 07, 2023
Ms. Isha Joshi
C/O Dinesh Rameshchandra Joshi, Dheku Road, Rampushpa Nagar, Near Guimohar Colony, Amalner, Jalgaon, Maharashtra-425401.

Dear lsha,

Following a series of discussions, we are pleased to appoint you as a freelance beginning August 07, 2023, with AGR Knowledge Services Pvt Ltd. The freelance agreement automatically comes to an end on completion of 6 months unless otherwise specified.

| Profiling Parameters | Comments |
| :---: | :---: |
| Company Name | The name of the company being profiled |
| Brief Description | Detailed description of what kind of business the company is into |
| Type | Whether it is a Distributor or Supplier or Channel Partner, choose from the drop down provided in the format. |
| Country | Which country does the company headquartered in |
| Continent | Based an country, chose the continent the company is from |
| Primary Industry | Broad industry which the company belongs to, chose from the dropdown |
| Subindustry | A Detailed ciassification tased on what the company does, chose from the Dropdown |
| Email Id | The email id of genuine contact person |
| Contact Number | The direct line contact number - mobile of the person |
| Website / Online Source | Links of where the information was gathered from. Could be official website or some other valid data source |
| Products \& Services | Based on compary description mention the products and services the company deals in |
| Office / HO Address | The location of the head office. Registered Address. |
| Brands Represented | If a company is a Distributor which are the brands that they deal in. |
| City | Name of the City the office is located |
| Decision Maker | Name \& Designation of key authority person |

Payment: INR 10/- (Rupees Ten Only) per successful company. Payment will be released on or before the second Wednesday of the month based on checks. Only authentic profiles will be considered to, caiculate payments.

Note: Company information updated, will be checked topipocess payments. Only valid records will be considered.

AGR Knowtedgeseruices Pivate limited
ist fleor, Kalpetatu Foint Kamani Mniz, Jon Eart Mymbui-400022, india
 CIN-UTA929MH2012PTC232883

Kindly ensure that you are equipped with a good working laptop, internet connectivity and back-up to support the work requirements.

Any absence from work during the period should be communicated, at least a day prior, to your reporting senior by email.

During this period, you shall not undertake any other activity/work which in the opinion of the management is a kind of part-time or parallel job and conflicts with this assignment in any manner.

You are expected to meet the work expectations set and agreed upon Meet the standards of quality and timelines as agreed for, In the event there are challenges and either party decides to discontinue the professional engagement, one week notice to be given by either party.

This contract agreement should not be considered as our acceptance for fult-time placement nor should be construed to be a guarantee for employment in the organization. The company reserves the right to terminate service even prior to completion of the period without any prior notice or reason thereof.

It is mandatory on your part to share relevant documents with the company to verify the claims made by you during the selection process. A copy of the said documents along with your written declaration confirming the documents as genuine shall remain in the company records. Any discrepancy between the records and your claims or statements made by you or failure to submit the records on time shall result in withdrawal of the contract without any further obligations on the company.

You are expected to maintain a certain degree of professional decorum while you are executing your work responsibilities. You shall not divulge any official secrets or any matter of importance to the company and its clients, which you have obtained during your association with the Company. The Company may be required to sign secrecy agreements with clients from time to time and you may be required to sign back-to-back secrecy agreements with AGR Knowledge Services Pt. Ltd. in such cases. In the event you have copied or are responsible for pilferage of information that puts yours or/and organization interest at stake, necessary legal action and cost of all such legal proceedings and penalties if applicable will be borne at your end.

Kindly share written (Email) confirmation of the acceptance of the above agreement terms mentioned herein bytoday EOD.

Please return the copy of this letter duly signed in acceptance of the above.
Yours faithfully,

For AGR Knowledge Services Pvt. Ltd.


Pankaj DCosta Director GVaant
laccept the terms and conditions and undertake to abide by the norms and rules of the organization.

Ms. Isha Joshi


PRINCIPAL
K.K. Wagh College of Pharmacy Panchavati, Nashik-422 003.

