



M.A.M B SCHOOL

Siruganur- Trichy-621105

(Approved by AICTE, Affiliated to Anna University, Chennai)



CRITERION – 5

DVV CLARIFICATION – 14.02.2023 / Metric ID: 5.2.1

Findings of DVV:

Provide proof like admission letters or identity cards or higher degree certificates for S. ABINAYA / 9488546338, R. ELAMARAN/9585077360, M. KAMALRAJ/9940780659 NIRMAL SAVARINATHAN, PRABHU.G/8110070159 FOR 2017-18, KAMESH.K/8220121014, SUGANTHI.S/9944901214, and SHANKARAN.S/7373952302 FOR 2018-19. R. JAYAPRIYA/9715881657 A. NIVEDHA/9597562158 M. SHANKARI/9025799769 for 2019-20 B. VIKNESH/9344938438, JOSPHINECARLIYA/9791856423, A. BALAKRISHNAN/894043159 FOR 2020-21. R. SIVAGAMI/9360855578, K. VIGNESH/6382053100, G. VINGOLARMESHIYA/7358779358 M. PRIYANKA/8760690685 FOR 2021-22 PROGRESSING TO HIGHER EDUCATION FOR THE YEAR 2017-18, 2018-19, 2019-20, 2020-21 AND 2021-22.

Response of HEI:

Enclosed the offer letters for S. ABINAYA/9488546338 R. ELAMARAN/9585077360 M. KAMAL RAJ/9940780659 NIRMALSAVARINATHAN PRABHU.G/8110070159 for 2017-18, KAMESH.K/8220121014 SUGANTHI.S/9944901214 SHANKARAN.S/7373952302 for 2018-19, R. JAYAPRIYA/9715881657 A. NIVEDHA/9597562158 M. SHANKARI/9025799769 for 2019-20, B. VIKNESH/9344938438 A. JOSPHINE CARLIYA/9791856423 A. BALAKRISHNAN/8940431598 for 2020-21 and R. SIVAGAMI/9360855578 K. VIGNESH/6382053100 G. VINGOLAR MESHIYA/7358779358 M. PRIYANKA/8760690685 for 2021-22.



DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

2017-2018





M.A.M B SCHOOL

Siruganur- Trichy-621105


(Approved by AICTE, Affiliated to Anna University, Chennai)



Enclosed the offer letters for below mentioned students:

- S. ABINAYA / 9488546338,
- R. ELAMARAN/9585077360,
- M. KAMALRAJ/9940780659
- NIRMAL SAVARINATHAN
- PRABHU.G/8110070159




DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105



INDIAN MART

REF: IM/BT/ HR -8201708/ ME-DS/ EMP

Date: 27th Nov, 2017

G.PRABHU

396, THENNILAIPATTI,
KUNNUTHUR (PO),
VIRALIMALAI,
PUDUKOTTAI-621316.
8110070159

Offer of Intent

Based on your interview performance and commitment in developing the market to Indian Mart products, we are glad to offer you an appointment as Marketing Executive in our organization. This appointment letter is governed by the following terms and conditions, which are in vogue and the changes made from time to time as per company policy.

1. Position: **Marketing Executive - Direct Sale**

2. Location:

You will be initially posted at Trichy in Tamil Nadu. You are however liable to be transferred to any of the company's other locations in all over India.

3. Emolument as detailed below:

As detailed in Annex - 2

4. Job Description:

As detailed in Annex - 2.

5. Effective From : The date of your joining is 4th June, 2018

6. Training Period:

You will be on field training for a period of twenty days. If you failed to Perform, Company will intent your end of service without any prejudice and there is nothing allowed to get any stipend from Indian Mart.

7. Probation:

You will be on probation for a period of three months. The period of probation may be extended or reduced at the sole discretion of the company. You will continue to be in probation till such time that you are intimated in writing about your conformation in the employment of the company. Detailed appointment letter will be given after successful



INDIANMART FOOD AND BEVERAGES LLP

No.38, 39/3, IInd Floor, M.I. Insaaf Complex, Bharathidasan Salai,
Cantonment, Trichy - 620 001.



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completion of probation period. Probation period will be negotiable who are participant in field internship in Indian Mart. But it should be based on Indian Mart management decision.

8. **Company Interest & Confidentiality:**

While in the service of the company, you will not be allowed directly or indirectly to engage in any other undertaking, Business, Employment or activities. You should devote your full time attention and energy to the affairs of the company.

In the discharge of your duties you shall demonstrate the highest standards of initiative, efficiency and economy. You will not act in a manner which is prejudicial or detrimental to the interests of the company.

While in the employment of the company, You shall not give out to anyone, save to the extent required for the discharge of your duties, any information, data, technical knowledge, details of any of processes of the company, security arrangement, administrative and / or organizational matters of confidential or secret nature, which may be your privilege to know by virtue of being our employee.

You should keep confidential all the information and material provided to you by the company, any of its employees, suppliers, customers, clients and investors. Your obligation to keep such information confidential shall survive even on termination or cancellation of the employment.

You will be responsible for the safe keeping and return in good condition and order of all the properties of the company which may be in your use, custody, care or charge. For the loss of any property in the company of your possession, company will have the rights to assess and recover the damages of all such material from you and take such other action as it deems proper in the event of your failure to render proper account.

9. **Verification:**

If any material information furnished by you in your application form is found to be incorrect or not true, you will be liable to termination without any notice or such other action as the company deems fit. For verification purpose you are instructed to submit the certificate to employer once you agreed this offer.

10. **Superannuation:**

You will be automatically retire the service of the company on attaining the superannuating age of 58 years.



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Cantonment, Trichy - 620 001.



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11. Deputation:

You may be deputed to any of the companies in the Group as may be deemed fit by the management.

12. General:

Your services in the company will be subject to the rules and regulations as are in force at present or as may be introduced or amended or extended or rescinded from time to time by the management.

13. Submission of Certificate:

Due to handling cash and materials you have to submit your original certificate from any of one. And you will entitle to reclaim from company once you have been properly relive from Indian Mart.

Annex – 2

A. Salary details and Job Responsibility's:

Salary Breakup				
Basic				4000
HRA				1500
Fuel allowance				1000
Telephonic allowance				500
Incentive:				
51 to 100 Kg	20	Per kg		1000
From 100 to 200 Kg	30	Per kg		3000
From 200 to 300 Kg	40	Per kg		4000
Total Per Month				15000



B. Pay Out Terms & Conditions:

1. After successful completion of Probation Period you will get the conformation with revised salary.
2. You have been entitled the above mention amount on the Minimum target on this sale completion of 300 Kg / per month.
3. Beyond that mention sale quantity you have been entitled to claim Rs.50 / KG in every out sale.

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Cantonment, Trichy - 620 001.



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4. Indian Mart will give the promotion / award to first achiever of the target quantity during monthly cyclic.
5. On the successful completion of probation periods you will be promote as Marketing manager with up to 75 % hike salary.
6. Apart from Salary Additional Incentives will be provide for further every other product marketing if any.
7. On the completion of above mention quantity you have been entitled to claim of monthly bonus of Not less than Rs. 2000 /-.

C. Duties and Responsibilities:

1. To generate the business in all product categories as per the given targets on monthly / quarterly/ annual basis with strictly abiding the current company's Trade Policy.
2. To keep a watch on the market changes and give the input for the same.
3. To increase the retailer network by connecting new retailers.
4. To ensure Proper Product and brand display at retailers shop.
5. To manage the sales force in the area and generate accurate sales reports.
6. Responsible to achieve sales targets through Primary and secondary sales.
7. To keep good relationship with the retailers.
8. Must be aggressive, self-starter, internally motivated, target oriented and should have a flair towards sales as well as must have leadership skills.
9. Achieve sales target as assigned by organization month on month basis.
10. Strict adherence to organization policies and process.
11. Provide accurate forecast, updates and prepared required reports for reporting to in-charge.
12. Meeting sales targets and daily planning.
13. Promoting product and brand.
14. Stock Checking and Rise the PR (Purchase request) for Product / materials requirement.
15. Cash Collections from retailers and closing the accounts with HO.
16. You are sole reasonable for Order tacking, Product delivers, collecting and handling the payments.
17. Planning and forecasting future sales to management and implementation.
18. Dealing with any customer queries / complaints.
19. Working under pressure for achieving targets.
20. Ensure the stock in shop and responsible to clear it in house marketing and secondary marketing.
21. Responsible to maintain the coordination with vehicle drivers and commanding to follow up the vehicle.
22. Should maintain the vehicle log sheet and control the fuel consumption.
23. Should keep Punctuality, Hardworking and Straight forward.



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D. Termination:

During the period of probation your services are liable to be terminated without any notice or payment in lieu thereof by the employer. After confirmation, your services are liable to be terminated with fifteen days' notice or its salary in lieu thereof on the employer.

If during probation, you wish to be relieved from the services of the company, you will do so by giving one month notice or salary in lieu thereof for the same if after confirmation the notice period will be three months.

Your services are liable to be terminated by employer without any notice or salary in lieu thereof in case of any criminal activity in job or its circumstance.

Thanking you
Yours faithfully



For Indian Mart Food and Beverages LLP
Sarath Babu
CEO - Indian Mart


DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

I have received the original Appointment letter. I have read, Understood the conditions of appoint and all the terms of my employment as mentioned herein. I fully agree to the subject terms and conditions and accept the appointment by affixing my signature below.

