



Bharatiya Shikshan Prasarak Sanstha, Ambajogai



# **Swa. Sawarkar Mahavidyalaya, Beed**



## **Internal Quality Assurance Cell**

### **DVV Clarification**

#### **5.2.1 Student Progression**

**5.2.1: Percentage of placement of outgoing students and students progressing to higher education during last five years**

- 1. Proof Appointment letter or Offer letter**

GDC/HR/OFF/2022

July 14, 2022

Mr. Sagar Rajendra Nare



## Subject - Offer of Appointment

Dear Sagar,

In reference to your application and the subsequent interview you had with us, we are pleased to offer you the position of **Analyst (Charting)** in **Grade B1** at our **Pune Office** on the terms and conditions mutually agreed upon. A formal letter of appointment will be issued to you upon your joining and submitting the Employment Form on or before **July 25, 2022**.

You would work remotely until the Global Delivery Centre in India revert to working from office. You will receive an official intimation at least 2 weeks in advance regarding the date and time that you are required to report to office. During remote working, you will be required to have a minimum 50 Mbps speed of Internet connection to ensure virtual training programs are attended without interruption.

We reserve the right to cancel this offer in case of failure to submit your acceptance by this date or subject to non-clearance of background verification as per the company policy.

At the time of joining, please also let us have the following certification;

- Four passport size photographs
- Photocopy of Aadhaar Card (**Mandatory**)
- Copies of all Education Documents (10<sup>th</sup>, 12<sup>th</sup>, Consolidated Mark Sheets/All Year Mark Sheets/All Semesters Mark Sheets of Graduation/Post Graduation)
- Permanent Address Proof (Issued by Government)
- PAN Card Copy

**NOTE: Aadhaar card is a mandatory document at the time of joining as per the statutory requirement and without which Provident fund remittance is not allowed. If not available, please apply and get it ready before joining.**

We welcome you to Pune and hope to have a mutually happy and successful association with us.

Kindly sign the duplicate copy of this letter as a token of your acceptance.

\*\* The offer letter will be superseded by the issuance of the letter of appointment at the commencement of employment, local employment law wherever applicable or a signed contract where appropriate.

Yours Sincerely

**Debangshu Sengupta**  
Talent Acquisition Leader | South Asia

Encl: CTC Statement (offered)

Signature of Candidate  
(As Acceptance)

**Principal**  
Swa. Sawarkar Mahavidyalaya,  
Beed.



**Credence**  
*Excellence Beyond Belief*

Ref No: - CRM/HR/PUN/APT/23/0226

Date:-11-April-2023

To,

Emp Code:- 17206

Emp Name:- Akash Nandkumar Wanve

Designation:- Data Engineer

Department:- Business Intelligence

Subject: - Appointment Letter

Dear Akash,

With reference to your application and subsequent interview we are pleased to appoint you as **Data Engineer - Business Intelligence** with effect from **28-March-2023**. The terms of your appointment are as follows:

1. Your total annual compensation is Rs. 649996 /-. The break of your compensation is as per the attached Annexure "Annexure 1 – Compensation". Your compensation is strictly confidential, and any disclosure will result in penal action against you.
2. In addition to the above compensation, you will be entitled for Group Medical Insurance, Group Personal Accident Insurance and Group Term Life Insurance coverage benefits as per the prevalent policy for the year, as per the policies of the Company.
3. You will be on probation for a period of 6 (six) months from the date of commencement of your service, which may be further extended at the discretion of the Company. At the end of the probation period, provided that your services and performance has been found satisfactory, your appointment will be confirmed, in writing by the Company.
4. Your employment will be subject to termination on two month notice on either side. Notice period is mandatory.
  - a. New hires should not have any absence from work during the training period and the organization will follow the guidelines mentioned in Annexure 1 to address absenteeism. Post completing the training phase all employees will adhere to regular policies that are uploaded on company document management system.
  - b. In case the termination of employment is initiated by employer, notice period will not be applicable. However, if an employee leaves Company without serving notice or by serving short notice, recovery of said notice is applicable @ 1 day gross salary.