AGR Kiromeledze services Private Linites
Lst floor, Kalpatari Point, Kamani Mare. Sion East, Mumbei-400022, India

CIN- 744999 MH 2012 PTC232883

# NIOKE SMMOOL LIETVA MEAD 

$\mathrm{AmL}, \mathrm{NiL}$
Datent $\qquad$

## Saliject: Appoiniment as Scicece Teacher and Jormr <br> and inmifiener ef uppinhwent

Dear, Ridank Sumil Sent
sthemel




1 Your appointinst is an praely seience teacher tempaniry baik fir a period nfin monith with vetect imim the daic eG minime of yote lecvices
 asiginges ams ratiols,
7 Your scrvices will be uivemed hy the Reden $A$ Repulations of the school und the Code at Comilist for ' eichers A copy of the Code of C sedics fir Trachers is unchaset ferve ith.
4. Your appointment anit comanuance in the copplorguit of ise School win he subject io yuor bute found medically it and she Maracing Cuminnteritrincipal shall have the fight to purt




6. In rave if any chmpe is the addren aurisg the course of your copluyment in ibe scbool, it

 sommericement if the tumnser bawhosis
 modier in Indias Ahmad on the same Pine moleb at the devnotith of ite Management.
18. You will be icnpumible for the sief unstindy of the mendance rigiterk books and ofter

 diveipilinary acrion at itermed fit if juoper.
y. All dispute shall be medee bithe iuridictiun al Gowat Ciurts




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CHAIGMANMANAOER

## DFELABATION BY THE EMPHOYEE


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Datei 01 /faly/23.


## Slienitury of the Employer

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Dear
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We are
excited
to
inform
you
that,
Optum
has
taken
over
Episour
ce.

We will
officially be relerred as "Optum Health \& Technology (India) Private Limited"

The CTL offered \& other points discussed during the HR interview will remain same.

Piease read through this mail for details about your joining and plan accordingly.


## APPOINTMENT LETTER-BUSINESS DEVELOPMENT MANAGER (BDM)

## THIS APPOINTMENT LETTER "The Contract" is made and effective as of JUNE 5, 2023

## BETWEEN

Digitalatto Ltd, a technology company incorporated at First Floor, 85 Great Portland Street, London, WI W 7UT, United Kingdom, herein referred to as the "Digitalatto" which expression shall wherever the context so permits mean and include their personnel, representatives, successors and permitted assigns in business);

## AND

name of the staff member: Prasad Pitambar Bonase herein Referred to as the "Stat Member"; the expression of which shall mean and include their address (DaSeks, Jwilhoud Nushik, MahnIndiol and National IDPasspori Number EMWPB7425R ) in business wherever the context so permits.
Digitalatto and the Staff Member are herein individually known as "Party" and collectively "Parties"

## BACKGROUND

A. Digitalatto is of the opinion that the Staff Member has the necessary qualifications, experience and abilities to assist and benefit Dightatatho in its business, especially in its project doge.digitilattoio and others as per the espuirement.
B. Digitalato desires to employ the Staff Member and the Staff Member has agreed to accept and enter such employment upon the terms and conditions set out in this Agreement.
C. Based on the interviews and training program provided, sid the offer letter shared, the client confirmed to have the requirements mentioned in Ansexure B.

IN CONSIDERATION OF the maters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the parties to this Agreement agree as follows:

## PARTICULARS OF EMPLOYMENT

1. As required by the Employment Rights Act 1996 , she particulars of the Staff Member's employment are set out in this Agreement.
2. That this position will be provided will a contract to the stcond party as a project-based remote job service upon the signing of this appointment letter,
3. This contract establishes a work-from-home remote opportunity extended to the Staff Member as a result of fulfilling the requirements as outlined in Annexure B. It is important to note that in the event that the aforementioned requirements are not met during the Staff Member's tenure and are not maintained in accordance with the established guidelines, Digitalatto shall not be held liable for any salary payments.
4. The roles \& responsibilities are enclosed with this appointment letter as Annexure A.
5. The second party shall put his Wallet ID/Paypal Account Details/Bank Details as enclosed in Annexure D.
6. If the second party holds any kind of pending dues to the company, a certain amount of the future payments will be deducted depending on the requisites.

## COMMENCEMENT DATE AND TERM

7. The Staff Member will commence full-time employment with Digitalatto on the $5^{\text {th }}$ day of June, 2023 (the "Commencement Date").
8. The Staff Member's position will end on the 31" day of May, 2028, subject to termination. This agreement may be renewed upon the parties' mutual consent. The parties acknowledge that various provisions of this Agreement survive past termination of employment.

