



5.2 Student Progression

5.2.1 Placement – Off Campus - **School of Biological Sciences**

Fwd: Episource On Premises Joining Confirmation - 9th December 2021

Inbox



Madhumitha MM

10 Dec 2021, 13:23 (20 hours ago)

to Bennosusai

That's the mail they have sent from the Straive office. Here I have attached my episource joining mail.

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

From: "India Hiring" <indiahiring@episource.com>

Date: 06-Dec-2021 10:40 pm

Subject: Episource On Premises Joining Confirmation - 9th December 2021

To:

Cc:

Dear All,

We are excited to welcome you to the Episource Family.

Please read through this mail for details about your joining date, time and venue details.

Date of Joining	9th December, 2021
Reporting Time	9:30 AM
Office Address for Reporting	Episource India Pvt. Ltd., Wrkpod Coworking Spaces, 76/77, KR puram,Nava india road,Avarampalayam, Coimbatore-641004 https://maps.app.goo.gl/q5CAmaSfPPxdTcti6
Dress Code	Business Casuals
Point of Contact	Will be Shared soon

Google Link for Registration - <https://goo.gl/forms/krJG56Mzq5l6QPos2>

As a confirmation of your joining, please fill the link below and send it to us on December 7th 2021 before 3 PM, only those filling the link within the timeline will be able to take part in onboarding.

You are also requested to carry the documents as per the checklist furnished here –

S#	Documents Required	No. of Copies
1	Aadhar Card	1
2	PAN Card	1
3	Address Proof (Passport, Driving License, Family Card, Bank passbook front page)	1
4	10 th & 12 th Mark sheet	1
5	UG / PG Mark sheet / Provisional/Degree Certificate	1
6	Passport Size photograph	1

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

You can furnish this mail copy at the security gate to gain access inside the tech-park and reach our office on time for the onboarding.

Note:

- Do not share the mail or link to anyone as it is shared to designated joiners for December 9th 2021
- Please fill the form only if there is no backlogs, all your exams are completed including viva, record submission and internals etc
- PAN card is mandatory for onboarding, if not available please apply and ensure to share the PAN application number during the onboarding

Best Regards,

Team HR





Dear Madhumitha,

Following on from our recent discussion, I am delighted to confirm the details we covered within our verbal offer with ICON Clinical Research Ltd:

Position Offered: TMF Specialist I

Manager: Dinesh Sivanappan Vasanthakumari

Office Based: India, Chennai

Salary: 360,000.00 per annum

Start Date: 09/06/2021 (MM/DD/YYYY)

Benefits:

36 days (12 Personal Leave + 12 Vacation Leave + 12 Sick leave) + 14 statutory holidays

Success Sharing Plan Bonus

Medical Insurance - Personal Accident cover: 2 x the employees CTC

Life Insurance Cover: 2 x employees CTC

Mediclaime: Self + Parents (if married, self + spouse and upto 2 children)

Transport - Commute provided to all staff to and from office, from designated pick up points

40 hours working week.

In your new role with us, you will have the opportunity to help our customers accelerate the development of drugs and devices that help save lives and improve the quality of lives around the world. Our ICON culture and core values, Accountability and Delivery, Collaboration, Partnership and Integrity are shared across the company.

Upon acceptance, you will receive an email from our third party background verification company, HireRight, asking you to follow a link to enter your information to start your debarment and background check. Please complete this request within 24 hours of receipt, delay completing this may affect your start date.

We hope that you are pleased to receive our verbal offer, please confirm by accepting the check box in Workday to formally accept and complete your personal information. When we receive this, your formal contract of employment/ offer letter will be sent to you.

We look forward to welcoming you aboard and in the meantime, if you have any questions, please do not hesitate to contact me via email or by phone.

Congratulations!

Puja Jaiswal

ARAM HEALTH CLINIC

○ TO WHOM SO OVER IT MAY CONCERN

This is to certify that **Mr.BALAMURUGAN** has been working as an Employee at **ARAM HEALTH CLINIC** No.25/61, semmedu, kollihills. Since July 7th 2021.

Date:03/01/2022

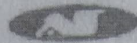
Place:Semmedu,Kollihills

C.M.O



**Medical Officer,
Aram Health Clinic,
25/61, Semmedu,
Kollihills - 637 411.**

Fm Mrs. Suj - 98430 40346



AARTHI SCANS

APPLICATION FOR JOB

Typist and lab
can
TUL USA TYPIST

1. Post applied for
2. Name of the Applicant
3. Date of Birth / Age / Sex

Lab Technician
S. Vaigyanthi

29 01 1998
Date of Birth 29 01 1998 Age 23 Years

Male / Female

4. Father's Name

K. Subbiya Expm

Husband's Name:

5. Address with Pin code

Door No.

Street

Sri. Abinami Hotel, Eppothumvendiran
S. Rajalakshmi

District: Thoothukudi

Pin code: 628712

6. Religion / Community

Hindu, BC

7. Married or Single?

If married, Occupation of Husband/Wife
No. of Children

single

8. Contact Phone Number(s)

1) Mobile No. 6383121294 Phone No.:

Mobile No. With Residence Number

2) Mobile No. 9047710192

Email ID: Svaigsubbiya@gmail.com

9. Educational Qualifications

MSc., Biochemistry - 2021

10. Higher Secondary (+2) Marks

765

11. Number of Brothers (If unmarried)

No

12. Number of Sisters (If unmarried)

2 Sisters married

13. Occupation of Father

Former Mrs. Rajalakshmi

Occupation of Mother

Farmer

14. Typing Skills/Computers

yes

TUL - Renuka
TUL - mari shan
Renuka

Email ID

15. Experience

-

16. Having Bike & License

17. Current Salary/ Expected

10000

18. Willing to stay at Hostel?

yes

19. Recommended by whom?

USA TYPIST
TUL
9000/-

after 6 months
Rs. 500/-

Place: Thoothukudi

Date: 03/01/2022

S. Vaig

Signature of the candidate

Office Use Only:

Date of Joining	24/01/2022	Hostel / Days Scholar	Hostel
Duty Timing	9Am to 9PM	Salary Fixed	Rs. 9000
Training	1 week	Salary Hike (based on Performance)	Rs. 500/- after 6 months
Duty Report at (Branch Name)	USA TYPIST	Salary Fixed By (Name & Sign)	Dr. Sureshkumar

TUL, RPI

03/01/2022



Fwd: Congratulations, the job offer TRAINEE CODER is extended to you!



