



# **SGT UNIVERSITY**

**SHREE GURU GOBIND SINGH TRICENTENARY UNIVERSITY**  
**(UGC Approved)**

**Gurugram, Delhi-NCR**

Budhera, Gurugram-Badli Road, Gurugram (Haryana) – 122505 Ph. : 0124-2278183, 2278184, 2278185

# **2017-18**

# Indiabulls VENTURES

Date : March 28 , 2018

Ref No : IB/OL/00055312

App No : 00056980

**Mr. Sandeep Singh**

House No- F-177 4/1 Ward No-2

Nr Giri Kothi Mehrauli

Delhi 110030

Delhi

## LETTER FOR OFFER OF APPOINTMENT

Dear Sandeep Singh,

With reference to your application and subsequent interview(s) you had with us, we are pleased to offer you employment in our organization, on the term and conditions, mentioned in this letter for offer of appointment herein below :-

Department : SALES ON  
Grade : MT  
Designation : Management Trainee  
Location : GRGH-ASF Tower  
Cost to Company: : Your cost to company will be Rs. 300,000.00 /- per annum.  
( Rupees Three Lakh only )

### 1. DATE OF JOINING / APPOINTMENT DATE

This appointment will commence from your date of joining which should not be later than April 28 , 2018, provided that you indicate your acceptance to the same by signing and returning in duplicate a copy of this offer of Appointment to us immediately and in any case within Fifteen (15) days from the date of this Letter for Offer of Appointment.

Further, in case, you have any objections to the terms and conditions of this letter, the same should be communicated to us within 15 days from the date of this letter and prior to your tendering us your acceptance to the same, failing which the entire terms and conditions as stipulated herein, shall be deemed to have been accepted by you without any demur. The Appointment Date shall not be varied except if so intimated by the Company in writing.

You should report for joining at the Place of Posting on or before the above date of joining along with copies of self attested documents as mentioned below :-

- Signed Curriculum Vitae (CV).
- Copy of the Educational Certificate (10<sup>th</sup> & Highest Qualification).
- Work Experience Certificate (Previous employer).
- Four (4) Passport size photographs.

**Indiabulls Ventures Limited (CIN L74999DL1995PLC069631)**

(Formerly known as Indiabulls Securities Limited)

Corporate Office: 'Indiabulls House, 448-451, Udyog Vihar, Phase - V, Gurugram-122016. Client Helpline: 0124-4572444, Fax: 0124 6681111

Registered Office: M- 62 & 63, 1st Floor, Connaught Place, New Delhi - 110 001 Tel: (011) 30252900, Fax: (011) 3025901

Registrar  
SGT University  
Budhera, Gurugram

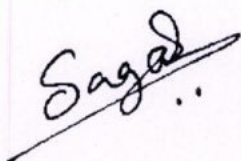


### COMPENSATION & ENTITLEMENT

Offer break-up to Mr. Sandeep Singh, Management Trainee in SALES ON.

Details	Amount Per Month (In Rs.)	Amount Per Annum (In Rs.)
Basic	21,050.00	252,600.00
House Rent Allowance	3,950.00	47,400.00
Gross Salary	25,000.00	300,000.00
Cost to Company ("CTC")	25,000.00	300,000.00

FOR INDIABULLS VENTURES LIMITED



AUTHORIZED SIGNATORY  
HUMAN RESOURCES

Note :

- 1). Your Salary is strictly confidential and you should not disclose it to anyone without prior permission of the company in writing.
- 2). All tax implications arising as part of your salary structure shall be borne by you.
- 3). Contribution towards EPF are optional to the employee. For employee whose basic salary is less than or equal to Rs. 15,000/- (Rupees Fifteen Thousand only) EPF contribution is mandatory.
- 4). You and your family (spouse and 2 children) will be included in Indiabulls Group Mediciam Health Insurance Cover through Health India Insurance TPA Services Pvt. Ltd. to avail Mediciam post completion of your probation period. Total sum covered for Group Mediciam is Rs. 2,50,000/- (Rupees Two Lakh Fifty Thousand Only) per family.

---

I, hereby, agree to abide by the terms and conditions of this Appointment Letter

SIGNATURE OF EMPLOYEE  
Management Trainee



Registrar  
SGT University  
Budhha, Gurugram



## Regarding Students Selection

Mr. Rahul Chopra <rahulchopra@sgtuniversity.org>

Sun, Feb 11, 2018 at 10:05 AM

To: Dean Commerce & Management <dean.mgt@sgtuniversity.org>, Yogesh Mehta <yogesh.mehta@sgtuniversity.org>, Amit SGT U <amit.dangi@sgtuniversity.org>, "Dr. Sunil Kumar Verma" <sunilkumar.verma@sgtuniversity.org>, Varsha Goel <varsha.goel@sgtuniversity.org>, Sunaina SGT U <sunaina@sgtuniversity.org>

Cc: Rajneesh Wadhwa <rajneesh.wadhwa@sgtuniversity.org>, "Mr. Hitesh Kakkar" <hitesh.kakkar@sgtuniversity.org>, Sonia Dixit <sonia.dixit@sgtuniversity.org>, Upasna Sharma <upasna.sharma@sgtuniversity.org>

Dear All Concerned:

It gives us immense pleasure to inform that the following students have been selected in IndoVision Services P Ltd. through Placement Drive held in the campus on 08/02/18.

<u>Name of student</u>	<u>Department</u>
1. Sagar Mallik	BBA
2. Tarun	BBA
3. Rishika Matto	BBA
4. Rahul	MBA
5. Mayank	MBA
6. Paras Sachdeva	MBA
7. Himanshu Shrivastav	MBA

All these students need to report at IndoVision Services office, Gurgaon on 12/02/18 at 10.30 AM. All the students will collect their **Offer Letters** in the office and have to join from same day itself.

*" Let us all wish them a very best of luck for their future" ..*

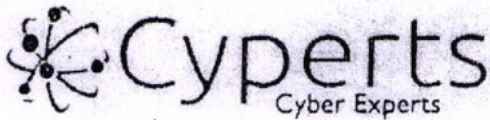
Regards

Rahul Chopra  
Senior Manager- Corporate Resource Center  
S.G.T. University  
Gurgaon.

Mob - +91 92055 80509

Registrar  
SGT University  
Budhera, Gurugram





## TO WHOM SO EVER IT MAY CONCERN

This is to certify that **Mr. Pushpendra**, student of **SGT Institute Of Engineering & Technology, Chandu Budhera, Gurgaon, Haryana**, have been offered position of **Jr. Web Developer** in our organization (**Cyperts Digital Solutions**), starting w.e.f 20<sup>th</sup> December, 2017.

As a part of internship project she will be working on website development using JavaScript as server side scripting language, and HTML and CSS as front end scripting, Apache as web server.

Depending on her performance and interest the company can put her into other relevant and related projects. We hope to have the institution support and motivation to see a long lasting professional relationship.

P.S:- Please let us know if anything else is required. You can always reach me at [vaishali@cyperts.net](mailto:vaishali@cyperts.net)

Regards,  
Vaishali Bisht  
Human Resources  
Cyperts Digital Solutions  
Dated:- 20/11/2017

Registrar  
SGT University  
Budhera, Gurugram

For CYPERTS  
Authorised Signatory

Registrar  
SGT University  
Budhera, Gurugram





# Maple Constructions

July-2018

Dear Mr. Ajay yadav

With reference to your application and subsequent interview with us, we are pleased to appoint you as Site Engineer Designation in our organization on the following terms and conditions.

Date of Joining: The above mentioned Candidate will join us in July 2018. (Exact Date of Joining will be shared on Email)

Salary: Your Annual Total Employment Cost to the company would be 3.6 lacs /annum

Place/Transfer: Your present place of work will be at Mohali , but during the course of the service, you shall be liable to be posted / transferred anywhere to serve any of the Company's Projects or any other establishment in India or outside, at the sole discretion of the Management.

Probation/Confirmation: You will be on a Probation period for the one month. Based on your performance your services will be confirmed with the company in written after one month.

During the probation period your services can be terminated with seven days notice on either side and without any reasons whatsoever. If your services are found satisfactory during the probation period, you will be confirmed in the present position and thereafter your services can be terminated on 90 days notice on either side.

Absence for a continuous period of three days without prior approval of your superior, (including overstay on leave / training) would result in your losing your lien on the service and the same shall automatically come to an end without any notice or intimation.

Leave: You will be eligible to the benefits of the Company's Leave Rules on your confirmation in the Company's Service.

During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company.

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

Registrar  
SGT University  
Budhera, Gurugram

Registrar  
SGT University  
Budhera, Gurugram





# Maple Constructions

1. You will not (except in the normal course of the Company's business) publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication relating to the Company's products or to any matter with which the Company may be concerned, unless you have previously applied to and obtained the written permission from the Company.
2. You will be required to maintain utmost secrecy in respect of Project documents, commercial offer, design documents, Project cost & Estimation, Technology, Software packages license, Company's policies, Company's patterns & Trade Mark and Company's Human assets profile.
3. You will be required to comply with all such rules and regulations as the Company may frame from time to time.
4. Any of our technical or other important information which might come into your possession during the continuance of your service with us shall not be disclosed, divulged or made public by you even thereafter.
5. If at any time in our opinion, which is final in this matter you are found non- performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the company shall be entitled to recover the damages from you.
6. You will not accept any present, commission or any sort of gratification in cash or kind from any person, party or firm or Company having dealing with the company and if you are offered any, you should immediately report the same to the Management.
7. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.
8. Their Should not be any reappear/backlog at the time of joining .In that scenario the joining offer will be terminated immediately .

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





2017-18



# New Age Instruments & Materials Pvt. Ltd.

13-15, 11nd Floor, Apna Enclave Shopping Complex, Railway Road, Gurgaon, Haryana

Tel. : +91-124-4086514, Mob. : +91-9899691591, E-Fax : +91-11-47618018

E-Mail : info@newagein.com, finance@newagein.com, Website : www.newagein.com

Ref No. HR/OL/171103/VN

November 24, 2017

## LETTER OF INTENT

Dear Shailendra,

Congratulations!!

Subsequent to our discussions, during the evaluation process of your candidature for an opportunity within our Technical Relationship Department at New Age Instruments & Materials Pvt. Ltd.; we are pleased to offer you the position of Graduate Trainee – Technical Relationship Department with effect from January 8, 2018 (Date of Joining).

You are requested to report at our Head Office: 13-15, 2<sup>nd</sup> Floor, Apna Enclave Shopping Complex, Railway Road, Gurgaon-122001, Haryana for your documentation purpose, your process training and further to carry out your job-related responsibilities. Also, basis organizational requirements you might be asked to relocate to locations within or outside India.

Your stipend for first 6 months effective from your Date of Joining will be INR 12,000 per month. After careful evaluation of your performance during first 6 months and on getting confirmed with our organization successfully your designation will change to Technical Relationship Engineer and your Annual Cost to Company will be INR 2.4 Lakhs (Indian Rupees Two Lakhs Forty Thousand Only). Details of your salary break up post confirmation will be shared with you along with your Appointment Letter. You will be entitled for deductions as applicable and the same will be communicated to you by the company from time to time.

Your employment with us will be governed by the Terms & Conditions as discussed in detail with you during your interview. You will be required to sign an agreement with New Age Instruments & Materials Pvt. Ltd for a period of one year and six months. The terms and conditions of the bond will be shared with you.



Registrar  
SGT University,  
Budhera, Gurugram

Registrar  
SGT University,  
Budhera, Gurugram



# New Age Instruments & Materials Pvt. Ltd

Our offer has been made based on information furnished by you. However, if there is any discrepancy in the copies of documents or certificates given by you or if found involved in any explicit activities against the company or if found medically unfit then the company reserves the right to revoke this letter of intent.

We look forward to your arrival as an employee of our organization and are confident that you will play a vital role in our company's expansion into national and international markets. Your detailed appointment letter will be issued to you on the date of your joining and we assure you of our continued support to enhance your professional development and growth.

## Necessary Documents –

In your Date of Joining, you need to carry the below mentioned mandatory documents in original; along with one photocopy of each document –

1. Original or Copy of Offer Letter issued by New Age Instruments & Materials Pvt. Ltd.
2. Updated Curriculum Vitae
3. All Educational Certificates with Mark Sheets till last pursued education
4. Any Certifications or Courses pursued with supporting documents
5. Valid PAN Card
6. Permanent Address proof (AADHAR Card / Passport / Driving License / Voter ID Card)

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

In case of questions, feel free to connect with us.

For New Age Instruments & Materials Pvt. Ltd.



Assistant Manager – Human Resources

Registrar  
SGT University  
Budhha, Gurugram

(Read & Accepted)



Employee Name	Vakul Vadhera	Level/Designation	Junior Associate, Technology	
			Salary Structure	
S.No.	Components	Components Details	Monthly	Annual
A	Fixed			
1	Basic Salary	35% of Base Salary	14009	168109
B	Flexible			
2	House Rent Allowance	Can be fixed at 10% or 21% of Base Salary	8406	100866
3	Leave Travel Assistance	Default amount will be set as zero or can be claimed once a year as per entitlement per career stage	0	0
Special Allowance				
4	Special Allowance	Base Salary - ( Fixed elements + Flexible Element + Optional Benefits)	17611	211337
Optional Benefits				
5	Meal Coupons	Optional benefit to buy meals at INR 100 per day for 20 days (on an average). Default amount will be set as zero.	0	0
6	Car Lease Scheme	Available for Sr. Associate & above. Associate can join the scheme post 2 year completion. Default amount will be set as zero.	0	0
7	Car Fuel and maintenance	Optional benefit to enroll in to Car Fuel and Maintenance for people enrolled in car lease (Limits basis career stage) or self-owned car (Limit: INR 2000 per month). Default amount will be set as zero.	0	0
8	Driver Salary	Optional benefit to enroll in to Driver Salary for people enrolled in car lease (Available for Managers and above and limits basis career stage) or self-owned car (Available for all career stages and limit: INR 1000 per month). Default amount will be set as zero.	0	0
C	Base Salary = (1+2+3+4+5+6+7+8)		40026	480312
D	Total Cash = (C)			480312
9	Provident Fund	12% of Basic Salary *In case the Basic Salary is less than INR 15,000, the contribution shall be INR 1,800.	1800	21600
10	Gratuity	Deemed Value *Calculated at 4.81% of the basic salary (1.68% of base salary). The maximum aggregate value is INR 20,00,000.	674	8088
E	Total Retiral Benefits (Company Contribution)		2474	29688
**Total Cost to the Company ( Before Tax Deduction) = D+E				510000

\*\*The above-stated elements of compensation are taxable as per applicable Income Tax Laws. All the figures are in INR (India Rupees) only.

TLG India Private Limited  
GIL SEZ, Candor Techspace,  
Building No. 1, Tower B, Ground - 3rd Floor,  
Building No. 2, Tower A, Ground & First Floor,  
Building No. 5, Ground & First Floor,  
SEZ Sector 21, Village Dundahera,  
Gurgaon - 122016 Haryana, India

TEL +91 (124) 672 4000  
FAX +91 (124) 672 4027

Registered Office: TLG India Private Limited  
15th Floor, Umi Estate, Tower A, 05, Ganpatima Kadam Marg, Lower Parel (West), Mumbai-400013.  
Tel +91 (22) 6604 3600 Fax +91 (22) 6834 3601 CIN: U74110MH1972FTC015795

www.publicissapient.com

TLG India Private Limited  
Oxygen Business Park Private Limited SEZ,  
Tower C, 2nd - 4th Floor, Plot No. 7,  
Sector 144, Expressway,  
Noida - 201301  
Uttar Pradesh, India

TEL +91 (120) 479 5000  
FAX +91 (120) 479 5001

TLG India Private Limited  
Bagmane Constellation Business Park,  
2870, Building Virgo, Outer Ring Road,  
Doddanekundi Circle, Marathahalli Post,  
Bengaluru - 560037 Karnataka, India

TEL +91 (80) 6128 0000  
FAX +91 (80) 6128 0001



## publicis sapient

Publicis Sapient understands that because of COVID, your college final examinations may not have been completed yet and therefore you may not be able to provide the final mark sheet/degree certificate prior to your joining. Publicis Sapient, therefore allows you 3 months' time from your joining date to provide the educational proofs of graduation completion, failing which your employment shall be deemed to be automatically nullified and your services will be terminated. Additionally, in the event your examination are canceled/not conducted and/or for any other business reasons, Publicis Sapient will reserve the right to terminate your employment. This offer is subject to you agreeing to these conditions as stated herein above.

On your first day of employment, please report to our office at **Gurgaon at 9:00 a.m.** along with the documents mentioned in Annexure 'C'. Should there be a change in your start date, it is mandatory for you to communicate the same to us a week in advance as this impacts your experience with Publicis Sapient.

Kindly return a copy of this letter duly counter signed by you, within a week in acceptance of the terms and conditions set out herein. Please refer to the Annexure "A" of this letter for details on the Terms of Employment, which shall apply to your employment. By signing a copy of this letter, you agree to abide by these terms and any other published terms in effect from time to time throughout the period of your employment.

We are looking forward to your joining us. We are sure that you would find life with Publicis Sapient to be motivating and challenging.

Best Regards

Kameshwari Rao

Kameshwari Rao

GVP, People Strategy | Publicis Sapient

**I hereby accept and agree to this employment contract. I agree to abide by the policies, rules and regulations of the Company as detailed below.**

Signature : \_\_\_\_\_  
Name : **Vakul Vadhera**  
Date : \_\_\_\_\_

TLG India Private Limited  
GIL SEZ, Candor Techspace,  
Building No. 1, Tower B, Ground - 3rd Floor,  
Building No. 2, Tower A, Ground & First Floor,  
Building No. 5, Ground & First Floor,  
SEZ Sector 21, Village Dundahera,  
Gurgaon - 122016 Haryana, India

TEL +91 (124) 672 4000  
FAX +91 (124) 672 4027

Registered Office: TLG India Private Limited  
15th Floor, Umi Estate, Tower A, 55, Ganpatrao Kadam Marg, Lower Panel (West), Mumbai-400013.  
Tel: +91 (22) 5204 3600 Fax: +91 (22) 6804 3001 CIN: U74110MH1972FTC015798

www.publicissapient.com

TLG India Private Limited  
Oxygen Business Park Private Limited SEZ,  
Tower C, 2nd - 4th Floor, Plot No. 7,  
Sector 144, Expressway,  
Noida - 201301  
Uttar Pradesh, India

TEL +91 (120) 479 5000  
FAX +91 (120) 479 5001

TLG India Private Limited  
Bagmane Constellation Business Park,  
2870, Building Virgo, Outer Ring Road,  
Doddanekundi Circle, Marathahalli Post,  
Bengaluru - 560037 Karnataka, India

TEL +91 (80) 6128 0000  
FAX +91 (80) 6128 0001

**Registrar**  
**SGT University,**  
**Buchara, Gurugram**



\*Note: The Program may be amended or withdrawn at any time and plan guidelines may be adjusted at the Company's discretion

#### Other Company Benefits

#### Publicis Sapient India Group Mediciclaim Insurance Policy

Medical Coverage	Floater of INR 3,00,000 per family (Addition Corp .Buffer INR 5,00,000 incase of normal illness and INR 15,00,000 in case of critical illness provided)
Family members covered	Self, Spouse & two children

#### Group Life Insurance Policy: India

Term Life Insurance (TLI) is the most basic form of life insurance. If the death of the insured individual occurs within his/her Publicis Sapient tenure, the insurance company will pay the death benefit. No money is paid at the time of individuals exit. For more information please read through the details available on the Publicis Sapient People Portal

#### India Personal Accidental Insurance Policy

Personal accidental is an insurance cover wherein, in the event of the person sustaining bodily injuries resulting solely or directly from an accident by external, violent and visible means, resulting into death or disablement. For more information please read through the details available on the Publicis Sapient People Portal

TLG India Private Limited  
GIL SEZ, Candor Techspace,  
Building No. 1, Tower B, Ground - 3rd Floor,  
Building No. 2, Tower A, Ground & First Floor,  
Building No. 5, Ground & First Floor,  
SEZ Sector 21, Village Dundahera,  
Gurgaon - 122016 Haryana, India

TEL +91 (124) 672 4000  
FAX +91 (124) 672 4027

Registered Office: TLG India Private Limited  
16th Floor, Vime Estate, Tower A, 95, Ganpatrao Kadam Marg, Lower Parel (West), Mumbai-400013.  
Tel: +91 (22) 6604 3900 Fax: +91 (22) 6604 3001 CTR: U74110MH1972FTC015786

www.publicissapient.com

TLG India Private Limited  
Oxygen Business Park Private Limited SEZ,  
Tower C, 2nd - 4th Floor, Plot No. 7,  
Sector 144, Expressway,  
Noida - 201301  
Uttar Pradesh, India

TEL +91 (120) 479 5000  
FAX +91 (120) 479 5001

TLG India Private Limited  
Bagmane Constellation Business Park,  
2870, Building Virgo, Outer Ring Road,  
Doddanekundi Circle, Marathahalli Post,  
Bengaluru - 560037 Karnataka, India

TEL +91 (80) 6128 0000  
FAX +91 (80) 6128 0001

Registrar  
SGT University,  
Budhara, Gurugram



2012-18



# SHIVOM MODEL SENIOR SECONDARY SCHOOL

VPO-NIGANA (ROHTAK)-124113

Permanent Affiliated to HBSE (Recognition No. 11/64-2004 PS(2))

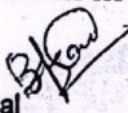
Ref. No. SM721/2023

Dated 24 March 2023

## To Whom It May Concern

This is certified that **Rajat Saroha** s/o Mr. **Krambir** is working as Physics Teacher at "Shivom Model Senior Secondary School " VPO-Nigana, Rohtak from April 2020 to September 2022.

He is sincere, punctual and dedicated towards his duty. I wish him all success in life.

  
Principal  
Shivom Model Sr. Sec. School  
Nigana (Rohtak)



  
Registrar  
SGT University  
Bithera, Gurugram



## Joining Report

**MEERA**

D/o, W/o, S/o **Sh. RAJ KUMAR**

resident of **343/c Rohtas Nagar, Rohtak** may please  
be allowed to join my duty in your esteemed institution w.e.f. **18-02-2021**  
at **10100** a.m. at a consolidated salary of Rs. **20,000/-**

( in words **Twenty thousand rupees** ) per month as decided by the  
selection committee of Delhi Public School Rohtak.

Regards

Sincerely

**MEERA**

**my**

(Name & Signature)

**Principal**

Principal's Signature

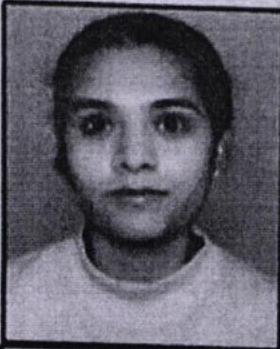
P.V.C.'s Signature

**SGT**





अखिल भारतीय आयुर्विज्ञान संस्थान, (T)  
नई दिल्ली-110029  
ALL INDIA INSTITUTE OF MEDICAL  
SCIENCES, NEW DELHI-110029



NAME : DR. RAJASHREE SHANKAR  
DESIGNATION : PROJECT ASSOCIATE  
DEPARTMENT : PHARMACOLOGY

EMPLOYEE ID

Sign. of Holder

Chief Security Officer

Registrar  
SGT University  
Budhera, Gurugram



Offer Letter-Jr.

Pharmacovigilance Associate ★



Inbox



**Kavita Singh** 7 days ago

to me, jaiprakash.ipc, shas... ▾



Dear Dr.Ankita,

Greetings of the Day !