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5. Your designation is merely indicative of the responsibilities, which you are required to carry out. The Company shall be entitled to require you, at any time, to perform any other administrative, managerial, supervisory or other functions and you will be bound to carry out such functions.
6. At all times, you will observe secrecy and confidentiality in respect of any technical, trade or business data or any other information that might come to your knowledge or possession, which according to the Company, are necessary confidential and form valuable property of the Company. You will not disclose them without authority of the Company to anyone other than the Company's Officers authorized to receive them and even after you have ceased to be in the services of the Company.
7. You shall maintain proper discipline and dignity of your office and shall deal with all matters with sobriety. I  
Accept: - \_\_\_\_\_
8. You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
9. You will forthwith inform the Company of any change in your residential address.
10. It is agreed that it shall be open to the Company from time to time to vary any remuneration, benefit, facility or perquisite that may be extended to you on a review of the Company's decision in this behalf.
11. Your appointment is transferable and the Company at its discretion may transfer you to any other department or to any place in India or outside India and as such you may, at any time, be transferred to any of the offices of the Company, its associates, or organizations with whom the Company has transactions.
12. You will observe working timings and holidays as applicable to your location, place of work and responsibilities assigned to you. Your job will require you to work in night shift.
13. If during the period of your employment with us you achieve any invention, process improvement, operational improvement or other processes/methods, likely to result in more efficient operation of any of the activities of the Company, the Company shall be entitled to use, utilize and exploit such improvement and you shall assign all your rights to the Company for the purpose of seeking any patent rights in respect thereof or for any other purpose.
14. Upon leaving the Company, you will not take with you any drawing, blue-print or other reproduction or other data, tables, calculations, letter of other documents or any other writing or copy of writing of any nature whatsoever pertaining to the business of the Company or any of its subsidiaries.
15. On confirmation, you will retire from the services of the Company on attaining the age of 60 years without any notice whatsoever from the Company in this behalf.
16. You will conform to the Service Rules of the Company.

## **Credence Resource Management Private Limited**

CORPORATE OFFICE : E PARK, SOUTH TOWER, 2ND FLOOR, KHARADI MIDC, KHARADI, PUNE, MAHARSHTRA - 411014

PHONE NO. : 020-67113636

CIN - U74120PN2013PTC15430

[www.credencerm.com](http://www.credencerm.com)



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17. The appointment and its continuance is subject to your being found and remaining medically (physically and mentally) fit. The Company reserves the right to ask you to undergo medical examination if and when considered necessary.
18. Your appointment is subject to you submitting necessary documents that justify your qualification and experience as stated in the job application form. In addition, you may be required to undergo substance abuse test and background verification test at any point during your tenure with the Company. Adverse outcome of the substance abuse or background verification test may result in immediate termination without notice.
19. Please return the duplicate copy of this letter duly signed, in token of your acceptance of the terms and conditions of employment.

For Credence Resource Management Pvt. Ltd.

Saahil Kumar

Vice President-Human Resources & Training.

I Accept: - \_\_\_\_\_

Annexure 1 – Compensation

Ref No: - CRM/HR/PUN/APT/23/0226

Date:-11-April-2023

Emp Code:- 17206

Emp Name:- Akash Nandkumar Wanve

Designation:- Data Engineer

Department:- Business Intelligence

Absenteeism Treatment Guidelines – New Hire Training Phase

Instances	Actions
1 <sup>st</sup> NCNS	TL/Sr. Exec and ER Intervention - Final Warning Letter
2 <sup>nd</sup> NCNS [Staggered/Consecutive]	AM & ER Intervention - FNF
1 <sup>st</sup> Absent [Class Room Training]	TL/Sr. Exe & ER Intervention - Counseling Memo
2 <sup>nd</sup> Absent [Class Room Training]	AM & ER Intervention with a Warning Letter
3 <sup>rd</sup> Absent [Class Room Training]	Realignment / FNF [Based on the intervention by ER, Training and Operation management either realignment, continuation or FNF]- Final Warning Letter to be issued is allowed to continue

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1 <sup>st</sup> LWP [Class Room Training]	TL/Sr. Exe intervention (Documented)
2 <sup>nd</sup> LWP [Class Room Training]	AM & ER Intervention (Documented)
3 <sup>rd</sup> LWP [Class Room Training]	AM & ER Intervention and to be realigned [Based on the intervention done by ER, Training and Operation management either realignment or continuation]

For Credence Resource Management Pvt. Ltd.

Saahil Kumar  
Vice President-Human Resources & Training.

I Accept: - \_\_\_\_\_

Principal  
Swa. Sawarkar Mahavidyalaya,  
Beed.

## Credence Resource Management Private Limited

CORPORATE OFFICE : E PARK, SOUTH TOWER, 2ND FLOOR, KHARADI MIDC, KHARADI, PUNE, MAHARSHTRA - 411014  
PHONE NO. : 020-67113636 CIN - U74120PN2013PTC15430 [www.credencerm.com](http://www.credencerm.com)

Ref: HR/NOV/19/B1/57638524/60045534/1000830288

Date: 15 November, 2019

Sunil Dorle  
Dosti Building Mahanagar Palika Bn 3  
Vartak Nagar Thane  
Mumbai 400709  
Maharashtra, India



Dear Mr. Sunil

This is with reference to your application and subsequent interview you had with us.

We are pleased to offer you employment as **Assistant Store Manager** in **Assistant Manager - B1 grade** in our business on the following terms and conditions.