Inbox x

**keerthana jayaram**

3 Jan 2022, 14:43 (2 days ago)



to me ▾

Good afternoon sir..I got a placement from omega as a medical coder..Now the work is going on (work from home shedule) Thank you sir..

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

From: <equm.fa.sender@workflow.mail.ap1.cloud.oracle.com>

Date: Mon, 20 Dec, 2021, 9:43 pm

Subject: Congratulations, the job offer TRAINEE CODER is extended to you!

To: <keerthana07try@gmail.com>

Hello Keerthana Jayarama Krishnan,

Congratulations, your job application was successful and we are pleased to extend the job offer TRAINEE CODER to you.



Date: 30/11/2021
Ms. PRAGATHEESWARI ARUTSELVAN

Dear Ms. PRAGATHEESWARI ARUTSELVAN

SUB: Offer of Appointment

With reference to your application and the subsequent meetings, we are pleased to offer you an appointment in our company. Your Salary will be Rs. 219612 as listed in the annexure. The terms and conditions of your appointment are as detailed below.

DESIGNATION

Your designation will be ' **TRAINEE** '

DATE OF APPOINTMENT

Your appointment is effective from the date of joining which shall be on or before 01/12/2021

PROBATIONARY PERIOD

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

PROVIDENT FUND

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

SALARY REVIEW

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

LEAVE

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

OTHER WORK

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

TRANSFER

Your primary place of posting will be in Chennai, however You can be transferred in such capacity as the company may, from time to time determine, to any other location, department, establishment, factory or branch of the company or its affiliates, associate or subsidiary companies. In such case, the terms and conditions of service applicable to the new assignment will govern you

RESPONSIBILITIES

As part of the team, you will be expected to adhere to the Information Security Policy requirements, client's contractual needs and any other requirements that may be communicated by the Company from time to time. Non-adherence to company policies on the above fronts could entail disciplinary action against you by the Company. You are expected to effectively perform to ensure you deliver results and may be expected to work extra hours to achieve this, where the situation so requires.

CONFIDENTIALITY

You will not, at any time, without the consent of the Company, disclose or divulge or make public any information regarding the company's affairs or administration or research carried out whether the same may be confided to you or become known to you in course of your services or otherwise.

PROTECTION OF INTEREST

During the period of your employment with us, all the work done by you as part of your job will automatically be deemed to be the property of Company. If you conceive any new or advanced methods of improving processes / systems in relation to the operation of the company, such developments will be fully communicated to the company and will be and remain the sole right / property of the company.

NOTICE PERIOD

It is mandatory to give 2 months advance notice in writing to the Company in the event of your resignation or 2 months pay in lieu thereof. This contract of employment is terminable by either party by giving 2 months. Either party is not bound to give any reason thereof. The company reserves the right to pay or recover salary in lieu of notice period. The company may, at its discretion, relieve you from such date as it may deem fit even before the expiry of notice period without compensating for the unexpired period and is not bound to give any reasons thereof. The company may refuse to relieve you by a requested date or extend your date of separation by not more than 90 days, in cases where the projects entrusted to you is/ are likely to be affected due to your decision to resign by that date. This decision vests solely with the management. If your performance is found to be unsatisfactory, your employment is liable to be terminated with 30 days notice. The company is entitled to levy costs, in case of breach of any of the above terms and conditions, to the extent of the actual loss suffered.

ARBITRATION

Any dispute which may arise between you and the Company in connection with the interpretation of this appointment letter with regard to the rights or obligations of either party here under or with regard to the validity or enforceability thereof shall be settled to the mutual satisfaction of the parties within thirty (30) days (or such longer period as may be mutually agreed upon) of the date either party informs the other in writing that such a dispute exists. In case such a mutual agreement is not arrived at, the dispute shall be referred to a sole Arbitrator appointed by the Company. Arbitration shall be governed by the provisions of the Arbitration and Conciliation Act, 1996. The arbitration shall be conducted in English language and be held in Chennai.

ON SEPARATION

On acceptance of the separation notice, you will immediately give up to the company all correspondence, specifications, books, documents, literature, effects or records etc. belonging to the company or relating to its business and shall not make or retain any copies of these items. For a period of one year following your separation, you shall not, directly or indirectly, invite or be instrumental in the recruitment / engagement of any of your former colleagues to employment with your new employer(s).

The above terms and conditions are subject to company policy.