Date: 27/11/2017

Place: Trichy




Name and Signature

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No.38, 39/3, IInd Floor, M.I. Insaaf Complex, Bharathidasan Salai,
Cantonment, Trichy - 620 001.



INDIAN MART

REF: IM/BT/ HR -8201706/ ME-DS/ EMP

Date: 27th Nov, 2017

M.KAMAL RAJ
S/O M.MUTHU KUMAR,
128/1A. CHEKKADI STREET,
PULLAMBADI PO,LALGUDI TK,
TRICHY DT,621711.
9940780659.

Offer of Intent

Based on your interview performance and commitment in developing the market to Indian Mart products, we are glad to offer you an appointment as Marketing Executive in our organization. This appointment letter is governed by the following terms and conditions, which are in vogue and the changes made from time to time as per company policy.

1. **Position:** **Marketing Executive - Direct Sale**
2. **Location:**
You will be initially posted at Trichy in Tamil Nadu. You are however liable to be transferred to any of the company's other locations in all over India.
3. **Emolument as detailed below:**
As detailed in Annex – 2
4. **Job Description:**
As detailed in Annex – 2.
5. **Effective From :** The date of your joining is 4th June, 2018
6. **Training Period:**
You will be on field training for a period of twenty days. If you failed to Perform, Company will intent your end of service without any prejudice and there is nothing allowed to get any stipend from Indian Mart.
7. **Probation:**
You will be on probation for a period of three months. The period of probation may be extended or reduced at the sole discretion of the company. You will continue to be in probation till such time that you are intimated in writing about your conformation in the employment of the company. Detailed appointment letter will be given after successful



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Cantonment, Trichy - 620 001.



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8. Company Interest & Confidentiality:

While in the service of the company, you will not be allowed directly or indirectly to engage in any other undertaking, Business, Employment or activities. You should devote your full time attention and energy to the affairs of the company.

In the discharge of your duties you shall demonstrate the highest standards of initiative, efficiency and economy. You will not act in a manner which is prejudicial or detrimental to the interests of the company.

While in the employment of the company, You shall not give out to anyone, save to the extent required for the discharge of your duties, any information, data, technical knowledge, details of any of processes of the company, security arrangement, administrative and / or organizational matters of confidential or secret nature, which may be your privilege to know by virtue of being our employee.

You should keep confidential all the information and material provided to you by the company, any of its employees, suppliers, customers, clients and investors. Your obligation to keep such information confidential shall survive even on termination or cancellation of the employment.

You will be responsible for the safe keeping and return in good condition and order of all the properties of the company which may be in your use, custody, care or charge. For the loss of any property in the company of your possession, company will have the rights to assess and recover the damages of all such material from you and take such other action as it deems proper in the event of your failure to render proper account.

9. Verification:

If any material information furnished by you in your application form is found to be incorrect or not true, you will be liable to termination without any notice or such other action as the company deems fit. For verification purpose you are instructed to submit the certificate to employer once you agreed this offer.

10. Superannuation:

You will be automatically retired from the service of the company on attaining the superannuating age of 58 years.



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11. Deputation:

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12. General:

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19. Working under pressure for achieving targets.
20. Ensure the stock in shop and responsible to clear it in house marketing and secondary marketing.
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22. Should maintain the vehicle log sheet and control the fuel consumption.
23. Should keep Punctuality, Hardworking and Straight forward.



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No.38, 19/3, Hth Floor, M.L. Insaaf Complex, Bharathidayan Salai,
Cantonment, Trichy - 620 001.



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D. Termination:

During the period of probation your services are liable to be terminated without any notice or payment in lieu thereof by the employer. After confirmation, your services are liable to be terminated with fifteen days' notice or its salary in lieu thereof on the employer.

If during probation, you wish to be relieved from the services of the company, you will do so by giving one month notice or salary in lieu thereof for the same if after confirmation the notice period will be three months.

Your services are liable to be terminated by employer without any notice or salary in lieu thereof in case of any criminal activity in job or its circumstance.

Thanking you
Yours faithfully



For Indian Mart Food and Beverages LLP
Sarath Babu
CEO - Indian Mart

I have received the original Appointment letter. I have read, Understood the conditions of appoint and all the terms of my employment as mentioned herein. I fully agree to the subject terms and conditions and accept the appointment by affixing my signature below.

Date: 27.11.2017

Place: Trichy,


DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105


Name and Signature

INDIANMART FOOD AND BEVERAGES LLP

No.38, 39/3, IInd Floor, M.I. Insaaf Complex, Bharathidasan Salai,
Cantonment, Trichy - 620 001.



INDIAN MART

REF: IM/BT/ HR -8201701/ ME-DS/ EMP

Date: 27th Nov, 2017

S.ABINAYA

1/4, EAST STREET,
ALAMBADI(PO), LALGUDI,
TRICHY-621722,
9488546338.

Offer of Intent

Based on your interview performance and commitment in developing the market to Indian Mart products, we are glad to offer you an appointment as Marketing Executive in our organization. This appointment letter is governed by the following terms and conditions, which are in vogue and the changes made from time to time as per company policy.

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No.38, 39/3, 11th Floor, M.L Insaaf Complex, Bharathidasan Salai,
Cantonment, Trichy - 620 001.



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8. Company Interest & Confidentiality:

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INDIAN MART

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B. Pay Out Terms & Conditions:

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2. You have been entitled the above mention amount on the Minimum target on this sale completion of 300 Kg / per month.
3. Beyond that mention sale quantity you have been entitled to claim Rs.50 / KG in every out sale.
4. Indian Mart will give the promotion / award to first achiever of the target quantity during monthly cyclic.
5. On the successful completion of probation periods you will be promote as Marketing manager with up to 75 % hike salary.
6. Apart from Salary Additional Incentives will be provide for further every other product marketing if any.

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Cantonment, Trichy - 620 001.



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7. On the completion of above mention quantity you have been entitled to claim of monthly bonus of Not less than Rs. 2000 /-.

C. Duties and Responsibilities:

1. To generate the business in all product categories as per the given targets on monthly / quarterly/ annual basis with strictly abiding the current company's Trade Policy.
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Cantonment, Trichy - 620 001.



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D. Termination:

During the period of probation your services are liable to be terminated without any notice or payment in lieu thereof by the employer. After confirmation, your services are liable to be terminated with fifteen days' notice or its salary in lieu thereof on the employer.

If during probation, you wish to be relieved from the services of the company, you will do so by giving one month notice or salary in lieu thereof for the same if after confirmation the notice period will be three months.

Your services are liable to be terminated by employer without any notice or salary in lieu thereof in case of any criminal activity in job or its circumstance.

Thanking you
Yours faithfully



For Indian Mart Food and Beverages LLP
Sarath Babu
CEO - Indian Mart

I have received the original Appointment letter. I have read, Understood the conditions of appoint and all the terms of my employment as mentioned herein. I fully agree to the subject terms and conditions and accept the appointment by affixing my signature below.

Date: 27-11-2017
Place: Trichy

DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

S. Abhinav
Name and Signature

INDIANMART FOOD AND BEVERAGES LLP

No.38, 39/3, 11th Floor, MLI Insaaf Complex, Bharathidasan Salai,
Cantonment, Trichy - 620 001.



REF: IM/BT/ HR -8201703/ ME-DS/ EMP

Date: 27th Nov, 2017

R.ELAMARAN

S/O RAJENDRAN, THIRUPPADI,
ATHANI (PO), ARANTHANGI TK,
PUDUKKOTTAI -DT,
9585077360.

Offer of Intent

Based on your interview performance and commitment in developing the market to Indian Mart products, we are glad to offer you an appointment as Marketing Executive in our organization. This appointment letter is governed by the following terms and conditions, which are in vogue and the changes made from time to time as per company policy.

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2. **Location:**
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As detailed in Annex - 2
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As detailed in Annex - 2.
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6. **Training Period:**
You will be on field training for a period of twenty days. If you failed to Perform, Company will intent your end of service without any prejudice and there is nothing allowed to get any stipend from Indian Mart.
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8. Company Interest & Confidentiality:

While in the service of the company, you will not be allowed directly or indirectly to engage in any other undertaking, Business, Employment or activities. You should devote your full time attention and energy to the affairs of the company.

In the discharge of your duties you shall demonstrate the highest standards of initiative, efficiency and economy. You will not act in a manner which is prejudicial or detrimental to the interests of the company.

While in the employment of the company, You shall not give out to anyone, save to the extent required for the discharge of your duties, any information, data, technical knowledge, details of any of processes of the company, security arrangement, administrative and / or organizational matters of confidential or secret nature, which may be your privilege to know by virtue of being our employee.

You should keep confidential all the information and material provided to you by the company, any of its employees, suppliers, customers, clients and investors. Your obligation to keep such information confidential shall survive even on termination or cancellation of the employment.

You will be responsible for the safe keeping and return in good condition and order of all the properties of the company which may be in your use, custody, care or charge. For the loss of any property in the company of your possession, company will have the rights to assess and recover the damages of all such material from you and take such other action as it deems proper in the event of your failure to render proper account.