## DESIGNATION AND DESCRIPTION

9. The initial designation of the Staff Member will be the following: Business Development Manager (BDM).
10. The Stuff Member agrees to be employed on the terms and conditions set out in this Agreement. The Saff Member agrees to be subject to the general supervision of and act pursuant to the orders, udvice and direction of Digitalatto.
11. The Staff Member will perform any and all duties as requested by Digitalatto that are reasonable and that are customarily performed by a person holding a similar position in the industry or business of Digitalatio.
12. Digitalato may make changes to the designation or duties of the Staff Member where the changes would be considered reasonable for a similar position in the industry or business of Digitalato. The Staff Member's designation or duties may be changed by agrecment and with the approval of both the Staff Member and Dieftalatto or affer a notice period required under law.
13. The Staff Member agrees to abide by Digitalatiós roles, regulations, policies and practices, including those concerming work schedules, annual leave and sick leave they may from time to time be adopted ar modified.
14. The Stafl Momber warrants that the Staff Member is legally allowed to work in thicin country of residence for remote jobs.
15. The first six months of the job is training period and the next six. months after tho training period is the probationary period.
16. The experience tetteri certificate will be issued upon request if the Staff Merntion
completes a minimum of six menths tenure


## STAFF MEMBER REMUNERATION

17. Remuneration paid to the Staff Member for the services rendered by the Staff Member as required by this Agreement (the "Remuneration") will consist of a consolidated salary of $\$ 800.00$ (US Dollars) per month:
18. Basic salary of $\$ 400$
19. Additional $\$ 100$ connected to doge. digitalato, io project
20. Additional $\$ 300$ connected to startdigitalatto.com project
21. Other bonuses and incentives based on the projects you are involved in.
22. This Remuneration will be enforced provided the all the roles and responsibilities, and tasks mentioned in Annexure A are fulfilled accurately without failure.
23. This Remuneration will be payable once per month while this Agreement is in force: Digitalatto is entitled to deduct from the Staff Member's Remuneration, or from any other remuneration in whatever form, any applicable deductions and remittances as required by law.
24. Digitalatto reserves the right to assign special projects pertinent to the company and aligned with the Staff Member's role from time-to-time, whereby the salary of the staff member shall be linked to the successful completion of said project.
25. The Remuneration of the first month will be released in the sixth month along with the sixth month salary. If tie Staff Member leaves in before six months, the first month salary will not be credited to the account. This is in accordance with the probationary procedures.
26. The Staff Member understands and agrees that any additional remuneration paid to the Staff Member in the form of bonuses or other similar incentive remuneration will rest in the sole discretion of Digitalatto and that the Staff Member will not cam or accrue any right to incentive remuneration by reason of the Staff Member's employment.

## PLACE OF WORK

23. The Staff Member's primary place of work will be remote work-from-hame with suitable environment.
24. Digitulato will inform the Staff Member in advance of the Staff Member being required to work at other locations:

## SCHEDULE AND TIME OF WORK

25. The Staff Member is expected to work from Monday to Saturday.
26. The Staff Member's normal hours of work, including 2 hours breaks, ("Normal Hours of Work") are as follows: (add time as selected in requirement form: 3 Aim tofu
27. Working hours shall be monitored in a Report Track Sheet, in a format shared to mark attendance (any violation on this will not be considered in working hours)-
28. It is also dependent on the completion of tusks listed on the task management website and dashboard, and the working hours completion in Digitalatto Academy

Chemo Test Laboratory
GOVERNMENT APPROVED TESTING LABORATORY PHARMACEUTICAL, FOOD, COSMETIC, INDUSTRLAL AND AYURVEDICANALYSIS

To,<br>Aishwarya Chandrabhan Aher<br>A/p-Palikhed, Tal-Niphad, Dist, Nashik<br>Contact no-9405475939

Subject: Appointment letter
Dear Aishwarya,

Please refer to you interview with us on $26^{*}$ July 2023 we are pleased to inform you that you are appointed as QC Executive-Wet Lab Dept, in our organization.

Your appointment would be effective from 01" August2023' at Pawane.
Your Salary details are given in Annexure-I.
In addition to oral/written instructions, office orders, you will be governed by the Rules, Regulations such other Practices, Systems, Policies and. Procedures adopted by the Company from time to time or as set out in Annexure-11 attached hereto

Kindly return the duplicate copy of this Appointment Letter along with Annexure 1 \& II duly signed by you as a token of your acceptance. Please note that Annexure' 1 \& II are integral parts of this Appointment letter, without which this letter remains incomplete.
Wish you all the best.