The following are required to be furnished by you within one week from the date of joining:

- Stamp size photographs (2 Nos.)**
- Your contact phone number if any**
- Your blood group**
- Copy of your passport (If you do not possess one, please apply for one and intimate us)**
- Proof of address**
- Copy of 10th Standard, 12th Standard and Degree Certificates with marksheets (Please bring the originals for verification)**

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by signing a copy of this letter of appointment

Yours sincerely

For Quintessence Business Solutions & Services Private Limited

HR Department

I agree to accept employment on the terms and conditions mentioned in the above letter. I shall be reporting for duty on or before

Name : PRAGATHEESWARI ARUTSELVAN

Signature:

Date:



CTC Breakup		
Employee Name : PRAGATHEESWARI ARUTS	Date of Joining:	01/12/2021
Employee Code :	Department:	OPERATIONS
Designation: TRAINEE	Location:	Chennai
	Monthly	Annual
Fixed Components -A		
Basic Pay	6,649.00	79,788.00
HRA	3,325.00	39,900.00
Meal Vouchers	-	-
Flexible Benefit Component - FBC *	-	-
Night Shift Allowance	-	-
CCA	3,324.00	39,888.00
Total - Fixed Gross (A)	13,298.00	159,576.00
Variable Components -B		
PBB - Performance Based Bonus	2,500.00	30,000.00
Annual Incentive	-	-
Total - Variable Gross (B)	2,500.00	30,000.00
Other Components (Annual Benefits) -C		
Gratuity (Fixed)*	320.00	3,840.00
Bonus - Statutory Allowance (Fixed)	554.00	6,648.00
Medical Insurance	-	-
Life Term Insurance	-	-
Total -Annual Benefits (C)	874.00	10,488.00
Employer Contribution - D		
Company's Contribution to PF @12%	1,197.00	14,364.00
Company's Contribution to ESIC@3.25%	432.00	5,184.00
LWF	-	-
Total -Employer Contribution - (D)	1,629.00	19,548.00
Cost to Company - CTC (A+B+C+D)	18,301.00	219,612.00
Deductions		
Employee's Contribution to PF @12%	1,197.00	14,364.00
Employee's Contribution to ESIC @0.75%	100.00	1,200.00
Total - Deductions	1,297.00	15,564.00
NET TAKE HOME PAY	12,001.00	144,012.00
Variable pay		
Variable pay if applicable will be paid based on Individual deliverables as per performance rating		
Duration	Monthly	
Category	Amount	%
Base Amount	2500	
Super Exceeds	-	> 105
Exceeds	-	100 to 105

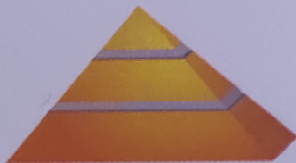
Meets	2,500.00	95 to 100
Average	-	80 to 95
Needs Improvement	-	< 80
On successful completion of probation period, you are eligible for Performance Based Bonus (PBB). The remuneration is computed proportionately according to the individual's performance rating on par with Base Amount		
* Variable pay component is subject to change at the discretion of the Management; any such changes will be intimated.		

Taxation
IT Exemption can be availed only subject to submission of the proof

Other Benefits
* You are eligible for bonus as per Statutory bonus act 1965.
*As per the Gratuity Act 1972,an Employee is eligible for gratuity only if he /she has completed minimum five years of service with an organisation
Note: PF & ESIC will be calculated for Variable pay also based on the category which you fall for that particular month.PF upper limit is 1800 INR

"RAMP UP BONUS (RUB) Upon joining us you will be provided intensive classroom or online training for a period of 4 to 8 weeks depending on your work stream and assessed with various tests. Once the exit test passed, you will be deployed in a LIVE project with on the job assistance (OJA) and this phase is your Ramp up Period. The OJA will run for 2 to 6 weeks depending on your work stream. Upon reaching the expected output and quality levels by the end of OJA, if you meet the criteria set out as under you will receive the Ramp Up Bonus (RUB) which will be paid out in 2 equal portions or on a proportional basis depending when OJA targets are met (As explained in the table below)."

Ramp-up Bonus Slab	
Level of performance	Amount
If meets Ramp up SLA	30,000
If Meets Ramp up SLA+1 Week	25,000
If Meets Ramp up SLA+2 Weeks	20,000
If Meets Ramp up SLA+3 Weeks	10,000



VEE TECHNOLOGIES
Extraordinary Outcomes

Staff Code _____

Name J. Azorkia Rejika

Designation Medical Coding Trainee

Department Medical Coding

HR Signature R. N. Le Date of Issue 12/27/21

SRI ANNAMALAIYAR

MINERAL WATER INDUSTRY

LIC.NO.12420027000801. ISI CM/L-6500044410

Dear, Jeevanandhan S

We are pleased to offer you employment in our company in the capacity of the Microbiology Laboratory Technician and Quality Analyst starting of employment on 1st July 2021. You will be probation for a period of 6 months or further extended at the sole direction of the organization. Your salary will be ₹15,000/- per month. Inclusive of all benefits.

We are pleased that you will be working with our company and look forward to your success.

Best Wishes!!!

**APPOINTMENT FOR MICROBIOLOGY LABORATORY TECHNICIAN AND
QUALITY ANALYST**

Sri Annamalaiyar Mineral Water Industry, Gundadam, Tirupur Dist.TN

Joining Report

To,


The Management,
Palamur Biosciences Private Limited,
Maddigatla Village,
Boothpur Mandal,
Mahabubnagar-509382,
Telangana.

Sub: Submission of joining letter

Dear Sir,

With respect to your offer letter dated on 25/5/2021, I would like to join as a Study personnel trainee "mRIDA"

26/5/2021 at your organization with effect from today 26/5/2021. Kindly treat this as my joining report and allow me to start my duties.

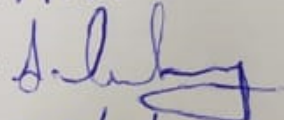
 26/05/2021



Thank you,

Yours faithfully,

Name : A. LEVIN ASTLEY

Signature : 

Date : 26/5/2021

Place : mahabubnagar

21st September 2021

Offer Letter

Ms. Ragavi S,
20, Nithiyanandha puram,
east street varaganeri , Trichy-620008

Dear Ms. Ragavi S,

We thank you for your application and the interview you had with us. We are pleased to offer you the position of **Research Associate** in our organization. Your remuneration on the Cost - to - the - Company basis, inclusive of all allowances and statutory benefits will be **Rs. 15,118/- Per Month** (Rupees Fifteen Thousand One Hundred and Eighteen Only). This amount will be suitably broken up under various components later.