9. Verification:

If any material information furnished by you in your application form is found to be incorrect or not true, you will be liable to termination without any notice or such other action as the company deems fit. For verification purpose you are instructed to submit the certificate to employer once you agreed this offer.

10. Superannuation:

You will be automatically retire the service of the company on attaining the superannuating age of 58 years.



INDIANMART FOOD AND BEVERAGES LLP

No.38, 39/3, 11th Floor, M.L. Insaaf Complex, Bharathidasan Salai,
Cantonment, Trichy - 620 001.



INDIAN MART

11. Deputation:

You may be deputed to any of the companies in the Group as may be deemed fit by the management.

12. General:

Your services in the company will be subject to the rules and regulations as are in force at present or as may be introduced or amended or extended or rescinded from time to time by the management.

13. Submission of Certificate:

Due to handling cash and materials you have to submit your original certificate from any of one. And you will entitle to reclaim from company once you have been properly relive from Indian Mart.

Annex – 2

A. Salary details and Job Responsibility's:

Salary Breakup				
Basic				4000
HRA				1500
Fuel allowance				1000
Telephonic allowance				500
Incentive:				
51 to 100 Kg	20	Per kg		1000
From 100 to 200 Kg	30	Per kg		3000
From 200 to 300 Kg	40	Per kg		4000
Total Per Month				15000

B. Pay Out Terms & Conditions:

1. After successful completion of Probation Period you will get the conformation with revised salary.
2. You have been entitled the above mention amount on the Minimum target on this sale completion of 500 kg per month.
3. Beyond that portion sale quantity you have been entitled to claim Rs.50 / KG in every out sale.

INDIANMART FOOD AND BEVERAGES LLP

No.38, 39/3, IInd Floor, M.L. Insaaf Complex, Bharathidasan Salaf,
Cantonment, Trichy - 620 001.



INDIAN MART

4. Indian Mart will give the promotion / award to first achiever of the target quantity during monthly cyclic.
5. On the successful completion of probation periods you will be promote as Marketing manager with up to 75 % hike salary.
6. Apart from Salary Additional Incentives will be provide for further every other product marketing if any.
7. On the completion of above mention quantity you have been entitled to claim of monthly bonus of Not less than Rs. 2000 /-.

C. Duties and Responsibilities:

1. To generate the business in all product categories as per the given targets on monthly / quarterly/ annual basis with strictly abiding the current company's Trade Policy.
2. To keep a watch on the market changes and give the input for the same.
3. To increase the retailer network by connecting new retailers.
4. To ensure Proper Product and brand display at retailers shop.
5. To manage the sales force in the area and generate accurate sales reports.
6. Responsible to achieve sales targets through Primary and secondary sales.
7. To keep good relationship with the retailers.
8. Must be aggressive, self-starter, internally motivated, target oriented and should have a flair towards sales as well as must have leadership skills.
9. Achieve sales target as assigned by organization month on month basis.
10. Strict adherence to organization policies and process.
11. Provide accurate forecast, updates and prepared required reports for reporting to in-charge.
12. Meeting sales targets and daily planning.
13. Promoting product and brand.
14. Stock Checking and Rise the PR (Purchase request) for Product / materials requirement.
15. Cash Collections from retailers and closing the accounts with HO.
16. You are sole reasonable for Order tacking, Product delivers, collecting and handling the payments.
17. Planning and forecasting future sales to management and implementation.
18. Dealing with any customer queries / complaints.
19. Working under pressure for achieving targets.
20. Ensure the stock in shop and responsible to clear it in house marketing and secondary marketing.
21. Responsible to maintain the coordination with vehicle drivers and commanding to follow up the vehicle.
22. Should maintain the vehicle log sheet and control the fuel consumption.
23. Should keep Punctuality, Hardworking and Straight forward.



INDIANMART FOOD AND BEVERAGES LLP

No.38, 39/3, 11th Floor, M.I. Insaaf Complex, Bharathidasan Salai,
Cantonment, Trichy - 620 001.



INDIAN MART

D. Termination:

During the period of probation your services are liable to be terminated without any notice or payment in lieu thereof by the employer. After confirmation, your services are liable to be terminated with fifteen days' notice or its salary in lieu thereof on the employer.

If during probation, you wish to be relieved from the services of the company, you will do so by giving one month notice or salary in lieu thereof for the same if after confirmation the notice period will be three months.

Your services are liable to be terminated by employer without any notice or salary in lieu thereof in case of any criminal activity in job or its circumstance.

Thanking you
Yours faithfully



For Indian Mart Food and Beverages LLP
Sarath Babu
CEO – Indian Mart



I have received the original Appointment letter. I have read, Understood the conditions of appoint and all the terms of my employment as mentioned herein. I fully agree to the subject terms and conditions and accept the appointment by affixing my signature below.

Date: 27/11/2017

Place: Trichy


DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-62


Name and Signature

INDIANMART FOOD AND BEVERAGES LLP

No.38, 39/3, IInd Floor, M.I. Insaaf Complex, Bharathidasan Salai,
Cantonment, Trichy - 620 001.



INDIAN MART

REF: IM/BT/ HR -8201711/ ME-DS/ EMP

Date: 27th Nov, 2017

P.VINOLIYA

MELAPATTY, KANNAKUDI (PO),
KULATHUR (TK),
PUDUKOTTAI - 622504.
9786157530

Offer of Intent

Based on your interview performance and commitment in developing the market to Indian Mart products, we are glad to offer you an appointment as Marketing Executive in our organization. This appointment letter is governed by the following terms and conditions, which are in vogue and the changes made from time to time as per company policy.

1. Position: **Marketing Executive - Direct Sale**
2. Location:
You will be initially posted at Trichy in Tamil Nadu. You are however liable to be transferred to any of the company's other locations in all over India.
3. Emolument as detailed below:
As detailed in Annex - 2
4. Job Description:
As detailed in Annex - 2.
5. Effective From : The date of your joining is 4th June, 2018
6. Training Period:
You will be on field training for a period of twenty days. If you failed to Perform, Company will intent your end of service without any prejudice and there is nothing allowed to get any stipend from Indian Mart.
7. Probation:
You will be on probation for a period of three months. The period of probation may be extended or reduced at the sole discretion of the company. You will continue to be in probation till such time that you are intimated in writing about your conformation in the



INDIANMART FOOD AND BEVERAGES LLP

No.38, 39/3, 11th Floor, M.I. Insaaf Complex, Bharathidasan Salai,
Cantonment, Trichy - 620 001.



INDIAN MART

employment of the company. Detailed appointment letter will be given after successful completion of probation period. Probation period will be negotiable who are participant in field internship in Indian Mart. But it should be based on Indian Mart management decision.

8. Company Interest & Confidentiality:

While in the service of the company, you will not be allowed directly or indirectly to engage in any other undertaking, Business, Employment or activities. You should devote your full time attention and energy to the affairs of the company.

In the discharge of your duties you shall demonstrate the highest standards of initiative, efficiency and economy. You will not act in a manner which is prejudicial or detrimental to the interests of the company.

While in the employment of the company, You shall not give out to anyone, save to the extent required for the discharge of your duties, any information, data, technical knowledge, details of any of processes of the company, security arrangement, administrative and / or organizational matters of confidential or secret nature, which may be your privilege to know by virtue of being our employee.

You should keep confidential all the information and material provided to you by the company, any of its employees, suppliers, customers, clients and investors. Your obligation to keep such information confidential shall survive even on termination or cancellation of the employment.

You will be responsible for the safe keeping and return in good condition and order of all the properties of the company which may be in your use, custody, care or charge. For the loss of any property in the company of your possession, company will have the rights to assess and recover the damages of all such material from you and take such other action as it deems proper in the event of your failure to render proper account.

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If any material information furnished by you in your application form is found to be incorrect or not true, you will be liable to termination without any notice or such other action as the company deems fit. For verification purpose you are instructed to submit the certificate to employer once you agreed this offer.

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You will be automatically retire the service of the company on attaining the superannuating age of 58 years.



INDIANMART FOOD AND BEVERAGES LLP

No.38, 39/3, 11th Floor, M.I. Insaf Complex, Bharathidasan Sahai,
Cantonment, Trichy - 620 001.



INDIAN MART

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Your services in the company will be subject to the rules and regulations as are in force at present or as may be introduced or amended or extended or rescinded from time to time by the management.

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Due to handling cash and materials you have to submit your original certificate from any of one. And you will entitle to reclaim from company once you have been properly relive from Indian Mart.

Annex – 2

A. Salary details and Job Responsibility's:

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B. Pay Out Terms & Conditions:

1. After successful completion of Probation Period you will get the conformation with revised salary.
2. You have been entitled the above mention amount on the Minimum target on this sale completion of 300 Kg / per month.
3. Beyond that mention sale quantity you have been entitled to claim Rs.50 / KG in every out sale.

INDIANMART FOOD AND BEVERAGES LLP

No.38, 39/3, IInd Floor, M.I. Insaaf Complex, Bharathidasan Salai,
Cantonment, Trichy - 620 001.