This is with the reference to your application and subsequent interview held at  
INDIAN PHARMACOPOEIA COMMISSION (IPC)  
for the post of “ **Junior Pharmacovigilance Associate / Technical Assistant**”.


We are pleased to confirm the offer of employment for the above position .Your place of posting will be at Faculty of Medicine & Allied Health Sciences, Shree Guru Gobind Singh Tricentary University, Farukh Nagar Road, Budhera, Distt. Gurgaon.



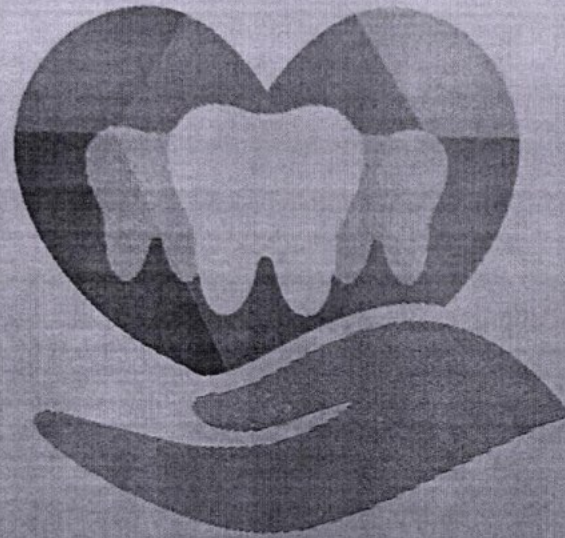
# DR. SUGANDHA GOEL

M.D.S. (Orthodontics)

 011 4101 4073 | + 91 981 003 6536

 oracaree@gmail.com





# ORACARE

33/3 Shakti Nagar, Delhi - 110007

Registrar  
SGT University  
Budhera, Gurugram





**YOUR KIDS DENTIST**  
KAPOOR DENTAL CLINIC  
Dr Vani Kapoor Rai  
BDS MDS PEDIATRIC DENTISTRY

Ref. No: \_\_\_\_\_

Patient's Name: \_\_\_\_\_

Age/Sex: \_\_\_\_\_

Medical History: \_\_\_\_\_

**Facilities:**

- Digital dental x-ray
- Tooth coloured filling
- Root canal treatment [RCT], Pulpectomy
- Tooth cleaning & polishing
- Tooth replacement- cap, dentures, implant
- Full mouth rehab under GA & LA
- Space maintainers for children
- Tooth whitening
- Painless extraction
- Smile makeovers
- Braces & aligners
- Preventive dentistry
- Fluoride treatment
- Habit breaker appliances

Basement, Kapoor Medical Centre  
E- 18, Naraina vihar , New Delhi- 110028  
Mob: 9354158388 , 9709709217  
Email: ykd.kapoordentalclinic@gmail.com

Registrar  
SGT University  
Budhera, Gurugram



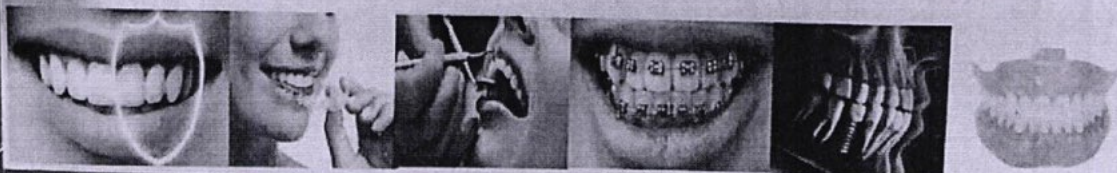


# JANTA DENTAL CARE

Ph. 8527682841  
8448814351

**Dr. NIHAL SOOD**  
B.D.S.  
Consultant Dental Surgeon

**Dr. LAKSHITA SOOD**  
B.D.S.  
Consultant Dental Surgeon



CLINIC : Jagran Chowk, Shukar Bazar Road, Uttam Nagar  
New Delhi-59, Email : [jantadental.healthyteeth@gmail.com](mailto:jantadental.healthyteeth@gmail.com)

**TIMINGS**  
9:00a.m. to 02:00p.m.  
4:00p.m. to 09:00p.m.  
**SUNDAY EVENING CLOSED**

Registrar  
SGT University  
Budhera, Gurugram





**Anand**

Dental Clinic

creating *smiles* that last !



**Dr. Heena Satija**

(BDS, MIDA)

Dental Surgeon

Timings : 10.00 am to 2.00 pm

5.00 pm to 8.00 pm

Sunday : By Appointment

**1/11, Kachey Quarter, Jhandi Mandir Road, Sonapat (Hr.)**

**M : 7988950347**

Registrar  
SGT University  
Budhera, Gurugram



Registered Office  
inVentiv International Pharma Services Private Ltd.

6th Floor, Building No. 4 of Commerzone,  
Survey No. 144/145, Yerwada Jail Road,  
Pune - 411006, Maharashtra, India

CIN: [REDACTED]

FAX [REDACTED]

26th July 2021

Karamdeep Singh Dadial  
T-213, Capital Greens DLF, Moti Nagar  
Delhi, India, 110015

Dear Karamdeep,

We are pleased to offer you an appointment with inVentiv International Pharma Services Private Limited ("Company") in the position of **Safety & Pharmacovigilance Specialist I**, on the terms and conditions set out herein after:

**1. Employment**

Your employment will commence on **8th September 2021**.

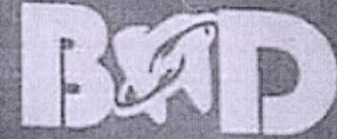
[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]





**Dr. Rishab Saini**

**B.D.S, M.I.D.A  
(Dental Surgeon)**

☎ **9540225168**

✉ **monupalam@gmail.com**

📍 **C-337, Ramphal Chowk, Sector-7,  
Dwarka, New Delhi-110075**

REDMI NOTE 5 PRO  
MI DUAL CAMERA

2019/4/10 18:21



Bharatiya  
University  
Gurugram

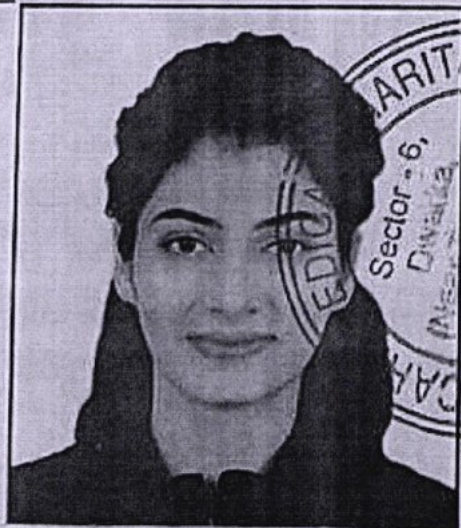


HCMCT

Manipal Hospitals

LIFE'S ON +

TEMPORARY IDENTITY CARD



Name:

Dr. Sheetal Yadav

Design:

BDS

Divn.:

Consultant

Dept.:

Dental Medicine

*[Signature]*

Human Resources

Valid till - 15-01-2023

Registrar  
SGT University  
Bachra, Gurugram





# DHIMAN DENTAL CARE & IMPLANT CENTER

**Dr. Abhishek Dhiman**

B.D.S

Reg. No. A-15160

M.I.D.A (Member of Indian Dental Association)

Name..... Age..... Sex.....

C.C.....

M. History.....

ming : Mon. to Sat. Morning : 9 am to 2 pm, Evening : 5 pm to 9 pm, Sunday : 10 am to 2 pm  
59, Sec. 10A | E-mail : abhishekdhiman543@gmail.com | Phone : 9810752872

Budhery, G. rugram





Regd. No. HN008994

# **BHARDWAJ'S SMILE PERFECTION STUDIO**

**DENTAL | FACIAL AESTHETICS | COSMETICS**

**DR. ANUJ BHARDWAJ**

**ORO-DENTO & COSMETIC SURGEON**

**B.D.S., F.F.A.C. (LONDON)**

**MEMBER, INDIAN DENTAL ASSOCIATION**

**M : 9999389122**



**Street No. 4, Rajiv Nagar (EAST), Bus Stand-Sheetla Mata Road, Gurugram (Hr.)**

Registrar  
SGT University  
Budhera, Gurugram





Mob. : 7827333603

# Dr. Kunal's Dental Clinic

*Specialized Dentistry, Personalized Care*

**Dr. KUNAL**

BDS, (Dental Surgeon)  
PGI, (ROHTAK)

**Dr. MANISHA**

BDS, (Dental Surgeon)  
PGI, (ROHTAK)

## Facilities Available :

Orthodontic Treatment  
(Straightening of teeth with Braces)

Root Canal Treatment  
(Manual & Rotary)

Gum Surgery

Ultra Sonic Cleaning

Dental Implants

Cosmetic Dentistry

Dental x-ray (RVG)

Dentures

Smile Enhancement

Laser Filling

Extractions & Impaction

Gap closures

Porcelain Veneers

Crowns & Bridges

Teeth Whitening / Bleaching

## **Clinic Timings :-**

**Morning :-**

**10:00 am to 1:30 pm**

**Evening :-**

**5:00 pm to 9:00 pm**

**7 DAYS OPEN**

Date .....

Name ..... Age.....Sex.....

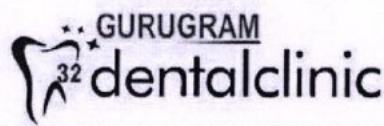
अपने दन्त चिकित्सक से हर छः महीने में दाँत चेक करायें।

NOT FOR MEDICO LEGAL PURPOSE

A-2/6, Sultan Puri, Delhi-86 | E-mail : thakur.kunal2011@gmail.com

Registrar  
SGT University  
Budhera, Gurugram





GURUGRAM

dentalclinic

Dr. Rahul Tanwar  
BDS (PGI ROHTAK)  
M.:9910055307

Timing:  
Morning : 10:00 a.m. to 2:00 p.m.  
Evening : 4:00 p.m. to 7:00 p.m.  
(Emergency Appointment)

Name

Age/Sex

Date

Add: OM Market, GF Shop No.-1, Opp. DK Building, Kadarpur Road, Badshahpur, Gurugram (Hr.)

Registrar  
SGT University  
Budhera, Gurugram





**SilverStreak**

**Multispeciality Hospital**

**DR ANUKRITI GUPTA**

BDS, MDS

Head of Department

Sector-90, Rd, Sector-87,

Gurugram, Haryana-122505 (India)

Ph: +91-124-4324400, 9889885908

E-mail: anukritigupta19@gmail.com

www.dranukriti.com

Ref. No. ....

Dated .....

Registrar  
SGT University  
Budhera, Gurugram



**Dr. Priya Vats**  
**(BDS, MIDA)**  
Oral Dental surgeon



**Dr. Kushal vats**  
**(BDS, MIDA)**

# **BALWANT DENTAL**

---

## **CARE**

**CARE BEYOND CURE**  
**Mob: 8571012138**

**TIMING:**

**9:00 AM. to 7:00 PM.**

**Add: Near Indira Gandhi Eye Center**  
**Vill. Raipur, Sohna, Gurugram- 122103**

  
Registrar  
SGT University  
Budhera, Gurugram



## CONSULTANT CONTRACT

Agreement made as of this 10<sup>th</sup> day of Aug 2021, between Qi Spine Clinic (A Division of Qi Lifecare Pvt. Ltd. hereinafter referred to as "Qi Spine Clinic"), whose principal address is Arenja Holdings #6 Level 1, The Centrium, Phoenix Market City, LBS Marg, Kurla W Mumbai 400 070 and Ms. Chhaya Rathi (hereinafter referred to as "Consultant Physiotherapist"), whose address is B-88, Gali No 4, Sant Nagar, Parvatiya Aanchal, Burari, North Delhi Delhi 110084.

### 1. PROFESSIONAL SERVICES:

- (a) Qi Spine Clinic hereby retains Consultant to render the following part time services (hereinafter referred to as the "Services") to them subject to the terms and conditions of this agreement and Consultant hereby agrees to render such Services. The total Services to be rendered are described in Annexure "A" herewith. However, the services to be rendered during the term of the contract will be mutually agreed upon by the Consultant and Ms. Ashvini Menezes, HOD- Operations, Qi Lifecare Pvt. Ltd.
- (b) Such services shall be rendered under the supervision and direction of the following Consultant of Qi Spine Clinic which designation is subject to change by written notice: Ms. Ashvini Menezes, HOD- Operations, Qi Lifecare Pvt. Ltd.

### 2. TERM AND TERMINATION:

Services under this agreement shall be deemed to have commenced from 11<sup>th</sup> August 2021 and shall be continued to be provided until 10<sup>th</sup> February 2022 subject to earlier termination or renewal thereof (hereinafter referred to as "Term"). The Services shall be extendable at the discretion of Qi Spine Clinic for a further period the tenure and terms of which will be mutually agreed upon and shall be based solely on the performance of the Consultant and the business requirement of Qi Spine Clinic.

- a. Your services can be terminated on either side without assigning any reason after giving 30 days' notice in writing or salary in lieu thereof. No such notice/ salary will apply in case of termination arising out of negligence or misconduct. However the Company reserves the right not to accept payment in lieu of notice and at its sole discretion may enforce the notice period.
- b. If at any time, you, by your conduct, render yourself incompetent to perform your duties, (such incompetence to be determined by the Company), or if you be dishonest, intemperate, irregular in attendance at work or otherwise misconduct yourself or commit any breach of these terms or the stipulations herein contained on your part, or willful breach of policy or negligence or

Qi Lifecare Pvt. Ltd.

#6, Level 1, The Centrium, LBS Marg, Kurla (W), Mumbai - 400070 | T 022 7102 7080  
CIN NO - U51100MH1999PTC120642

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

Registered  
SGI University  
Budhera, Gurugram





derelection of duty, disobedience of lawful and reasonable orders and instructions given to you from time to time or conduct on or off duty which is prejudicial to the interest, good name or reputation of the Company, or where your performance has been found to be unsatisfactory, the Company may terminate your employment forthwith without any notice or salary in lieu thereof and may also deduct from your salary then due to you such sums as in the opinion of the Company may be equivalent to any loss the Company may have sustained in consequence of your acts.

- c. Upon the Company putting an end to this contract, with or without notice, for any breach of rules and regulations or non-observance or any default on your part, you will not be entitled to any damage or compensation.
- d. Notice to terminate in electronic form wherein your identity cannot be ascertained such as SMS or personal e-mail (not registered with the Company) shall not be accepted as adequate notice of termination for the purposes of this agreement. Notice to terminate this contract will be accepted by the Company only when it is issued/submitted in a form wherein your identity is ascertainable (such as hard copy letter with original signatures or through your registered e-mail ID).
- e. Absence for a continuous period of **eight days** without prior approval of your supervisors, (including overstay of leave / training), would be treated as abandonment of service and can lead to your services being terminated without notice.
- f. Furnish, at the time of employment or at any other time, wrong or incomplete information or suppress any information regarding age, qualification, previous service or experience, conviction in any court of law, dismissal, removal or compulsory retirement by a previous employer or any other information or detail about or in connection with yourself.

## **2 (A) ACTIONABLE UPON TERMINATION:**

- i. A departing Consultant shall be given a release letter only after:
  - aa) A report has been prepared on the status of work assigned;
  - ab) He/she has handed over all Company property in custody (including the identity cards); and
  - ac) All dues /loans/advances have been settled.
  - ad) The required duration is completed.

Registrar  
SGT University  
Buddha, Gurugram

**Qi Lifecare Pvt. Ltd.**

**#6, Level 1, The Centrium, LBS Marg, Kurla (W), Mumbai - 400070 | T 022 7102 7080**

**CIN NO - U51100MH1999PTC120642**

**www.qilifecare.com**



- ii. In all cases where the services have been secured for a minimum stipulated period through a bond/Service Undertaking/ Indemnity or such other arrangement, the Consultant is required to comply with the terms of the said arrangement.
  - iii. The Consultant's dues would be settled only after clearance has been obtained from all departments and all his/her commitments have been verified.
  - iv. Upon separation from the Company on account of either resignation or termination, you will be required to immediately return to the Company (not later than 24 hours), all Company's assets and property (including any leased assets) in good conditions including documents, files, books, papers, training material and memos whether in hard or soft copy which is in your possession or custody. Any damage caused to company properties shall be recovered/adjusted from your full and final settlements. You will be subject to appropriate legal action including filing of police complaint if the all Company's assets and property is not returned as advised above.
  - v. You shall obtain clearance from all concerned department and shall submit No due certificate to HR, within 7 working days to enable it to settle your final dues, if any. In any case, no claim shall be entertained thereafter.
3. **COMPENSATION:**  
The retainer-ship fee to be paid to the Consultant under this agreement has been revised to **INR.10, 000/- (Rupees Ten Thousand only)** per month. Please note that the salary is subject to tax deducted at source.
4. **CONSULTANT AS INDEPENDENT CONTRACTOR:**
- (a) The Consultant agrees that she is acting as independent contractor and is not a Consultant of Qi Spine Clinic and shall receive no benefits, compensation or reimbursement not specified herein. Consultant may not purport to represent Qi Spine Clinic and may not make statements on its behalf unless authorized in writing by a person specified in clause 1, above.
  - (b) In addition, the Consultant understands and agrees that as an independent contractor, she is responsible for the payment of all income and other taxes for herself and her Consultants to any government agency including the Indian Government.
5. **NON-COMPETE & NON-SOLICIT:**
- (a) During the subsistence of the Term, the Consultant shall not:
    - (i) Carry on or engage in, directly or indirectly, whether through ownership or partnership or as a shareholder, joint venture partner, collaborator, , whether for profit or otherwise



- any business which competes with the whole or any part of the business of the Company or its affiliates; and
- (ii) In competition to the business of the Company, render or offer to render any services to any person, firm, or company with whom he deals and who or which, prior to the termination of the Consultant, was a supplier, client, customer of the Company or a respective customer with whom the Company had entered into negotiations.
- (b) During the subsistence of the Term and for a period of ( 0 ) months thereafter, the Consultant shall not:
- (i) attempt in any manner to solicit any clients of the Company, except on behalf of the Company, or to persuade any person, firm or entity which is a client, present or future, of the Company to cease its association with Company; or
- (ii) Employ, engage or attempt to employ or engage, assist anyone else to employ or engage, except on behalf of the Company, any person who is/ was in the employment of the Company or renders/ rendered the services at any time.
- (c) The Consultant agrees that the restrictions contained in this clause 5 are reasonable and necessary for the protection of the legitimate interests of the Company, its affiliates and shall survive the termination of his engagement. The Consultant further acknowledges and agrees that the covenants and obligations with respect to non-compete and non-solicitation as set forth above relate to special, unique and extraordinary matters, and that a violation of any of the terms of such covenants and obligations will cause the Company, the affiliates and the Company's customers' irreparable injury.
- (d) The Consultant acknowledges that his remuneration includes compensation for abiding by and adhering to the restrictions set out in this clause 5.

## 6. CONFIDENTIALITY OBLIGATIONS

- (a) For the purpose of this clause '**Confidential Information**' shall mean all non-public information, to which the Consultant has or gain access to or which is available to the Consultant directly or indirectly, whether in writing, oral, graphic, visual or any other tangible, intangible or electronic form, including, without limitation, any and all information relating to the business of the Company, the Company and/or its clients' whether past, present, or future, financial results and projections, costs and prices, details of suppliers, Consultants and consultants (past, present or prospective), technologies, technical and business strategies, marketing, pricing and other strategies, trade secrets, intellectual property rights, as well as any such information not generally known to third parties or received from others that the Consultant is reasonably expected to treat as confidential, whether such information has been expressly designated as confidential or otherwise. It is expressly agreed that any generic knowledge that the Consultant may acquire pertaining to any major software platforms and modules used while performing his duties shall be excluded from the definition of Confidential Information, provided however that

Qi Lifecare Pvt. Ltd.

#6, Level 1, The Centrium, LBS Marg, Kurla (W), Mumbai - 400070 | T 022 7102 7080

CIN NO - U51100MH1999PTC120642

www.qilifecare.com



any modification, extension and customization that the Consultant or other Company personnel may perform to the documentation and code base of such platforms and modules shall be treated as Confidential Information.

- (b) The Consultant agrees and acknowledges that during his engagement, the Consultant shall have access to Confidential Information. The Consultant understands and acknowledges that an access to the Confidential Information has been provided to him solely as a consequence of his engagement with the Company.
- (c) The Consultant understands and acknowledges that the Confidential Information is of immense value to the Company and/or its present, past or prospective clients. The Consultant understands that any use or disclosure of such Confidential Information including any inadvertent disclosure can cause immense and irreparable harm, loss, damage and injury to the Company and its reputation and hence undertakes to keep such Confidential Information confidential and use it solely in the manner expressly authorized by the Company.
- (d) The Consultant agrees and undertakes to absolutely refrain from in any manner divulging, discussing, disclosing or in any manner directly or indirectly using the Confidential Information without express permission by the Company.
- (e) The Consultant agrees and undertakes that he shall not, intentionally or negligently divulge or communicate information, which he acquires in the course of his engagement pertaining to the identity name, contact information of the client organization or any of its staff.
- (f) The Consultant further undertakes that he shall not communicate or divulge to anyone information relating to the existence or dead-lines or contents of any commercial tender or quote submitted to the client by the Company or any information created by him or other representatives of the Company.
- (g) The Consultant acknowledges and agrees that all Confidential Information is and shall remain the property of the Company and/or its licensors, and he shall not be entitled to use such Confidential Information or make copies thereof for any purpose (including for personal use) other than as required in the usual course of his engagement. Nothing contained in this contract shall be construed as granting or conferring any rights either as a license or otherwise to the Confidential Information.
- (h) The obligations set out in this clause 6 shall survive the termination of the Consultant's engagement.

## 7. INTELLECTUAL PROPERTY RIGHTS

- (a) For the purpose of this clause "**Intellectual Property**" shall mean all forms of intellectual property subsisting under the laws of India and all analogous rights subsisting under the laws

Qi Lifecare Pvt. Ltd.

#6, Level 1, The Centrium, LBS Marg, Kurla (W), Mumbai - 400070 | T 022 7102 7080

CIN NO - U51100MH1999PTC120642

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

Registrar  
SGT University  
Budhera, Gurugram





of other jurisdictions and shall include any product or process of the human intellect whether registerable as patents, trademarks, copyrights, designs or otherwise such as an invention, expression or literary creation, unique name, trade secret, business method, database, industrial process, computer program, source code, process, presentation.

- (b) The Consultant acknowledges that all Intellectual Property whether protectable as a copyright, trade mark, patent, design or otherwise, including any Intellectual Property developed by him during the course of his engagement shall be deemed as "work for hire" and shall belong solely and exclusively to the Company absolutely and the Company alone, at its sole discretion, shall have the right to exploit any and all of the said rights by any means throughout the world. The Consultant shall not have nor shall it claim any right in any of the aforementioned Intellectual Property in any manner whatsoever.
- (c) The Consultant shall promptly disclose and deliver to the Company all the information and data in its possession necessary to impart a full understanding of the said Intellectual Property, or any improvement, processes, systems or designs developed by it in respect thereof.
- (d) The Consultant hereby irrevocably and unconditionally waives any and all moral rights or any rights of similar nature under any law in any jurisdiction and to any and all material written, created or devised by it, whether solely or jointly and pertaining specifically to the operation or business of the Company or resulting from or suggested by anything which he shall have done pursuant to his engagement with the Company.
- (e) The obligations set out in this clause 7 shall survive the termination of the Consultant's engagement.