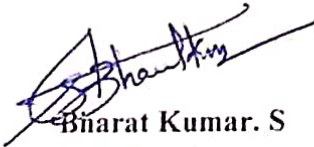
A detailed appointment order will be issued to you at the time of your joining. The terms of that Appointment order will include Non-Compete, Non- Poaching, Confidentiality clauses. Further, the terms of appointment order will have a condition of Eighteen months of service commitment by you. Your appointment will be subjected to reference checks verification of your qualification, experience, and relieving order from previous employer and further subjected to agreeing to the terms and conditions of the appointment order and it's annexure to be issued to you.

We expect you to join on or before 27th September 2021. You have to work from office from the joining date.

This offer is valid till 06.00 pm on 22nd September 2021 and you should communicate your acceptance to us in writing before that time. If we do not receive your acceptance in writing before the said time and date, this offer will expire automatically on that date and time.

Wishing you all the very best and we look forward to your joining at the earliest.

For E-Merge tech Global Services Pvt. Ltd.



Bharat Kumar. S
Assistant Manager – HR

I accept this offer and I will join duty on 27.09.2021...



(Ragavi S)



ISO 9001: 2015



ISO 27001: 2013

Annexure to the Offer letter dated 21st September 2021

Name : Ragavi S

Your designation will be : Research Associate

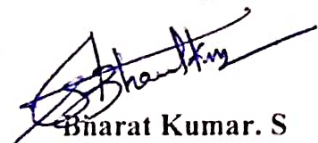
Your monthly salary and allowance details are as follow,

Particulars	Rs (Per Month)	Rs (Per Annum)
Basic	6,500	78,000
HRA	6,845	82,140
Stat Bonus	5,42	6,504
Total Gross pay	13,887	1,66,644
EPF	7,80	9,360
ESI' Emp'er	451	5,416
Gratuity*	0	3,750
Road Safety Insurance**	0	3,00
Total CTC	15,118	1,85,470
Take Home		13,003

* Gratuity on completion of five years of uninterrupted service.

** Road Safety coverage worth of Rs 1,00,000/-

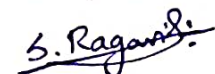
For E-Merge tech Global Services Pvt. Ltd.



Bharat Kumar. S

Assistant Manager – HR

I accept this offer and I will join duty on 27.09.2021.....


(Ragavi S)

Joining Report

To,

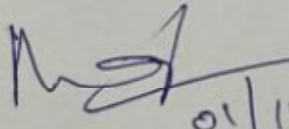
The Management,
Palamur Biosciences Private Limited,
Maddigatla Village,
Boothpur Mandal,
Mahabubnagar-509382,
Telangana.

Sub: Submission of joining letter

Dear Sir,

With respect to your offer letter dated on 01/10/2021, I would like to join as a Study Personnel Trainee (Toxicology)

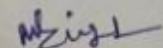
_____ at your organization with effect from today 01/10/2021. Kindly treat this as my joining report and allow me to start my duties.


01/10/2021

Thank you,

Yours faithfully,

Name : DINESH.M.

Signature : 

Date : 01/10/2021

Place : Maddigatla





30/09/2021

Dear Leethiya Vethamanickam,

On behalf of Aosta India Private Limited, we are pleased to offer your employment as an Intern - Associate. On accepting this offer, you will begin your internship with the company on 04th October 2021 and continues until the day your Confirmation/ Graduation.

As an intern, you will be paid Rs. 10,000 per month. The intern's working hours will match with the normal working hours of Aosta employees. After the completion of internship, you will be designated as Associate/ Junior Associate with Aosta based on your performance. Regarding leave exemptions for examinations and external reviews, the intern should keep the management informed for approvals. Please read and retain them for your records.

COMMENCEMENT OF EMPLOYMENT

- 1.1. You will be employed by the Company in the function of Associate / Junior Associate after your confirmation of employment with our company.
- 1.2. Your terms and conditions of employment are described in Annexure "B" and such further duties and responsibilities as the Company may delegate to you from time to time.
- 1.3. You will report to Line Manager of the company.

2. SALARY

- 2.1. The details of your compensation are set out in Annexure "A" to this letter ("Compensation Package")
- 2.2. The Compensation Package will be subject to the usual deductions for tax and social security contribution normally to be withheld by an employer in India.

3. PROBATION

You will initially be on probation for a period of six months from the actual date of your joining the Company and will continue to be so unless you are expressly confirmed in the regular service of the Company.

- 3.1. Notwithstanding anything stated herein, during the Probation Period your services are liable to be terminated anytime, without any notice or commission or assigning of any reasons thereof and at the sole discretion of the Company.
- 3.2. During the Probation Period your performance and other antecedents will be thoroughly assessed and evaluated by your superiors and only on satisfactory completion on your initial or extended probationary period you will be confirmed in the regular service of the Company.

4. TERMINATION

Your employment with the Company may be terminated at any time by the Company in accordance with the provisions of paragraph 14 of Annexure "B" hereto.



5. HOLIDAYS

- 5.1. You will be governed by the Leave rules as applicable.
- 5.2. The System & Procedures to be followed in availing of such leave are specified in the Leave Rules framed and notified by the Company from time to time.

6. TERMS AND CONDITIONS OF EMPLOYMENT – ANNEXURE “B”

In addition to the terms of this offer letter, your employment with the Company will be governed by the Terms and Conditions of Employment as set out in Annexure “B” hereto. Please review the Terms and Conditions of Employment carefully, since your acceptance of this offer by the Company would be deemed acceptance of the Terms and Conditions of Employment.

7. ACCEPTANCE OF YOUR OFFER

Please confirm your acceptance of our offer by signing and returning the duplicate copy of this letter for my attention. This letter is valid for a period of five (5) days from the date of receipt of this letter. If we do not receive the signed letter from you confirming your acceptance of this offer within five (5) days from the date of receipt of this letter, this offer stands withdrawn and should not thereafter be considered as binding on the Company.