INDIAN MART

4. Indian Mart will give the promotion / award to first achiever of the target quantity during monthly cyclic.
5. On the successful completion of probation periods you will be promote as Marketing manager with up to 75 % hike salary.
6. Apart from Salary Additional Incentives will be provide for further every other product marketing if any.
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3. To increase the retailer network by connecting new retailers.
4. To ensure Proper Product and brand display at retailers shop.
5. To manage the sales force in the area and generate accurate sales reports.
6. Responsible to achieve sales targets through Primary and secondary sales.
7. To keep good relationship with the retailers.
8. Must be aggressive, self-starter, internally motivated, target oriented and should have a flair towards sales as well as must have leadership skills.
9. Achieve sales target as assigned by organization month on month basis.
10. Strict adherence to organization policies and process.
11. Provide accurate forecast, updates and prepared required reports for reporting to in charge.
12. Meeting sales targets and daily planning.
13. Promoting product and brand.
14. Stock Checking and Rise the PR (Purchase request) for Product / materials requirement.
15. Cash Collections from retailers and closing the accounts with HO.
16. You are sole reasonable for Order tacking, Product delivers, collecting and handling the payments.
17. Planning and forecasting future sales to management and implementation.
18. Dealing with any customer queries / complaints.
19. Working under pressure for achieving targets.
20. Ensure the stock in shop and responsible to clear it in house marketing and secondary marketing.
21. Responsible to maintain the coordination with vehicle drivers and commanding to follow up the vehicle.
22. Should maintain the vehicle log sheet and control the fuel consumption.
23. Should keep Punctuality, Hardworking and Straight forward.



INDIANMART FOOD AND BEVERAGES LLP

No.38, 39/3, 11th Floor, M.I. Insaaf Complex, Bharathidasan Salai,
Cantonment, Trichy - 620 001.



INDIAN MART

D. Termination:

During the period of probation your services are liable to be terminated without any notice or payment in lieu thereof by the employer. After confirmation, your services are liable to be terminated with fifteen days' notice or its salary in lieu thereof on the employer.

If during probation, you wish to be relieved from the services of the company, you will do so by giving one month notice or salary in lieu thereof for the same if after confirmation the notice period will be three months.

Your services are liable to be terminated by employer without any notice or salary in lieu thereof in case of any criminal activity in job or its circumstance.

Thanking you
Yours faithfully



For Indian Mart Food and Beverages LLP
Sarath Babu
CEO – Indian Mart

I have received the original Appointment letter. I have read, Understood the conditions of appoint and all the terms of my employment as mentioned herein. I fully agree to the subject terms and conditions and accept the appointment by affixing my signature below.

Date:

Place:


DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621110



Name and Signature

INDIANMART FOOD AND BEVERAGES LLP

No.38, 39/3, 11th Floor, M.L. Insaaf Complex, Bharathidasan Salai,
Cantonment, Trichy - 620 001.

2018-2019





M.A.M B SCHOOL

Siruganur- Trichy-621105

(Approved by AICTE, Affiliated to Anna University, Chennai)



Enclosed the offer letters for below mentioned students:

- KAMESH.K/8220121014,
- SUGANTHI.S/9944901214,
- SHANKARAN.S/7373952302




DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105



FortuneNEXTT

NO: 60/A-2, Vanjinathan Street, Dr. Radhakrishnan Salai, Alwarthiru Nagar, Chennai - 600087

Contact Details: 044 48656485 | 9962776969

Mail id: sugesh@fortunenextt.com | Website: www.fortunenextt.com

Letter of Intent

Dear KANESH .k

Date: 18.02.19

Based upon your credentials you have been shortlisted for INDUSIND BANK. You will be Initially designated as TRAINEE for the first three months, during this training period stipend will be paid as per norms of the Management.

On the Successful Completion of Training, you will be subjected for a final Evaluation. After the successful completion of evaluation, you will be placed under probation period for 6 months.

While the offer of appointment is being made from the HR Department, the management reserves the right to utilize your service at any group companies, located elsewhere in India or abroad, either in existence or which may come to existence. The appointment is Valid from the Date of Joining of duties. The regular appointment letter will be issued to you at the time of Joining.

The information presented in this letter is not intended as, and should not be understood as or relied on as a contract of employment. The material is provided for employee guidance and information only. FortuneNEXTT at all times reserves the right to amend, modify, revoke, suspend and interpret any and all parts of these policies and procedures with or without notice to employees and without regard to past practice.

For

Fortune NEXTT

Authorized Signatory

Sugesh Kumar K



DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

Date: _____

Ops Pending for Lol

LETTER OF INTENT

 Dear SUGANTHI. S

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

 Designation: - CRO Level:- DS1 Process Name: DSL


Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

Proposed salary: - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note: → Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→ No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.

Name of the Employee: -

Signature: -

Recruiter Name & Sign.:- M.SENTHIL KUMAR

Date: -

Contact Number:- 8951227701

Please note that this LOI is subjected to review and change as per company HR policies.


DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

Date: _____

LETTER OF INTENT

Ops Pending for Loi

Dear SHANKARAN. S

Congratulations!!!

We are pleased to inform you that you have been short listed for an offer of employment with HGS. We request you to submit required document on the date specified below as discussed by your recruiter. Your permanent offer letter will be provided on the date of joining subjected to completion of documentation and clearing the required as prescribed by HGS.

Designation: - CRO Level: - DS1 Process Name: DSL

Please bring along the following documents:

1. Updated copy of the resume.
2. 6 Passport size photographs with white background.
3. Photo ID proof. (Passport/ Pan Card/ Voter's ID/ Driving License/ Learner's License or any government issued document with full date of birth)
4. Address Proof
5. 10th, 12th & Highest Qualification Mark Sheets (Each Year/Each Semester wise), Highest Qualification Degree or Provisional Degree Certificate.
6. PAN Card.
7. All employment service/experience letters.

**Proposed salary:** - Annual cost to the company.

Compensation	
Annual CTC	INR. 121680/-
Monthly Gross	INR. 9095/-
Take Home	INR. 8498/-

Deduction	
PF (Employee)	INR.437/-
PF (Employer)	INR.
Insurance	INR.
ESI	INR.160/-

Note: → Monthly gross salary of INR 21000/- and above is not eligible for ESI benefit.

→ No Professional tax applicable for salary range less than INR 15000.

I hereby declare that I have clearly understood the above mentioned aspects regarding my job.


Name of the Employee: -

Signature: -

Recruiter Name & Sign.: M.SENTHIL KUMAR

Date: -

Contact Number: - 8951227701

**DIRECTOR**
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

Please note that this LOI is subjected to review and change as per company HR policies.

2019-2020





M.A.M B SCHOOL

Siruganur- Trichy-621105

(Approved by AICTE, Affiliated to Anna University, Chennai)



Enclosed the offer letters for below mentioned students:

- R. JAYAPRIYA/9715881657
- NIVEDHA/9597562158
- M. SHANKARI/9025799769



DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

14/12/2021

Offer Letter

Dear R Jaya priya,

Congratulations! We are pleased to confirm that you have been selected to work for **IMPULSE GROUP**. We are delighted to make you for the following job offer:

The position we are offering you is that **MARKETING** with an annual cost of **1.21LPA**. This position reports to Mr.Gangadharan.


We would like you to start work on [01/02/2021]. Please report to Mr.Gangadharan for documentation and orientation. If this date is not acceptable, please contact me immediately. On joining, you will be invited to our HR tool (XPayroll) in which you may be required to upload your documents.

Please sign the enclosed copy of this letter and return it to me.

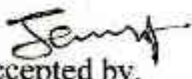
We are confident you will be able to make a significant contribution to the success of **IMPULSE GROUP** and look forward to working with you.

Sincerely,

Mr.Gangadharan,
HR Executive



[IMPULSE GROUP]


Accepted by,
R.Jayapriya




DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

14/12/2021

Offer Letter

Dear A Nivedha,

Congratulations! We are pleased to confirm that you have been selected to work for **IMPULSE GROUP**. We are delighted to make you for the following job offer:

The position we are offering you is that **MARKETING** with an annual cost of **1.21LPA**. This position reports to Mr.Gangadharan.

We would like you to start work on [01/02/2021]. Please report to Mr.Gangadharan for documentation and orientation. If this date is not acceptable, please contact me immediately. On joining, you will be invited to our HR tool (XPayroll) in which you may be required to upload your documents.

Please sign the enclosed copy of this letter and return it to me.

We are confident you will be able to make a significant contribution to the success of **IMPULSE GROUP** and look forward to working with you.

Sincerely,

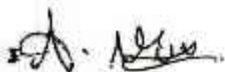
Mr.Gangadharan,
HR Executive



[IMPULSE GROUP]



DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy



Accepted by,
A Nivedha

14/12/2021

Offer Letter

Dear **M Shankari**,

Congratulations! We are pleased to confirm that you have been selected to work for **IMPULSE GROUP**. We are delighted to make you for the following job offer:

The position we are offering you is that **MARKETING** with an annual cost of **1.21LPA**. This position reports to Mr.Gangadharan.

We would like you to start work on [01/02/2021]. Please report to Mr.Gangadharan for documentation and orientation. If this date is not acceptable, please contact me immediately. On joining, you will be invited to our HR tool (XPayroll) in which you may be required to upload your documents.

Please sign the enclosed copy of this letter and return it to me.

We are confident you will be able to make a significant contribution to the success of **IMPULSE GROUP** and look forward to working with you.