**1. PLACE OF POSTING:**

Your initial posting will be at **Thane, Maharashtra**.

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

This offer is subject to your joining us on or before 20 November, 2019 and successful clearance of the Pre-Employment Medical Examination.

**2. COMPENSATION:**

Your compensation on a Cost to Company (CTC) basis will be **Rs. 3,00,000/- (Rupees Three Lac(s) Only) per annum** and will be payable as under. Please refer to Annexure 1A for detailed breakup of your CTC.

**i. Fixed Pay: Rs. 2,78,415/- (Rupees Two Lac(s) Seventy Eight Thousand Four Hundred Fifteen Only) per annum.**

This includes Basic Pay and Choice Pay that consists of other allowances, benefits, perquisites etc. as per the compensation policy of the company.

**ii. Retirals: Rs. 21,587/- (Rupees Twenty One Thousand Five Hundred Eighty Seven Only) per annum.**

This includes Provident Fund and Gratuity (company's contribution @ 12% of Basic Pay and 4.81% of Basic Pay, respectively).

Note: Aggregate of Fixed Pay and Retirals is Committed CTC (refer Annexure 1A).

**3. GENERAL:**

You may choose components of your CTC as per your requirement, being referred as Choice Pay. In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company.

The available CTC components along with limits have been detailed in Annexure 1B.

The components within each category of payment are discretionary and the Company has the right to change these components at any time without notice. Your compensation and all other payments

**Reliance Retail Limited**

CIN: U01100MH1999PLC120563 Phone: +91 22 35553800

Registered Office: 3rd Floor, Court House, Lokmanya Tilak Marg, Dhobi Talao, Mumbai-400 032, India.  
www.relianceretail.com





received by you would be subject to the prevailing tax rules and regulations.

The Annexure 1A and the detailed "Terms & Conditions of Employment" in Annexure 2 together sets forth the terms and conditions under which the Company would employ you and become effective from the date you join the Company. Your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

You are requested to sign and return to the Company a copy of this letter containing Annexure 1A and "Terms & Conditions of Employment" in Annexure 2, as confirmation of your acceptance.

This offer and appointment letter shall automatically stand withdrawn in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

We wish you a long and successful association with us.

Sincerely yours,  
For Reliance Retail Limited

**Ankur Shukla**  
Head - Human Resources

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#### ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.

I shall report for duty on \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**Reliance Retail Limited**

CIN: U01100MH1999PLC120563 Phone: +91 22 35553800

Registered Office: 3rd Floor, Court House, Lokmanya Tilak Marg, Dhobi Talao, Mumbai-400 002, India,  
[www.relianceretail.com](http://www.relianceretail.com)



Annexure 1A			
Name: Sunil Dorle			
EARNINGS			
CTC Components		Proposed CTC (Rs.)	
		Monthly	Annual
<b>A. Fixed Pay</b>			
1	Basic Pay	10,701	1,28,415
<b>Choice Pay</b>			
2	Conveyance	1,600	19,200
3	Fuel & Maintenance	Refer Annexure	Refer Annexure
4	Leave Travel Allowance	Refer Annexure	Refer Annexure
5	Medical Reimbursement	Refer Annexure	Refer Annexure
6	Bonus*		
7	Residual Choice Pay	2,140	25,683
<b>Housing</b>			
8	House Rent Allowance	648	7,772
<b>Insurance</b>			
9	GPA Insurance Premium	57	679
10	Group Term Life Insurance Premium	30	363
11	Medical Insurance Premium	2,675	32,096
<b>Total Fixed Pay [A]</b>		23,201	2,78,415
<b>B. Retirals</b>			
1	PF - Employer Contribution	1,284	15,410
2	Gratuity (4.81% of Basic)	515	6,177
<b>Total Retirals [B]</b>		1,799	21,587
<b>Total CTC (A + B)</b>		25,000	3,00,000

**Note:** The above amounts are the maximum permissible limits. On joining, you may change the same to suit your needs.

(\*) In case of employees that are entitled to Bonus under the Payment of Bonus Act 1965.

  
**Principal**  
 Swa. Sawarkar Mahavidyalaya,  
 Beed.








समाप्त प्रारंभिक इमेडवॉरची नियुक्ती आदेशाच्या दिनांकपासून सहा महिन्यांचा आणखी  
आठ प्रमाणावजाची रीकवा कर्बात आठ महिन्यांची मरिमोळवून करून घेणे आवश्यक मरिमोळ आठ  
महिन्यांची मरिमोळ आठ प्रमाणावजा अर्थात दुर्गाव्याप्त आणखी नियुक्ती रद्द करण्यात येईल.