8. CONCLUSION

We hope you find this offer to be a satisfactory basis for joining the Company. We are greatly impressed by your caliber and special skills. We have great hopes of your ability to help us build a successful enterprise, while developing an excellent career for yourself.

We look forward to receiving your acceptance and to working with you in the development of the Company and seeking ways for you to secure the necessary stimulation and advancement.

If you have any questions, please do not hesitate to call me.

Sincerely,

Mohan Gounder
CEO



ACCEPTANCE OF THE EMPLOYEE

I, Leethiya Vethamanickam, have read and understood the terms and conditions of this letter and the annexures hereto, and the same are acceptable to me and I hereby agree to be legally bound hereby and thereby'

Signed by the Employee:

Place: Coimbatore

Date: 10 / 01 / 2021



ANNEXURE “B” TO THE OFFER LETTER TERMS AND CONDITIONS OF EMPLOYMENT

1. JOB TITLE

Your Job Title is specified in the offer letter, and subject to change.

2. CONTINUOUS SERVICE DATE

The offer letter also states when your period of continuous employment with the Company commences. Your period of continuous employment does not include any period of service with a previous employer.

3. SALARY

The Company will be entitled, at any time during your employment, or in any event on termination, howsoever arising, to deduct from your remuneration any monies due from you to the Company, including but not limited to, salary, loans or advances, and any excess holiday pay.

4. HOURS OF WORK

4.1 You will be required to work the necessary hours to fulfill the essential job functions listed in the agreement which can be modified at company discretion. You will be required to work in shifts. It is expressly made clear that your applicable timings of work would be decided & notified to you by the company, and by accepting this offer you would be deemed to have given your consent to work in shifts which may change based on the business requirements.

4.2 You may also be required to attend duties on public holidays/weekly offs as per the exigencies of work.

5. INCAPACITY DUE TO SICKNESS OR INJURY

You will be entitled to sick leave as per the Leave Policy of the Company, which may be amended from time to time.

5.1 If you are ill, it's vital to ensure that your assigned Supervisor or Manager, his/her designate, and Human Resources are notified as soon as possible on the first day of absence.

5.2 The Company reserves the right to require you to undergo a medical examination by a doctor nominated by the Company at any time during your employment where your health or absence from work due to illness is a cause for concern. In this regard, you will abide by whatever decision taken by the Company in the interest of your health and safety of your co-employees.

6. DUTIES AND OTHER ACTIVITIES

6.1 You will in all respects carry out and use your best endeavors in carrying out the objects of the Company and protect its interest in all things to the best of your ability and judgment and devote the whole of your time at work and attention to the business of the Company during the business hours.

6.2 You are not allowed to undertake other activities, except with the prior written consent of the Company and whether or not you receive financial compensation for these activities.

7. PLACE OF WORK

7.1 You will at present report to the designated office of the Company. The Company may, after giving you reasonable notice, transfer or assign your services to any place of business

of the Company, which may subsequently be acquired or established, in any part of India or abroad.

- 7.2 The Company may also depute you to any work or assign your services to any affiliate, associate company, group company, branch, office, joint venture, subsidiary or other companies, concerns, organizations, or firms with whom the Company may make any such arrangement or agreement. You may also be required on a temporary basis to work at any client premises based in India or overseas.

8. RULES AND REGULATIONS

- 8.1 The Company shall be entitled to modify the terms of your employment on providing you with prior written notice and in accordance with applicable law. You will, in addition to the terms and conditions of employment specifically stated herein, also be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended, modified or omitted by the Company from time to time.
- 8.2 You will also be governed by statutory laws enacted by Central or State Government or local authorities as may be applicable to you from time to time.
- 8.3 You will also be governed by the global rules, regulations and such other practices, systems, procedures and policies framed, amended, modified or omitted from time to time by "Aosta India Private Limited" or any designated successor company, in so far as applicable to India and / or in respect of your job title.

9. INVENTIONS AND PUBLICATIONS

- 9.1 Any inventions, designs, or improvements, reports, manuals, papers or any other form of publication containing information relating to the products or services of the Company you may produce or formulate or with which you are concerned during your employment shall be freely communicated to the Company and shall be and remain the property of the Company.
- 9.2 You hereby irrevocably assign to the company all work that
- 9.2.1 is developed using equipment supplies facilities or trade secrets of the Company;
 - 9.2.2 result from activities performed by you for the company; and
 - 9.2.3 is related to the Company's business or current or anticipated research and development and you acknowledge that all such work and related records shall be the sole and exclusive property of the company.
- 9.3 You are hereby irrevocably transfer and assign to the Company all intellectual property rights in respect of any made or created or discovered as part of your duties of employment with the Company and also hereby acknowledge that all copyrightable work prepared by you within the scope of your employment are 'works for hire' under the law relating to the copyrights and you do not have any ownership rights or claim in respect of the said work and all such rights are owned by the Company. (Intellectual property rights for the purpose of this agreement means all intellectual and proprietary rights in any jurisdiction in and to:
- 9.3.1 trade secrets and other confidential or non-public business information or know-how, techniques, operations and procedures;
 - 9.3.2 trademarks, service marks, brand names, certification marks, trade dress, trade names and other indications of origin;

- 9.3.3 patents, including design patents and utility patents, reissues, divisions, continuations in part and extension thereof;
 - 9.3.4 works of authorship, whether copyrightable or not, copyrights, copyrights registrations, and moral rights related thereto; and
 - 9.3.5 computer systems, including all computer and peripheral hardware, firmware and software (in both object and source code formats in programming language), development tools and files, databases, content, data, algorithms, APIs GUIs, functional specifications, operational procedures and all documentation therefore, in each case including all copyrights therefore and all computer languages; in each case, including all applications for, all applications for registration of, and all renewals, modifications and extensions of, each of foregoing).
- 9.4 You must furnish full details to the Company for any inventions discovered by you as part of your duties and responsibilities and you must further solicit the interests of the Company with regard thereto. The Company shall be entitled, free of charge, to the sole ownership of any such intellectual property, invention or improvement and to the exclusive use thereof.
- 9.5 You will be required, on the request of the Company, to take such steps as are necessary to obtain protection for any invention, copyright or design or other matters mentioned in this section and in order to vest them in the Company who will meet the costs attendant thereto.
- 9.6 You represent that your performance of all the terms of this Agreement and your duties as an employee of the Company will not breach any inventions, assignment, proprietary information or similar agreement with any former employer or other party.