#### 8. INDEMNITY

The Consultant hereby indemnifies and hold the Company harmless from any loss, harm, damage suffered by the Company and/or any third party who is the owner of Confidential Information and/or Intellectual Property, arising out of any use, misuse or disclosure of Confidential Information and/or Intellectual Property for any purposes other than as permitted by the Company and for any other breach or default of his obligations. The Consultant understands that the Company may not be adequately compensated in the event of breach of the obligations set out in this contract by him and therefore in addition to any other relief, which may be available to the Company, the Company shall be entitled to seek equitable relief of any kind including injunctive relief against the Consultant.

#### 9. JURISDICTION:

That the Courts at Mumbai alone shall have jurisdiction to entertain and try any dispute and/or difference arising out of or in connection with the terms of this agreement.

Qi Lifecare Pvt. Ltd.

#6, Level 1, The Centrium, LBS Marg, Kurla (W), Mumbai - 400070 | T 022 7102 7080  
CIN NO - U51100MH1999PTC120642

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

Registrar  
SGT University  
Budhga, Gurugram





Qi Spine Clinic and Consultant have executed this agreement as of 10-Aug-2021

Qi Spine Clinic  
(A Division of Qi Lifecare Pvt. Ltd)

Consultant

Ashvini Menezes  
HOD – HR & Operations  
Date: 10/8/21

Chayya Rath  
Designation:  
Date:

Qi Lifecare Pvt. Ltd.  
#6, Level 1, The Centrium, LBS Marg, Kurla (W), Mumbai - 400070 | T 022 7102 7080  
CIN NO - U51100MH1999PTC120642

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

Registered at  
SGT University  
Budheda, Gurugram





## **ANNEXURE “A”**

### **SERVICES TO BE RENDERED**

- Assisting in diagnosing and treating musculoskeletal patients visiting the centre.
- Interacting with the patients via telephone & emails
- Monitoring the QFT programs & issues of QFT machines

Registrar  
SGT University  
Budhera, Gurugram

**Qi Lifecare Pvt. Ltd.**

**#6, Level 1, The Centrium, LBS Marg, Kurla (W), Mumbai - 400070 | T 022 7102 7080**

**CIN NO - U51100MH1999PTC120642**

---

**[www.qilifecare.com](http://www.qilifecare.com)**





## OFFER LETTER

04-Jun, 2021

Dear Avanti,

We take great pleasure in inviting you to be an integral part of SDNA Global.  
We are enclosing your letter of appointment in duplicate which will provide you with all necessary information.  
Kindly sign the duplicate copy of your letter of appointment and have it returned to us at the earliest.

You may join us on your date of joining mentioned in your letter of appointment or on any date prior to your date of joining.

In case you need any clarifications regarding your job, salaries, or any policy, please contact myself and/or Amrita Tripathi at [amrita@sdnaglobal.com](mailto:amrita@sdnaglobal.com)

Look forward to you having a long and fruitful relationship with SDNA.

Sincerely

*Apoorva*

Apoorva N,  
HR Head  
SDNA Global

*Avanti*  
05/06/21  
SDNA Global  
Bengaluru

N R Tower, 3rd Floor, 17th Cross Road, 19th Main Rd, Sector 4,  
HSR Layout, Bengaluru, Karnataka 560102, India





Date - 04-Jun-2021

Ref. No: SDNA/2021/124

Dear Avanti,

We are glad to issue you an appointment letter subsequent to your selection in SDNA Global after successfully clearing the recruitment process. You have been selected for the position of **Consultant - Technical Hiring** as per following terms and conditions:

1. Your salary is **INR 2,40,000 per annum**. Please note the salary structure of the firm may be altered at any time without any prior notice and accordingly your remuneration package may be modified from time to time. Appropriate tax and other deductions shall be made as per government rules. You are eligible for the commission on top of your fixed salary which is stated below.

**COMMISSION**

The commission will be based on the revenue generated from the role closed. The Commission increases with Revenue, the following table explains it.

Individual Commission -

Percentage	Revenue in Lakhs
5.5%	up to 4L
6.0%	4-6
6.5%	6-8
7.0%	8-10
7.5%	10-15
10.0%	15+

You are requested to join your duties from **Monday, 14<sup>th</sup> Jun 2021 or earlier**.

2. As part of retention plan **two weeks of salary will be retained by company in two installments (First installment in first month and second Installment in Second month)**. This amount shall be credited in your full and final settlement should you wish to leave the company post completion of notice period.
3. In the performance of your duties you shall take and comply with instructions of your superiors as appointed by the firm. In addition, you shall comply with the policies and rules of employment of the firm as promulgated from time to time. Your responsibilities can be changed at any time based on the needs of the firm. The firm has and shall have absolute discretion to make changes in your responsibilities based on the needs of the firm.

Registrar  
SGT University  
Buddha, Gurugram  
*Avanti*  
05/06/21

N R Tower, 3rd Floor, 17th Cross Road, 19th Main Rd, Sector 4,  
HSR Layout, Bengaluru, Karnataka 560102, India





Your salary package is confidential and should not be discussed with any other employee. In case such disclosure is discovered strict action up to and including termination is likely as per the rules of the firm formulated from time to time.

4. Your services are terminable by the company by giving the notice of One Month and from your side by giving a notice of one Month or Gross Salary of one Month in lieu of notice period (in case your superior is convinced). If you are working on a project the satisfactory completion of project is necessary before relieving.
5. Your training period is of 3 months from the day of joining. No trainee shall be deemed to have been confirmed unless he/she receives a letter in writing from the Company thereby confirming the services upon the successful completion of the training period. The Company shall, however, have the discretion to dispense with or reduce the probation requirement in case of any employee.
6. Similarly, the Company shall have the discretion to extend the probation of any employee without assigning any reasons for the same.
7. An employee shall be deemed to be on probation unless his/her services have been confirmed in writing by the Competent Authority. Where at any time during the period of probation or the extended probation the Competent Authority is of the view that the employee is not fit for confirmation, then the services shall be liable to be terminated on the expiry of the probation period.
8. You would not be eligible for any kind of benefit(s) during probation period apart from total salary mentioned in Salary annexure.
9. Employee has to serve one Month (30 days) notice before resigning from his/her duties, if in probation period and two months (60 Days) notice after completion of probation. If employee fails to do so then he/she would not be eligible for any kind of incentives earned/ bonus and earned salary till date and moreover the Company is not bound to provide you any experience letter.
10. You are required by firm's rules not to undertake any employment, occupation consulting or other business activity related to the business of the firm anywhere else, even on part time basis for or without any consideration. You shall also not engage in any other activity which conflicts with your obligation to the firm. Any contravention to this shall lead to the termination of your employment. Further this shall be deemed as voluntary resignation and no notice shall be given.
11. During your employment with the firm and thereafter you will, at all times, hold in strictest confidence, and not use, except for the benefit of the firm, or disclose to any person, firm, firm or corporation without written authorization from the firm, any Confidential Information of the firm or related corporations, etc. Confidential Information means proprietary information of the firm or any related corporation, etc. including technical data, trade secrets and know-how, including but not in any way limited to, research, product or project plans, products, services, customer lists and customers, market, software, developments, inventions, processes, formulae, technology, candidate list/ database, user id/passwords, shared documents on Google Drive or Dropbox or any other information disclosed to you by

Registered  
SGT University  
Gurugram  
05/06/21





the firm or its related corporations, etc either directly or indirectly in writing, orally or by drawings or inspections of parts or equipment. You will be responsible for the protection and furtherance of the firm's best interests at all times, including after you cease to be on the firm's role.

12. If you are absent without leave or remain absent beyond the period of leave originally granted to you or subsequently extended, you shall be considered to have voluntarily terminated your employment without notice unless you
  - a) Return to work within eight days of commencement of such absence OR
  - b) Give an explanation to the satisfaction of the firm regarding absence.
13. Your hours of work will be **9:00 AM to 6:00 PM IST, Monday to Friday** and include one hour for lunch. In the event of your being required to perform your duties at the premises of any customer or client of the Company then the normal working hours applicable to the customer / client's own staff will apply. You will also be required to work such additional hours as may be necessary for the proper performance of your duties. There will be no additional payment for hours in excess of your normal hours of work. As per firm rules you are entitled to twelve leaves in a year.
14. You will devote your whole working time to the service of the Company and will not engage in any other employment. Failure to comply with the above will subject you to immediate termination without notice or payment in lieu of notice.
15. The firm's rules governing all the matters specified above, including on matter such as designation, working hours, etc are subject to change without any prior notice.
16. You will also be entitled to and governed at all times by the policies, procedures, regulations and rules of the Company in effect from time to time whether such policies are specified in the Letter of Appointment or elsewhere. Further the Company may modify or change or add such policies, procedures, regulations or rules whether related to your salary or otherwise. The firm's decisions on all such matters shall be final and binding on you.
17. On termination of employment or voluntary resignation all documents / software/access card etc. has to be returned back. Any copies of such software and documents are also to be returned.
18. This letter of appointment is being issued on the understanding that there is nothing in your past record which should have been presented to the company before the offer of employment. If it is found that your past record is objectionable and if any declaration given by you proves to be false and you have suppressed any material information, in such case, the appointment itself shall be deemed to be irregular and your services will be liable to immediate termination without any notice or compensation in lieu thereof.

Registrar  
SGT University  
Baddur, Chikmagalur

*M. Ganti*  
05/06/21





Please sign on all pages of a copy of the appointment letter indicating your acceptance of all terms mentioned above.  
We look forward to your acceptance of our offer of employment and welcome you to the SDNA Global team.

For SDNA Global

*Apoorva*

Apoorva N

HR Head

I hereby acknowledge that I have received and accept the terms as above.

Date: 05/06/21

*Puranti*  
05/06/21

Registered  
SGT University  
Budhera, Gurugram

N R Tower, 3rd Floor, 17th Cross Road, 19th Main Rd, Sector 4,  
HSR Layout, Bengaluru, Karnataka 560102, India





SBAMI/HR/TMAL/2018/7328

Dated- 24/12/2018

Ms. MERLIN CHACKO  
H.NO-222, GALI NO-9, SANT NAGAR,  
BURARI,  
NEW DELHI-110084

## APPOINTMENT LETTER

Sir/Madam,

This has reference to the application and subsequent discussion that you had with us in connection with recruitment to the post of **Physiotherapist**. We are pleased to offer you appointment as **Physiotherapist** in the department of **Neurology** with effect from **24/12/2018**. You will be paid the gross salary of **Rs. 17,500/- per Month** (Rupees- Seventeen thousand five hundred only per month) (subject to ESI & PF deductions, if applicable). ~~The details of your salary are as per enclosed Annexure-A.~~

The appointment is subject to the following other terms and condition:-

1. That you are appointed on contractual basis for a fixed period of two years as agreed upon during the discussions held with you on **22/12/2018**. Your appointment will automatically come to an end on the expiry of the fixed period and no notice or notice pay or retrenchment compensation will be payable to you by the management. However, the tenure of your appointment may be further extended depending upon your performance at the sole discretion of the administration. Since your appointment is being made for a specified period, you will neither have any right or lien on a job held by you. Also you will not claim regular employment even if there is such a vacancy for the post held by you or otherwise. In case you continue to work even after the specified fixed period without any letter of extension, it will not be deemed that you became a regular or permanent employee and in that case you will be paid one month notice or salary in lieu thereof.
2. Notwithstanding and without prejudice to above condition, you will be on probation for a period of six months. The probation period can be extended, if your work, conduct, or performance is not found satisfactory. You will continue to be a probationer until you have been communicated in writing that you have completed period of probation to the satisfaction of the appropriate authority. During the prescribed/extended period of probation, the services can be terminated by either side at any time without assigning any reason giving one-month notice and or on payment of gross salary in lieu thereof.

A-4, Paschim Vihar, New Delhi-110063

Tel.: 011-45-666-666, 42-888-888

E-mail: [info@actionhospital.com](mailto:info@actionhospital.com), Website: [www.actionhospital.com](http://www.actionhospital.com)

A UNIT OF LALA MUNNI LAL MANGE RAM CHARITABLE TRUST

Registrar  
SGT University  
Bardhaman, Gurug.



3. You are required to undergo complete medical examination. Your appointment is valid subject to Medical fitness as certified by the authorized Medical Officer. If you are found medically unfit, your services may be terminated without any notice.
4. You will be governed by the service conditions/ rules of Sri Balaji Action Medical Institute as amended from time to time.
5. In all matters not specifically provided such as earned leaves, casual leaves, EPF, ESI and other legal benefits, you will be subjected to the rules and regulations of the Hospital, which are applicable to your category of employees.
6. Your working hours will be eight and half hours including half an hour break, you may be required to work in shift duties as per the duty roaster. You will comply with time office procedures in observing timings and weekly holidays and leave applicable to you as per rules and regulations of the Hospital. In case you absent yourself from duty continuously for a period of 10 days, you will be deemed to have repudiated and contractual obligation. Such automatic discontinuation shall be deemed as a repudiation of contract of employment by you and not as termination of service by the management.
7. You will be required to deposit one month's salary or Rs 25000/- whichever is lesser as security. The amount of security will be deducted in ten equal monthly installments. The security will be refunded to you in case you resign with one month notice. It will be forfeited if you leave service without notice and proportionate deduction will be made if the period of notice falls short of required period of one month's notice.
8. Your appointment is being made on the basis of your particulars such as qualification, experience etc as mentioned in your application for employment and in case any information as given by you is found false or incorrect, your appointment will be deemed void-ab-initio and liable for termination without any notice or wages in lieu thereof.
9. You are required to perform your duties efficiently, diligently and to the best of your ability and generally to carry out duties and work as assigned to you from time to time. You shall obey and comply with all lawful orders and directions given by the management and shall punctually attend to your duties at the place or places where you are posted.
10. You shall at all times maintain absolute integrity and devotion to duty and conduct yourself in a manner conducive to the best interests, credit and prestige of the Hospital.



11. You shall at all times conduct yourself soberly temperately and show proper respect and civility to all persons in authority over you and to all your colleagues and subordinates. You shall conduct yourself graciously while dealing with the guests/ visitors and patients and shall not conduct yourself in a manner, which may amount to a breach of discipline or which may otherwise offend the guests/ visitors or clients. In short you will do nothing, which may adversely affect the reputation of the Hospital.
12. You will inform any change in your postal address within two days of the change, otherwise all communications sent to you at the address in the official records shall be deemed to be sufficient. You will be solely responsible for the consequences of not informing the hospital about the change and the hospital will have no liability arising out of it.
13. You shall not, during the fixed period of your employment with the hospital work directly or indirectly in any trade or business either as employee, employer or partner or in any other capacity with or without remuneration directly or indirectly during the course of your employment with the hospital without the express consent of the hospital obtained in writing.
14. During the period of probation the organization reserve the right to terminate your services without notice or salary in lieu thereof and also without assigning any reason. However, in case of your decision to resign the same is to be with one month of notice period or one month salary in lieu thereof. You can avail maximum of one leave during the notice period. Security will be forfeited in case an employee fails to serve the notice period.
15. Your place of posting will, at present be at New Delhi. But you are liable to be transferred according to exigencies of work and solely at the discretion of the management from one post to another, from one department to another, from Hospital to another unit whether existing at present in the NCT Of Delhi or out of NCT Of Delhi or to be set up or taken over or acquired at a later date in the NCT Of Delhi or at any place in India. In case you are transferred out of Delhi, you will be given 3 days time for reporting besides traveling expenses. It will be your responsibility to make arrangement for your residential accommodation/ other arrangements, if any. Also the management can shift the place or places of working anywhere in India and in that event, you will report for work at the shifted place. However the wages, grade if any, continuity of service and other conditions of services will remain same and will not be adversely affected by such transfer.
16. This appointment shall be effective from the date of your joining the duties.

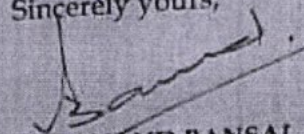


17. Please signify your acceptance by signing and returning the duplicate copy of this letter.

18. We look forward to having you as a member of our organization and wishing you all the best.

The above terms and conditions of this Appointment Letter are broadly as per our discussions held during interview. We sincerely hope that you will accept this appointment and sign it in duplicate and return the same to H.R Dept.

Sincerely yours,



DR. ANAND BANSAL  
MEDICAL DIRECTOR

ACCEPTED AND AGREED BY:

Name: \_\_\_\_\_

Signature & Date: \_\_\_\_\_

trans  
University  
era Gurugram







**APPOINTMENT LETTER**

To,  
Mr. Mukesh Saran  
S/o Mr. Bhanwar Lal  
R/o B-12/135, Vasant Vihar  
Air India Colony, Kusum Pur,  
Vasant Vihar -1, South West Delhi  
Delhi - 110057.

Dear Mr. Saran,

With reference to your application for the post mentioned herein, Indian Spinal Injuries Centre (hereinafter referred as **ISIC**) is pleased to offer you an appointment on the post of Physiotherapist, on the following terms and conditions of services:-

**1. EMOLUMENTS:**

Your Gross Monthly CTC will be Rs. 33, 713/-.

You will be entitled to Gratuity and leave encashment as per your eligibility and Management Rules in force from time to time applicable to the employees of your cadre.

**2. DATE OF JOINING:**

You are required to report on duty latest by 07/07/2022. No traveling allowance is admissible for your joining the duties.

**3. PROBATION:**

In the first instance you will be on probation for a period of twelve months (one year) from the date of your joining, where after the probation period may be either extended at the discretion of the management or may be dispensed with either earlier or on completion or thereafter till confirmation. Unless confirmed in writing, you will be deemed as probationer.

**4. TERMINATION:**

After completion of consecutive three months of service at ISIC, your service may be terminated by ISIC by giving one month notice or with immediate effect with one month salary in lieu of notice period.





+91 7827416242



## PHYSIOTHERAPY & REHABILITATION

All Physiotherapy Services With Manual Techniques  
and Latest Machines

**Dr. Neha Mathur (P.T.)**

B.P.T. (SGT University)

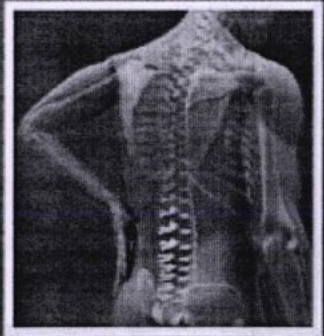
Formerly at Sir Ganga Ram Hospital  
Ayushman Hospital

Registered  
SGT University  
Budheta, Gurugram



RZ-46, R-Block, New Roshanpura Ext., Shiv Mandir Road,  
Najafgarh, New Delhi-110043





# HOPE



## PHYSIOTHERAPY & REHABILITATION

All Physiotherapy Services With Manual Techniques And Latest Machines.

**MOBILE : +917827416242**



**Dr. SHALU (PT, CMT)**  
(Consultant Physiotherapist)

Registered  
SGT University  
Budhera Gurugram



# **S.S. PHYSIO**

**WE ADD QUALITY TO LIFE**

**Address : Near Bhagat Singh Chowk,  
Shriram Park, Jhajjar  
E-mail : [ssphysiojjr@gmail.com](mailto:ssphysiojjr@gmail.com)  
Mob. 9053642289**



Date: 1<sup>st</sup> Feb 2021

**Appointment letter**

Dear, Ms. Anee Sharma

We are pleased to appoint you to the position of '**Physiotherapist**' in our organization, with effect from 01 Feb 2021 on the following terms and conditions:

**OBLIGATIONS**

- Shall render his service during the official Work hours acceptable to Prognosis in line with accepted business practices which is presently 8.5 hours of working Monday through Sunday with a weekly off and with observance of prescribed holidays. (Clinic Timings-8:00 AM to 8:00 PM, employee shall be covering shift on rotational basis as per decided by management)
- The Employee will be entitled to leave as per Prognosis's leave policy.
- You shall be on probation for 6 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, if your services have been found satisfactory. Your appointment will be confirmed in writing by the organization. Notice period for either employer during probation will be a period of 30 days or salary in lieu of.
- Notice period from either employee or company after confirmation of employment will be a period of 45 days or salary in lieu of. In the cases, probation/training or confirmed employee, company reserves the right to your emplacement till alternative person is employed.
- Your employment is for Company Name Prognosis Healthcare at Gurgaon, but the company may, at any time, at its sole discretion, transfer you to any other location, as deemed necessary by requirement.
- You will be subject to the Company's rules and regulations for the time being in force and as amended from time to time.
- During the period of your employment, you shall not engage yourself directly or indirectly, with or without remuneration, for any other employment without written permission from the company.

**PROGNOSIA**

📍 72 A, Jacaranda Marg, DLF Phase -2, Gurgaon 122010

☎ +91-9990270100, 0124-4083577

✉ info@prognosis.in

🌐 www.prognosis.in



University  
Gurgaon, Gurugram





**PROGNOSIA**

A Holistic Approach Towards

It is agreed that the company may from time to time add, modify or repeal any remuneration, benefit, facility that may have been extended to you on a review of the organization's functioning, finances and prospects and you shall be bound by the organization's decisions in this behalf.

- You shall not disclose any information of the company or any of its customers to anyone which may come to your knowledge.

#### REMUNERATION

- The Prognosia will pay a fixed amount of **INR 35,000** per month on the basis of terms and conditions discussed.
- After tendering resignation from the company, an employee needs to return all company assets such as laptops etc in his/his possession.
- During the tenure of your employment with the company, you may be called upon to present yourself for a medical examination and decision taken by the management based on the findings of the report by the company appointed medical practitioner shall be binding on you.
- You are requested to confirm your acceptance of the terms of appointment herein above by signing and returning to us the duplicate of this letter.

#### ABSENCE WITHOUT LEAVE

- If you are absent for a period of three days without the prior approval of your superior (including overstay on leave), this would result in your losing your lien on the service and the same can automatically come to an end without any notice or intimation.

I extend a warm welcome to you and wish you all the best for a successful career.

Dr. Sarvotam Chauhan (PT)  
Director, Prognosia Healthcare



**PROGNOSIA**

📍 72 A, Jacaranda Marg, DLF Phase -2, Gurgaon 122010

☎ +91-9990270100, 0124-4083577

✉ info@prognosia.in

🌐 www.prognosia.in

Revised by  
SG University  
Bachchan Gurugram



**Dr. Shakil**

Consultant Physiotherapist  
BPT, Manual Therapist

+91- 8168076585

**Activ Wellness Advance  
Physiotherapy & Rehabilitation**

Address: Plot No. 112, Ward No. 9, Main Pataudi Road,  
Opp. Sarv Haryana Gramin Bank, Bus Stand, Farrukh  
Nagar, Tehsil Farrukh Nagar, Distt. Gurugram, Pin code:  
122506



**Activ Wellness**

**Advance Physiotherapy & Rehabilitation**

*Quality care for better quality of life*

Dr. Shakil  
SET University  
Bharuwa, Gurugram





January 13, 2020

Nidhi Malik  
A-20, Gali number 1, Om Nagar ,meethapur Badarpur, South Delhi  
New Delhi  
110044

Dear Nidhi Malik,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Optum Global Solutions (India) Pvt. Ltd. (formerly known as QSSI Technologies India Pvt. Ltd.) ("the Company") a UnitedHealth Group Company, in the position of **Clinical Investigator at salary grade 23**. Your work location shall be at Company's office located at **Noida**. The terms and conditions of your employment are set out hereinafter:

#### EMPLOYMENT

We are pleased to extend this offer to you basis the selection process administered. Your effective date of joining shall be no later than **January 20, 2020**. Your employment with the Company shall be subject to the timely submission of the following listed mandatory documents for background verification purposes, to be submitted prior to or latest by your Start Date. Successful pre and/or post-employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above-mentioned date, are required for your employment with the company:

- (i) Highest Degree Certificate
- (ii) PAN Card OR Passport
- (iii) Relieving Letter/ Experience Letter from all the organizations worked in last 5 years, except for the immediate last employer for which you will be granted 45 days from your start date

You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company and your employment will be subject to acceptance by the Company of those external interests.