इमेडवॉरचा (०९) महिन्यांचा मुलभूत परिश्रम घ्या करावे लागेल व सक्षीत परीक्षा घ्याव सक्षीत  
उत्तीर्ण होणे आवश्यक आहे. सहा महिन्यांकर सक्षीत न होण्यास कोणतीही मरिमोळ न देत सहा  
महिन्यांकरात येईल. या कारणावधीत वार्षिक वेतनात अन्वयेत समाप्त नाही. परिश्रम करूनही कोणतीही  
कोणतीही रक्क मिळणार नाही.

संशोधन इमेडवॉरच्या शारीक महिन्यांची रीकवा अन्य प्रमाणावजात समाप्त आणखी संशोधन  
प्रमाणावजात काही वृत्ती अर्थात नियुक्तीचा सधमान वृत्ती आडवून आणखी त्याची सेवा समाप्त करण्यात  
येईल.

पोलीस मरमो १०११-१९ च्या अनुषंगाने आ. न्यायव्यवहार दफ्तर इंग्लेन्दा / रोमाल्या सधे वार्षिककाळा  
अंतिम निवडणुकांच्या अर्धीत राहून आणखी पोलीस विभागे वदारा नियुक्ती करण्यात येत आहे.

  
( अंतिम निवडणुका )  
पोलीस अर्धीतका वीड.

प्रति,  
नवरोशि/२१२५ मरिमोळे पुण्या अर्धीत  
घर क्र.२, पोलीस लाईन, मुभाण रोड, वीड.

मार्केड व प्रत, सक्षीत पोलीस निरीक्षक, पोम् वीड.  
२/- परिश्रमघाम इतर इंग्लेन्दा इमेडवॉरची नावे लाम्ब्रेमर वा कावेल्याम आडर करावी रक्क  
परिश्रमकाची रक्कवा योग्य ती रक्कवा व रिक्त सधमान तात्काळ पुढावा.  
प्रमुख निरीक्षक लक्ष्मण शंकरा पोत्रका वीड, सक्षीत वेतन. लिपिक, जि.आ.पु.स निरीक्षक,  
आख्या-२, जि.पो.पु.स लिपिक पोत्रका वीड.  
मुख्यालय लेसवॉरान, लाम्ब्रेमर, पोम् वीड



  
Principal  
Swa.Sawarkar Mahavidyalaya  
Beed.





केन्द्रीय औद्योगिक सुरक्षा बल  
(कानून बल)



CISF UNIT ONGC MUMBAI  
NO-12, NEW POLICE CHS  
MUMBAI  
MUMBAI CITY  
MAHARASHTRA

E-32023/ONGCOM/RECTT(CT)/GDF-SSC-2017-565

दिनांक: 18-03-2017

सेवा में,

No. 7208018333  
JADHAV VIJAY MAHADEO  
No JADHAV MAHADEO GANPAT  
VIII-GANDHI NAGAR, PO- NEAR PADMINI  
HOSPITAL, Dist- Beed, State-  
MAHARASHTRA, PIN- 431122.

**विषय: केन्द्रीय औद्योगिक सुरक्षा बल में आरक्षक/बीडी की भर्ती - नियुक्ति प्रस्ताव।**

केन्द्रीय औद्योगिक सुरक्षा बल में आरक्षक/बीडी के पद पर आपके सचयन के संदर्भ में।

2. वैशेष्य में आरक्षक/बीडी के रूप में नियुक्ति हेतु निम्नलिखित नियमों एवं शर्तों पर आपका आरक्षण सचयन किया गया है -

i. आपकी वेतन बीड रु. 52000-20200 + डीआर वेतन रु. 2000/- एवं सहायता वेतन मिलेगा।

ii. आपकी नियुक्ति अनुबंध पर ही ही नई शर्तों के अनुसार होगी, जिसे रिपोर्टिंग के समय निम्न केन्द्रीय पर भरा जाना अपेक्षित होगा -

RTC DEOLI  
DEOLI BATTALION 4  
CISF RTC DEOLI, PO- DEOLI, TONK, RAJASTHAN  
Nearest Airport- JAIPUR  
Nearest railway station- KOTA JN  
Nearest bus Depot- DEOLI

iii. आप ही शर्तों की परीक्षाएं अवधि पर करेंगे।

iv. परीक्षा अवधि के दौरान आपके बंधु-अपत्य आश्रय में रहने का प्रबन्ध करना आपकी जिम्मेदारी है। प्रदत्त न होने पर नियुक्ति प्रक्रिया में विलंब आपकी संतुष्टता का सबब है।

v. परीक्षा के दो हफ्ते पूर्व सूचनाएं जारी की जाएंगी। सूचना के आने पर आपका उत्तर देना आवश्यक है। सूचना के आने पर आपका उत्तर देना आवश्यक है।

vi. आपका उत्तर देना कि आपकी नियुक्ति, समस्त दस्तावेजों का प्रस्तुत कर भर्ती प्रक्रिया में विघ्न न पड़े। परीक्षा के अंतिम दिनांक के दिनांक पर आपका उत्तर देना आवश्यक है। सूचना के आने पर आपका उत्तर देना आवश्यक है।

*[Handwritten Signature]*

*[Handwritten Signature]*  
Principal  
Swa Sawarkar Mahavidyalaya  
Beed.