10. CONFIDENTIALITY / SECRECY

- 10.1 You must always maintain the highest degree of secrecy and keep as confidential the strategy, names of fellow employees, business lines, equipment, products, intellectual property, records, documents and such other information relating to the business of the Company which may be known to you or confided in you by any means and you will use such strategy, names of fellow employees, business lines, equipment, products, intellectual property, records, documents and information only in a duly authorized manner in the interest of the Company. Infringement of this condition will render you liable to summary dismissal and/or prosecution.
- 10.2 You must not at any time after leaving the employment of the Company, for any reason, disclose or permit to be disclosed to any person, firm, company or other entity any confidential information or trade secrets relating to or belonging to the Company or to other companies and/or affiliates of the Company and/or the "Aosta India Private Limited." Group in India or abroad.
- 10.3 On termination of your employment, for whatever reason, you will be required to return to the Company all property, documents and papers in your possession or under your control relating to your employment or to client's business affairs.
- 10.4 You must not anywhere, at any time after termination of your services or employment with the Company, either personally or through agents, friends or relatives, directly or indirectly, represent yourself as being connected to or interested in any way in the business of the Company.

10.5 In the event of breach of any of the conditions mentioned above in paragraph 10, the Company shall be entitled to injunctive relief and/or specific performance to enforce the conditions of paragraph 10.

11. COMPANY PROPERTY

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

11.1 As an employee of the Company, you understand that it is your responsibility to read and be aware of any special licensing agreement that may pertain to any vendor software package assigned to you for use.

11.2 You understand that special licensing agreements for some software are likely to contain electronic serial numbers and that attempts to copy software so protected may result in its damage or destruction.

11.3 You also recognize that it is your professional responsibility neither to participate in nor to encourage any violation of copyright provisions of vendor software.

11.4 Before you authorize anyone else to use the electronic devices and software for which you are responsible, you will ensure that they understand and agree to abide by the conditions of this agreement.

12. BORROWING / ACCEPTING / GIVING GIFTS

You will not borrow or accept or give any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings. You will also not under any circumstances engage in any act that involves or even give the impression of involving bribery or any illegal activity whatsoever.

13. BACKGROUND INVESTIGATION

13.1 You represent that you have never been convicted of, been charged with or are on trial for any crime or other transgression whatsoever in India or abroad.

13.2 You will be subject to checking's ("Checking's") that may be conducted either before or after or after the date at which full-time employment commences. Checking's may include: (i) background checks (including checking all facts submitted to the Company, including but not limited to your curriculum vitae or application.); (ii) reference checks; (iii) fingerprinting; (iv) drug testing; (v) medical examination(s) as determined to be relevant by the Company (vi) Credit Checks

13.3 Either (i) refusal to be subject to Checking or (ii) results that are derived from Checking's which are in conflict with material given by you to the Company will be considered grounds for withdrawal of the offer extended to you or termination of your employment with the Company pursuant to paragraph 14.5 of this annexure and may be acted in at any time before or after your commencement date with the Company.

14. TERMINATION OF EMPLOYMENT

14.1 During the probation period, your services with the Company are liable to be terminated at any time, by giving 1 month notice or by payment of Cost to Company in lieu of such notice except under conditions mentioned in paragraph 14.2. After the end of the Probation Period, your appointment with the Company is liable to be terminated by the Company by

giving you not less than two month's written notice or by payment on Cost to Company in lieu of such notice except as provided below.

14.2 Notwithstanding any other provision hereof, your employment may be terminated by the Company without notice or payment in lieu of notice if it has reasonable grounds to believe that you have consistently failed to perform as per reasonable performance metrics for your function or that you are guilty of misconduct or negligence or have committed any breach of this agreement. Termination of your employment under this sub-paragraph would be without prejudice to:

14.3

14.3.1 The Company's right to claim the actual damages it has suffered through this breach;

14.3.2 Any other relief to which the Company may be entitled under contract, law or equity.

14.4 Misconduct will include without limitation:

14.4.1 Absence from service without prior notice in writing or without sufficient cause for three days or more;

14.4.2 Going on or abetting a strike in contravention of any law.

14.4.3 Cause damage to the property of the Company;

14.4.4 Continued discharge of work functions, which do not meet the standards reasonably expected by the Company from you or results in conflict of interest situations, professional or otherwise;

14.4.5 Breach of confidentiality/secretcy provisions set out in paragraph 10 above.

14.4.6 Commission or attempt to commit to commit any cybercrime.

14.5 In the event of dissatisfaction in the results of the background investigation mentioned in paragraph 13, your employment may be terminated without notice.

15. VOLUNTARY TERMINATION BY THE EMPLOYEE

The employee may voluntarily terminate employment with the Company during the Probation Period subject to the employee giving not less than 1 month's written notice to the designated officer of the Company. On or after the completion of the Probation Period, any voluntary termination of employment by the employee requires not less than 2 month's written notice to the designated officer of the Company. It is further classified that employees terminating their employment as above shall be required to continue working for the Company for the full applicable notice period and shall not be entitled to avail of (or adjust/ set off) any accrued vacation during/against such notice period. If required by the management of the Company, the employee will also be required to train his/her replacement during such notice period. Employees shall not be entitled to pay the Company compensation in lieu of serving such notice period. Provided however, that the management of the Company may at their sole discretion relieve an employee from the services of the Company during the said notice period by accepting payment from such employee of compensation in lieu of the notice period equal to a prorated amount of the Cost to the Company to the extent of deficient notice period.