Please note that if during the pre or post-employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post-employment background checks, this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and, if you have already commenced employment with the Company, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

#### PROBATION

You shall serve a minimum probation period of **90 days** from the date of your joining the Company ("Probation") following which you shall get confirmed into the Company by default unless you receive a letter for confirmation extension. The Company reserves the right to extend the probation period for an additional Ninety (90) days in the event that your performance is not up to expectation.

Your performance shall be evaluated according to your efficiency, punctuality, conduct, maintenance of discipline and in accordance with the Company's regulations or policies existing now or in future. It shall be your responsibility to read, peruse and follow Company's regulations/policies, hardcopies which shall be made available to you upon request, but which otherwise are available on the Company's website.

During the period of Probation, either the Company or you may at any time terminate your employment without cause by giving in

Respected  
Sudhakar Gurugram



writing to the other party, Thirty (30) days notice or in lieu thereof a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

#### PLACE OF POSTING

Your initial place of posting shall be at the Company's office located at **Noida**. The Company works across different geographies providing services to its clients and you may be required to go through appropriate induction and orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by the Company on a worldwide basis. However, your services are transferable and you may be assigned/ transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person/company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the relocation policy of the Company.

Your place of work shall change in case of any relocation of the Company's offices, for which you shall be entitled to reimbursement in consonance with the relocation policy of the Company.

The Company operates on a 24X7 basis and is open for 365 days in a year.

#### PERFORMANCE OF DUTIES

You shall be assigned with all the duties and responsibilities of the **Clinical Investigator** and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

#### COMPENSATION

As compensation for services to be rendered, you shall be paid an annual fixed salary of **Rs.303,840.00, (Rupees Three Lakhs Three Thousand Eight Hundred Forty Only)**. Your cost to the Company (CTC) shall be **Rs.365,040.00, (Rupees Three Lakhs Sixty Five Thousand Forty Only)** per annum. A detailed compensation structure is provided along with this letter of appointment.

The salary shall be payable on a monthly basis in arrears on or about the last working day of each calendar month, but in no case later than the 7th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment.

#### BONUS

You shall be eligible for bonus as per the Company's bonus policy.

#### TERMINATION OF EMPLOYMENT

During the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, Thirty (30) days notice. Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

After completion of the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 60 days notice. The Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

However, notwithstanding the above, the Employee must refer to the Company's Separation Policy (as available on Company's intranet link) for the notice period days applicable to them based on their entity, grade and employment status at the time of resignation.

The notice period matrix, as provided under the Company's Separation Policy, shall be applicable with the change in employee job

Registered  
SGT University  
Budheta, Gurugram



family, job role and employment status. The provisions of the notice period matrix, as provided under the Company's Separation Policy, shall over-ride the notice period as stipulated in the appointment contract or any other document issued before this date. No separate individual employee consent shall be necessary for applicability of this clause.

In case of any conflict pertaining to the notice period between this Offer letter and the prevalent Separation Policy of the Company, the contents of the Separation Policy shall take precedence over the terms of this offer letter and shall be binding on the employee.

Your employment shall also be governed by the standard terms and conditions, which are annexed hereto as Appendix 3 and the same shall form an integral part of this letter of appointment.

Your employment is conditional upon your acceptance of the standard terms and conditions and the specific provisions contained in Appendix 3.

Kindly sign and return the duplicate copy of this letter of appointment along with the Appendixes, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of this letter of appointment and the Appendixes.

Please note that by signing this letter of appointment, you have agreed to accept the employment with the Company on the terms and conditions set out herein. Upon your signature and return to us, this letter of appointment shall be treated as an employment agreement and the terms and conditions of this letter of appointment shall govern your employment with the Company.

This letter of appointment shall automatically stand revoked in the event you do not join the Company on or before the effective date mentioned in this letter of appointment.

Registrar  
SGT University  
Budheda, Gurugram



It is a pleasure to welcome you as a part of **Optum Global Solutions (India) Pvt. Ltd.**, We are confident that your employment with the Company shall prove mutually beneficial and rewarding and we look forward to having you join us.

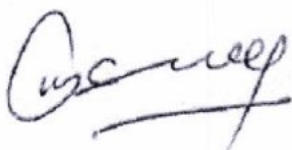
Congratulations and welcome to **Optum Global Solutions (India) Pvt. Ltd.** You shall be receiving an e-mail communication from us shortly for your new hire orientation training. You are requested to attend the same on your first day of reporting along with the documents as mentioned in the Appendix '2'. Should there be a change in your start date, it is mandatory that the same be communicated to us a week in advance.

Nidhi Malik, we thank you for considering **Optum Global Solutions (India) Pvt. Ltd.** as your future employer! We have bold objectives:

- Improve the lives of others;
- Change the landscape of health care forever;
- Leave the world a better place than we found it.

Joining us, shall put you amongst a team that is committed to excellence in everything we do. We are passionate, energetic and focused. You'll be sharing a culture of leadership and excitement as you begin to do **your life's best work.**<sup>SM</sup>

For **Optum Global Solutions (India) Private Limited**



**Sumek Gopal**  
Senior Director | Human Capital

I accept this letter of appointment on the terms and conditions as described herein.

**ACKNOWLEDGEMENT:**

\_\_\_\_\_  
Nidhi Malik

Date: \_\_\_\_\_

SOH University  
Buddha, Gurugram





## Appendix 1

Employees shall be entitled to health, personal accident and life insurance benefits as per the Company's policy (over and above CTC)

- i. Gratuity shall be paid as per the Gratuity Act (over and above CTC)
- ii. Employees shall be eligible for provident fund as per the Employees Provident Fund and Miscellaneous Provisions Act, 1952
- iii. Employees shall be eligible for Employees State Insurance as per the Employees State Insurance Act, 1948
- iv. No payment under the Rewarding Results Plan/ bonus is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year as per the Company discretion.
- v. Take home salary shall be net of provident fund & income tax deductions depending on your savings under various schemes. Also, the monthly take home shall be impacted depending on the reimbursements claims every month.
- vi. Leave travel allowance (LTA) shall be payable once in a year as governed by the internal policy of the Company.
- viii. In case of female employee, key maternity benefits as available under Maternity Benefit Act, 1961, read along with amendments/ state rules, as amended from time to time, are detailed out under the relevant Company's policy and same are further summarized under Appendix 1 of this letter for your reference.

You shall be entitled to avail maternity leave as per your eligibility\*, as shown in the table below. The maternity leave is inclusive of weekly offs, and public and national holidays.

\*Eligibility: All women employees who have worked for a minimum of 80 (eighty) days of service with the company in the period of twelve months immediately preceding the date of her expected delivery or child is handed over to the commissioning/adopting mother, or date of miscarriage/medical termination are eligible for paid maternity leave.

### Types of Maternity Leaves – Leave Entitlement (in Weeks)

- i. Maternity Leave up to two (2) surviving children 26
- ii. Maternity Leave in case of two (2) or more children 12
- iii. Commissioning Mother 12
- iv. Adopting Mother 12
- v. Leave for miscarriage/medical termination 6
- vi. Tubectomy Operation 2

### Additional Benefits:

In case the nature of work permits, the reporting manager at his/her own discretion may approve work from home option for you after the maternity leaves have exhausted. However, the duration has to be mutually agreed by you and your manager.

"You shall be entitled to avail crèche facility as per daycare benefit policy."

## Appendix 2

Please come prepared with the following required documents (photocopies & originals) on your first day of joining:

- Highest Degree Certificate OR Highest Qualification Marksheet
- PAN CARD – In case you do not have PAN CARD, please apply for a PAN CARD and submit a copy of 'Acknowledgement of PAN CARD Application'
- Date of Birth Proof – Class Xth Certificate
- 6 passport size photographs
- Relieving letter / Experience letter for your immediate last employment In case the relieving letter has not been issued as yet, kindly carry a copy of your resignation acceptance
- Copy of UAN CARD or FORM 11 (downloaded from EPFO portal) This is applicable for the employees with prior work experience, if UAN has been issued by the previous employer
- Copy of AADHAAR CARD – In case you do not have AADHAAR, please apply for AADHAAR and submit a copy of 'Acknowledgement of AADHAAR Application'

Your employment with the Company shall be subject to submission of the above documents and required joining forms within 45 (forty five) days of your joining. The Company reserves the right to terminate your employment, in the event the above documents and forms are not submitted within the time stated above.

Registrar  
SGT University  
Budheda, Gurugram



Casper



## STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

## 1. CONFIDENTIALITY

1.4 You agree and confirm that the terms and conditions of this Section 1 shall survive the termination or discontinuation of your Services with the Company.

### 3. NON-COMPETITION

3.2 Notification Requirement: Until 6 (six) months after the period set forth in Section 3.1, you undertake to notify the Company in

tion 3.1, you undertake to r



writing of any change in your address and of each new job or other business activity in which you plan to engage, at least 30 days prior to beginning such job or activity. Such notice shall state the name and address of any new employer and the nature of your position/designation.

#### **4. INTELLECTUAL PROPERTY RIGHTS**

You shall disclose promptly, completely and in writing to the Company any discovery, invention, methodology or improvements made thereto, process, software applications or products, conceived, developed or discovered by you, either individually or jointly with others, during your employment ("Inventions") and such Inventions whether or not patent applications are filed thereon shall at all times belong absolutely to and be the sole and absolute property of the Company. You agree to treat such Inventions as Company proprietary and confidential and to use such Inventions solely for the benefit of the Company. You agree to assign to the Company any and all rights, title and interest, including, but not limited to, copyrights, trade secrets and proprietary rights to the Inventions, information, materials, products and deliverables developed during the performance of services to the Company. You agree that all the work performed by you and all Inventions, information, materials, products and deliverables developed by you while in the employment of the Company shall be the exclusive property of the Company and all title and interest therein shall vest in the Company. If and when required by the Company, you shall at the Company's expense take out or apply for patents, licenses or other rights, privileges or protection, as may be directed by the Company in respect of such Inventions, so that the benefit thereof accrues to the Company. You shall execute and do all instruments, acts, deeds and other things, which may be required by the Company for assigning, licensing any Inventions made during the employment, which shall vest with the Company including the name and all benefits arising in respect thereof.

Pursuant to its exclusive proprietary rights, the Company shall have the sole and exclusive right inter alia to use, modify or adapt the Inventions, information, materials, products or deliverables developed by you during the performance of your services as an employee of the Company.

You shall not use the name and/or logo of the Company for any purpose whatsoever nor shall you use any copyright, patent, trademark, trade name, registered design or any other like right vested in the Company except for performing services stipulated in the letter of appointment.

#### **5. DISCIPLINARY ACTION PROCEDURE**

Any breach of the Company's regulations/policies, failure to attain or maintain a satisfactory work standard or any misconduct by an employee shall be regarded as a disciplinary or capability matter. Your immediate superior shall normally deal with minor disciplinary matters. The procedure for more serious offences including major misconduct shall be dealt in the manner set out under the Company's regulations/policies.

#### **6. COMPANY'S REGULATIONS/POLICIES**

You shall abide and be bound by the Company's regulations/policies, and the same shall form part of this letter of appointment. The Company's regulations/policies may be changed / amended at any time at the discretion of the Company and the changed Company regulations/policies shall thereupon bind you. You shall also carry out and abide by any instruction, policies, 'house rules' and 'office orders' issued by the Company from time to time.

#### **7. TERMINATION OF EMPLOYMENT**

7.1 During Probation period either the Company or you may at any time terminate your employment with the Company, without cause, by giving in writing to the other party, 1 (one) months' notice or in lieu thereof a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition set forth in Section 7.6 below.

7.2 After completion of the Probation period, either the Company or you may at any time terminate your employment, without cause, by giving in writing to the other party, notice of 60 days or in lieu thereof a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice.

7.3 After notice of termination, you shall cooperate with the Company, as reasonably requested by the Company, to effect a transition of your responsibilities and ensure that the Company is aware of all matters being handled by you.

7.4 Upon termination of your employment with the Company for any reason, you shall promptly return to the Company any keys, credit cards, passes, confidential documents or material, or other property belonging to the Company, and return all writings, files, records, correspondence, notebooks, notes and other documents and things (including any copies thereof) containing Confidential Information or relating to the business or proposed business of the Company or its subsidiaries or affiliates. The Company reserves the right not to relieve you of your employment in the event that all the Company's documents/ property / Confidential Information in your custody have not been properly handed over by you to an authorized representative of the Company.

Registrar  
GGS Indraprastha University  
Bodh Gaya, Gurugram



7.5 The Company reserves the right during any period of notice to exclude you from the premises of the Company, or to require you to carry out specified duties at premises other than those referred to in Section 3 of the letter of appointment, or to carry out no duties, and to instruct you not to communicate with clients, employees, agents or representatives of the Company until your employment has been terminated, provided that you shall continue to be paid and to enjoy normal contractual benefits during any such period, except in the case of suspension. You shall not be entitled to engage in any other employment, work or business during this notice period.

7.6 In addition to all the rights of the Company provided for in this agreement or in any other policies/regulations of the Company or under law, the Company may terminate your employment forthwith in any of the following circumstances:

- i. Breach by you of any of the terms of this letter of appointment ;Breach of any clauses of the Company's regulations/policies as referenced in Section 6 hereinabove;
- ii. Unauthorized absence beyond a period of seven consecutive days;
- iii. Inability to perform your duties beyond a period of thirty (30) days, whether on medical grounds or on any other grounds;
- iv. Physical or mental incapacitation to perform your duties;
- v. Any misrepresentation by you to the Company, whether made orally or in writing and whether expressly or by conduct, and whether at the time of appointment or prior or subsequent thereto;
- vi. Commission of any act detrimental to the interests of the Company;
- vii. Commission of any act of moral turpitude;
- viii. Misconduct;
- ix. Commission of an act of insolvency;
- x. Conviction in any court of law for the commission of any crime; or
- xi. Your performance is continuously measured as below expectation.

Notwithstanding anything contained in Section 7.1, the Company reserves the right to terminate your employment without giving any notice period or pay in lieu thereof if you are in breach of the sub-clauses of clause 7.6 hereinabove.

## **8. REPRESENTATION**

You represent and warrant that you are not bound by or subject to any court order, agreement, arrangement or undertaking (including but without limitation any non-competition or non-solicitation undertakings) or any other disability of any nature which may in any way restrict or prohibit you from entering into this letter of appointment or from performing your duties and providing services under this agreement of employment on the terms and condition contained herein.

## **9. INTERPRETATION**

If any of the provisions of this letter of appointment shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or un-enforceability shall not affect any other provisions of this letter of appointment, and this letter of appointment shall be construed as if such invalid, illegal or unenforceable provision has never been contained in this letter of appointment. If, moreover, any one or more of the provisions contained in this letter of appointment shall for any reason be held to be excessively broad as to duration, activity or subject, it shall be construed by limiting and reducing it, so as to be enforceable to the extent compatible with the applicable law as it shall the appear.

## **10. DISPUTES**

All disputes or differences whatsoever arising between the Company and you out of or relating to the construction, meaning and operation or effect of this letter of appointment or the breach thereof shall be settled by a senior officer of the Company and the decision made in pursuance thereof shall be binding on you and the Company.

## **11. WAIVER OF BREACH**

Any waiver by the Company of a breach of any provision of this letter of appointment shall not operate or be construed as a waiver of any subsequent breach.

## **12. EMPLOYEE PERSONAL INFORMATION**

12.1. The Company understands that privacy of information is important to you. The Company does not sell or otherwise share personally identifiable information except as provided below.

12.2. You consent to the processing and use of your Personal Data held by the Company for legal, personnel, administrative and/or management purposes. You further consent to the transfer of your Personal Data to other members of the UnitedHealth Group and to other third parties including those who provide products or services to the Company (such as benefit providers,

Regal  
SGT University  
Buddhar Gurugram



record maintenance and payroll administrators), legal counsel, regulatory authorities, potential or future employers and potential purchasers of the Company or the business in which you work provided that the transfer is for one of the purposes referred to above, even where the recipient of the data is located in a country or territory which does not maintain adequate data protection standards but where the Company has nevertheless installed reasonable technical safeguards to avoid unauthorized access.

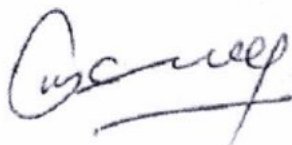
12.3. You further consent to your Personal Data being stored on a central database in the USA or wherever it may be located in the future, which is accessible by persons from the UnitedHealth Group and other third parties mentioned above in a number of different countries or territories, including countries and territories which do not maintain adequate data protection standards. For the purposes of this consent, "Personal Data" includes, but is not limited to: name, address and contact details, date of birth, marital status, educational background, employment application, history with the company, job title, areas of expertise, details of salary and benefits, social security number, bank details, performance appraisals, salary reviews, records relating to holiday and other leave, working time records, details of any shares of common stock or directorships of the Company or any other member of the UnitedHealth Group held by you, details of all stock options, phantom stock options, or any entitlement to shares of common stock of the Company or any other member of the UnitedHealth Group awarded, cancelled, exercised, vested, unvested or outstanding in your favor and other management records. Personal Data also includes Sensitive Personal Data relating to your health (including information in the employee medical questionnaire, records of sickness absence, medical certificates and reports).

### 13. OTHERS

13.1. You shall be bound by the Company's regulations/policies, and all other rules, instructions, and orders issued by the Company from time to time, in relation to your conduct, discipline and service conditions such as leave, medical, retirement, etc. as if these Company's regulations/policies, rules, instructions, etc. were part of this letter of appointment. In case of any conflict between this letter of appointment and Company's regulations/policies, the terms and conditions herein shall override/prevail.

13.2. You shall inform the Company as soon as possible about any change in your residential address.

13.3. Survival: Section 1, 2, 3, 4 & 12.3 shall survive the termination of this letter of appointment.

A handwritten signature in black ink, appearing to read "C. S. Meep", with a horizontal line drawn underneath the name.A blue ink stamp that reads "Rajiv Gandhi University" and "Bachera, Gurugram". A blue ink signature is written over the stamp.





Calibrated Healthcare Systems India Pvt. Ltd.  
Operations: Plot No. 516, Udyog Vihar,  
Phase-3, Gurgaon-122016, India.  
www.calibratedhealthcare.com  
E-mail: [esu@calibratedhealthcare.com](mailto:esu@calibratedhealthcare.com)  
Phone: +91-124-4171500  
Fax: +91-124-4006016

Date: 09 August 2021

Name: Guru Dutt  
Designation: Claims Examiner II  
Employee ID: 1971

### Appointment Letter

We acknowledge your acceptance letter/email dated [] issued in response to our Offer letter/email dated June 23<sup>rd</sup>, 2021. Accordingly, we welcome you to our Company, **Calibrated Healthcare Systems India Pvt. Ltd.** and look forward to a long and mutually beneficial professional association.

You will hold the position of **Claims Examiner II** and will report to the Director or such persons as notified by the Company from time to time. Your services are subject to the terms and conditions contained hereinbelow *inter alia* including the terms and conditions related of probation and other Company policies

Subject to you appending signatures in acceptance below, your date of joining is Monday, i.e. [11<sup>th</sup> August 2021 ].

The terms and conditions of your employment are as follows:

#### 1. Compensation

Your compensation for services to be rendered has been detailed in **Annexure - I** and **Annexure - IA**.

#### 2. Work Responsibilities

As an employee of the company, you agree to use best of your skills and abilities to perform and complete various responsibilities and duties entrusted to you by the company, and to devote whole of your time and attention to the business of the company.

#### 3. At-Will Employment

Employment at Calibrated is "At Will" which means that Employees are free to leave the company at any time with or without reason subject to one-month notice. The Company also has a right to end your employment at any time without reason and without cause or notice. Details regarding the same are described in detail in clause 8 below.

#### 4. Working Hours





Calibrated Healthcare Systems India Pvt. Ltd.  
Operations: Plot No. 516, Udyog Vihar,  
Phase-3, Gurgaon-122016, India.  
[www.calibratedhealthcare.com](http://www.calibratedhealthcare.com)  
E-mail: [esu@calibratedhealthcare.com](mailto:esu@calibratedhealthcare.com)  
Phone: +91-124-4171500  
Fax: +91-124-4006016

You are expected to attend office, except when traveling on business, during the working hours/shifts as may be decided by the Company. The Company practices a 48-hour workweek for all staff and management employees. Actual work timings and shifts may vary from time to time based on business and customer service requirements.

#### 5. Transfer of Services

Your initial place of work will be at Gurugram. However, your services may be assigned/transferred from one department to another or from one branch/ office to another, anywhere in India or abroad, whether existing at present or to be set up in the future.

#### 6. Training

The company takes pride in its employee training programs that have been carefully designed to enhance the productivity and capabilities of its employees and the Company invests not just monetary resources but also intellectual property and efforts in such training programs. All employees are mandatorily required to take the said training programs, and the same are fully funded by the company. The schedule and dates of the said trainings will be made available to you or notified, as the case may be, by the concerned department. You are expected to mark the attendance register after each session. Failure to mark the attendance register shall imply an absence from the training unless your supervisor condones such failure in writing.

#### 7. Probation/Probationary Period & extension thereof

You will be on probation for the first Three (3) months from the date of joining. The Company, at its sole discretion, may extend the said probation by way of a written communication. During such extension of probation, you may also be subjected to Company's corrective action plan. In case you are hired for 'Claims Examiner II' or above in the Operations Department, one of the pre-conditions for deciding confirmation would be that you necessarily pass (by securing 95% or higher) prescribed 'Claims Level II test' before you could be considered and evaluated for confirmation. In such case, your probationary period will be automatically extended, without any written or oral communication, until you pass the test (by securing 95% or higher) however the Company reserves the right, in its sole discretion, to terminate your services during probation, with no recourse or opportunity for a re-test/re-examination, in case you fail to achieve the said minimum score in the first attempt. The Company will inform you of such termination by way of a written communication.

In any event, and notwithstanding the above, during the probation or any extension thereof, the Company has the absolute liberty to terminate your services at any time without assigning any reason whatsoever by giving you one (1) day notice.

Upon termination during probation or any extension thereof, you will be entitled to receive the salary accrued till the date of your termination on a *pro rata* basis.

Otherwise, during probation or any extension thereof, services can also be terminated by you unilaterally by giving the Company Two (2) -weeks of notice in advance or upon payment of gross salary in lieu thereof.





Calibrated Healthcare Systems India Pvt. Ltd.  
Operations: Plot No. 516, Udyog Vihar,  
Phase-3, Gurgaon-122016, India.  
www.calibratedhealthcare.com  
E-mail: [esu@calibratedhealthcare.com](mailto:esu@calibratedhealthcare.com)  
Phone: +91-124-4171500  
Fax: +91-124-4006016

Upon satisfactory completion of the period of probation, subject to clauses herein and above, your services will be confirmed as an employee upon issuance by the Company (and due receipt by you) of a written communication categorically and unequivocally confirming your services and upon such confirmation, you will be deemed to be in service (as an employee) from the effective date of joining.

During probation, you will be entitled to a maximum of one (1) leave per month, after due written approval by your designated Manager. This leave would be an unpaid leave. In case of an unforeseen situation or medical emergency, the nature and duration of any additional leave(s) as sought by you well in advance with cogent reasons and supporting evidence, will be determined by your manager, AVP, and/or the leave committee as deemed fit by the Company in its sole discretion.