त्वरित व्यक्तिगत  
बजावणीसाठी

जावक क्रमांक प्रशा/ 9390 सन २०१९  
जिल्हा न्यायालय, रायगड-अलिबाग  
दिनांक :- 21/02/2019



प्रति,

रोहन श्रीराम जाधव,  
गणपती मंदिराजवळ, शुक्रवार पेठ, बीड,  
प्रतिक्षा यादीतील उमेदवार क्रमांक १९.  
मो.नं. ९९२१६३३६८०

संदर्भ - कार्यालयीन आदेश क्रमांक ५६/२०१९, दि. २६/०२/२०१९.

आपला मुद्दास असे कळविण्यात वने की, तुमची नियुक्ती कनिष्ठ लिपिक म्हणून दिवाणी न्यायालय, कनिष्ठ स्तर, रोहा येथे दिनांक ०१/०३/२०१९ पासून पुढील आदेश हाईपरवत करण्यात आली आहे.

तुम्ही आपले नियुक्तीच्या ठिकाणी दिवाणी न्यायालय, कनिष्ठ स्तर, रोहा येथे दिनांक ०१/०३/२०१९ रोजी सकाळी ठिक १०.३० वाजता हजर राहावे.

तुमचे वेतन कनिष्ठ लिपिक पदाची वेतनश्रेणी वेतनबंदी रु. ५३००-२०२००/- या वेतनश्रेणीत दरवर्षा बँडवेतन रु. ५८३०/-, ग्रेडवेतन रु. १९००/- अधिक नियमानुसार किन्तुनास भत्ते असे घाहील. नियुक्तीच्या ठिकाणी हजर होण्यास तुम्हाला कामाच्याही प्रकारचा भत्ता अगर पदग्रहण अर्थही अनुज्ञेय नाही.

तुमची भवणूक संपूर्णपणे तात्पुरत्या स्वरूपाची असून कोणत्याही वेळी कारण न सादर करता कामावरून काढी करण्यास तुम्ही पात्र आहात. तसेच जर तुम्हाला तुमच्या पदाचा गळीनामा खावयाचा असतील तर तुम्हाला एक महिन्याची अगाऊ नोटीस घावी लागेल किंवा एक महिन्याचे वेतन सरकारकडून ह्याने लागेल.

तुम्ही नियुक्तीचे ठिकाणी हजर होताना तुमचा प्रवतःचा मुळ फोटो अगलेले ओळखपत्र, वाहन परवाना, निवडणूक ओळखपत्र यापैकी एका दस्ताव्या मुळ व शाश्वतित प्रतयसह हजर राहावे. तसेच अलिकडील छायाचित्राच्या सहा प्रती, पॅन कार्ड, आधार कार्ड व स्टेट बँक ऑफ इंडिया या बँकेचे पगाराकरीताचे सेव्हिंग पासबुक नियुक्तीच्या कार्यालयात सादर करावे.

तुम्ही तुमच्या नियुक्तीच्या ठिकाणी दिवाणी न्यायालय, कनिष्ठ स्तर, रोहा येथे दिनांक १५/०३/२०१९ रोजी कार्यालयीन वेळेपूर्वी हजर न झाल्यास तुमचे नाव प्रतिक्षा यादीमधून काढी करण्यात येईल.



*(Signature)*  
प्रवतक,

जिल्हा न्यायालय, रायगड-अलिबाग

*(Signature)*  
Appointment Letter

Principal  
Swa.Sawarkar Mahavidyalaya  
Beed.



Infosys  
Navigate your next  
June 8, 2021

HRD/2T/1001504274/21-22

Mr. Akash Warve  
Sawta Nagar Tinpani Nagar Barshi Road  
Barshi Road Beed  
Beed-431122  
India

Ph: +91-7020061857

Dear Akash,

Welcome to Infosys!