15.1 In the event of termination of your employment, your employment with the Company will be ceased. Also the Company shall not have any further liability to you other than for remuneration, allowances and perquisites that have accrued prior to the effective date of termination of employment.

15.2 The Company's decision as to the termination of your services or employment shall be final and legally binding on you.

15.3 Upon any termination of your employment with the Company, you hereby agree to accurately complete, sign and deliver to the Company the separation certification.

16. CYBER CRIMES

16.1 You hereby expressly agree that you shall not be either directly or indirectly or cause to commit any cybercrime. For the purposes of this Offer Letter, "Cybercrime" means any isolated or concerted act done anywhere by which the originator of such act or associates.

16.1.1 gain unauthorized access to the computer system or computer network; or

16.1.2 downloads, copies or extracts any information or data from such system; or

16.1.3 introduces any harmful code; or

16.1.4 causes any damage to the system or network; or

16.1.5 causes the non-functioning or malfunctioning of system or network; or

16.1.6 causes denial access to any authorized person to the system or network; or

16.1.7 contravenes any provision of Information Technology Act 2000 and the rules and regulation made their under; or

16.1.8 tampers or manipulates any system or network with the object of operating the account of another person; or

16.1.9 alters or deletes any information residing in a computer resource or diminishes the value of utility of the function of the computer system or network through any means; or

16.1.10 Does anything which has the effect of adversely affecting the performance of a computer network or services.

17. RESTRICTIONS

17.1 You will not during the term of your employment with the Company and for a period of 1 (One) year following the date of termination of your employment, do or permit any of the following prior written consent of the Company;

17.1.1 Be concerned with, engaged or interested in, or advise or own any business directly or indirectly, which is in competition with any business carried on by the Company in India, including without limitation companies engaged in similar activities as those of the Company as were performed or developed at any time during your tenure;

17.1.2 Solicit customers of any person who is or has been a customer of the Company for the purpose of offering to that person goods or services similar to or competing with those of the company;

17.1.3 Cause or permit any person directly or indirectly under your control to do any of the acts of things specified above; and

17.1.4 Solicit any employees of the Company, which includes the persons employed by the Company after termination of your employment with the Company, for the purpose of offering to that person an employment of any interest in any other company, institution, organization or any business whether owned by your or not.

17.2 Actual or suspected breach of any of the above conditions shall entitle the Company to injunctive relief to enforce the restrictions given in paragraph 18.

17.3 Each undertaking in paragraph 16 shall be treated as independent of the other undertakings so that, if one or more is held to be invalid as an unreasonable restraint of trade or for any other reason, the remaining undertakings shall be valid to the extent that they are not affected.

17.4 With reference to your duties in terms of compensations and benefits granted by the Company to you follow to consider the undertakings in paragraph 14 to be reasonable in circumstances. However, if one or more undertakings in paragraph 14 are held invalid as unenforceable or invalid for any reason by a competent Court, adjudicator or arbitrator, the undertakings shall apply with such modifications as to the period, territory or scope of their operation as may be necessary to make them enforceable and valid.

18. INDEMNITY

You will fully and effectively responsible for the Company against all losses, damages and expenses incurred due to any breach or alleged breach of the terms of this Offer Letter, or any fraud, misconduct or negligence on your part in the course of your employment with the Company.

19. CORRECTNESS OF INFORMATION GIVEN IN THE APPLICATION FOR EMPLOYMENT AND BIO DATA

Your appointment is being made on the basis of the information and details given by you. If, at any time, any information or detail given by you is found to be incorrect or inaccurate or false, the Company may terminate your services without any notice, salary in lieu of notice or compensation.

20. ARBITRATION

Any dispute, controversy or claim arising out of or relating to this Employment Agreement or breach, termination or invalidity thereof or otherwise arising in connection with the terms of your employment, shall, at the sole option of the Company, be settled by arbitration in accordance with The Arbitration and Conciliation Act, 1996 as at present in force and amendments thereto, if any, by a sole arbitrator appointed by the Company. The arbitration shall be held in Coimbatore, Tamil Nadu, India and shall be conducted in English language. The arbitration award shall be final and binding on the parties. The Parties shall bear their own attorneys', experts' and other fees and expenses in connection with any arbitration unless otherwise determined by the arbitrator."

21. ABSCONDING / JOB ABANDONMENT

No relieving letter or Certificate of Experience will be provided in these cases

Sincerely,



Mohan Gounder
CEO



ACCEPTANCE OF THE EMPLOYEE

I, Leethiya Vethamanickam, have read and understood the above terms and conditions governing my services and employment with Aosta India Private Limited., and the same are acceptable to me and I hereby agree to be legally bound to Aosta India Private Limited.

Signed by the Employee:

Place: Coimbatore

Date: 10 / 01 / 2021

TITLE	Offer Letter - Leethiya Vethamanickam
FILE NAME	Offer Letter - Le...Vethamanickam.pdf
DOCUMENT ID	6be42b50061e5b9f2240b8bed5c389b129626eee
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History



09 / 30 / 2021
13:35:43 UTC

Sent for signature to Dr. Mohan Gounder (mgounder@adamsbridge.com) and Leethiya Vethamanickam (leethima@gmail.com) from mgounder@adamsbridge.com
IP: 157.49.67.53



09 / 30 / 2021
13:53:23 UTC

Viewed by Dr. Mohan Gounder (mgounder@adamsbridge.com)
IP: 50.232.186.6



09 / 30 / 2021
13:53:29 UTC

Signed by Dr. Mohan Gounder (mgounder@adamsbridge.com)
IP: 50.232.186.6



10 / 01 / 2021
06:15:13 UTC

Viewed by Leethiya Vethamanickam (leethima@gmail.com)
IP: 157.49.204.66



10 / 01 / 2021
06:23:45 UTC

Signed by Leethiya Vethamanickam (leethima@gmail.com)
IP: 157.49.204.66



10 / 01 / 2021
06:23:45 UTC

The document has been completed.