## ACCEPTANCE OF EMPLOYEE

NAME: Aishwarya C. Ahrsign: $\qquad$ DATE: 1-8.023


PRINCIPAL
K.K. Wagh College of Pharmacy

Papchavationarbik $422 \mathrm{OO}_{3}$
C-258, MIDC, Pawane, T T C Industrial Area, Navi Murnbai - 400 F705. TEINT 8169756516 / $9324427050 / 9324807415 / 9324811704$ Email: info3chemotestlaboratorycom


- Websilte : www.chemotestlaboratory.com


## ANNEXURE-I <br> AISHWARYA CHANDRABHAN AMER

1. BasictDA: Rs.10000/-
2. HRA: Rs.4050/-
3. Medical Allowance: Rs.800/-
4. Education Allowance: Rs.750/-
5. Conveyance Allowance: Rs. 750/-
6. Leave per annum:
a) Privilege Leave: 10 per year
b) Casual Leave: 12 per year
c) Sick Leave: 08 per year

## System and Procedure to be followed as per Leave Rules framed by the Company.

1. Provident Fund: As per provisions of the Employees Provident fund \& Miscellaneous Provisions Act, 1952 and Schemes framed there under as applicable,
2. ESIC: As per the provisions of Employees State Insurance Act,1948
3. Bonus: As declared by the Company for each accounting year as per the payment of Bonus Act, 1965
4. Gratuity: 15 days last drawn Basic Salary and DA for each completed year of continuous service subject to putting in/have minimum service of 5 years as per provisions of the Payment of Gratuity Act, 1972.
5. Retirement Policy: An employee can be retired at any age before attaining the age of 58 years during their tenure at the Company if they are unable to continue in service satisfactorily due to any form of physical or mental infirmity or not able to perform given work.


Signature of the concerned Employee: $\qquad$

Date: 1-8-202.3


## Advantmed

To,
Akshay Sanjay Deore
Thursday, 27 July 2023

## Employment Offer Letter- FULL TIME

## Dear Akshay,

Congratulations!!
We are pleased to extend you an offer of Employment based on the interview discussions you had with us. Details of the terms and conditions of offer are as under:

1. Designation: Medical Coder
2. Department: Medical Record Review (24_09)
3. Place of Reporting: 402, Pinnacle Business Park, Prahladnagar, Ahmedabad Office.
4. Date of Reporting: On Thursday, 3 August 2023
5. Working Days : Monday to Saturday* (May vary based on business requirement)
6. Time of Reporting: 11:00 AM
7. Your Current Shift Timings :Morning Shift 1 (8:00 AM - 5:30 PM N/A)
8. Compensation: Fixed compensation of $₹ 20,000.00$ Per Month (CTC). Please refer to Annexure 1.
9. Joining Formality: Please refer to Annexure 2.

Detail of your employment will be provided in Appointment Letter, which will be issued to you upon joining.
Once you accept the Employment Offer, you will be subject to Employment Background Verification. For details please see Annexure 3.
Kindly sign a copy of this letter as a token of your acceptance of this offer.
Looking forward to a long and mutually beneficial career with us.

Yours truly,
Advantmed India LLP


Name of Employee: Akshay Sanjay Deore
Designation: Medical Coder
Department: Medical Record Review (24_09)

| Income |  |  |
| :---: | :---: | :---: |
| Components | Per Month | Per Annum |
| Basic Salary | 12518 | 150216 |
| HRA | 3874 | 46488 |
| Leave Encashment | 481 | 5772 |
| Bonus @ 8.33\% | 1043 | 12516 |
| Other Allowance | 0 | 0 |
| Total Gross | 17916 | 214992 |
| Employer Contribution |  |  |
| P.F. | 1502 | 18024 |
| ESIC | 582 | 6984 |
| Total Employer Contribution | 2084 | 25008 |
| Employee Deduction |  |  |
| P.F. (EE) | 1502 | 18024 |
| ESIC (EE) | 134 | 1608 |
| P.T. | 200 | 2400 |
| Total Deduction | 1836 | 22032 |
| Net Pay | 16080 | 192960 |
| Net Pay |  |  |
| Total Fixed compensation | 20000 | 240000 |
| Total CTC (Fixed + Performance Bonus) | 20000 | 240000 |
| *Certain components as well as other allowance will vary basis your selection of Flexi Reimbursements. |  |  |