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

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

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

Warm regards,

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

Signature Not Verified  
Digitally signed by Richard Lobo  
DN: cn=Richard Lobo, o=Infosys  
Reason: Signature required

INFOSYS LIMITED  
CIN: L85110KA1981PLC033115  
Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0201  
F 91 80 2852 0302  
infos@infosys.com  
www.infosys.com

*Emergency Confidential - This communication is confidential between you and Infosys Limited*

HRD/1001504274/21-22

Mr. Akash Warve  
Sawta Nagar Tinpani Nagar Barshi Road  
Barshi Road Beed  
Beed-431122  
India

Principal  
Swa.Sawarkar Mahavidyalaya  
Beed

Infosys  
Navigate your next  
June 8







# SERUM INSTITUTE OF INDIA PVT. LTD.

CYRUS POODAWALLA GROUP



Ref. No: SIIL/HR/A - 13082

19 April 2021

Mr. Utreshwar Survase  
At-Dhavad, Post-Adap  
Tq- Ambajogai Beed,  
Maharashtra, Pin: 431617

Dear Mr. Survase,

We have pleasure in appointing you in our Company as Trainee Officer based at Pune on the following terms and conditions.

## 1. Date of Appointment

Your Training period is effective from 19-April-2021 to 18-April-2022. On completion of this period, your training is liable to be terminated. No separate letter of termination would be issued and you would be relieved automatically.

## 2. Remuneration

Your emoluments / entitlements are as per Annexure 1

## 3. Employee State Insurance / Medical Insurance

You will be either covered under ESI if applicable, as per the prevailing act or Mediclaim Insurance Policy prescribed by the company.

## 4. Provident Fund

You will be covered under Provident Fund, which will be governed by the Provident Fund Act.

## 5. Educational Qualification

Your appointment is provisional & subject to your clearance of the Post Graduation/ degree/diploma with minimum 50% marks (Second Class). Non-compliance to the same will result into termination of services with immediate effect.

## 6. Leave

You are entitled to get maximum of 30 days earned leaves during the training period in a year.

13082 Mr. Utreshwar Survase

Page 1 of 7





## 7. Code of Conduct

- a) Your training in the Company will be subject to the rules and regulation of the Company as laid down in relation to conduct, discipline and other matters. You will always be alive to the responsibilities and duties attached to your position and conduct yourself accordingly. In view of your nature of work, you must effectively perform to ensure results and you will be expected to work extra hours to achieve this whenever the job so requires.
- b) You would be governed by the company's rules and regulations. If you were found in violation of any the laws the company would initiate disciplinary procedure for the same leading to termination of training thereof.

## 8. 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 on advisory capacity or be interested either directly or indirectly (except as shareholder or debenture holder) in any other trade or business during the employment with the Company without the written permission of the CMD of the Company. You hereby declare that you are not being related to or partner to any of the employee / Director of the Company with the meaning of Section 188 of the Companies Act 2013. Further you will not engage in any activity that will be prejudicial and detrimental to the interests of the Company. Your employment shall also be governed by Rules and Regulations lay down by the Management from time to time.

## 9. Transfer

- a) You will be liable to transfer in such capacity as the Company may from time to time determine to any other location, department, and subsidiary of Serum Institute of India Pvt. Ltd. You will then be governed by the terms and conditions of service applicable to your new assignment/ location.
- b) You will have to work for, in addition to your work with the Company, any associate Companies, sister Companies, or any other Company or Firm any where in India or abroad in which the Directors/Management have interest and you will claim no additional benefits for the same.

Principal





## 10. Confidential Information

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

## 11. Protection of Interest

- a) You shall maintain secrecy and shall not disclose to third persons any of the trade secrets or other confidential information of the Company or its affiliated Companies, including but not limited to, proprietary technical data, specifications and methods of manufacture. You shall take all appropriate measures necessary to keep such trade secrets and confidential information from being disclosed to, or received by third parties. Such trade secrets, proprietary technical data, specifications and methods of manufacture shall, at all times, remain the property of the Company.
- b) As and when required by the Company, you shall conduct research / Development in production processes, techniques, technology belonging to the Company and the same shall be performed to the best of your abilities, with help of the resources supplied by SILL. All the rights, title, interests including intellectual property rights, such as patents, trademarks, trade secrets, copy rights, etc in any improvement / modification / alteration / development / research / invention, undertaken by you or under your guidance, advise and control, during the course of your employment with the Company shall solely belong to the Company and you shall sign all the papers, documents, deeds, as may be required by the Company to protect such rights. All the research / development / work done by you during the course of your employment with the Company, shall be under supervision, control, guidance, permission, knowledge of the Executive Director overseeing your Department or Chairman of the Company and you shall regularly inform them in writing about your assignments / progress in your performance.
- c) All the knowledge and information received by you during the training imparted to you during the course of your employment with the company shall always belong to the company and the above clause shall equally apply to it.
- d) If you conceive any new or advanced methods of improving processes, formulae, systems in relation to the operation of the Company, such developments will be fully communicated to the Company and will be and remain sole right / property of the Company.

  
Principal  
Swa. Sawarkar Mahavidyalaya  
Beed.