#### 8. Termination & Notice Period

(a) Subject to the terms of the Service Bond Agreement to be executed by you on the date of joining or post receipt of written confirmation in terms of clause 5 above, or at any time thereafter, if made applicable to you on the sole discretion of the Company, your services may be terminated by the Company without assigning any reason or cause, in its absolute and sole discretion, by giving one month's notice in advance or payment of one month's gross salary in lieu thereof.

(b) Once you have completed your probation period to the satisfaction of the company, you may leave the Company's services by giving one month prior notice. In case you leave the Company's services without serving the aforesaid notice period, you shall be required to pay to the Company an amount equal to your current gross salary in lieu of unserved notice period.

(c) Your services are liable to be terminated without any notice or payment in lieu thereof

- i. If the Company is informed of any previous conviction by a court of law for any cognizable offence or any offence involving moral turpitude, or
- ii. If any particulars given in your application form/interview are found to be false or incorrect or misleading, or
- iii. In case of gross misconduct including but not limited to substandard performance, insubordination, refusal to attend mandatory training, misuse or misappropriation of Company data or assets, act of workplace or sexual harassment or violation of any terms and conditions of this letter or any Company policy or notice or direction.

You will also be liable to make good the losses, damages that the Company may suffer, at any time, due to any omission or commission on your part.

#### (d) Clearance

Upon termination of your employment, you shall immediately return to the Company all assets and properties of the company in your possession or control including but not limited to Confidential information, intellectual property, company mobile, keys, ID card, office stationery and journals etc.





Calibrated Healthcare Systems India Pvt. Ltd.  
Operations: Plot No. 516, Udyog Vihar,  
Phase-3, Gurgaon-122016, India.  
www.calibratedhealthcare.com  
E-mail: [esu@calibratedhealthcare.com](mailto:esu@calibratedhealthcare.com)  
Phone: +91-124-4171500  
Fax: +91-124-4006016

You understand and agree that until all Company property is returned, the Company shall be entitled to set off and deduct the full value of the said property/properties calculated at their replacement values from the remuneration or other dues owed to you by the Company.

**(e) Relieving letter and Experience Certificate**

A relieving letter and an experience certificate will be issued with Full and Final settlement to resigned employees. In case of short notice period served or incompleteness of serving the notice period, the employee would not be entitled to receiving an experience certificate and a relieving letter.

**9. External interests**

You agree that you shall undergo the required training procedure and thereafter perform your duties with diligence & devotion. While in the employment of Calibrated Healthcare Systems India Pvt. Ltd., you shall not be employed by any other company/firm or entity of any description or legal standing, on a full-time, temporary or part-time basis or offer your services with or without pay to any physical person, legal entity or public authority or be occupied in your business/any activity for gain without prior consent of the Company.

**10. Confidentiality**

- (a) You will be required to sign a **Non-Disclosure Agreement** with the Company on joining. During the course of your employment with the Company, you may acquire or become privy to information, which is confidential/proprietary/important to the Company or its affiliates/clients etc. As a condition of your employment, you will not either during your employment or for a period of 5 years after your last working day in the company, for any reason divulge any such information to any person, company or any other organization. Breach of this agreement will make you liable for damages, as quantified by the Company, as well as legal action, including both civil and criminal action under applicable laws, against you.
- (b) Anything possessed by you, which contains, discloses or embodies such information, as stated in (a) above, shall be handed over to the Company prior to your leaving the Company. Such information could be in the form of documents, account statements, soft copies, computer print outs or any other form and may include all other property, other than your personal belongings, in your possession.

**11. Service Bond**

You may be required to sign a Service Bond Agreement on the date of joining the company or post receipt of written confirmation in terms of clause 5 above, or at any time thereafter. The Service Bond Agreement, if applicable to you on the sole discretion of the Company, must be signed by you and your parent/ guardian as the case may be, and returned to the company within 7 days thereafter.

**12. Leave & Benefits**

Regd. Office: #309, Aggarwal Plaza, Plot No.-11, Sector-10, Dwarka, New Delhi-110075, INDIA  
CIN: U72900DL2003PTC123418

Registrar  
SGT University  
Budhera Gurugram





Calibrated Healthcare Systems India Pvt. Ltd.  
Operations: Plot No. 516, Udyog Vihar,  
Phase-3, Gurgaon-122016, India.  
[www.calibratedhealthcare.com](http://www.calibratedhealthcare.com)  
E-mail: [esu@calibratedhealthcare.com](mailto:esu@calibratedhealthcare.com)  
Phone: +91-124-4171500  
Fax: +91-124-4006016

You are entitled to leave and benefits as per the Company policy. The Company reserves the right to vary or withdraw each benefit scheme at its sole and absolute discretion. A copy of the current Policy is available with the HR Department and you may refer to the same.

### 13. Gratuity

Gratuity shall be payable to you as per the statutory provisions of Payment of Gratuity Act 1972.

### 14. Provident Fund

You will be entitled to Provident Fund as per the Employees Provident Fund Act, 1952.

### 15. Deductions

- (a) By accepting the terms of employment, you authorize the Company to deduct all dues from your remuneration at the time of termination of employment. This would include salary, salary in lieu of notice, bonus, leave encashment, all debts owed by you to the Company, reimbursement for damages or any fine imposed by the Company as a disciplinary penalty pursuant to the Company's disciplinary procedure.
- (a) Statutory deductions like PF, Income tax, etc. would be made at source. With the exception to the obligation to withhold tax, the Company, however, assumes no responsibility for your personal tax affairs. Any tax liability in respect of your remuneration is entirely your responsibility.
- (b) Your employment is subject to satisfactory reference checks and clearance from any service agreements that you may have executed, which could have a bearing on your working with the Company. These reference checks are being/will be conducted by an expert/ third-party and the service charges resulting there from will be deducted from your monthly gross salary/full and final settlement in case you decide to leave the services of the company in less than a year's time or if your background verification check comes with negative/undesirable findings, in the sole discretion of the Company.

### 16. Disciplinary Actions

- (a) Absence for a continuous period of three (3) days or more without prior written approval of your manager, (including overstay of leave or other similar activity), would be treated as abandonment of service and the company's Corrective Action Plan will be enforced against you. You will not be entitled to compensation during the period of your abandonment. Further you will be subject to disciplinary action and be liable to pay one month's gross compensation to the Company in the instance of abandonment of services. In addition to the above, you may become liable to pay damages as determined by the Company for any losses suffered by the Company due to your aforesaid abandonment.





Calibrated Healthcare Systems India Pvt. Ltd.  
Operations: Plot No. 516, Udyog Vihar,  
Phase-3, Gurgaon-122016, India.  
[www.calibratedhealthcare.com](http://www.calibratedhealthcare.com)  
E-mail: [esu@calibratedhealthcare.com](mailto:esu@calibratedhealthcare.com)  
Phone: +91-124-4171500  
Fax: +91-124-4006016

- (b) Gross misconduct or indiscipline or commission/attempt to commit any offence punishable under law, or violations of the clauses hereunder or any policy/rules & regulation/notice/direction of the Company, circulating defamatory content about the Company or its management or employees in any media, discussion of Company policies in any media, or any such or related actions, as per the sole decision and discretion of the Company, will result in strict disciplinary action as per the Company policy(ies).

**17. Non-Solicitation**

**(a) Non-Solicitation of Employees**

You hereby agree that during your employment and for a period of one (1) year thereafter, you shall not directly or indirectly, either as an Individual or as an agent of any other person or entity, recruit, solicit, or attempt to employ any of the Company's current employees, or encourage any employee of the Company to leave his/her employment with the Company.

**(b) Non-Solicitation of Customers and others**

You hereby agree that during your employment and for a period of one (1) year thereafter, you shall not, directly or indirectly, either as an individual or as an agent/employee/consultant of any other person or entity, interfere or attempt to interfere with the Company's relationship with any customer, consultant, vendor, supplier, or any other third party who has or had a business relationship with the Company at any point of time.

**18. Non-Disparagement**

During your employment and after its termination, you shall not directly or indirectly disparage the Company in any way, or make negative, derogatory, or untrue statements about the business activities of the Company or its directors, managers, officers, employees, affiliates, agents, or representatives. Breach of this condition may result in legal action against you.

**19. Indebtedness**

If, during your employment with the Company, you become indebted to the Company for any reason, the Company may, in its sole discretion, set off any sums due to the company against the compensation Payable to you, and to collect any remaining balance from you.

**20. Injunctive relief**

You acknowledge and agree that if you violate any of the terms in this letter, the Company may suffer irreparable damages with the amount that cannot be adequately remedied by measured in monetary terms. Therefore, you hereby agree that the Company shall be entitled to injunctive relief, in addition to any other remedy available, in the event you violate any of the terms or conditions of this letter.

**21. Entire Agreement**

This Appointment letter along with the Employee Handbook, Code of Conduct and other Company Policies and regulations/notices, issued from time to time and called by whatever name, constitute the entire agreement between you and the company, and supersedes all discussions, preliminary agreement, and all prior or contemporaneous discussions and understandings in connection with your employment with the Company. No change modification, or termination of any of the terms,





Calibrated Healthcare Systems India Pvt. Ltd.  
Operations: Plot No. 516, Udyog Vihar,  
Phase-3, Gurgaon-122016, India.  
www.calibratedhealthcare.com  
E-mail: [esu@calibratedhealthcare.com](mailto:esu@calibratedhealthcare.com)  
Phone: +91-124-4171500  
Fax: +91-124-4006016

provisions or conditions of this letter shall be effective unless made in writing and signed by both you and the Company.

## **22. Other Conditions**

- a) Due to the current lockdown situation, post appointment, you will perform your work responsibilities from your residence using your own internet connection and at your costs. The Company will however provide necessary computer equipment as per its policies.
- b) Post appointment, our IT will work with you to set up the computer equipment with appropriate anti-virus, firewall, and VPN login. If connection cannot be established, your employment will be put on hold until such connection can be established and the effective date of joining shall be deferred and the date on which VPN connection will be established shall be your date of joining.
- c) You will be governed by the policies, directives, notices, rules & regulations, by whatever name called, of Calibrated Healthcare Systems India Pvt. Ltd. as applicable, enforced, amended or altered from time to time during the course of your employment.
- d) In respect of all matters including those not specifically covered by this letter, you will observe and adhere to the policies, directives, notices, rules and regulations, by whatever name called, of the Company as may be applicable from time to time.
- e) You will inform the Company in writing about any change in your temporary and permanent residential address or any contact details including your telephone number and personal email address. In the absence of such information, all communications sent to you on the last address (physical or email) given by you to the Company shall be deemed to have been delivered and duly served to you.
- f) You are requested to counter sign and return the enclosed copy of this Appointment Letter as a token of your due and voluntary acceptance of the terms and conditions set out therein.
- g) **ARBITRATION:** Any dispute or difference arising out of this Appointment Letter shall be referred to a sole Arbitrator appointed as per the Indian Arbitration & Conciliation Act, 1996, as amended and whose decision shall be final and binding on the parties to this offer of employment.
- h) **GOVERNING LAW & JURISDICTION:** This Appointment Letter shall be governed by the laws of India. Subject to the arbitration clause, in the event of any dispute or matter arising out of this Appointment Letter, the same shall be deemed to have arisen in Delhi and the courts of competent jurisdiction at Delhi, to the exclusion of all other courts, shall have exclusive jurisdiction and would be competent to adjudicate all the matters arising out of, related to and/or connected with this Appointment Letter.





Calibrated Healthcare Systems India Pvt. Ltd.  
Operations: Plot No. 516, Udyog Vihar,  
Phase-3, Gurgaon-122016, India.  
[www.calibratedhealthcare.com](http://www.calibratedhealthcare.com)  
E-mail: [esu@calibratedhealthcare.com](mailto:esu@calibratedhealthcare.com)  
Phone: +91-124-4171500  
Fax: +91-124-4006016

For assistance, please contact us via email to [esu@calibratedhealthcare.com](mailto:esu@calibratedhealthcare.com)

**Welcome on Board!**

Yours Sincerely,

**For Calibrated Healthcare Systems India Pvt. Ltd.**

---

**Atul Sharma**  
Senior Vice President, India

**I have read and well understood all the terms and conditions of my employment, which I accept and agree to be bound by them at all times.**

---

**Guru Dutt**



**Annexure – I**

**Compensation & Benefits**

Name	Guru Dutt		
Employee ID	1971		
Designation	Claims Examiner II		
Components	Notes	Entitlement	
		Per Month	Per Annum
Basic Salary		12277	147324
House Rent Allowance (HRA)		6139	73668
Special Allowance		2584	31008
<b>Total Fixed Cash Allowances</b>		<b>21000</b>	<b>252000</b>
Leave Travel Assistance		0	0
<b>Total Cash Reimbursements</b>		<b>0</b>	<b>0</b>
Loyalty Bonus		240	2880
<b>Total Bonus</b>		<b>240</b>	<b>2880</b>
<b>TOTAL GROSS SALARY (A)</b>		<b>21240</b>	<b>254880</b>
<b>+</b>			
Meals		1924	23088
Cab Facility		5600	67200
<b>Total Non-Cash Reimbursements</b>		<b>7524</b>	<b>90288</b>
Employer's share – Provident Fund		1800	21600
Employer's share – Employee State Insurance		0	0
Employer's share – Labour Welfare Fund		50	600
Gratuity		590	7080
<b>Total Statutory Benefits</b>		<b>2440</b>	<b>29280</b>
<b>TOTAL BENEFITS (B)</b>		<b>9964</b>	<b>119568</b>
<b>=</b>			
<b>TOTAL CTC (A+B)</b>		<b>31204</b>	<b>374448</b>





Calibrated Healthcare Systems India Pvt. Ltd.  
Operations: Plot No. 516, Udyog Vihar,  
Phase-3, Gurgaon-122016, India.  
[www.calibratedhealthcare.com](http://www.calibratedhealthcare.com)  
E-mail: [esu@calibratedhealthcare.com](mailto:esu@calibratedhealthcare.com)  
Phone: +91-124-4171500  
Fax: +91-124-4006016

- You shall be eligible for Leave Encashment benefit, after 1-year of employment at the company, once a year as per balance available in your leave account up to a certain threshold.
- You shall be covered under a comprehensive Personal Accident Insurance coverage as per the Company policy for self.
- \*\*You shall be covered under Group Health Insurance (Mediclaime) benefits for Self, Spouse and two children on completion of 12 months of service with the organization. The benefits covered under this program will be governed by the prevailing policy in place.
- You shall be eligible to avail the food services in the canteen which will be provided as per the internal policies and procedures of the Company.
- You shall be eligible to avail the cab facility which will be provided as per the internal policies and procedures of the Company.

(The benefits under the above schemes will be governed by the Company's internal Rules and Regulations framed in this regard. It is at the absolute discretion of the management to withdraw any benefit without prior notice.)

**Notes:**

The Payment of all compensation shall be made in accordance with the relevant policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source as applicable. All requirements under Indian tax laws, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you.

Other allowances & benefits payable shall be detailed in Annexure 1A hereto.

The Payment of all compensation shall be made in accordance with the relevant policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source as applicable. All requirements under Indian tax laws, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you.

Other allowances & benefits payable shall be detailed in Annexure 1A hereto.





Calibrated Healthcare Systems India Pvt. Ltd.  
Operations: Plot No. 516, Udyog Vihar,  
Phase-3, Gurgaon-122016, India.  
www.calibratedhealthcare.com  
E-mail: [esu@calibratedhealthcare.com](mailto:esu@calibratedhealthcare.com)  
Phone: +91-124-4171500  
Fax: +91-124-4006016

#### Annexure – 1 A

- A. You shall be provided with retiral benefits of Provident Fund and Gratuity in accordance with the applicable statutory requirements.
- B. You shall be eligible for Performance Linked Incentive as per the Incentive plans implemented in your process, payable at the sole discretion of the Company as per company policy.
- C. You shall be covered under a comprehensive Personal Accident Insurance coverage as per the Company policy for self only.
- D. You shall be eligible to avail the food services in the canteen which will be provided as per the internal policies and procedures of the Company.
- E. You shall be eligible to avail the cab facility which will be provided as per the internal policies and procedures of the Company.

#### Notes:

The benefits under the above schemes will be governed by the Company's internal Rules and Regulations, as amended from time to time at the sole discretion of the Company, framed in this regard. It is the absolute discretion of the management to decide whether any particular benefit will be provided to you or not and if so provided, for what duration and in what manner.

Yours Sincerely,

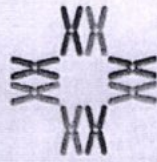
**For Calibrated Healthcare Systems India Pvt. Ltd.**

\_\_\_\_\_  
**Atul Sharma**  
Senior Vice President, India

**I have read and well understood all the terms and conditions of my employment, which I accept and agree to be bound by them at all times.**

\_\_\_\_\_  
**Guru Dutt**





CK BIRLA  
HOSPITAL

CKBH/HR/AL/HCO20534/2021/092

Date: 03<sup>rd</sup> May 2021

Gunjan Sharma  
RZ L-21, Uttam Nagar, Chanakya Place-2,  
D.K Mohan Garden, West Delhi 110059

Dear Gunjan,

We are pleased to offer you appointment as Executive, Guest Relations with CK Birla Healthcare Private Limited, Punjabi Bagh (Delhi). You will report to Manager, Guest Relations for CK Birla Healthcare Private Limited, Punjabi Bagh (Delhi).

The terms and conditions of your appointment will be as follows:

1. Your appointment will be effective from the date of your joining which is 03<sup>rd</sup> May 2021.
2. You will be on probation initially for a period of 3 months from the date of your joining. Probationary period shall be deemed to have been extended till such time as your services are confirmed in writing.
3. During the probationary period we may terminate your employment without assigning any reason and without any notice. During the probationary period you may terminate your employment by giving 1-month notice.
4. After confirmation, your appointment may be terminated by us, without notice if:
  - a. Any information provided by you is found to be incorrect or any material information was withheld.
  - b. if any document submitted by you is found to be false or fabricated.
  - c. if you are found guilty of misconduct.
  - d. if the report about your background check is considered unsatisfactory by us.
  - e. if there is any existing obligation that restricts you from joining our Company in the above- mentioned position.
5. Other than as provided in Clause 4, by either side without assigning any reasons by giving One months' notice, or salary in lieu thereof.
6. **Force Majeure** - During the term of this Agreement, by reason of any event beyond the company's reasonable control including but not limited to Acts of God, fire, flood, explosion, earthquake, or other natural forces, war, civil unrest, accident, any strike or labor disturbance, epidemic, pandemic or any other calamity (collectively, "Force Majeure") the Company in good faith believes it is unable to utilize employee's services, the Company shall have the right upon twenty-four (24) hours prior notice to employee to suspend employee's services for the duration of such Force Majeure, or for any part thereof, and no compensation will be paid or accrue to Employee during any such period of suspension; provided that such suspension shall end as soon as such Force Majeure terminates.
7. Your services are liable to be transferred from one department to another or from any one of our Group Companies (as designated by us) located anywhere in India.
8. You will abide by all Rules and Regulations and terms and conditions expressed or implied, which are in force from time to time at the workplace to which you are assigned for the time being.

CK Birla Healthcare Pvt Ltd

Block J, Mayfield Garden, Sector 51, Gurgaon 122018, India

+91 124 4882200 | +91 11 42092198 (Fax) | reachus@ckbhospital.com | www.ckbhospital.com

Registered Office Birla Tower, 8th floor, 25 Barakhamba Road, New Delhi 110001, India

CIN No. U74140DL2014PTC272562

Registrar  
SGT University  
Budhdev, Gurugram





CK BIRLA  
HOSPITAL

9. The details of your annual compensation are provided in Annexure A, which is attached with this letter:
- a. Your annual salary of Rs. 2,23,169 amount includes the following components:
- Basic pay of Rs. 1,80,000 per annum
  - House Rent Allowance (HRA) of Rs. 43,169 per annum
  - Special Allowance of Rs. 0 per annum
- In addition to the above, you will be entitled to the following:
- Coverage under Employee Provident Fund from the date of joining, as per Rules
  - Coverage under Gratuity Scheme, as per the Gratuity Act
- b. Your compensation details must be treated as confidential at all times. You will not divulge or share them with anyone, except with those who are authorized to have this information.
10. All company information and assets (including analysis, plans, drawings, photo prints, reports, and statements) that are shared with you during the course of your employment must be treated as confidential. You will not divulge or share them with anyone, except in the rightful discharge of your duties. Any breach of the above terms on your part will make you liable to be discharged without any notice
11. All company information and assets, including documents, papers and records which may have been prepared by you or have come into your possession in the Course of your employment, must be returned by you, once your employment relationship has ended with us.
12. You will not engage yourself in any other business or vocation during the tenure of your services with us. You will also give us a declaration on the status of you or any of your relatives, now or during the course of your employment, having any pecuniary or other interest in the activities relating to business of our Company or any of our Group Companies.
13. You will not attempt to hire any employee of our Company, or any Group Company, for a period of 1 year after the cessation of your employment with us.

We look forward to a long and mutually beneficial relationship with you. Please confirm your acceptance of the above terms and conditions by signing and returning a duplicate copy of this offer letter to us.

Yours sincerely,

Ashwin Divakaran  
Head, HR  
CK Birla Health Care Pvt. Ltd.,

I accept this offer and agree to abide by the terms and conditions stated in this appointment letter.

Signature : \_\_\_\_\_  
Name (in Capitals) : \_\_\_\_\_  
Place and Date : \_\_\_\_\_

Registrar  
SGT University  
Buddha, Gurugram

CK Birla Healthcare Pvt Ltd  
Block J, Mayfield Garden, Sector 51, Gurgaon 122018, India  
+91 124 4882200 | +91 11 42092198 (Fax) | reachus@ckbhospital.com | www.ckbhospital.com  
Registered Office Birla Tower, 8th floor, 25 Barakhamba Road, New Delhi 110001, India  
CIN No. U74140DL2014PTC272562



To,

DEEPAK YADAV

Sub: Appointment Letter

With reference to your application for post of Sr. physiotherapist, at Physiotherapy Department of Shri Aggrasen International Hospital (run and managed by APARC Healthcare Pvt. Ltd.), we are pleased to appoint you the post of consultant Physiotherapist w.e.f. 01/11/2018 on the following term & conditions:

- 1) Before joining your duties, you are required to undergo for medical fitness test/ examination by doctor / physician.
- 2) That you will be paid consultancy fee of Rs.17000/-
- 3) Your Term of service will be Valid for twelve month from the date of joining. Which can be extended further or terminated earlier with One Month notice on either side, without assigning any reason.
- 4) That you will not, at any time or times, without the written consent of authority disclose, divulge or make copies of any of the processes, accounts, statistics and dealings of department/organization, whether the same are confined in you or become known to you in course of your day to day duties, services or otherwise.
- 5) That you are liable to furnish any change in your residential address within three days of such change; otherwise the last known address mentioned shall be deemed to be the correct address for official communication.
- 6) That in case of any mis-conduct, you are liable to be placed under suspension/termination.
- 7) That in case of absence from your duties for more than 5 days consecutively or for more than three occasions in a month or in case of overstay of sanctioned leave, it will be deemed as if you have relinquished your services unless you give satisfactory written explanation for the same.
- 8) That your services are likely to be terminated without giving any prior notice in case you are found involved directly or indirectly, jointly or severely in any criminal proceeding or for any act of moral turpitude.
- 9) That this Post is being offered to you on the basis of facts as stated by you in your application, which have been accepted on their face value and if it reveals otherwise at any time your services are liable to be terminated.