## Advantmed 0

To,
Sayli BABASAHEB Gaikwad
Friday, 28 July 2023

## Employment Offer Letter- FULL TIME

## Dear Sayli, <br> Congratulations!!

We are pleased to extend you an offer of Employment based on the interview discussions you had with us. Details of the terms and conditions of offer are as under:

1. Designation: Medical Coder
2. Department: Medical Record Review (24_09)
3. Place of Reporting: 402, Pinnacle Business Park, Prahladnagar, Ahmedabad Office.
4. Date of Reporting: On Thursday, 3 August 2023
5. Working Days : Monday to Saturday* (May vary based on business requirement)
6. Time of Reporting: 11:00 AM
7. Your Current Shift Timings :Morning Shift 1 (8:00 AM - 5:30 PM N/A)
8. Compensation: Fixed compensation of ₹20,000.00 Per Month (CTC). Please refer to Annexure 1.
9. Joining Formality: Please refer to Annexure 2.

Detail of your employment will be provided in Appointment Letter, which will be issued to you upon joining.
Once you accept the Employment Offer, you will be subject to Employment Background Verification. For details please see Annexure 3.

Kindly sign a copy of this letter as a token of your acceptance of this offer.
Looking forward to a long and mutually beneficial career with us.

Yours truly,
Advantmed India LLP


Girish Gopalani<br>Associate Director - Human Resources

I have read the details mentioned in the Offer letter and Annexure. I accept the employment offer and agree to abide by terms and conditions of the employment with the company. I understand that company operates in a $24 \times 7$ environmet and that will entail working in different shifts and stretched working hours as per company requirements. My Allocated Shift is: (Morning Shift 1-8:00 AM - 5:30 PM)

Signature: $\qquad$
Name: Sayli BABASAHEB Gaikwad
Date: Friday, 28 July 2023


## Annexure 1 <br> Compensation Details

Name of Employee: Sayli BABASAHEB Gaikwad
Designation: Medical Coder
Department: Medical Record Review (24_09)

| Total Cost To Company - INR 240000 P.A. (Including Performance Bonus) |  |  |
| :---: | :---: | :---: |
| Income |  |  |
| Components | Per Month | Per Annum |
| Basic Salary | 12518 | 150216 |
| HRA | 3874 | 46488 |
| Leave Encashment | 481 | 5772 |
| Bonus @ 8.33\% | 1043 | 12516 |
| Other Allowance | 0 | 0 |
| Total Gross | 17916 | 214992 |
| Employer Contribution |  |  |
| P.F. | 1502 | 18024 |
| ESIC | 582 | 6984 |
| Total Employer Contribution | 2084 | 25008 |
| Employee Deduction |  |  |
| P.F. (EE) | 1502 | 18024 |
| ESIC (EE) | 134 | 1608 |
| P.T. | 200 | 2400 |
| Total Deduction | 1836 | 22032 |
| Net Pay | 16080 | 192960 |
| Total Fixed compensation | 20000 | 240000 |
| Total CTC (Fixed + Performance Bonus) | 20000 | 240000 |

*Certain components as well as other allowance will vary basis your selection of Flexi Reimbursements.


HEALTHCARE
Per It he

## 10.the 200 ox 2023

Ts
RI II 1ARAVINDRAKOKATE
NOBLE $=4579058727$

Sub:- Appointment as QA CHEMIST

## Dear Sir Madam.

We ate glad to inform you that you have been appointed as "QA CHEMIST " in our Organisation with effective from 20/08/2023 as per mutually agreed terms \& conditions. You have to give one / we month advance notice to the Company or else your pending dues salary experience certificate etc) will not be issued by the Company.

During sour service if performance not found satisfactory, your service will be terminated with immediate effect.

Pleat acknowledge the acceptance \& receipt of this letter.