- e) You shall keep and maintain adequate and current written records of all inventions / assignments / tasks undertaken by you and their developments, whether undertaken solely or jointly with others, during the term of your employment. These records shall be in the form of notes, sketches, drawings and any other format that may be specified by the Company from time to time. These records shall be maintained under strict confidentiality and secrecy and shall be the sole property of the Company.

#### 12. Past Record

- a) If any declaration given or furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable to removal from service without any notice.
- b) You shall indemnify and hold the Company harmless against any consequences including actions, claims, damages, loss, expenses (including reasonable attorney's fees and legal costs) arising from any breach of any of the terms of your employment.

#### 13. Notice Period

- a) This training is terminable by either party giving 30 days notice period on either side or on payment of one month's salary in lieu of notice during training period and either side is not bound to give any reasons.
- b) However, in the event your service is terminated for fraud, theft, withholding of any information in the application form or for any other form of misconduct, no notice shall be required.
- c) The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even before the expiry of the notice period without compensation for the un-expired period and is not bound to give any reason thereof.

#### 14. On Separation

- a) On termination of this contract, you will immediately give up to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects or records etc. belonging to the Company or relation to its business and shall not make or retain any copies of these items.
- b) During the term of your training and 1 (one) year thereafter, you shall not, for any reason and in any manner whatsoever, without prior written consent of the Serum Institute of India Pvt. Ltd., engage directly or indirectly, individually or as an employee / consultant / agent / representative of any other organization manufacturing such vaccines similar to those manufactured by the Company.

Principal  
Swa. Sawarkar Mahavidyalaya  
Beed





during the tenure of your employment with the Company / on the date of your termination / resignation as an employee of the Company or with any other Organisation the activities of which compete with the Company

- c) You shall not employ or recommend for employment any person employed / to be employed by the Company (or its subsidiary or affiliate or sister concern) in any present or contemplated business activity / organisation that is or may
- d) compete with the business of the Company (or with the business of its subsidiary or affiliate or sister concern).
- e) On and from your resignation / termination / cessation of employment with the Company, all the authorities and rights exercised by you / given to you by the Company, during the course of your employment with the Company, shall stand automatically revoked / cancelled and you shall before the last day of your employment with the Company, handover all the Letter of Authorities / Power of Authorities / Resolutions, etc. issued by the Company in your favour, to the Company without retaining any copies / reference of the same. On and from the date of your resignation / cessation of employment with the Company you shall stop representing the Company and any action taken by you shall be unlawful and you shall be solely and personally responsible for the same.

#### 15. Joining Formalities for all Technical staff

After joining and completing all the joining formalities, it shall be your responsibility to meet the company's Additional Director – Regulatory Affairs and comply with the formalities of FDA for the approval under existing rules and regulations.

#### 16. Others

- a) You hereby allow the Company to take your photographs and grant to the Company right to use, reproduce, publish and copyright such photographs with relevant personal details and give your consent for any publication thereof and you shall not withhold such consent on any grounds whatsoever.
- b) In case you claim for any personal injuries suffered by you, during the performance of your duties and responsibilities towards the Company, you shall appear for examination by any physician or physicians as directed by the Company.
- c) The Company shall at all times have the right to inspect and search your belongings and you shall provide all the necessary assistance to the representatives of the Company for the same. Such actions by or on behalf of the Company shall not amount to trespassing or encroaching of any of your legal rights.

**Principal**  
Swa Sawarkar Mahavidyalaya  
Beed.





- d) You shall not use the Company's name or any of the Company's trademark or trade name in any advertising or publicity without the prior written consent of the Company.

All terms and conditions are subject to Company policy.

We welcome you aboard & wish you the very best in your career with us. Please confirm that the above terms are acceptable to you by signing a copy of this letter.

Yours truly,  
For SERUM INSTITUTE OF INDIA PVT. LTD.


  
**ADAR POONAWALLA**  
CEO & EXECUTIVE DIRECTOR

Encls. Emoluments / Entitlements – Annexure 1


I agree to accept Training on the terms and conditions mentioned in the above letter. I have reported for duty on 19.4.2021.

I further declare and confirm that my training with the Company does not and shall not breach any agreements with or duties to any former employer or any other third party. I shall not disclose to the Company or use on its behalf any Confidential Information belonging to others and shall not bring onto the premises of the Company any confidential information belonging to any such party unless consented in writing by the respective third party.

Date \_\_\_\_\_

  
13082 Mr. Utreshwar Survase



  
**Principal**  
Swa Sawarkar Mahavidyalaya  
Beed.





**महावितरण**  
महाराष्ट्र राज्य विद्युत वितरण कंपनी मर्यादीत,  
कार्यालय, अधीक्षक अभियंता, सं व सु.मंडल कार्यालय, जालना रोड, बीड.