Sincerely,

Mr.Gangadharan,
HR Executive

[IMPULSE GROUP]

Shankari
Accepted by,
M SHANKARI



[Signature]
DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

2020-2021





MAMBS
GROUP OF
INSTITUTIONS

M.A.M B SCHOOL

Siruganur- Trichy-621105

(Approved by AICTE, Affiliated to Anna University, Chennai)



MAMBS
BUSINESS
SCHOOL

TRICHY

Enclosed the offer letters for below mentioned students:

- B. VIKNESH/9344938438,
- JOSPHINECARLIYA/9791856423,
- BALAKRISHNAN/894043159



DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

August 18, 2021

Ref:HDBFS/21-22/HRIC239360/App/V26582

Mr.Viknesh B ,
H No-146,
North Street ,
K Vallam,
Near Jayankondam,
Ariyalur-621710

Dear Mr.Viknesh B ,

LETTER OF APPOINTMENT

Further to your application and subsequent discussions for employment, HDB Financial Services Limited ("Company") is pleased to appoint you as SALES EXECUTIVE on the terms and conditions as set out below.

Your Total Salary per annum is set out as attached in Annexure A. All remuneration, benefits and perquisites will be taxed in accordance with the provisions of Income Tax Act, 1961 and any other enactments in force from time to time.

Terms and Conditions:

- a) Your duties and responsibilities will be explained to you on your joining the Company.
- b) Your initial place of posting will be at TRICHY. The Company reserves the right to change the duties assigned to you, transfer you, temporarily or permanently, to any other office / branch, subsidiary or associate of the Company or to any other place of business of the Company that is in existence or may come into existence at a future date. The Company further reserves the right to transfer you from one shift to another, depending upon the exigencies of work.
- c) You shall devote your whole time and attention to your duties with the Company and will not directly or indirectly, for any part of your time carry on any business or occupation or enter in any capacity, the employment of or association in business for profit or otherwise, with any firm, company or person without the prior written consent of the Company.
- d) You shall abide by all the applicable policies, rules, regulations, procedures and practices of the Company, as may be amended, from time to time and comply with all applicable Laws. Any violation of or failure to comply with or abide by the same shall be deemed to constitute an act of misconduct.



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

- e) You will be responsible for the safe keeping and return in good condition and order, of any properties and / or assets which may be entrusted to you by the Company. The Company shall have the right to deduct the money value of all such properties and / or other assets from your dues and take such other action as it may deem proper in the event of your failure to account for such properties to the Company's satisfaction.
- f) You shall not, during your employment with the Company or at any time thereafter, discuss, divulge, or make public, directly or indirectly, to any individual, firm, company or person of any nature whatsoever, any information, processes, policies, documents, research, development, finances, properties, contracts, methods, trade secrets, transactions, or generally in relation to the business and affairs of the Company (including its subsidiaries and associate companies) or its clients, customers, employees, management, or business associates, which you may acquire during the course of, or which may otherwise come to your knowledge or possession during the course of your employment with the Company.
- g) This letter of appointment can be terminated by either party by giving One month's notice in writing. It is clarified that, in the event of a termination of this Agreement by you, the decision whether or not to accept salary in lieu of the notice period will rest solely with the Company and you may be required to serve the applicable notice period instead of paying to the Company an amount equivalent to your salary in lieu thereof. The Company may, at its sole discretion, require you to proceed on leave during your notice period. Upon the termination of this letter of appointment, you will be required to comply with the Company's exit formalities.
- h) If at any time, you are found to be overstaying your sanctioned leave or are absent from work without permission for a period exceeding 5 (five) consecutive days or are found to be habitually absent or are otherwise found guilty of dishonesty, disobedience, fraud, insubordination, riotous and disorderly behaviour, negligence, indiscipline or any other act of misconduct (as determined by the Company in its sole discretion), then the Company will be entitled to terminate your services with immediate effect without giving you a notice or salary in lieu thereof.
- i) Nothing contained herein constitutes a guarantee of employment. Your performance shall continuously be evaluated by the Company. If you are found to be incompetent in the discharge of your duty or do not meet the productivity norms, your services shall be terminated. The Company reserves the sole right to terminate your employment on grounds of performance not being up to expected standards. The final decision of the management in this regard shall be final.
- j) Notwithstanding anything contained in the above paragraphs, your services may be terminated by the organization if you are found to be indulging in acts of commission / omission which may be prejudicial to the interest of the organization, or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in discharge of duty on your part.
- k) In the event of any allegation of misconduct against you, the Company will initiate disciplinary proceedings against you as per its rules in this regard.
- l) You will keep the Company informed of any change in your residential address or in any of the other information pertaining to you as provided to the Company. All communication sent by the Company on the address registered in our records, will be deemed as communication served on you.



- m) You will retire from the employment of the Company on your completing 60 (Sixty) years of age. It will be necessary for you to produce proper proof of your age within 7 (seven) days on receipt of this letter as may be required by the Company.
- n) This letter of appointment shall be governed by and construed in accordance with the laws of India. The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the organization and any dispute arising out of this letter of appointment or pertaining to your employment shall be subject to the exclusive jurisdiction of the courts of Mumbai.
- o) You shall comply with the data protection policy of the Company when handling personal data in the course of your employment with the Company including personal data relating to any employee, customer, client or agent of the Company or any of its affiliates and you shall promptly report any breaches or anticipated breaches of the same.
- p) You consent to the Company, its affiliates processing data relating to you for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data or information" (as defined in the policies of the Company). The Company may make such information available to any of its affiliates, those who provide products or services to the Company or any of its affiliates (such as advisers and payroll administrators), regulatory authorities, potential purchasers of the Company or the business in which you work, and as may be required by law. You also consent to the Company carrying out the above activities and other similar classes of activities prior to, during and after the termination of your employment with the Company, provided that such activities are carried out in a lawful manner and for legitimate purposes.
- q) If at any time during your employment you make, develop, discover or participate in the making or discovery of any "Intellectual Property Rights" (as defined in the policies of the Company) relating to or capable of being used in the business being carried on by the Company or any of its affiliates, such Intellectual Property Rights shall be the absolute property of the Company. At the request of the Company you shall execute all such documents and do all acts, matters and things which may be necessary or desirable for obtaining registration or other protection for the Intellectual Property Rights as may be specified by the Company.
- r) You hereby acknowledge and undertake that you do not have and shall not have at any point of time, any ownership, interest, right or title in the Intellectual Property Rights nor will you claim any ownership, interest, right or title in the Intellectual Property Rights or brand forming part of the business of the Company or any of its affiliates.
- s) You shall not, at any time during the course of your employment and any time after the termination of your employment with the Company, make any statement, representation, post commentary, content or image or communicate in writing, orally or otherwise or take any action directly or indirectly in public or private, in any manner or through any medium whatsoever including but not limited to newspaper, social media, e-mail, SMS, internet, blog, social networking websites etc., which may directly or indirectly, defame or disparage the image, credibility, good name, goodwill and reputation of the Company or any of its officers, directors, employees, agents, consultants, representatives etc. or create an hostile work environment.
- t) Your appointment will be subject to the organization receiving satisfactory references and Contact Point verification report.



- u) Any variation of the above terms and conditions will not be valid until expressly made in writing by the Company.
- v) This letter of appointment (together with all its annexures) shall supersede all prior, oral or written agreements or communications, formal or informal, in relation to your employment with the Company.

As your acceptance to these terms of employment, please sign the duplicate copy of this letter of appointment in the space provided below and return the same to us.

You are requested to join no later than September 2, 2021.

Kindly arrange to bring self-attested copies of the following documents along with their originals for verification on the date of your joining:

- Copy of Educational Certificates and Marksheets (Xth, XIIth, Graduation, Post Graduation)
- Proof of date of birth (Copy of driving license, Voter ID, Passport)
- Duly signed duplicate copy of Appointment Letter
- Copy of Pan Card and Aadhaar Card (Both documents are required for Salary processing)

You will be required to complete the Company's prescribed joining formalities within 3 (three) working days from the date of your joining and submit the same to the Human Resources Department for necessary processing of your Salary.

Yours Sincerely,

For HDB Financial Services Ltd.



Smily Mehra

HBL Global - a division of HDB Financial Services Limited.



AGREED AND ACCEPTED

B. Viknesh.

Mr. Viknesh B




Annexure A

		Compensation Breakup	
Name	MR.VIKNESH B		
Role	Sales Executive		
Grade	G7		
Location	Trichy		
Annual Compensation Break up		HDBFS Monthly	
Basic	71,256	5,938	
HRA	28,500	2,375	
Conveyance Allowance	14,244	1,187	
Provident Fund (Employer's contribution)	10,260	855	
Gross Salary (A)	1,24,260	10,355	
ESIC (Employer's contribution)-----(B)	3,705	309	
Gratuity----- (C)	3,427	286	
Total Fixed Compensation (D=A+B+C)	1,31,392	10,949	
Note:			
This Offer is subject to positive Contact Point Verification, Reference checks & CIBIL/SAS check. Your consent for candidature of the company will be considered as consent for accessing your CIBIL report.			
Employee and Employer's contribution towards ESI will be 0.75% & 3.25% respectively			
You will be entitled to Performance Incentive Plan as per Company Policy			
Gratuity is as per "The Payment of Gratuity Act".			
You will be covered under Group Personal Accident Insurance as per policy of the Organization			
		Ref:HDBFS/21-22/HRIC239360/Appt/V26582	

I accept the terms and conditions as mentioned in the Appointment letter.