Thanks d Regards.
Frit Vitalifalihcare Put. I td



Received \& Accepted

(RUTUJA RAVINDRA KOKATE)

[^0]
## Pharmanza Herbal Pvt. Ltd.



| Title | Offer of Appointment |  |  |  |
| :--- | :--- | :--- | :--- | :---: |
| Format No. | SF/HR/GEN/001-06.04 | Page No | Page 1 of 2 |  |

Ref: PHPL/QA/OOA/2023-2024/24
Date: 08/11/2023
To,
Niraj Kailash Jadhav
House No-3780,
N/2/ Juna Kathada Koliwada,
Manur road, Nashik,
Maharashtra - 422001
Mob No: +91-7030245685
E-Mail: niraliadhavB56@gmail.com
Sub: - Offer Of Appointment for the Post of QA Officer,
Ref. Interview you had with us on date 05/10/2023 at time 11:00 am
Madam / Sir,
This has reference to the Telephonic interview you had with us on 05/10/2023 at 11.00 am for the post of QA Officer.

With this letter we offer you an appointment in Pharmanza Herbal Pvt. Ltd. As QA Officer. subject to fulfilling the following requirements

At the time of joining you are supposed to bring all original documents mentioned below for veritication. You are required to submit the photocopy of all the documents in support of your claim made during the interview or in an application for the interview. The following list is indicative \& not exhaustive.
a. All Educational qualification/s mark sheet/s and certificate/s.
b. All Professional qualification/s mark sheet/s and certificate /s.
c. All experience certificate/s.
d. Aadhaar Card
e. Pass Book having Individual Account in any Bank
f. UAN number if Applicable
g. Leaving certificate/Birth Certificate
h. Passport size Photo (Three)
i. C.V(Curriculum Vitae)
j. If required any other documents


## Pharmanza Herbal Pvt. Ltd.





| Title | Offer of Appointment |  |  |
| :--- | :--- | :--- | :--- |
| Format No. | SF/HR/GEN/001-06.04 | Page No | Page 2 of 2 |

You are required to under go the following tests \& bring the report at the time of joining Pharmanza Herbal Pvt. Ltd. All expense of test will be Born by employee. This is to ascertain that you are medically fit to perform the duties.

1. CBC / Urine / Blood Sugar
2. X-ray
3. ECG
4. Sonography

This offer of appointment will be NULL \& VOID in case,

1. You are not medically fit. And/ or
2. You do not report for joining on or before 15/11/2023 and / or
3. You do not submit your testimonials according to your claim \& medical report at the time of joining.
4. You will be offered CTC 2.28 lacl- Per Annum as a QA Officer at Quality Assurance Department.
(The package and post offered in this offer letter is valid only for seven days as per the dated letter.)

Thanking You
Yours sincerely.
For, Pharmanza Herbal Pvt. Ltd.

1


Authorized Signatory

(Receipt of Offer of Appointment)
I have received the above letter of Offer of Appointment. I will inform the exact date of my joining with in 7 days from today.

Sign. of the Candidate $\qquad$ Date $\qquad$


# Model Contract of Apprentiteship Traititit for Mouor/Munor* Apprentuces 

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## ${ }^{*}$ For DBT cases- Partial stipend support by the Government of India under NAPS will be limited to $25 \%$ of the stipend paid, upto a maximum of Rs. 1500 per month per apprentice during the apprenticeship training period.

## For Non-DBT cases- Full stipend will be paid by the employer

1.1. Moathly stipend atmount


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## Jptum (Episource)- Premise (Mumbai)- Joining Confirmation - 11 December 2023 (Monday) <br> message

Thu, 23 Nor, 2023 at $1: 28 \mathrm{pm}$
ce: manishabuchkul47@gmall.com


Dear Candidate,

We are excited to inform you that, Optum has taken over Episource.

We will officially be referred to as "Opturn Health \& Technology (India) Private Limited ${ }^{\text { }}$

The CTC offered \& other points discussed during the HR interview will remain the same.

Please read through this mail for details about your joining and plan accordingly

| Date of Joining | $11^{\text {th }}$ December 2023 (Monday) |
| :---: | :--- |
| Reporting Time | $09: 00 \mathrm{AM}$ |
| Venue | Episource India Rvt Ltd <br> Skyline Icon, Th floor, Awfis, Andheri- <br> Kurla Road, Chimatpada, Marol Andheri <br> East, Mumbai, Maharashtra 400059 |
| Point of Contact | Grishima Naidu |

At Episource. we care about giving our new joiners everything they need to perform their best. You will soon experience the onboarding prograrn followed by the training sessions. Please report at least 15 minutes prior. Also, attached herewith is the broker list for the Mumbai location, for you to find accommodation.