1-2



- 10) That your services are liable to be transferred from one place to other place shift of duties which management considers that you may be able to handle. You may be required to work on deputations in any other organization for training purpose.
- 11) The management reserves the right to recover damages from your dues or otherwise, if any damages or loss financial or otherwise is suffered by the organization on account of your misconduct, breach of any of the term of employment, intentionally or unintentionally, jointly, or severely.
- 12) That you, your spouse and dependent children below the age of 21 years and dependent parents, if living with you shall be entitled to free treatment only related and within the limit of department of physiotherapy.
- 13) That you have to give 1 month prior notice if you decide to work elsewhere. If in case if you leave before notice period your salary & security deposit will be forfeited.
- 14) That you have read and understand your job description/specification and responsibilities in detail. Signing this letter means you accept them.

For  
APARC Healthcare Pvt. Ltd.

*Nawika*  
VP (HR & Finance)  
APARC Healthcare Pvt. Ltd.

I *Deviyani Yadav* S/O *Chetan Prasad Yadav* have read &

Understood above terms & conditions and the same are accepted by me.

Date: *31st May 2018*

*[Signature]*  
(Signature)

2-2



MATA CHANAN DEVI HOSPITAL  
C-1, JANAK PURI, NEW DELHI-58

No. S-297/Physio/2021/MCDH-2050

Dated: 12-10-2021

CIRCULAR

Miss Rashmi Rani Mahanta, MPT, is hereby attached to this Hospital as Jr. Physiotherapist w.e.f. 01.10.2021 for a period of one year.

Her working days and timings will be as per the Duty Roster and Sundays duty will be by rotation.

Her Residential address and contact number are as below:-

Miss Rashmi Rani Mahanta

Falt No-4, House No-1664

Road No-4, Mahipalpur,.

New Delhi-110037

Mob:- 9990704951



(Dr. A.C. Shukla)  
Medical Superintendent

To,

Miss Rashmi Rani Mahanta  
Junior Physiotherapist

Copy to:-

- |    |                           |   |                    |
|----|---------------------------|---|--------------------|
| 1  | P.A. to Medical Supdt.    | - | for information.   |
| 2  | A.M.S                     |   |                    |
| 3  | Nursing Supdt.            |   |                    |
| 4  | Accounts Deptt.           |   |                    |
| 5  | Manager Front Desk & Cash |   |                    |
| 6  | Panel                     |   |                    |
| 7  | Reception                 |   |                    |
| 8  | Billing                   |   |                    |
| 9  | E.D.P. Deptt.             |   |                    |
| 10 | Medical Records           |   |                    |
| 11 | Telephone Exchange        |   |                    |
| 12 | Notice Board              |   |                    |
| 13 | Non- Medical Store        | - | for issue of Apron |
| 14 | Quality Deptt.            |   |                    |
| 15 | Personal File             |   |                    |

Registrar  
SGT University  
Buzhera, Gurugram



Dear **Mr. Gaurav Sarwang**,

We are pleased to appoint you for the position of **Exercise Physiologist** with **Virtus Nutrition Pvt. Ltd.**

We are eager to have you as part of our team and will always foresee your potential skills as a valuable contribution to our company. Your appointment as an Employee will commence on **1<sup>st</sup> April, 2021**.

**TERMS AND CONDITIONS**

1. As an Employee, you shall be entitled to a monthly **Salary of Rs.25,000/-** which indicates cost to company (Company shall hereinafter mean Virtus Nutrition Pvt. Ltd. and cost to company will include total cost that the Company incurs towards the employee including salary, perks, cost related benefits, cost related to hiring, training, retrials, statutory contributions etc.).
- 2a. You shall be on probation for a period of **6 (six)** months from the first of the calendar month following the date of your joining, after which you will be confirmed if your work is found satisfactory. The probation period shall be extended if necessary.
- b. If you wish to resign from the services of the Company, you shall give 30 (thirty) days notice ("**Notice Period**") to the Company in writing or else an amount equivalent to 30 days gross salary will be recovered from whatever dues are payable to you in lieu of Notice Period. If the dues payable to you are not sufficient to adjust notice pay, you shall make good the balance amount immediately. The full and final payment of the dues payable to you by the Company shall be made within 90 (ninety) days of the last date of your employment subject to satisfactory completion of the handover formalities as per the Company policy and deposit of the company property and confidential information (soft and / or hard copies) which may be in your possession.
- c. If the Company is not satisfied with your work and conduct, the Company reserves the right either to terminate your services without any compensation or extend the probation as it may deem fit at its sole discretion.

**\*EMPLOYEES UNDER PROBATION-** shall mean a new Employee whose performance is being evaluated to determine whether further employment in a specific position and / or with the Company is appropriate. It is considered necessary to engage staff on probation in order that their abilities and suitability be affirmed in a work situation. The probationary period is up to 6 (six) months for all staff, during which, his/her performance shall be reviewed for confirmation. When an Employee completes the probationary period, the Employee shall be notified of his/her new status with Virtus Nutrition Pvt. Ltd. The Company may at its sole discretion extend the probationary period by another 3 (three) months

**\*SALARY-** shall mean basic salary and all other payments, if any, in cash and / or cheque and / or draft payable to an Employee for work done in respect of his/her services but does not include any payment by way of commission, subsistence, allowance and/or other overtime payments.

- 3a. Post probation, the Company shall retain the option of terminating your services by serving a 1 (one) month notice or pay in lieu thereof without assigning any reasons thereof.



- b. The Company has the right to terminate your services without notice, if the information and/or documents given by you at the time of interview and /or submitted on application is found incorrect or in case of any serious misconduct and / or negligence which may affect the business and / or goodwill of the Company and / or any such action / conduct that may endanger the property of the Company premises and / or cause any harm to any employees in the Company premises.
4. This appointment is subject to you being medically fit, for which you shall submit to us a report of registered medical practitioner at the time of your joining.
5. You shall not be allowed to work with the clients of and / or any third party, person and / or entity related to the Company for a minimum period of (1) one year on being relieved from employment of the Company after serving the Notice Period.
6. The perpetual rights, title and interest in all (all programs, systems, design, Manual, literature) the works developed by you during your employment with the Company shall be the sole and exclusive property of the Company and you shall in no manner have any right over the same. You shall in no manner use the logo, marks, trade name and / or any other names and marks associated with the Company for any purpose whatsoever.

(INTELLECTUAL PROPERTY (IP)- refers to creations of the mind which includes inventions, literary and artistic works, and symbols, names, images, and designs used during your employment with the Company).

7. After being relieved from the services of the Company, you shall not disclose any confidential information (including but not limited to contact details of clients, business plans, future projections, financial information etc.) of the Company that you may obtain during your employment with the Company, to any of your future employer/s. Divulging confidential information of the Company and / or poaching clients of the Company shall be regarded as breach of confidentiality and the Company may take appropriate action against you if such incident/s are observed.
8. You shall not, without previous written permission of Company, carry on business or engage yourself in the services or employment of any other person and / or entity.
9. You shall devote your whole time and attention to your duties to promote the interests of the Company and you shall undertake herewith not to divulge or utilize any information which may become known to you in course of your duties concerning the Company's trade secrets or affairs.
10. You shall keep the Company informed in case of any change in your residential address.
11. You shall attend work according to the requirements of your job profile in the Company, from time to time and you agree and acknowledge that you shall abide by the same as well as by the terms of this Letter.
12. The Company reserves the right to transfer you to any of our offices/factories/establishment/group Companies/clients whether now in existence or to be setup hereafter. However, your present posting will be 601, Corporate Center, Nirmal Lifestyle, LBS Marg, Mulund-W, Mumbai-400080.
13. You shall attend office of the Company from Monday to Saturday (six days a week) - 10 am to 7 pm and/or as per the requirements of the Company.

Registrar  
SGT University  
Budhera, Gurugram



14. You shall report to Mr. Pranav Anam & Mr. Taher Kagdi or any other person as communicated to you by the Company.
15. They shall retain the rights to accept or decline your resignation for any reasons whatsoever.
16. Company Policies are subject to change any time without prior intimation.

**On Exit**

- If the employee decides to leave the organization by resigning his position. He / She should give the written resignation letter
- Employee should serve the notice period which is one month after the resignation (accepted date by the management). Enforcing the option of the notice period is entirely up to the management.
- If the Employee doesn't serve the Notice period, the employee has to pay back to the company the period for which they are not serving the company.
- During the Notice period the employee should prepare the handover documents which give the complete detail on the activities handled by the employee. The handover document should be given to management and the immediate manager (in-charge). →
- On satisfactory completion of handover / notice period, the relieving letter & settlement if any will be given to the employee by the management.
- Once management relieved the employee, they will get the experience certificate.
- If an employee is terminated due to performance below expectations or for any other digression of office policies or due to any other reason that the management feels that dismissal is warranted, employee can be asked to leave immediately. Dues, if any, will be settled only after satisfactory handover of responsibilities, files, documents etc to the employee nominated by management. Under the termination procedure the employee may or may not be paid severance pay in lieu depending on the circumstances under which the employee has been terminated. Under the termination procedure the employee may or may not be paid severance pay in lieu depending on the circumstances under which the employee has been terminated.
- Employee payables like, salary, Incentives, Bonus, etc will be on hold from the day employee put down her/his papers. Full & final settlement will be paid as per regular salary dates/discretion of management or 90 days from the last date of service or whichever is later.

Registrar  
SGT University  
Budhera, Gurugram



Acceptance of this appointment letter by signature confirms your acceptance of the terms and conditions and that you would be joining Virtus Nutrition Pvt. Ltd. on the given date.

We at Virtus Nutrition Pvt. Ltd. are looking forward to work with you.

With best wishes

For,

Virtus Nutrition Pvt. Ltd.

-----  
Authorized Signatory

\_\_\_\_\_  
ACCEPTED

Registrar  
SGT University  
Budhera, Gurugram





February 8, 2019

Payal Sharma  
117-A, 2ND FLOOR ARJUN NAGAR  
NEW DELHI Delhi  
110029

Dear Payal Sharma,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Optum Global Solutions (India) Pvt. Ltd. (formerly known as QSSI Technologies India Pvt. Ltd.) ("the Company") a UnitedHealth Group Company, in the position of **Clinical Investigator** at **salary grade 23**. Your work location shall be at Company's office located at **Noida**. The terms and conditions of your employment are set out hereinafter:

#### EMPLOYMENT

We are pleased to extend this offer to you basis the selection process administered. Your effective date of joining shall be no later than **February 11, 2019**. Your employment with the Company shall be subject to the timely submission of the following listed mandatory documents for background verification purposes, to be submitted prior to or latest by your Start Date. Successful pre and/or post-employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above-mentioned date, are required for your employment with the company:

- (i) Highest Degree Certificate
- (ii) PAN Card OR Passport
- (iii) Relieving Letter/ Experience Letter from all the organizations worked in last 5 years, except for the immediate last employer for which you will be granted 45 days from your start date

You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company and your employment will be subject to acceptance by the Company of those external interests.

Please note that if during the pre or post-employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post-employment background checks, this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and, if you have already commenced employment with the Company, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

#### PROBATION

You shall serve a minimum probation period of **90 days** from the date of your joining the Company ("Probation") following which you shall get confirmed into the Company by default unless you receive a letter for confirmation extension. The Company reserves the right to extend the probation period for an additional Ninety (90) days in the event that your performance is not up to expectation.

Your performance shall be evaluated according to your efficiency, punctuality, conduct, maintenance of discipline and in accordance with the Company's regulations or policies existing now or in future. It shall be your responsibility to read, peruse and follow Company's regulations/policies, hardcopies which shall be made available to you upon request, but which otherwise are available on the Company's website.

During the period of Probation, either the Company or you may at any time terminate your employment without cause by giving in writing to the other party, Thirty (30) days notice or in lieu thereof a sum equal to the amount or pro-rated amount of salary which

Registrar  
SGT University  
Buddh, Gurugram



would have accrued to you during the period or remaining period of notice. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

#### **PLACE OF POSTING**

Your initial place of posting shall be at the Company's office located at **Noida**. However, your services are transferable and you may be assigned/ transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person/company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the relocation policy of the Company.

Your place of work shall change in case of any relocation of the Company's offices, for which you shall be entitled to reimbursement in consonance with the relocation policy of the Company.

The Company operates on a 24X7 basis and is open for 365 days in a year.

#### **PERFORMANCE OF DUTIES**

You shall be assigned with all the duties and responsibilities of the **Clinical Investigator** and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

#### **COMPENSATION**

As compensation for services to be rendered, you shall be paid an annual fixed salary of **Rs.260,000.00, (Rupees Two Lakhs Sixty Thousand Only)**. Your cost to the Company (CTC) shall be **Rs.312,080.00, (Rupees Three Lakhs Twelve Thousand Eighty Only)** per annum. A detailed compensation structure is provided along with this letter of appointment.

The salary shall be payable on a monthly basis in arrears on or about the last working day of each calendar month, but in no case later than the 7th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment.

#### **BONUS**

You shall be eligible for bonus as per the Company's bonus policy.

#### **TERMINATION OF EMPLOYMENT**

During the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, Thirty (30) days notice. Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

After completion of the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 60 days notice. The Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

However, notwithstanding the above, the Employee must refer to the Company's Separation Policy (as available on Company's intranet link) for the notice period days applicable to them based on their entity, grade and employment status at the time of resignation.

The notice period matrix, as provided under the Company's Separation Policy, shall be applicable with the change in employee job family, job role and employment status. The provisions of the notice period matrix, as provided under the Company's Separation Policy, shall over-ride the notice period as stipulated in the appointment contract or any other document issued before this date. No separate individual employee consent shall be necessary for applicability of this clause.

Registrar  
SGT University  
Budhera, Gurugram



In case of any conflict pertaining to the notice period between this Offer letter and the prevalent Separation Policy of the Company, the contents of the Separation Policy shall take precedence over the terms of this offer letter and shall be binding on the employee.

Your employment shall also be governed by the standard terms and conditions, which are annexed hereto as Appendix 3 and the same shall form an integral part of this letter of appointment.

Your employment is conditional upon your acceptance of the standard terms and conditions and the specific provisions contained in Appendix 3.

Kindly sign and return the duplicate copy of this letter of appointment along with the Appendixes, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of this letter of appointment and the Appendixes.

Please note that by signing this letter of appointment, you have agreed to accept the employment with the Company on the terms and conditions set out herein. Upon your signature and return to us, this letter of appointment shall be treated as an employment agreement and the terms and conditions of this letter of appointment shall govern your employment with the Company.

This letter of appointment shall automatically stand revoked in the event you do not join the Company on or before the effective date mentioned in this letter of appointment.

Registrar  
SGT University  
Budhens Gurugram



It is a pleasure to welcome you as a part of **Optum Global Solutions (India) Pvt. Ltd.**, We are confident that your employment with the Company shall prove mutually beneficial and rewarding and we look forward to having you join us.

Congratulations and welcome to **Optum Global Solutions (India) Pvt. Ltd.** You shall be receiving an e-mail communication from us shortly for your new hire orientation training. You are requested to attend the same on your first day of reporting along with the documents as mentioned in the Appendix '2'. Should there be a change in your start date, it is mandatory that the same be communicated to us a week in advance.

Payal Sharma, we thank you for considering **Optum Global Solutions (India) Pvt. Ltd.** as your future employer! We have bold objectives:

- Improve the lives of others;
- Change the landscape of health care forever;
- Leave the world a better place than we found it.

Joining us, shall put you amongst a team that is committed to excellence in everything we do. We are passionate, energetic and focused. You'll be sharing a culture of leadership and excitement as you begin to do **your life's best work.**<sup>SM</sup>

**For Optum Global Solutions (India) Private Limited**



**Gayatri Varma**  
Vice President | Human Capital

I accept this letter of appointment on the terms and conditions as described herein.

**ACKNOWLEDGEMENT:**

\_\_\_\_\_  
Payal Sharma

Date: \_\_\_\_\_

Registrar  
SGT University  
Budhera, Gurugram



## Appendix 1

Employees shall be entitled to health, personal accident and life insurance benefits as per the Company's policy (over and above CTC)

- i. Gratuity shall be paid as per the Gratuity Act (over and above CTC)
- ii. Employees shall be eligible for provident fund as per the Employees Provident Fund and Miscellaneous Provisions Act, 1952
- iii. Employees shall be eligible for Employees State Insurance as per the Employees State Insurance Act, 1948
- iv. No payment under the Rewarding Results Plan/ bonus is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year as per the Company discretion.
- v. Take home salary shall be net of provident fund & income tax deductions depending on your savings under various schemes. Also, the monthly take home shall be impacted depending on the reimbursements claims every month.
- vi. Leave travel allowance (LTA) shall be payable once in a year as governed by the internal policy of the Company.

## Appendix 2

Please come prepared with the following required documents (photocopies & originals) on your first day of joining:

- Highest Degree Certificate OR Highest Qualification Marksheet
- PAN CARD – In case you do not have PAN CARD, please apply for a PAN CARD and submit a copy of 'Acknowledgement of PAN CARD Application'
- Date of Birth Proof – Class Xth Certificate
- 6 passport size photographs
- Relieving letter / Experience letter for your immediate last employment Incase the relieving letter has not been issued as yet, kindly carry a copy of your resignation acceptance
- Copy of UAN CARD or FORM 11 (downloaded from EPFO portal) This is applicable for the employees with prior work experience, if UAN has been issued by the previous employer
- Copy of AADHAAR CARD – In case you do not have AADHAAR, please apply for AADHAAR and submit a copy of 'Acknowledgement of AADHAAR Application'

Your employment with the Company shall be subject to submission of the above documents and required joining forms within 45 (forty five) days of your joining. The Company reserves the right to terminate your employment, in the event the above documents and forms are not submitted within the time stated above.



## Appendix 3

### STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

This appendix containing the Standard Terms and Conditions of employment is attached to the letter of appointment and shall be deemed to be an integral part thereof. Your employment is conditional upon your acceptance of the standard terms and conditions detailed herein.

#### 1. CONFIDENTIALITY

1.1 The term "Confidential Information" shall include all information, whether written or oral, that is not known by, or not generally available to, the public/outside at large and that concerns the business, activities, financial affairs, trade secrets, technology of the Company or otherwise relates to the Company, in any manner whatsoever, its employees, its customers, their clients, suppliers and other businesses or entities, with whom the Company does business, which may come to your knowledge or possession during the tenure of your employment with the Company. You shall hold such Confidential Information in trust and confidence, and not disclose or divulge such Confidential Information to any other person or entity or use any such Confidential Information for your own benefit or benefit of any other party, unless so authorized by the Company or required to be so disclosed or divulged in the course of the proper execution of your duties. You agree to sign the 'Confidentiality Agreement' in this regard, the terms of which shall form an inalienable part of this letter of appointment.

Signature  
SGT University  
Bachchan, Gurugram



1.2 You undertake not to make copies or duplicates of any tangible Confidential Information or other sensitive property or materials of the Company, including but not limited to keys, access cards, diskettes, programs, photographs or such other proprietary information relating to the Company's business.

1.3 You shall keep strictly confidential, details of your salary and the employment benefits provided to you, within and outside the Company.

1.4 You agree and confirm that the terms and conditions of this Section 1 shall survive the termination or discontinuation of your Services with the Company.

## **2. NON-SOLICITATION**

You shall not, during the term of your employment and for a period of twelve (12) months immediately following any termination of such employment (regardless of whether such termination is voluntary or involuntary), directly or indirectly, individually or on behalf of any other person, firm, corporation or other entity: (a) interfere with the Company's continuing relationships with its other employees, (b) disparage the Company with such other employees, (c) attempt to induce such other employees to leave their employment with the Company, (d) interfere with the Company's continuing relationships with its suppliers or customers, (e) disparage the Company with suppliers or customers, (f) sell, attempt to sell or solicit the sale of products competitive with those of the Company to the Company's customers, or (g) take any action to discourage or divert any suppliers or customers from doing business with the Company.

## **3. NON-COMPETITION**

3.1 You agree that some restrictions on your activities during and after your employment are necessary to protect the goodwill and other legitimate interests of the Company. During your employment, you agree not to engage yourself for any outside business competitive with the Company. During the employment and for a period of one year after your employment terminates/expires (the "Restriction Period") with the Company, you undertake not to compete, directly or indirectly, with the Company in the Territory described below, whether as an employee, consultant, agent, partner, owner, investor, or otherwise. Specifically, but without limiting the foregoing, you agree not to engage in any manner in any activity that is directly or indirectly competitive or potentially competitive with the business of the Company as conducted or under consideration at any time during your employment. For purposes of this provision, the business of the Company shall include all services and products offered by the Company in any manner or under development, and your undertaking shall encompass all items, products, and services that may be used in substitution for the products. You acknowledge that the Company's business is global in scope and therefore the "Territory" referred to above shall include the entire world.

3.2 Notification Requirement: Until 6 (six) months after the period set forth in Section 3.1, you undertake to notify the Company in writing of any change in your address and of each new job or other business activity in which you plan to engage, at least 30 days prior to beginning such job or activity. Such notice shall state the name and address of any new employer and the nature of your position/designation.

## **4. INTELLECTUAL PROPERTY RIGHTS**

You shall disclose promptly, completely and in writing to the Company any discovery, invention, methodology or improvements made thereto, process, software applications or products, conceived, developed or discovered by you, either individually or jointly with others, during your employment ("Inventions") and such Inventions whether or not patent applications are filed thereon shall at all times belong absolutely to and be the sole and absolute property of the Company. You agree to treat such Inventions as Company proprietary and confidential and to use such Inventions solely for the benefit of the Company. You agree to assign to the Company any and all rights, title and interest, including, but not limited to, copyrights, trade secrets and proprietary rights to the Inventions, information, materials, products and deliverables developed during the performance of services to the Company. You agree that all the work performed by you and all Inventions, information, materials, products and deliverables developed by you while in the employment of the Company shall be the exclusive property of the Company and all title and interest therein shall vest in the Company. If and when required by the Company, you shall at the Company's expense take out or apply for patents, licenses or other rights, privileges or protection, as may be directed by the Company in respect of such Inventions, so that the benefit thereof accrues to the Company. You shall execute and do all instruments, acts, deeds and other things, which may be required by the Company for assigning, licensing any Inventions made during the employment, which shall vest with the Company including the name and all benefits arising in respect thereof.

Pursuant to its exclusive proprietary rights, the Company shall have the sole and exclusive right inter alia to use, modify or adapt the Inventions, information, materials, products or deliverables developed by you during the performance of your services as an employee of the Company.

You shall not use the name and/or logo of the Company for any purpose whatsoever nor shall you use any copyright, patent, trademark, trade name, registered design or any other like right vested in the Company except for performing services stipulated in

Registrar  
SGT University  
Budhera, Gurugram



the letter of appointment.

## **5. DISCIPLINARY ACTION PROCEDURE**

Any breach of the Company's regulations/policies, failure to attain or maintain a satisfactory work standard or any misconduct by an employee shall be regarded as a disciplinary or capability matter. Your immediate superior shall normally deal with minor disciplinary matters. The procedure for more serious offences including major misconduct shall be dealt in the manner set out under the Company's regulations/policies.

## **6. COMPANY'S REGULATIONS/POLICIES**

You shall abide and be bound by the Company's regulations/policies, and the same shall form part of this letter of appointment. The Company's regulations/policies may be changed / amended at any time at the discretion of the Company and the changed Company regulations/policies shall thereupon bind you. You shall also carry out and abide by any instruction, policies, 'house rules' and 'office orders' issued by the Company from time to time.