B. Viknesh
Mr.Viknesh B




DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621 105

August 18, 2021

Ref: HDBFS/21-22/HRIC239360/App/J26578

Ms. Josphine Carliya A,
H No-146,
North Street ,K Vallam,
Near Jayankondam,Ariyalur-
621710

Dear Ms. Josphine Carliya A,

LETTER OF APPOINTMENT

Further to your application and subsequent discussions for employment, HDB Financial Services Limited ("Company") is pleased to appoint you as SALES EXECUTIVE on the terms and conditions as set out below.

Your Total Salary per annum is set out as attached in Annexure A. All remuneration, benefits and perquisites will be taxed in accordance with the provisions of Income Tax Act, 1961 and any other enactments in force from time to time.

Terms and Conditions:

- a) Your duties and responsibilities will be explained to you on your joining the Company.
- b) Your initial place of posting will be at TRICHY. The Company reserves the right to change the duties assigned to you, transfer you, temporarily or permanently, to any other office / branch, subsidiary or associate of the Company or to any other place of business of the Company that is in existence or may come into existence at a future date. The Company further reserves the right to transfer you from one shift to another, depending upon the exigencies of work.
- c) You shall devote your whole time and attention to your duties with the Company and will not directly or indirectly, for any part of your time carry on any business or occupation or enter in any capacity, the employment of or association in business for profit or otherwise, with any firm, company or person without the prior written consent of the Company.
- d) You shall abide by all the applicable policies, rules, regulations, procedures and practices of the Company, as may be amended, from time to time and comply with all applicable Laws. Any violation of or failure to comply with or abide by the same shall be deemed to constitute an act of misconduct.



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

- e) You will be responsible for the safe keeping and return in good condition and order, of any properties and / or assets which may be entrusted to you by the Company. The Company shall have the right to deduct the money value of all such properties and / or other assets from your dues and take such other action as it may deem proper in the event of your failure to account for such properties to the Company's satisfaction.
- f) You shall not, during your employment with the Company or at any time thereafter, discuss, divulge, or make public, directly or indirectly, to any individual, firm, company or person of any nature whatsoever, any information, processes, policies, documents, research, development, finances, properties, contracts, methods, trade secrets, transactions, or generally in relation to the business and affairs of the Company (including its subsidiaries and associate companies) or its clients, customers, employees, management, or business associates, which you may acquire during the course of, or which may otherwise come to your knowledge or possession during the course of your employment with the Company.
- g) This letter of appointment can be terminated by either party by giving One month's notice in writing. It is clarified that, in the event of a termination of this Agreement by you, the decision whether or not to accept salary in lieu of the notice period will rest solely with the Company and you may be required to serve the applicable notice period instead of paying to the Company an amount equivalent to your salary in lieu thereof. The Company may, at its sole discretion, require you to proceed on leave during your notice period. Upon the termination of this letter of appointment, you will be required to comply with the Company's exit formalities.
- h) If at any time, you are found to be overstaying your sanctioned leave or are absent from work without permission for a period exceeding 5 (five) consecutive days or are found to be habitually absent or are otherwise found guilty of dishonesty, disobedience, fraud, insubordination, riotous and disorderly behaviour, negligence, indiscipline or any other act of misconduct (as determined by the Company in its sole discretion), then the Company will be entitled to terminate your services with immediate effect without giving you a notice or salary in lieu thereof.
- i) Nothing contained herein constitutes a guarantee of employment. Your performance shall continuously be evaluated by the Company. If you are found to be incompetent in the discharge of your duty or do not meet the productivity norms, your services shall be terminated. The Company reserves the sole right to terminate your employment on grounds of performance not being up to expected standards. The final decision of the management in this regard shall be final.
- j) Notwithstanding anything contained in the above paragraphs, your services may be terminated by the organization if you are found to be indulging in acts of commission / omission which may be prejudicial to the interest of the organization, or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in discharge of duty on your part.
- k) In the event of any allegation of misconduct against you, the Company will initiate disciplinary proceedings against you as per its rules in this regard.
- l) You will keep the Company informed of any change in your residential address or in any of the other information pertaining to you as provided to the Company. All communication sent by the Company on the address registered in our records, will be construed as communication served on you.



- m) You will retire from the employment of the Company on your completing 60 (Sixty) years of age. It will be necessary for you to produce proper proof of your age within 7 (seven) days on receipt of this letter as may be required by the Company.
- n) This letter of appointment shall be governed by and construed in accordance with the laws of India. The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the organization and any dispute arising out of this letter of appointment or pertaining to your employment shall be subject to the exclusive jurisdiction of the courts of Mumbai.
- o) You shall comply with the data protection policy of the Company when handling personal data in the course of your employment with the Company including personal data relating to any employee, customer, client or agent of the Company or any of its affiliates and you shall promptly report any breaches or anticipated breaches of the same.
- p) You consent to the Company, its affiliates processing data relating to you for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data or information" (as defined in the policies of the Company). The Company may make such information available to any of its affiliates, those who provide products or services to the Company or any of its affiliates (such as advisers and payroll administrators), regulatory authorities, potential purchasers of the Company or the business in which you work, and as may be required by law. You also consent to the Company carrying out the above activities and other similar classes of activities prior to, during and after the termination of your employment with the Company, provided that such activities are carried out in a lawful manner and for legitimate purposes.
- q) If at any time during your employment you make, develop, discover or participate in the making or discovery of any "Intellectual Property Rights" (as defined in the policies of the Company) relating to or capable of being used in the business being carried on by the Company or any of its affiliates, such Intellectual Property Rights shall be the absolute property of the Company. At the request of the Company you shall execute all such documents and do all acts, matters and things which may be necessary or desirable for obtaining registration or other protection for the Intellectual Property Rights as may be specified by the Company.
- r) You hereby acknowledge and undertake that you do not have and shall not have at any point of time, any ownership, interest, right or title in the Intellectual Property Rights nor will you claim any ownership, interest, right or title in the Intellectual Property Rights or brand forming part of the business of the Company or any of its affiliates.
- s) You shall not, at any time during the course of your employment and any time after the termination of your employment with the Company, make any statement, representation, post commentary, content or image or communicate in writing, orally or otherwise or take any action directly or indirectly in public or private, in any manner or through any medium whatsoever including but not limited to newspaper, social media, e-mail, SMS, internet, blog, social networking websites etc., which may directly or indirectly, defame or disparage the image, credibility, good name, goodwill and reputation of the Company or any of its officers, directors, employees, agents, consultants, representatives etc. or create an hostile work environment.
- t) Your appointment will be subject to the organization receiving satisfactory references and Contact Point verification report.



- u) Any variation of the above terms and conditions will not be valid until expressly made in writing by the Company.
- v) This letter of appointment (together with all its annexures) shall supersede all prior, oral or written agreements or communications, formal or informal, in relation to your employment with the Company.

As your acceptance to these terms of employment, please sign the duplicate copy of this letter of appointment in the space provided below and return the same to us.

You are requested to join no later than September 2, 2021.

Kindly arrange to bring self-attested copies of the following documents along with their originals for verification on the date of your joining:

- Copy of Educational Certificates and Marksheets (Xth, XIIth, Graduation, Post Graduation)
- Proof of date of birth (Copy of driving license, Voter ID, Passport)
- Duly signed duplicate copy of Appointment Letter
- Copy of Pan Card and Aadhaar Card (Both documents are required for Salary processing)

You will be required to complete the Company's prescribed joining formalities within 3 (three) working days from the date of your joining and submit the same to the Human Resources Department for necessary processing of your Salary.

Yours Sincerely,

For HDB Financial Services Ltd.



Smily Mehra

HBL Global - a division of HDB Financial Services Limited.

AGREED AND ACCEPTED



Ms. A. Josphine Carliya

Ms. A. Josphine Carliya




DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

Annexure A

	Compensation Breakup	
Name	MS.A.JOSPHINE CARLIYA	
Role	Sales Executive	
Grade	G7	
Location	Trichy	
Annual Compensation Break up		HDBFS Monthly
Basic	71,256	5,938
HRA	28,500	2,375
Conveyance Allowance	14,244	1,187
Provident Fund (Employer's contribution)	10,260	855
Gross Salary (A)	1,24,260	10,355
ESIC (Employer's contribution) --- (B)	3,705	309
Gratuity ----- (C)	3,427	286
Total Fixed Compensation (D=A+B+C)	1,31,392	10,949
Note:		
This Offer is subject to positive Contact Point Verification, Reference checks & CIBIL/SAS check. Your consent for candidature of the company will be considered as consent for accessing your CIBIL report.		
Employee and Employer's contribution towards ESI will be 0.75% & 3.25% respectively		
You will be entitled to Performance Incentive Plan as per Company Policy		
Gratuity is as per "The Payment of Gratuity Act".		
You will be covered under Group Personal Accident Insurance as per policy of the Organization		
<div style="display: flex; justify-content: space-between; align-items: center;">  <div style="text-align: right;">Ref:HDBFS/21-22/HRIC239360/Appt/J26578</div> </div>		

I accept the terms and conditions as mentioned in the Appointment letter.