ई-मेल sebed@mahadiscom.in  
CIN= U40109MH2005SGC153645  
(A Govt. of Maharashtra Undertaking)

दिनांक. ०६.१०.२०१२

जा.क्र.अज/बीड/मासवि/

03201

नियुक्तीपत्र(पंजीकृतडाकेन)

प्रति,  
श्री. शंख उमर शंख मुसा (EWS)  
पु.पा.पाली  
ता. जि.-बीड

स्वातंत्र्याचा अमृत महोत्सव

विषय :- "उपकेंद्र सहाय्यक" पदावर नियुक्ती बाबत.

प्रति,

महाराष्ट्र राज्य विद्युत वितरण कंपनीची जाहिरात क्र.०५/२०११ नुसार "उपकेंद्र सहाय्यक" पदाकरिता आपली निवड झाली आहे. "उपकेंद्र सहाय्यक" पदावर म.रा.वि.वि.क.मधील, कर्मचारी सेवाविनियम-२००५ मधील तिसऱ्या व पाचव्या अनुसूचीद्वारे निम्न स्तरावरील प्रशासकरीयतेत आलेल्या अधिकारानुसार आपली "उपकेंद्र सहाय्यक" या पदावर (EWS) चा प्रवर्गातून तात्पुरत्या स्वरूपात खालीलअटी व शर्तीवर आपली पदस्थापना बीड विभागांतर्गत ३३/११ केंद्र उपकेंद्र वडवणा येथे करण्यात येत आहे.

नियुक्तीच्या अटी व शर्ती :-

- "उपकेंद्र सहाय्यक" या पदावर आपली नियुक्तीची शिर्षक न्यायालयात/न्यायधिकरणात दाखल करण्यात आलेल्या न्याय प्रकरणातील आदेशाच्या अतिरिक्त निर्णयाच्या अधीन राहून करण्यात येत आहे. या बाबत भविष्यात शासनाकडून निर्णय होण्याच्या सूचना लागू राहतील.
- "उपकेंद्र सहाय्यक" या पदावर तीन वर्षे कंत्राटी कालावधी समाधान कारकरीत्या पूर्ण केल्यानंतर आपणसु वयस ५० (पाचवी) वर्षे (३१.१०.२०१०-३२.१०.११) म्हणून यंत्रचालक या पदावर अनुक्रमे व इतर पदावर (उदा. उपकेंद्र सहाय्यक) पदावर नियुक्ती करण्यात येऊ शकते.

*Shandy*

**Principal**  
Swa. Sawarkar Mahavidyalaya  
Beed.





PRASAR BHAKATI  
(INDIA'S PUBLIC SERVICE BROADCASTER)  
ALL INDIA RADIO, BEED- 431 122 (L.R.S)

No. Beed/Prog/De- Aud./P4/2018-19/125

Date- 07-08-2018

**INTIMATION REGARDING SUCCESS IN AUDITION**

Ref:- Your audition for empanelment as assignee (Yuvawani) in all India Radio.

Dear

This is with reference to your audition on 30-07-2018 at All India Radio BEED. In this regard, we are pleased to inform you that the Audition/Screening Committee has shortlisted your name for inclusion/retention in the list of successful candidates for empanelment as an assignee.

This is to further inform you that the empanelment is subject to the following terms and conditions:-

- This is not, and will not be, an employment
- You will be invited for assignment by the AIR station strictly on **AS AND WHEN REQUIRED** basis as per the day to day requirement of programmes at the station, and your availability on the date and time of assignment.
- As per rules, the maximum possible number of assignment days is 6 (Six) days in a month and 72 days in a year as per programme exigencies. However no right is conferred on you to demand a booking.
- You will not be entitled to any fixed or specific number of bookings, much less regular employment as you are not on the establishment of All India Radio.
- This organisation has no objection and does not restrict you from continuing in/taking up a regular or temporary employment in any other organization/ institution or being self-employed.
- You have every right not to accept the assignment for which you may be invited as per programme exigencies. However, once the assignment is accepted, you will be under obligation to perform the accepted assignment.
- You have to accord your consent in advance for performing the assignment.
- You have to submit at/to the concerned AIR Station a copy of this letter duly acknowledging its receipt by you. You will also have to give an undertaking in the prescribed pro-forma as enclosed, stating that you have understood and accepted the terms and conditions contained therein. These have to be submitted before any kind of invitation for assignment can be offered to you as per AIR's programme exigencies.
- The empanelment shall be periodically reviewed through three tier process of written test, audition and interview after every two years.
- Invitation for programme assignments will be given separately in future.

Signature

*Aashutosh*  
07.08.18

Programme Executive  
For Station Director

Ankita Bhagirath Charkha, Plot No.6, Griraj Bulding Sarada Residensi,  
Savta Mali Chowk, Beed

*Shirish*

Principal  
Swa. Sawarkar Mahavidyalaya  
Beed.