## **7. TERMINATION OF EMPLOYMENT**

7.1 During Probation period either the Company or you may at any time terminate your employment with the Company, without cause, by giving in writing to the other party, 1 (one) months' notice or in lieu thereof a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition set forth in Section 7.6 below.

7.2 After completion of the Probation period, either the Company or you may at any time terminate your employment, without cause, by giving in writing to the other party, notice of 60 days or in lieu thereof a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice.

7.3 After notice of termination, you shall cooperate with the Company, as reasonably requested by the Company, to effect a transition of your responsibilities and ensure that the Company is aware of all matters being handled by you.

7.4 Upon termination of your employment with the Company for any reason, you shall promptly return to the Company any keys, credit cards, passes, confidential documents or material, or other property belonging to the Company, and return all writings, files, records, correspondence, notebooks, notes and other documents and things (including any copies thereof) containing Confidential Information or relating to the business or proposed business of the Company or its subsidiaries or affiliates. The Company reserves the right not to relieve you of your employment in the event that all the Company's documents/ property / Confidential Information in your custody have not been properly handed over by you to an authorized representative of the Company.

7.5 The Company reserves the right during any period of notice to exclude you from the premises of the Company, or to require you to carry out specified duties at premises other than those referred to in Section 3 of the letter of appointment, or to carry out no duties, and to instruct you not to communicate with clients, employees, agents or representatives of the Company until your employment has been terminated, provided that you shall continue to be paid and to enjoy normal contractual benefits during any such period, except in the case of suspension. You shall not be entitled to engage in any other employment, work or business during this notice period.

7.6 In addition to all the rights of the Company provided for in this agreement or in any other policies/regulations of the Company or under law, the Company may terminate your employment forthwith in any of the following circumstances:

- i. Breach by you of any of the terms of this letter of appointment ;Breach of any clauses of the Company's regulations/policies as referenced in Section 6 hereinabove;
- ii. Unauthorized absence beyond a period of seven consecutive days;
- iii. Inability to perform your duties beyond a period of thirty (30) days, whether on medical grounds or on any other grounds;
- iv. Physical or mental incapacitation to perform your duties;
- v. Any misrepresentation by you to the Company, whether made orally or in writing and whether expressly or by conduct, and whether at the time of appointment or prior or subsequent thereto;
- vi. Commission of any act detrimental to the interests of the Company;
- vii. Commission of any act of moral turpitude;
- viii. Misconduct;
- ix. Commission of an act of insolvency;
- x. Conviction in any court of law for the commission of any crime; or
- xi. Your performance is continuously measured as below expectation.

Notwithstanding anything contained in Section 7.1, the Company reserves the right to terminate your employment without giving any notice period or pay in lieu thereof if you are in breach of the sub-clauses of clause 7.6 hereinabove.

Registrar  
SGT University  
Budhera, Gurugram



## 8. REPRESENTATION

You represent and warrant that you are not bound by or subject to any court order, agreement, arrangement or undertaking (including but without limitation any non-competition or non-solicitation undertakings) or any other disability of any nature which may in any way restrict or prohibit you from entering into this letter of appointment or from performing your duties and providing services under this agreement of employment on the terms and condition contained herein.

## 9. INTERPRETATION

If any of the provisions of this letter of appointment shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions of this letter of appointment, and this letter of appointment shall be construed as if such invalid, illegal or unenforceable provision has never been contained in this letter of appointment. If, moreover, any one or more of the provisions contained in this letter of appointment shall for any reason be held to be excessively broad as to duration, activity or subject, it shall be construed by limiting and reducing it, so as to be enforceable to the extent compatible with the applicable law as it shall the appear.

## 10. DISPUTES

All disputes or differences whatsoever arising between the Company and you out of or relating to the construction, meaning and operation or effect of this letter of appointment or the breach thereof shall be settled by a senior officer of the Company and the decision made in pursuance thereof shall be binding on you and the Company.

## 11. WAIVER OF BREACH

Any waiver by the Company of a breach of any provision of this letter of appointment shall not operate or be construed as a waiver of any subsequent breach.

## 12. EMPLOYEE PERSONAL INFORMATION

12.1. The Company understands that privacy of information is important to you. The Company does not sell or otherwise share personally identifiable information except as provided below.

12.2. You consent to the processing and use of your Personal Data held by the Company for legal, personnel, administrative and/or management purposes. You further consent to the transfer of your Personal Data to other members of the UnitedHealth Group and to other third parties including those who provide products or services to the Company (such as benefit providers, record maintenance and payroll administrators), legal counsel, regulatory authorities, potential or future employers and potential purchasers of the Company or the business in which you work provided that the transfer is for one of the purposes referred to above, even where the recipient of the data is located in a country or territory which does not maintain adequate data protection standards but where the Company has nevertheless installed reasonable technical safeguards to avoid unauthorized access.

12.3. You further consent to your Personal Data being stored on a central database in the USA or wherever it may be located in the future, which is accessible by persons from the UnitedHealth Group and other third parties mentioned above in a number of different countries or territories, including countries and territories which do not maintain adequate data protection standards. For the purposes of this consent, "Personal Data" includes, but is not limited to: name, address and contact details, date of birth, marital status, educational background, employment application, history with the company, job title, areas of expertise, details of salary and benefits, social security number, bank details, performance appraisals, salary reviews, records relating to holiday and other leave, working time records, details of any shares of common stock or directorships of the Company or any other member of the UnitedHealth Group held by you, details of all stock options, phantom stock options, or any entitlement to shares of common stock of the Company or any other member of the UnitedHealth Group awarded, cancelled, exercised, vested, unvested or outstanding in your favor and other management records. Personal Data also includes Sensitive Personal Data relating to your health (including information in the employee medical questionnaire, records of sickness absence, medical certificates and reports).

## 13. OTHERS

13.1. You shall be bound by the Company's regulations/policies, and all other rules, instructions, and orders issued by the Company from time to time, in relation to your conduct, discipline and service conditions such as leave, medical, retirement, etc. as if these Company's regulations/policies, rules, instructions, etc. were part of this letter of appointment. In case of any conflict between this letter of appointment and Company's regulations/policies, the terms and conditions herein shall override/prevail.

13.2. You shall inform the Company as soon as possible about any change in your residential address.

13.3. Survival: Section 1, 2, 3, 4 & 12.3 shall survive the termination of this letter of appointment.

Registrar  
SGT University  
Budheda, Gurugram





**SPECTRUM TALENT MANAGEMENT (P) LTD.**

**Date: 02-Sep-21**

**Subject: Offer Cum / Appointment Letter**

**Dear Sonal Jain,**

We take immense pleasure to appoint you at Spectrum Talent Management Pvt. Ltd. on the following terms and conditions:

**1.Date and Place of Posting**

You are appointed to our client **ManipalCigna Health Insurance Company Ltd** on **15-Sep-21 to 14- Aug-22**. You are posted at ManipalCigna Health Insurance Company Ltd office located at **Delhi**.

**2.Transfer**

Company reserves its right to transfer your services to any office/s under the same terms of employment

**3.Designation**

You are being designated as **Clinical Case Manager**

**4. Remuneration**

Detailed in Annexure – I

**5.Job Responsibilities**

Your duties shall be assigned to you by your Department Head/Immediate Manager or any other person deputed by them.

**6.Hours of Work**

Your working hours will be governed by applicable law and it is the sole discretion of the Company to revise the same from time to time. You will be governed by the working hours and holidays normally governing the SBU location you are assigned to. Because of frequent association with projects overseas and compliance with various deadlines, it might be necessary from time to time to work as per the business needs, which might be different from the standard working hours.

**7. Termination of Employment**

Your employment will stand terminated with the end / termination of contract or end date of the employment. The employment may also get terminated by giving. 30 days by either party or gross salary in lieu of the same. In case you are found involved in any unethical practices your employment will stand terminated with immediate effect without giving any notice or payout in lieu of notice.

C - 142, SECTOR 63, NOIDA - 201301, **HR SUPPORT NO. - +91 120 301 9851 / 301 9852**  
VISIT US : [WWW.SPECTRUMTALENT.CO.IN](http://WWW.SPECTRUMTALENT.CO.IN) [helpdesk@spectrumtalentmanagement.com](mailto:helpdesk@spectrumtalentmanagement.com)

RPO | Executive Search | Flexi-Staffing | Payroll

Registrar  
SGT University  
Budhera Gurugram





## SPECTRUM TALENT MANAGEMENT (P) LTD.

### 8. Joining Details

You are requested to submit the following documents in original at the time of joining for verification and a photocopy of the same for submission:

1. Copy of appointment letter of last employer
2. Copy of last salary slip
3. Four passport size color photographs
4. Copy of accepted resignation letter
5. Relieving letter from last employer
6. Self attested copies of educational certificates
7. Date of Birth Certificate
8. Self attested copies of work experience letter from all previous employer
9. Identity proof ( Driving License / Aadhaar Card / Voter ID Card / Passport)
10. Copy of PAN card
11. Address proof (Fixed Line Phone Bill / Ration Card / Voter ID Card / Electric Bill / Driving License)
12. Copy of Cancelled Cheque of your present salary account.

**Note: Your salary processing is subject to completion of above joining formalities.**

### 9. Validity of Offer Letter

Please sign the duplicate copy of the appointment letter as token of acceptance within Two (02) days of receipt. If you fail to provide your acceptance and/or do not join within the stipulated time, This offer shall stand automatically withdrawn.

We look forward to your joining us and wish you a long lasting mutually enriching association with Spectrum Talent Management.

**For Spectrum Talent Management Pvt. Ltd.**

**(Authorized Signatory)**

I, Mr. /Ms. \_\_\_\_\_ have read the terms and conditions of my services as mentioned above and I accept the offer of employment without any reservation.

**Name: Sonal Jain**

**Signature:.....**

**Date:.....**

**Place:.....**

Registrar  
SGT University  
Budhera, Gurugram

C - 142, SECTOR 63, NOIDA - 201301, **HR SUPPORT NO. - +91 120 301 9851 / 301 9852**

VISIT US : [WWW.SPECTRUMTALENT.CO.IN](http://WWW.SPECTRUMTALENT.CO.IN) [helpdesk@spectrumtalentmanagement.com](mailto:helpdesk@spectrumtalentmanagement.com)

RPO | Executive Search | Flexi-Staffing | Payroll





SPECTRUM TALENT MANAGEMENT (P) LTD.

Annexure – I

Name: Sonal Jain

Designation: Clinical Case Manager

Date of Joining: 15-Sep-21

Component	Monthly	Yearly
Basic + DA	15000	180000
HRA	5000	60000
Conveyance	1600	19200
Medical Allowance	0	0
Stat. Bonus	1250	15000
Other Allowance	10318	123816
Gross	<b>33168</b>	<b>398016</b>
Gross(For PF calculation)	<b>26918</b>	<b>323016</b>
PF@12%	1800	21600
ESIC@0.75%	0	0
PT	0	0
LWF Employee	0	0
Total Deduction	1800	21600
Net	<b>31368</b>	<b>376416</b>
PF@13%	1950	23400
ESI@3.25%	0	0
LWF Employer	0	0
Insurance_ CTC	55	660
Medical Insurance_ CTC	515	6180
GTLI Insurance	145	1740
Total Statutory	2665	31980
Total CTC	<b>35833</b>	<b>429996</b>

\*Income Tax deductions, if applicable, will be as per the Income Tax Act, 1961

NOTE: This Statement is only for the purpose of information and is illustrative in nature.

For Spectrum Talent Management Pvt. Ltd.

Candidate Acceptance

(Authorized Signatory)

(Signature)

Registrar  
SGT University  
Budhera, Gurugram

C - 142, SECTOR 63, NOIDA - 201301. HR SUPPORT NO. - +91 120 301 9851 / 301 9852

VISIT US : WWW.SPECTRUMTALENT.CO.IN helpdesk@spectrumtalentmanagement.com

RPO | Executive Search | Flexi-Staffing | Payroll





Blood Gp.: B+

**Nancy Batra**  
**1022175**

A handwritten signature in black ink, appearing to read "Nancy Batra", written over a horizontal line.

Issuing Authority

**ICICI Lombard**  
— GENERAL INSURANCE —

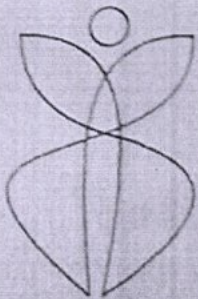


**Devesh Yadav**  
Officer Incharge  
M. : 8130505104



!! सबका मालिक एक !!

**Dr. Priyanka Sehwal**  
(PT) (BPT)  
M. : 8750444682



# **BEYOND THERAPY**

**Physiotherapy and Rehabilitation Centre**

**Timing : Monday to Saturday 9:00am to 5:00pm**  
**Sunday 9:00am to 1:00pm**

**Add. : Shri Shirdi Sai Baba Mandir, Charitable Centre**  
**Najafgarh, New Delhi - 110043**

Registrar  
SGT University  
Budhera, Gurugram





ॐ अनन्त कोटी बाबापण्ड नायक राजाधिराज योगीराज पांढरा श्री सच्चिदानन्द साधुगुरु श्री साई नाथ भगवान की जय

श्रद्धा



समृद्धि

# श्री शिरडी साई प्रचार समिति (रजि.)

(Regd. No. S-19361 of 1988)

साई बाबा मन्दिर, नजफगढ़, नई दिल्ली - 110043

डॉ. रामनियास गुप्ता  
प्रधान

श्री देशराज नन्दराजोग  
उपप्रधान

श्री राजय गिरधर  
महासचिव

श्री देवेन्द्र पाल सिंह चौहान  
सहसचिव

श्री संतोष कुमार सिंह  
कोषाध्यक्ष

क्रमांक .....

दिनांक 6/3/21

## मुख्य संरक्षक

श्री एस.सी. सिंघल  
अधिवक्ता

प्रेम अशोक मित्तल  
संरक्षक

श्री जी.एस. चतुर्वेदी  
अधिवक्ता

डॉ. राम अवतार गुप्ता

श्री शिव शंकर सिंघल

डॉ. के.के. अरोड़ा  
MD, Physician

श्री के.वी. वंसल  
Retired S.B.I.  
Senior Officer

## To whom it may concern

This is certifying that Miss Priyanka daughter of Mr. Ranvir Sehwaag is dealing her physiotherapy centre name Beyond Therapy Physiotherapy and Rehabilitation through Shri Shirdi Sai Prachar Samiti since January 2020 as consultant physiotherapist.

For Shri Shirdi Sai Prachar Samiti

Deshraj Nandrajog  
(General Secretary)

6/3/21

Registered  
SGT University  
Budhera, Gurugram

Shot on OnePlus  
By Priyanka Sehwaag

इतनी शक्ति हमें देना बाबा, की मन का विश्वास कमजोर हो ना,  
हम सते नेक हस्ते पे हस्तम, भूल कर भी कोई भूल हो ना।

6/15/21  
18:27





GSTIN : 07AEZPC1080M1Z3

# Sai Communication

Corporate Office:

A-40, i-thum Business Centre, Tower-B, 519, 5th Floor,

Noida Sector-62, Uttar Pradesh-201309

Tel.: +91-120-6618051/52, Tollfree No.: 18001027211

Email id: info@saicommunication.co.in

www.Saicommunication.co.in

## Experience Certificate

### TO WHOM IT MAY CONCERN

This is to certify that **Miss Surbhi Rudola (ID No.2932 D/o Mr Anand Kishore Rudola)** is working with our organization as a **Physiotherapist** from **20<sup>th</sup> July 2020** to till date and is posted at **VMMC and Safdarjung Hospital, New Delhi** on outsourcing basis. She is sincere, hardworking, dedicated and open to learn in order to improve her work.

For SAI Communication

Manager (HR)



Registrar  
SGT University  
Budhera, Gurugram



**CONTRACT AGREEMENT FOR HIRING ASSOCIATE CONSULTANT PHYSIOTHERAPIST**

This agreement is made as of the 18 July 2018 by and between Col(Dr) Rana K Chengappa, Sports Medicine & Ortho Rehab, H 1 C SomViharApts, RK Puram, New Delhi 110022 of the **FIRST PART**

And

MS MONA DESWAL D/O SHRIRAMANAND R/O House no: 113 Tyagiwara V.P.O-  
Badshahpur(Gurugram) Haryana pin code- 122101 hereinafter referred to as **MS MONA DESWAL NEUROTHERAPIST** of the **SECOND PART**.

Whereas

- Col(Dr) Rana K Chengappa, Sports Medicine & Ortho Rehab is presently engaged in the business of providing Physiotherapy and Musculoskeletal Rehabilitation services
- MS MONA DESWAL NEUROTHERAPIST is duly trained and authorized to practice in the field of Sports Physiotherapy by the relevant authorities within India.
- Col (Dr) Rana K Chengappa, Sports Medicine & Ortho Rehab wishes to engage the services of the MS MONA DESWAL NEUROTHERAPIST for rendering physiotherapy services currently in the Som Vihar Clinic and subsequently in its further clinics which may be set up as part of its future expansion. Position offered is **ASSOCIATE CONSULTANT PHYSIOTHERAPIST**
- The MS MONA DESWAL NEUROTHERAPIST has agreed to the proposal of Col (Dr) Rana K Chengappa, Sports Medicine & Ortho Rehab and now wishes to enter in to this agreement to set out their mutual understanding in this regards.

IT IS AGREED AS FOLLOWS

**1. Engagement**

- a. Col(Dr) Rana K Chengappa, Sports Medicine & Ortho Rehab engages MS MONA DESWAL NEUROTHERAPIST for the purpose of providing best possible physiotherapy services in a timely, effective and professional manner in accordance with best practices and terms and conditions of this agreement.
- b. In consideration of satisfactory performance of the services by MS MONA DESWAL NEUROTHERAPIST, Col(Dr) Rana K Chengappa, Sports Medicine & Ortho Rehab agrees to remunerate MS MONA DESWAL NEUROTHERAPIST, on the terms stipulated in this Agreement

**2. Remuneration**

**Remuneration:** You will be under probation for one month i.e, 18 JULY to 18 AUGUST 2018 and work for 6 hours daily independently. Inconsideration of the services performed, you will be paid a sum of Rs. 20000/- (Rupees Twenty thousand only) After one month of probation

Registered  
Sri University  
Baddli, Gurugram





# OPTIMIZE

Physiotherapy and Rehabilitation Clinic

**Dr. Shivangi Sachdeva**

**BPT, MPT, PHD (SCHOLAR)**

**C-309 Ramphal Chowk Dwarka sec-7 New Delhi -110075**

Registrar  
SGT University  
Buddh, Gurugram



Dr. Pooja Shrivastava (PT)  
Senior Consultant Physiotherapist  
BPT, MPT (Orthopaedics)

+91 8178395293  
+91 9891195660

# Physiotherapy

The Healing Hands you Deserve...

✉ drpooja.physio2019@gmail.com

~~704, D7~~  
Tulip Petals, Sector-89  
Main Pataudi Road  
Gurugram (HR.)

6-30  
8:30 am to ~~12:30~~ pm (Mon. to Fri.)  
8:30 am to 8:30 pm (Sunday)  
Saturday on appointment

Timing :





# ORTHOCARE PHYSIOTHERAPY CLINIC

**Dr. POOJA**

M.P.T. Ortho, B.P.T.  
C.M.T., C.N.D.T., C.K.T.

- 📍 694/A, Kabool Nagar, Shadhara,  
Delhi-32, Infront of Kidzee School
- ☎️ 9817776328, 7011733998
- ✉️ orthocaredelhi@gmail.com

Registrar  
SGT University  
Budhera, Gurugram





We Keep You Moving

**Mob. 9588754025**

**Dr. Rishika Jain (PT)**

BPT, MPT (Sports)

MIAP (L-48784)

PGIMS (Int.) Rohtak

Shri Shyam Dental & Physiotherapy Center

Circular Road, Near Saini Dharamshala  
Bahadurgarh Road, Jhajjar

Registrar  
SGT University  
Budhera, Gurugram





**PhysioHut**  
*Physiotherapy & Rehab Center*

**Dr. Uzma (PT)**

**MPT. (Neuro)**

**7835820786, 7835850786**

**// Feel Better // Move Better // Live Better**

**S-221/254, Gali No. 7, Vishnu Garden, Delhi-110018**

Registrar  
SGGS University  
Budhera, Gurugram





**Physio Active™**

THE WELLNESS HUB

REF: Physio Active: HRD/LOI/2022

DATE: 27/05/2022

Mr. Jatin Kumar  
RZ-142, Gopal Nagar, Gali No. 15,  
Nazafgarh, New Delhi - 110043

**SUB: LETTER OF INTENT**

Dear Mr. Jatin,

With reference to your application and subsequent interview you had with us, we are pleased to offer you a position as "Associate Physiotherapist" based at our Physio Active Clinic situated at No. 410, 4<sup>th</sup> Floor, Vatika Atrium, Golf Course Road, Gurugram, Haryana, with the terms and conditions mutually discussed and agreed to.

Please note that the regular letter of appointment stipulating detailed terms and conditions of your appointment will be issued to you after your joining duties with us.

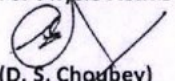
Also, please arrange to submit the following documents to the HR & ADM Department of the company on or before joining duties:-

- Date of Birth Proof
- Highest Qualification Certificate
- Relieving letter or Resignation acceptance from last employer
- Address & ID proof e.g. Copy of Passport/Driving License/Election Card
- Aadhar Card
- Copy of PF Account Passbook
- Salary slip of last three months
- Copy of PAN card
- All Educational Certificates
- Passport Size Photographs – 06 Nos.
- Experience Certificates
- One cancelled cheque - ICICI/ PNB/ IDBI/ HDFC Bank/any other bank

Please note that your appointment with Physio Active is subject to your reference check, i.e: positive feedback from your reference.

This offer is valid till 27-06-2022. Therefore, you are required to join your duties on or before this date at the address mentioned above. Your early joining would be appreciated.

Thanking You,  
Yours Faithfully,  
For Physio Active Pvt. Ltd.

  
(D. S. Choubey)  
Vice President - HR

Registrar  
SGT University  
Budhera, Gurugram

\*NB: Originals of all the documents highlighted in the LOI are essential for joining, without which joining can be deferred/postponed till the submission of these documents.

☎ 0124-4659090

✉ info@physioactiveindia.com

📍 Physio Active Pvt. Ltd. # 149-161, First Floor, Eros City Square Mall Sector-49-50, Gurugram

🌐 www.physioactiveindia.com

CIN: U85320DL2017PTC321663



linkedin.com/in/dr-sonali-sharma-54a2b4171/?originalSubdomain=in

NleCer 104: Introdu... nm IPS Audit Feed | LinkedIn Mathematics | Free... SGT University - Be... naac



Search



Home



My Network



Jobs



Messaging

No



**Dr. Sonali Sharma** · 3rd

Physiotherapist at Metro Hospital & Heart institute

Delhi, India · Contact info

94 connections

Message

Follow

More

Open to work  
Physiotherapist roles  
Show details

Nestiva Hospital

S.G.T university

Registrar  
SGT University  
Budhera, Gurugram



## JOB AGREEMENT

This refers to appoint you for a job in our organization at the centre..... INDUS VALLEY HOSPITAL, NARAYAN.....