Ms. A. Josphine Carliya

Ms. A. Josphine Carliya

August 18, 2021

Ref:HDBFS/21-22/HRIC239360/Appt/B26579

Mr. BALAKRISHNAN A ,
H No-146,
North Street ,K
Vallam,
Near Jayankondam,
Ariyalur-621710

Dear Mr. Balakrishnan A

LETTER OF APPOINTMENT

Further to your application and subsequent discussions for employment, HDB Financial Services Limited ("Company") is pleased to appoint you as SALES EXECUTIVE on the terms and conditions as set out below.

Your Total Salary per annum is set out as attached in Annexure A. All remuneration, benefits and perquisites will be taxed in accordance with the provisions of Income Tax Act, 1961 and any other enactments in force from time to time.

Terms and Conditions:

- a) Your duties and responsibilities will be explained to you on your joining the Company.
- b) Your initial place of posting will be at TRICHY. The Company reserves the right to change the duties assigned to you, transfer you, temporarily or permanently, to any other office / branch, subsidiary or associate of the Company or to any other place of business of the Company that is in existence or may come into existence at a future date. The Company further reserves the right to transfer you from one shift to another, depending upon the exigencies of work.
- c) You shall devote your whole time and attention to your duties with the Company and will not directly or indirectly, for any part of your time carry on any business or occupation or enter in any capacity, the employment of or association in business for profit or otherwise, with any firm, company or person without the prior written consent of the Company.
- d) You shall abide by all the applicable policies, rules, regulations, procedures and practices of the Company, as may be amended, from time to time and comply with all applicable Laws. Any violation of or failure to comply with or abide by the same shall be deemed to constitute an act of misconduct.



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

- e) You will be responsible for the safe keeping and return in good condition and order, of any properties and / or assets which may be entrusted to you by the Company. The Company shall have the right to deduct the money value of all such properties and / or other assets from your dues and take such other action as it may deem proper in the event of your failure to account for such properties to the Company's satisfaction.
- f) You shall not, during your employment with the Company or at any time thereafter, discuss, divulge, or make public, directly or indirectly, to any individual, firm, company or person of any nature whatsoever, any information, processes, policies, documents, research, development, finances, properties, contracts, methods, trade secrets, transactions, or generally in relation to the business and affairs of the Company (including its subsidiaries and associate companies) or its clients, customers, employees, management, or business associates, which you may acquire during the course of, or which may otherwise come to your knowledge or possession during the course of your employment with the Company.
- g) This letter of appointment can be terminated by either party by giving One month's notice in writing. It is clarified that, in the event of a termination of this Agreement by you, the decision whether or not to accept salary in lieu of the notice period will rest solely with the Company and you may be required to serve the applicable notice period instead of paying to the Company an amount equivalent to your salary in lieu thereof. The Company may, at its sole discretion, require you to proceed on leave during your notice period. Upon the termination of this letter of appointment, you will be required to comply with the Company's exit formalities.
- h) If at any time, you are found to be overstaying your sanctioned leave or are absent from work without permission for a period exceeding 5 (five) consecutive days or are found to be habitually absent or are otherwise found guilty of dishonesty, disobedience, fraud, insubordination, riotous and disorderly behaviour, negligence, indiscipline or any other act of misconduct (as determined by the Company in its sole discretion), then the Company will be entitled to terminate your services with immediate effect without giving you a notice or salary in lieu thereof.
- i) Nothing contained herein constitutes a guarantee of employment. Your performance shall continuously be evaluated by the Company. If you are found to be incompetent in the discharge of your duty or do not meet the productivity norms, your services shall be terminated. The Company reserves the sole right to terminate your employment on grounds of performance not being up to expected standards. The final decision of the management in this regard shall be final.
- j) Notwithstanding anything contained in the above paragraphs, your services may be terminated by the organization if you are found to be indulging in acts of commission / omission which may be prejudicial to the interest of the organization, or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in discharge of duty on your part.
- k) In the event of any allegation of misconduct against you, the Company will initiate disciplinary proceedings against you as per its rules in this regard.
- l) You will keep the Company informed of any change in your residential address or in any of the other information pertaining to you as provided to the Company. All communication sent by the Company on the address registered in our records, will be construed as communication served on you.



- m) You will retire from the employment of the Company on your completing 60 (Sixty) years of age. It will be necessary for you to produce proper proof of your age within 7 (seven) days on receipt of this letter as may be required by the Company.
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- o) You shall comply with the data protection policy of the Company when handling personal data in the course of your employment with the Company including personal data relating to any employee, customer, client or agent of the Company or any of its affiliates and you shall promptly report any breaches or anticipated breaches of the same.
- p) You consent to the Company, its affiliates processing data relating to you for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data or information" (as defined in the policies of the Company). The Company may make such information available to any of its affiliates, those who provide products or services to the Company or any of its affiliates (such as advisers and payroll administrators), regulatory authorities, potential purchasers of the Company or the business in which you work, and as may be required by law. You also consent to the Company carrying out the above activities and other similar classes of activities prior to, during and after the termination of your employment with the Company, provided that such activities are carried out in a lawful manner and for legitimate purposes.
- q) If at any time during your employment you make, develop, discover or participate in the making or discovery of any "Intellectual Property Rights" (as defined in the policies of the Company) relating to or capable of being used in the business being carried on by the Company or any of its affiliates, such Intellectual Property Rights shall be the absolute property of the Company. At the request of the Company you shall execute all such documents and do all acts, matters and things which may be necessary or desirable for obtaining registration or other protection for the Intellectual Property Rights as may be specified by the Company.
- r) You hereby acknowledge and undertake that you do not have and shall not have at any point of time, any ownership, interest, right or title in the Intellectual Property Rights nor will you claim any ownership, interest, right or title in the Intellectual Property Rights or brand forming part of the business of the Company or any of its affiliates.
- s) You shall not, at any time during the course of your employment and any time after the termination of your employment with the Company, make any statement, representation, post commentary, content or image or communicate in writing, orally or otherwise or take any action directly or indirectly in public or private, in any manner or through any medium whatsoever including but not limited to newspaper, social media, e-mail, SMS, internet, blog, social networking websites etc., which may directly or indirectly, defame or disparage the image, credibility, good name, goodwill and reputation of the Company or any of its officers, directors, employees, agents, consultants, representatives etc. or create an hostile work environment.
- t) Your appointment will be subject to the organization receiving satisfactory references and Contact Point verification report.



- u) Any variation of the above terms and conditions will not be valid until expressly made in writing by the Company.
- v) This letter of appointment (together with all its annexures) shall supersede all prior, oral or written agreements or communications, formal or informal, in relation to your employment with the Company.

As your acceptance to these terms of employment, please sign the duplicate copy of this letter of appointment in the space provided below and return the same to us.

You are requested to join no later than September 2, 2021.

Kindly arrange to bring self-attested copies of the following documents along with their originals for verification on the date of your joining:

- Copy of Educational Certificates and Marksheets (Xth, XIIth, Graduation, Post Graduation)
- Proof of date of birth (Copy of driving license, Voter ID, Passport)
- Duly signed duplicate copy of Appointment Letter
- Copy of Pan Card and Aadhaar Card (Both documents are required for Salary processing)

You will be required to complete the Company's prescribed joining formalities within 3 (three) working days from the date of your joining and submit the same to the Human Resources Department for necessary processing of your Salary.

Yours Sincerely,
For HDB Financial Services Ltd.



Smily Mehra
HBL Global - a division of HDB Financial Services Limited.

AGREED AND ACCEPTED



Balakrishnan

Mr. Balakrishnan A




DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

Annexure A

 HDB FINANCIAL SERVICES		Compensation Breakup	
Name	MR.BALAKRISHNAN A		
Role	Sales Executive		
Grade	G7		
Location	Trichy		
Annual Compensation Break up		HDBFS Monthly	
Basic	71,256	5,938	
HRA	28,500	2,375	
Conveyance Allowance	14,244	1,187	
Provident Fund (Employer's contribution)	10,260	855	
Gross Salary (A)	1,24,260	10,355	
ESIC (Employer's contribution) --- (B)	3,705	309	
Gratuity----- (C)	3,427	286	
Total Fixed Compensation (D=A+B+C)	1,31,392	10,949	
Note:			
This Offer is subject to positive Contact Point Verification, Reference checks & CIBIL/SAS check. Your consent for candidature of the company will be considered as consent for accessing your CIBIL report.			
Employee and Employer's contribution towards ESI will be 0.75% & 3.25% respectively			
You will be entitled to Performance Incentive Plan as per Company Policy			
Gratuity is as per "The Payment of Gratuity Act".			
You will be covered under Group Personal Accident Insurance as per policy of the Organization			
			
Ref:HDBFS/21-22/HRIC239360/Appt/B26579			

I accept the terms and conditions as mentioned in the Appointment letter.


 Mr. Balakrishnan A




DIRECTOR
M.A.M. B-SCHOOL
 Siruganur, Trichy-621105

2021-2022





M.A.M B SCHOOL

Siruganur- Trichy-621105

(Approved by AICTE, Affiliated to Anna University, Chennai)



Enclosed the offer letters for below mentioned students:

- R. SIVAGAMI/9360855578,
- K. VIGNESH/6382053100,
- G. VINGOLARMESHIYA/7358779358
- M. PRIYANKA/8760690685



DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

OFFER LETTER

Date: March 9th, 2020

Dear R.SIVAGAMI,

This has reference to our discussion about a career opportunity with **PROTIUM FINANCE BANK LIMITED**.