16th August 2021

Offer Letter

Ms. Madhumitha S,
9/1, Shanmuga vilas store, Koonibazar,
Beemanagar, Trichy-1

Dear Ms. Madhumitha S,

We thank you for your application and the interview you had with us. We are pleased to offer you the position of **Research Associate** in our organization. Your remuneration on the Cost - to - the - Company basis, inclusive of all allowances and statutory benefits will be **Rs. 13375 /- Per Month** (Rupees Thirteen Thousand Three Hundred and Seventy Five Only). This amount will be suitably broken up under various components later.

A detailed appointment order will be issued to you at the time of your joining. The terms of that Appointment order will include Non-Compete, Non- Poaching, Confidentiality clauses. Further, the terms of appointment order will have a condition of Eighteen months of service commitment by you. Your appointment will be subjected to reference checks verification of your qualification, experience, and relieving order from previous employer and further subjected to agreeing to the terms and conditions of the appointment order and it's annexure to be issued to you.

We expect you to join on or before 23rd August 2021. You have to work from office from the joining date

This offer is valid till 06.00 pm on 17th August 2021 and you should communicate your acceptance to us in writing before that time. If we do not receive your acceptance in writing before the said time and date, this offer will expire automatically on that date and time.

Wishing you all the very best and we look forward to your joining at the earliest.

For E-Merge tech Global Services Pvt. Ltd.



Bharat Kumar. S
Assistant Manager – HR

I accept this offer and I will join duty on.....

(Madhumitha S)



ISO 9001: 2015



ISO 27001: 2013

Annexure to the Offer letter dated 16th August 2021

Name : Madhumitha S

Your designation will be : Research Associate

Your monthly salary and allowance details are as follow,

Particulars	Rs (Per Month)
Basic	6500
HRA	4830
Stat Bonus	542
Total Gross pay	11,872
EPF	780
ESI' Emp'er	386
Gratuity*	313
Road Safety Insurance**	25
Total CTC	13,375
Take Home	11,003

* Gratuity on completion of five years of uninterrupted service.

** Road Safety coverage worth of Rs 1,00,000/-

For E-Merge tech Global Services Pvt. Ltd.



Bharat Kumar. S

Assistant Manager – HR

I accept this offer and I will join duty on.....

(Madhumitha S)

Omega Healthcare



Excellence in Business Outsourcing

3rd Floor, Raja Complex,
#6/3 BharathiyarSalai, Cantonment, Trichy-620 001.
Phone: +91 431 4028111



Shobana S

Emp. No.1016389

28th August 2021

Offer Letter

Ms. Selvapriya D,
3/166A sekkadi medu street, Padalur(P.o),
Perambalur (D.t), Alathur (T.k)

Dear Ms. Selvapriya D,

We thank you for your application and the interview you had with us. We are pleased to offer you the position of **Research Associate** in our organization. Your remuneration on the Cost - to - the - Company basis, inclusive of all allowances and statutory benefits will be **Rs. 13897 /- Per Month** (Rupees Thirteen Thousand Eight Hundred and Ninety Seven Only). This amount will be suitably broken up under various components later.


A detailed appointment order will be issued to you at the time of your joining. The terms of that Appointment order will include Non-Compete, Non- Poaching, Confidentiality clauses. Further, the terms of appointment order will have a condition of Eighteen months of service commitment by you. Your appointment will be subjected to reference checks verification of your qualification, experience, and relieving order from previous employer and further subjected to agreeing to the terms and conditions of the appointment order and it's annexure to be issued to you.

We expect you to join on or before 31st August 2021. You have to work from office from the joining date.

This offer is valid till 06.00 pm on 29th August 2021 and you should communicate your acceptance to us in writing before that time. If we do not receive your acceptance in writing before the said time and date, this offer will expire automatically on that date and time.

Wishing you all the very best and we look forward to your joining at the earliest.

For E-Merge tech Global Services Pvt. Ltd.



Bharat Kumar. S
Assistant Manager – HR

I accept this offer and I will join duty on 01-09-2021



(Selvapriya D)



ISO 9001: 2015



ISO 27001: 2013

Annexure to the Offer letter dated 28th August 2021

Name : Selvapriya D
Your designation will be : Research Associate

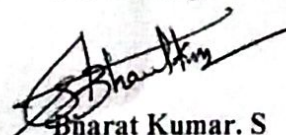
Your monthly salary and allowance details are as follow,

Particulars	Rs (Per Month)
Basic	6500
HRA	5335
Stat Bonus	542
Total Gross pay	12,882
EPF	780
ESI' Emp'er	402
Gratuity*	313
Road Safety Insurance**	25
Total CTC	13,897
Take Home	11,504

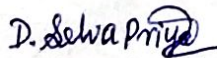
* Gratuity on completion of five years of uninterrupted service.

** Road Safety coverage worth of Rs 1,00,000/-

For E-Merge tech Global Services Pvt. Ltd.


Bharat Kumar. S
Assistant Manager – HR

I accept this offer and I will join duty on.....01-09-2021.....


(Selvapriya D)



TRICHY
SRM
MEDICAL COLLEGE
HOSPITAL & RESEARCH CENTRE

SRM Nagar, Trichy - Chennai Highway,
Near Samayapuram, Trichy - 621105.

+91 431 2258858 / 59 www.mchrc.srmt.edu.in
dean.trichysrmmc@srmcampus.org



Name	: Tharun Joshuva B
Designation	: Billing Executive Trainee
Department	: Billing