As part of joining formalities, we request you to complete below mentioned Google Form by $27^{\text {th }}$ Nov'23, before 12:00 PM. Only those filling the link within the timeline will be able to take part in onboarding. Joining Registration Link - Registration Form

## Important 8 Mandatory :

1. You are also requested to carry the Original copy of the following documents

2. Keep soft coples of all the documents on your phone. Requesting you to do not send any documents over email right now.
3. All the documents should be saved in different PDFs, not in a single PDF.

| S\# | Documents Required | No. of Copies |
| :--- | :--- | :---: |
| 1 | Aadhar Card | 1 |
| 2 | PAN Card | 1 |
| 3 | Addross Proof (Passport, Driving License, Family Card) | 1 |
| 4 | $10^{\text {th }} \& 12^{\text {th }}$ Mark sheet and pasting certificate | 1 |
| 5 | UG $/$ PG all year Mark sheets and Provisional/Degree/Passing Certificate | 1 |
| 6 | Passport Size photograph | 1 |
| 7 | Personal Bank Account Passbook front page | 1 |

We are looking forward to having you onboard and seeing you achiese great thingsill

You can furnish this mail copy at the security gate to gain access inside the office bualding and reach out office on time for the onboarding

## Note:

Do not share the mail or link with anyone as it is shared only with designated joiners for $11^{\text {th }}$ December 2023
Please fill the form only if there are no backlogs - all your exams completed including viva, record submission and internals etc

Aadhar Card \& PAN card is mandatory for onboarding
We encourage you to stay safe. Please ensure you wear a face mask all the time in adherence to the COVID protocols mandated by the Government.

Thank you for your cooperation and support.

## Best Regards,

Tearn HR

## Optum



## Disclaimer

 pou are not the recipient you are hereby nobified that ay daciosure, eopying distibution or taking action in refation of the contonts of this informatinn is atratly rohbilied and may be uniawfut.

This emall has been sconthed for wiruses and malware, and has been encrypted in traneit by Mimecast

## Optum (Episource)- Premise (Mumbai)- Joining Confirmation - 11 December 2023

 (Monday)1 message



At Episource, we care about giving our new joiners everything they need to perform their best. You will soon experience the onboarding program followed by the training sessions. Please report at least 15 minutes prior. Also, attached herewith is the broker list for the Mumbai location, for you to find accommodation.
As part of joining formalities, we request you to complete below mentioned Google Form by $27^{\text {th }}$ Nov'23, before $12: 00$ PM. Only those filling the link within the timeline will bo doble fo take part in onboarding.

Joining Registration Link - Registration Form


## Important \& Mandatory :

1. You are also requested to carry the Original copy of the following documents
2. Keep soft coples of all the documents on your phone. Requesting you to do not send any documents over email right now.
3. All the documents should be saved in different PDFs, not in a single PDF

| S\# |  | Documents Required |
| :--- | :--- | :---: |
| 1 | Aadhar Card | No. of Copies |
| 2 | PAN Card | 1 |
| 3 | Address Proot (Passport, Driving License, Family Card) | 1 |
| 4 | $10^{\text {th }}$ \& $12^{\text {th }}$ Mark sheet and passing certificate | 1 |
| 5 | UG/PG all year Mark sheets and Provisional/Degree/Passing Certificate | 1 |
| 6 Passport Size photograph | 1 |  |
| 7 | Personal Bank Account Passhook front page | 1 |

We are looking forward to having you onboard and seeing you achieve great things! !

You can furnish this mail copy at the security gate to gain access inside the office building and reach our office on time for the onboarding:

## Note:

Do not share the mail or link with anyone as it is shared only with designated joiners for $11^{\text {th }}$ December 2023

Please fill the form only if there are no backlogs - all your exarns completed including viva, record submission and intemals etc

## Aadhar Card \& PAN card is mandatory for onboarding

We encourage you to stay safe. Please ensure you wear a face mask all the time in adherence to the COVID protocols mandated by the Government.

Thank you for your cooperation and support.

## Best Regards, <br> Team HR




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    then Lis No kerc-2z/ NRD-33 OST No. 27 AAACV4GR2NIZO
    Adits of Contespondence
    CIN No $24240 \mathrm{M}-1192 \mathrm{~T}$ C00日 190