We are pleased to offer you the position of **SALES OFFICIER** based at **TRICHY**

.Your Gross Annual Compensation will be **1.80LPA** Please refer to Annexure A for details.

We look forward to have you onboard you on or before Monday, April 13th, 2020

Please note the list of documents required for on boarding:

- Updated Profile Resume
- Latest pay slip of previous employer
- Education Qualification Certificates (Class 10th onwards)
- Aadhar Card
- PAN Card
- Driving License (Mandatory for field roles)
- Bank Account Details (Canceled Cheque / Passbook font page)
- Passport size photographs -4 Nos

Further, please note the following requirements:

1. Communicate in wing your acceptance within 2 days of receipt of the offer
2. Share conformation of acceptance received from Supervisor within 7 days of receipt of the offer E-mail
3. Communicate the joining date within 7 days of receipt of the offer

Please note that after acceptance of the offer, you will be required to upload details on HR portal. This is

Required to be completed before your joining date.

Yours sincerely,

For PROTIUM FINANCE BANK LIMITED



MR.SUHAIB

HR-EXECUTIVE



DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

09 May 2021

K.VIGNESH,

Tamil Nadu,

620001.

Dear **K.VIGNESH,**

This refers to our discussion and your application for employment in the organization.

Congratulations!

With reference to your application and subsequent discussions with us for a career in our organization, we are pleased to inform you that you have been selected for employment in our organization and designated as **BUSINESS DEVELOPMENT EXECUTIVE** in Grade **EB1-Officer 1** of the organization based in **Cantonment**. However, this job is transferable at the discretion of the management to any place in the country.

Your appointment is subject to the confirmation of the following terms and conditions:

1. You will be paid a remuneration consisting of Basic, HRA and Allowances as per Enclosure I given herein and forming part of this appointment letter.
2. You will be required to submit a medical certificate of fitness from a registered medical practitioner.
3. You shall during the term of employment:
 - a. Devote your whole time and attention exclusively to the business and affairs of the organization and not engage either directly or indirectly in any business or activity in any capacity, either full time or part time, except with the specific written consent of the organization.
 - b. Keep as confidential all business and trade secrets and transactions of the organization.
4. If at any time, in the opinion of the organization, which shall be final, you are insolvent or are found guilty of dishonesty, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without valid reason or of any conduct unbecoming of the status and the post you hold in the organization, or of any other conduct considered detrimental to the organization or violation of one or more terms of this letter your services may be terminated without notice.
5. You will be on Probation for Six Months from your date of joining after which you will be eligible to be confirmed into the permanent rolls of the company based on your performance. During probation, this appointment is terminable from either side by giving 30 days notice in writing. You are required to serve 30 days notice period to be eligible for a relieving letter.



6. On confirmation, this appointment is terminable from either side by giving 90 days notice in writing.

7. The appointment letter is valid provided

8. The Retirement age shall be 60 years.

Kindly sign and return a copy of this letter acknowledging your acceptance of the terms of this appointment.

We welcome you and look forward to a long and rewarding relationship.

Yours sincerely,



Authorized Signatory

For Equitas Small Finance Bank Ltd.

Muralidharan S

Chief People Officer

Accepted by:



Date of Acceptance:

09/05/2021



Enclosure I

Proposed Salary with Equitas Small Finance Bank Ltd		
Grade	EB1-Officer 1	
Division	Inclusive Banking	
Designation	BUSINESS DEVELOPMENT EXECUTIVE	
Salary Component	Monthly (Rs.)	Annually (Rs.)
Basic	6,200.00	74400
Uniform Allowance	500.00	6000
Flexi Benefits Plan	2,800.00	33600
Total Gross (Rs.)	9,500.00	114000
Bonus*(This is indicative and shall include statutory bonus)	0.00	[[JOB_OFFER_DETAIL_CUSTOM13]]
Employer's PF Contribution	804.00	9648
Total (Rs.)	10,304.00	123648
CTC (Rs.)		123648

Please Note:

1. 12% of Basic shall be deducted towards PF contribution of the Employee as per Employee's Provident Funds and Miscellaneous Provisions Act 1952.
2. Profession Tax shall be deducted as per the PT Act 1975 wherever applicable depending on each state.
3. Income Tax shall be deducted as per Income Tax Act prevalent wherever applicable.
4. Gratuity shall be payable as per payment of Gratuity Act 1972.
5. If you are eligible for Statutory Bonus as per The Payment of Bonus Act 1965, the same shall be adjusted against the Bonus paid to you during the year and the Performance Reward/Performance Bonus/Incentive, as the case may be, earned by you during the year.



Authorized Signatory

For Equitas Small Finance Bank Ltd,

Muralidharan S

Chief People Officer


Accepted by:



Date of Acceptance:

09/05/2021




DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

09 May 2021

VINGOLAR MESHIYA.G
Tamil Nadu
620001

Dear VINGOLAR MESHIYA.G

This refers to our discussion and your application for employment in the organization.

Congratulations!

With reference to your application and subsequent discussions with us for a career in our organization, we are pleased to inform you that you have been selected for employment in our organization and designated as **BUSINESS DEVELOPMENT EXECUTIVE** in Grade **EB1-Officer 1** of the organization based in **Cantonment**. However, this job is transferable at the discretion of the management to any place in the country.

Your appointment is subject to the confirmation of the following terms and conditions:

1. You will be paid a remuneration consisting of Basic, HRA and Allowances as per Enclosure I given herein and forming part of this appointment letter.
2. You will be required to submit a medical certificate of fitness from a registered medical practitioner.
3. You shall during the term of employment:
 - a. Devote your whole time and attention exclusively to the business and affairs of the organization and not engage either directly or indirectly in any business or activity in any capacity, either full time or part time, except with the specific written consent of the organization.
 - b. Keep as confidential all business and trade secrets and transactions of the organization.
4. If at any time, in the opinion of the organization, which shall be final, you are insolvent or are found guilty of dishonesty, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without valid reason or of any conduct unbecoming of the status and the post you hold in the organization, or of any other conduct considered detrimental to the organization or violation of one or more terms of this letter your services may be terminated without notice.
5. You will be on Probation for Six Months from your date of joining after which you will be eligible to be confirmed into the permanent rolls of the company based on your performance. During probation, this appointment is terminable from either side by giving 30 days notice in writing. You are required to serve 30 days notice period to be eligible for a relieving letter.




DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

6. On confirmation, this appointment is terminable from either side by giving 90 days notice in writing.

7. The appointment letter is valid provided

a. You join us on or before 20th May 2019.

8. The Retirement age shall be 60 years.

Kindly sign and return a copy of this letter acknowledging your acceptance of the terms of this appointment.

We welcome you and look forward to a long and rewarding relationship.

Yours sincerely,

Accepted by: G. Vignalar Meshiya
Date of Acceptance: 09.05.2021

Authorized Signatory

For Equitas Small Finance Bank Ltd,

Muralidharan S

Chief People Officer




DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

Enclosure I

Proposed Salary with Equitas Small Finance Bank Ltd		
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Authorized Signatory

For Equitas Small Finance Bank Ltd,


Muralidharan S

Chief People Officer

Accepted by: G. Vignalar Meshiya

Date of Acceptance: 09.05.2021




DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

BRIGHT SERVICES

Place for a Bright future

Provisional Offer Letter

Dear: PRIYANKA M

We are pleased to inform you that with reference to your interview conducted, you have been provisionally selected for the employment training with Bright services, as Customer Support Executive. As per the discussion, we expect you to join between 15 March 2022 to 01 April 2022

1. Date of joining: We expect you to join on 24/3/22 otherwise this offer will stand withdrawn automatically. Your appointment is subjected to agreeing to our organization policies.
2. Work Ethics: You will be required to adhere to good work ethics/practices which would imply regular attendance and punctuality.
3. Shift & Timings: You will be required to work in Night Shift between 7.30 PM-5.30 AM
4. You will be on Training of 7 days from the date of appointment.
5. Agreement of interest: You further agree that you shall work minimum One year, perform your duties with diligence, commitment and discretion; you will be required to give 15 days of notice in case you decided to leave our services.
6. In the event of continuous uninformed leave or misconduct or performance again falls short of expectations you will be terminated forthwith without further extension of your employment.
7. Employees should get direct approval from the management
Instant Relieving: In case when employee relieving instantly without prior intimation will lead to deduction of 10 days salary.
Salary: First month salary will be provided after evaluating your first 1 month performance. (This 1 month period does not include the 10 days training period)
8. Monthly Salary: Rs8,000+Incentives

Thank you.



Yours faithfully,
For Bright Services.

R. Phair
Authorized Signatory,

I hereby accept the terms and conditions of employment with Bright Services Name:

M. Purna
Signature.

Kindly get in touch with us for any clarification or doubts.



[Signature]
DIRECTOR
M.A.M. B-SCHOOL
Siruganur, Trichy-621105

No 3 & 4, Jerome Building, Second floor, Fort station road, Teppakulam, Trichy 620002.
Contact: 0431 4040245, HR-9385364406/9677651406