You will be hired as a Physiotherapist... starting from 19 Nov 2018 offering you 14 thousand rupees per month as per following terms and conditions:-

1. You will be initially enrolled on trial basis for a period of 15 days and after that your appointment will be confirmed.
2. You will be trained for application of modalities and giving manual therapies in the process of physiotherapy services.
3. You will be bound to work for a minimum period of 6 months from the date of appointment, and if you resign or leave earlier than 6 months then you are liable to compensate the employer and pay Rs 100,000 (one lakh) for the organizational loss. Also if you damage any equipment in your duty hours then company has the right to charge you for the repair and/or replacement of the damaged part/equipment.
4. If you leave the job after the bond period a written notice of 1 month will have to be given to the head of the department or Senior.
5. If the employer finds you not working to the satisfaction of the department or find your conduct injurious to the interest of employer or gets a bad name on account of you then the employer reserve the right to terminate your services with immediate effect.
6. Employee is bound to obey the rules and regulations (next page) of the physiotherapy department at any cost.

I am duly aware of the details of the jobs responsibilities, timings, salary and rules to be followed and i solely agree to the rules and regulations of the organization. Organization has the legal right to take action against me if found guilty:

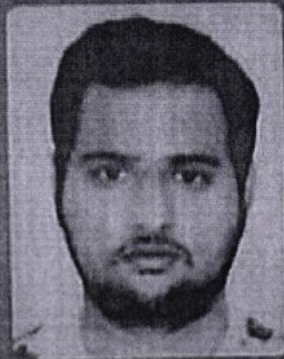
Place: NARAYAN, NEW DELHI

Date: 19-Nov-2018

Yous Registrar  
SGT University  
signature Budhesh Gurugram



**PARAS**  
**HOSPITALS**  
*Revolution in Healthcare*



**Dr. Paritosh Sehrawat**

Physiotherapist

Physiotherapy

Employee Code : KRSNA/NADA50

Holder's Sign

*Dr. Paritosh Sehrawat*  
Authorised Sign

egistrar  
University  
Gurgaon, Gurugram



M. 9971263623

# PHYSIOTHERAPY

## DR. SHREYA

CONSULTANT PHYSIOTHERAPIST

- \* SCIATICA
- \* STROKE / HEMIPLEGIA
- \* POST OPERATIVE FRACTURES
- \* KNEE ARTHRITIS
- \* BELL'S / FACIAL PALSY
- \* TOTAL KNEE / HIP REPLACEMENT MANAGEMENT
- \* FROZEN SHOULDER
- \* BACK & NECK PAIN
- \* TENNIS ELBOW
- \* CERVICAL SPONDYLOSIS
- \* SPORTS INJURY
- \* CEREBRAL PALSY
- \* SPINE INJURIES



WZ-77 G/F, Mukhram Park Extn. Near MRV School, Tilak Nagar, New Delhi-18

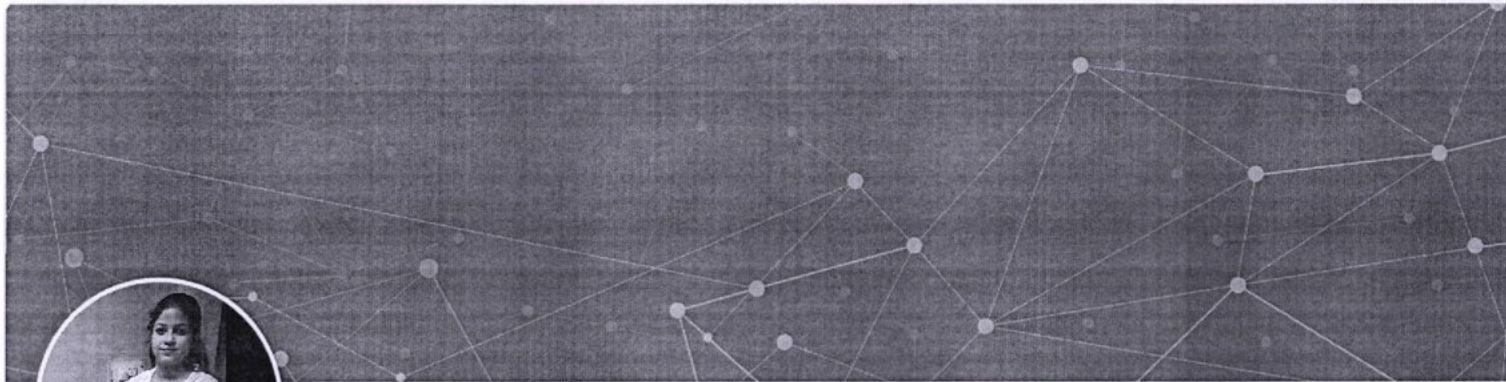
Registrar  
SGT University  
Budhera, Gurugram





Join now

Sign in



**Dr Nisha Pathak**  
Physiotherapist at physiotherapy  
Gurugram, Haryana, India  
14 followers · 14 connections

Join to view profile

physiotherapy

Registrar  
SGT University  
Budhera, Gurugram

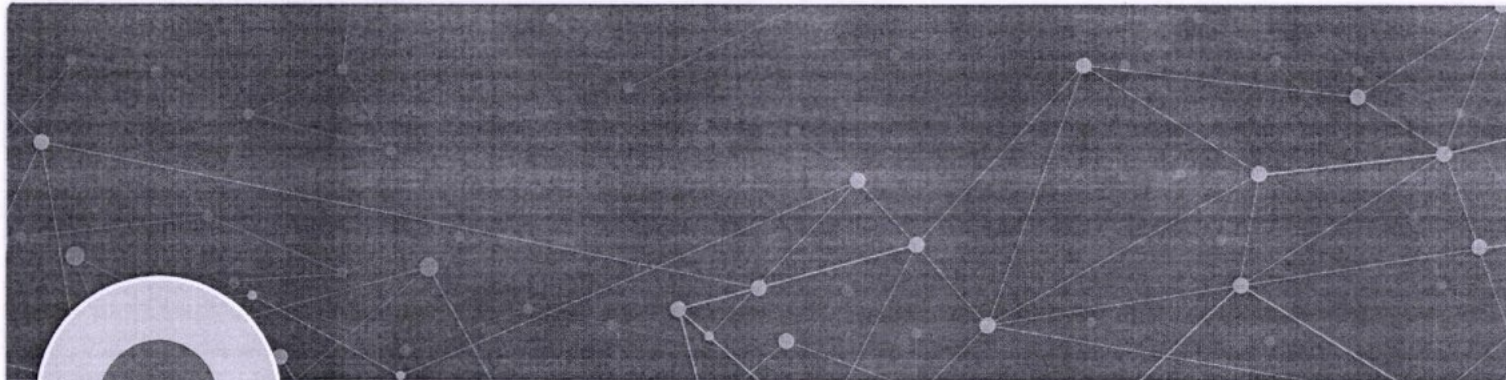
## Experience





Join now

Sign in



## Somaksh Gupta

Senior Physiotherapist at PHYWorld Physical Therapy,  
Osteopathy & Fitness Clinic  
Gurugram, Haryana, India  
1 follower · 1 connection

PHYWorld Physical Therapy,  
Osteopathy & Fitness Clinic

Join to view profile

Registrar  
SGT University  
Budhera, Gurugram

## Experience



15-November-2018

Ms. Bharti Tanwar  
H.No-1473  
Sector-5 R.K. Puram  
New Delhi-110022

### Letter of Intent

Dear Ms. Tanwar,

This is with reference to the discussions you had with us. As mutually agreed, we would be pleased to offer you an appointment as Staff Nurse in Nursing at Fortis Aashlok Hospital, New Delhi.

Your responsibility level and compensation is detailed in Annexure.

The final letter of appointment will be handed over to you upon joining the services of the company, which will be on or before -25-November-2018.

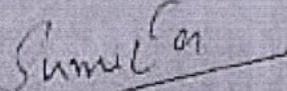
This offer of appointment is subject to your successfully completing the company's medical examination and reference checks. You will be on probation for a period of 6 months. The termination notice on either side will be 30 days during probation period and 30 days after confirmation.

Please note that this offer shall automatically lapse if you fail to commence the arrangement on the aforesaid date. The management may however in its absolute discretion extend the said date upon a written request being received from you.

You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer. Looking forward to a mutually beneficial association.

Yours faithfully,

For Fortis Health Management (East) Limited

  
SUMITA SHARMA  
Unit Head HR

Registrar  
SGT University  
Budhera, Gurugram





महाराजा अग्रसेन अस्पताल  
Maharaja Agrasen Hospital  
West Punjabi Bagh, New Delhi-110026

EPIF-174



F No.10555/MAH/HR/2018/ 3863

24.09.2018

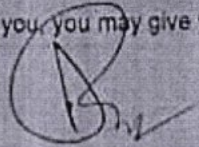
Ms. Karuna Kaushik,  
E-61, Maksudabad Colony,  
Najafgarh, Delhi

**Appointment for the post of Staff Nurse**

With reference to your application and subsequent interview/discussion you are hereby appointed to the post of **Staff Nurse** w.e.f 20.09.2018 on probation basis in Maharaja Agrasen Group of Hospitals on the following terms and conditions:

1. You will be paid consolidated emoluments @ **Rs. 18,500/-** (Rupees Eighteen Thousand Five Hundred only) per month. Initially the appointment is for a period of one year which may be extended further at the discretion of the Appointing Authority. Your services can be terminated at any time with one month notice on either side during the period of probation without assigning any reason what so ever.
2. Your appointment is subject to your being declared medically fit by medical practitioner, nominated for the purpose.
3. You will abide by the Code of Conduct, Rules & Regulations of the hospital and will discharge such duties & responsibilities, as may be assigned to you by the Hospital Administration from time to time.
4. Employees are not allowed without proper uniform while on duty. Further staff members are not allowed to go out of the hospital in official uniform, unless it is required for official purpose.
5. You will be entitled to Annual Leaves, Casual-Cum-Sick Leaves and medical benefits as per the provisions of the Service Condition Rules of the hospital in force from time to time.
6. You will be whole time employee of the hospital and will not work for any other employer or engage your self directly or indirectly in any other profession, occupation or a vocation either honorary or on remuneration, without the prior written permission of the Hospital Administration.
7. Your appointment is liable to be terminated without notice or compensation thereof, if at any time, you are found to have concealed any material information from the Hospital Management or furnished false details in your application/documents for appointment or hidden any information. Further, in case of any relevant information on the basis of which appointment has been obtained by you, being found to be false, not only your employment will be treated as null and void but you would also be liable to reimburse to the Hospital Management the entire salary and other benefits received during the course of employment without prejudice to other Legal/Criminal proceedings.
8. Payment of Salary will be subjected to TDS deduction under section 192 of the Income Tax Act 1961. TDS to be calculated on estimated annual income in the Financial Year, at the rate of income tax in force to be deducted on monthly basis.
9. Amount equivalent to one month salary will be deducted as Security Deposit in five installments which shall be refunded at the time of resignation, if submitted one month notice period.

In case the above terms and conditions of appointment are acceptable to you, you may give your consent in writing on the second copy of the Appointment Letter.

  
**DR. DEEPAK SINGLA**  
**MEDICAL DIRECTOR**





From

Civil Surgeon-cum – Chairman  
DH&FW Society(Executive Committee)  
Jhajjar

To

Mamta D/o Ramesh kumar  
H. No. 647, Village & Post Office Banwasa, The. Gohana Distt.Sonepat Pin: 131304

Memo No.- E -RCH-2021/ 196

Dated: 19/07/2021

Subject:- Offer for appointment on contract basic under NHM Jhajjar for the post of Community Health Officer under HWC.

On the subject cited above.

As you have signed the fresh agreement for joining on the post of Community Health Officer in the office of Chairman-cum-Civil Surgeon, DH & FW society (EC) Jhajjar as per term and condition of letter of contract for contractual appointment as Community Health Officer at HWC under NHM Jhajjar at a honorarium of Rs 25000/-P.M. as per NHM norms from date of joining i.e. 19/07/2021 FN. Now you are hereby directed to join your duty at HWC Sankhol w.e.f. 19/07/2021 FN.

You will have to maintain your headquarter at the place of posting & if you are found absent from your headquarter, your services can be terminated as per terms and condition of letter of contract.

Dy.Civil Surgeon-cum – member secretary  
DH & FW (EC)society, Jhajjar  
Dated:19/07/2021

Endst. No E-RCH/2021/197-199

A copy is forwarded to following for information and necessary action.

10. A copy is forwarded to CHC Badli, Charra, Dighal, Dhakia, Jamalpur, Dubaldhan for information and necessary action.
11. A copy is forwarded to MO I/c PHC Mandothi for information and necessary action and with the direction to send her/ his attendance and achievement periodically. You are directed to ensure that the staff contracted for services should maintain their head quarter and fulfill their job responsibilities in the area assigned to them.
12. Accounts Branch RCH O/o Civil Surgeon Jhajjar

Dy.Civil Surgeon-cum – member secretary  
DH & FW (EC)society, Jhajjar

Registrar  
SGT University  
Baddi, Jhajjar



Date: 05-July-2018

Ref: - BLK/HR/OL/2018/July/001

Dear *Manish Dutt*

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be Rs. *18300/-* per month only. We expect you to join us on or before *20-Aug-18*.

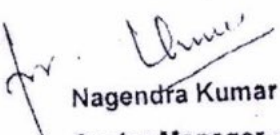
You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar

Senior Manager – Human Resources

  
Registrar  
SGT University  
Budhera, Gurugram

Accredited by



**BLK Super Speciality Hospital**, Pusa Road, New Delhi-110005 (India)  
Tel: 91-11-30403040 Fax: 91-11-2572 3885 • [info@blkhospital.com](mailto:info@blkhospital.com) • [www.blkhospital.com](http://www.blkhospital.com)  
Managed by Radiant Life Care Private Limited





Ref: - BLK/HR/OL/2018/July/001

Date: 05-July-2018

Dear Nakul

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be **Rs. 1,53,000/-** per month only. We expect you to join us on or before 20.07.18.

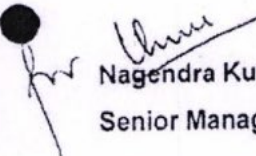
You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar

Senior Manager – Human Resources

Registered  
SGT University  
Buddhist University

Accredited by



**BLK Super Speciality Hospital**, Pusa Road, New Delhi-110005 (India)

Tel.: 91-11-30403040 Fax: 91-11-25712885 • info@blkhospital.com • www.blkhospital.com

Managed by Radiant Life Care Private Limited





Ref: - BLK/HR/OL/2018/July/001

Date: 05-July-2018

Dear *Pankaj* -

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be **Rs. 18300/-** per month only. We expect you to join us on or before *22-May-18*.

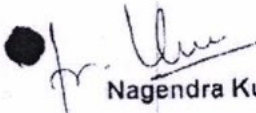
You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar

Senior Manager - Human Resources

  
Registrar  
SGGS University  
Budhera, Gurugram

Accredited by:



**BLK Super Speciality Hospital**, Pusa Road, New Delhi-110005 (India)  
Tel.: 91-11-30403040 Fax: 91-11-25752885 • info@blkhospital.com • www.blkhospital.com

Managed by Radiant Life Care Private Limited



Ref: - BLK/HR/OL/2018/July/001

Date: 05-July-2018

Dear Parnesh

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be Rs. 18300/- per month only. We expect you to join us on or before 20-Aug-18.

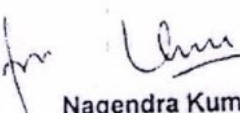
You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar

Senior Manager – Human Resources

Registered  
SGT University  
Budheda Gurugram

Accredited by:



**BLK Super Speciality Hospital**, Pusa Road, New Delhi-110005 (India)  
Tel.: 91-11-30403040 Fax: 91-11-25752885 • info@blkhospital.com • www.blkhospital.com  
Managed by Radiant Life Care Private Limited



**GOVERNMENT OF NCT OF DELHI**  
**Health & Family Welfare Department**  
**Dr. Baba Saheb Ambedkar Hospital, Sector-6, Rohini**  
**Rohini West Metro Station, Delhi, New Delhi, Pincode - 110085**

No.F F.1(31)/2020/BSAH/E-dossier Nursing Officer/

Dated: 15.09.2020

**ORDER**

Consequent upon the recommendation of the Delhi Subordinate Service Selection Board, Govt. of NCT of Delhi vide letter No. F.1(442)/DSSSB/P&P/2018/6226 dated 18/06/2020 dated 18.06.2020 and being declared **Medically Fit** by Chairman of Medical Board, **BSAH** Hospital vide letter No. F.5(6)/2019/BSAH/Medical Board/Misc-Pt-1/MB326 dated 08.09.2020, **Mr./Mrs./Ms. SACHIN DAGAR**, Roll No. **11130900069**, Category **OBC** is hereby appointed to the post of **Nursing Officer** in the **Revised in Pay Matrix Level - 7 Rs. 9300-34800** plus usual allowances as admissible under the rules from time to time. His/her candidature is purely provisional and subject to fulfilling all the conditions of eligibility for the post and on the following terms and conditions:

1. The appointment is fully governed by the terms and conditions already conveyed to the candidate in the offer of appointment dated duly accepted by him/her.
2. The appointment is provisional and subject to verification of her character and antecedents by the concerned Police Authorities.
3. The appointment is provisional and is subject to the caste/tribe/community certificate being verified through proper channels and if the verification reveals that the claim to belong to Scheduled Caste/Scheduled Tribe/Other Backward Class, as the case may be, is false, the service will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificate.

The candidate is directed to furnish an undertaking to this effect at the time of joining of duties, failing which the candidate shall not be allowed to join duties.

**Mr./Mrs./Ms. SACHIN DAGAR** is hereby directed to report for joining of duties in **Dr. Baba Saheb Ambedkar Hospital (Id - BSAH)**, within 21 days of issue of this order, failing which his/her appointment is likely to be stand cancelled without any further notice

(Dr J.S. Martolia)  
Dy. Medical Superintendent (A)

To,  
**Mr./Mrs./Ms. SACHIN DAGAR S/D/o BALWAN SINGH**  
**R/o VILLAGE SAMASPUR KHALSA POST OFFICE UJWA NEW DELHI**

No.F F.1(31)/2020/BSAH/E-dossier Nursing Officer/

Dated: 15.09.2020

Copy forwarded for information and necessary action to:-

1. The Section Officer Dr. Baba Saheb Ambedkar Hospital with reference to letter No. FF.1(31)/2020/BSAH/E-dossier Nursing Officer/ dated 01.01.0001.
2. The Section Officer(P&P), DSSSB, FC-18, Institutional Area, Karkardooma, Delhi-110092 with reference to letter No. F.1(442)/DSSSB/P&P/2018/6226 dated 18/06/2020 dated 18.06.2020.
3. Dossier of the Candidate.

(Dr J.S. Martolia)  
Dy. Medical Superintendent (A)

  
Registrar  
SGT University  
Budhera, Gurugram



Ref: - BLK/HR/OL/2018/July/001

Date: 05-July-2018

Dear *Surekha*,

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be Rs. *18300/-* per month only. We expect you to join us on or before *20-Aug-18*.

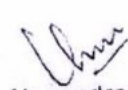
You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar

Senior Manager – Human Resources

Registrar  
SGT University  
Budaun, Gurugram



**BLK Super Speciality Hospital**, Pusa Road, New Delhi-110005 (India)  
Tel: 91-11-30403040 Fax: 91-11-2377 2885 • info@blkhospital.com • www.blkhospital.com  
Managed by Radiant Life Care Private Limited



Date: 05-July-2018

Ref: - BLK/HR/OL/2018/July/001

Dear *Angjali Shevon*,

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be **Rs. 18300/-** per month only. We expect you to join us on or before *20-Aug-18*.

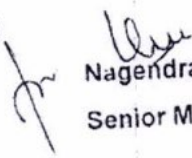
You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar

Senior Manager – Human Resources

  
Registrar  
SGT University  
Budhera, Gurugram



**BLK Super Speciality Hospital**, Pusa Road, New Delhi-110005 (India)  
Tel.: 91-11-30403040 Fax: 91-11-2575-885 • info@blkhospital.com • www.blkhospital.com  
Managed by Radiant Life Care Private Limited



Date: 05-July-2018

Ref: - BLK/HR/OL/2018/July/001

Dear *B.K. Sen*,

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be **Rs. 16300/-** per month only. We expect you to join us on or before *26-Aug-2018* -

You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

*[Signature]*  
Nagendra Kumar  
Senior Manager – Human Resources

Registered  
Sri Aurobindo University  
Bhubaneswar, Odisha

Accredited by:



BLK Super Speciality Hospital, Pusa Road, New Delhi-110005 (India).  
Tel: 91-11-30403040 Fax: 91-11-2677 2885 • info@blkhospital.com • www.blkhospital.com  
Managed by Radiant Life Care Private Limited



Date: 05-July-2018

Ref: - BLK/HR/OL/2018/July/001

Dear *Hemant*

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be **Rs. 18300/-** per month only. We expect you to join us on or before **20-Aug-18**.


You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar

Senior Manager – Human Resources

Accredited by:



**BLK Super Speciality Hospital**, I-15A Road, New Delhi-110005 (India)  
Tel.: 91-11-30403040 Fax: 91-11-25732885 • info@blkhospital.com • www.blkhospital.com  
Managed by Radiant Life Care Private Limited

  
Registrar  
Society  
Lahore







# Maharaja Agrasen Hospital

Punjabi Bagh, New Delhi - 110026  
PH: 4077777-7136

Ref: - MAH/HR/2018/179

Ms. Karishma,  
D/o Sh. Bachan Singh Nirala,  
L-199 Mangolpuri, New Delhi.

21.09.2018

## OFFER LETTER

With reference to your application and subsequent interview held at our hospital premises on 21.09.2018, we are pleased to offer you the post of Staff Nurse in Maharaja Agrasen Group of Hospitals on the emoluments indicated to you during the discussion. Detailed appointment letter will be given in due course.

Please bring following documents in original and photocopies at the time of your joining.

- ♦ Six passport size photographs
- ♦ Educational certificates
- ♦ Date of birth certificate
- ♦ Reliving letter from your previous employer, if any
- ♦ Residential Proof (Voter ID card, Driving license, passport etc.)
- ♦ PAN card.

You are required to report for duty by 26.09.2018, failing which your appointment will be treated as cancelled.

K.S. Kumar

GM- HR

K. S. KUMAR

General Manager - HR

Maharaja Agrasen Hos  
Punjabi Bagh, New Del

Recd the copy and noted the following:

- ♦ One month notice in case of Resignation.
- ♦ Amount equivalent to one month salary will be deducted as Security Deposit in five installments. (Wherever applicable)

Accepted

Bachan Singh Nirala  
Bachan Singh Nirala



SHOT ON MI A2  
MI DUAL CAMERA

2020/7/30 09:20



Date: 05-July-2018

Ref: - BLK/HR/OL/2018/July/001

Dear Mohit Bishnoi

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be **Rs. 18300/-** per month only. We expect you to join us on or before 20-Aug-18.

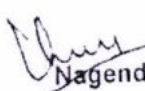
You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar

Senior Manager – Human Resources

  
Registrar  
SGT University  
Budhera, Gurugram

Accredited by:



BLK Super Speciality Hospital, Pata Road, New Delhi-110005 (India)  
Tel: 91-11-30403040 Fax: 91-11-2571 2885 • info@blkhospital.com • www.blkhospital.com  
Managed by Radiant Life Care Private Limited



Ref: - BLK/HR/OL/2018/July/001

Date: 05-July-2018

Dear Rahul Yadav -

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be **Rs. 18,300/-** per month only. We expect you to join us on or before 20-Aug-18 -

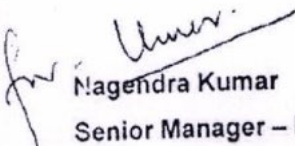
You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar

Senior Manager – Human Resources

Registrar  
SGT University  
Budhera, Gurugram

Accredited by:



**BLK Super Speciality Hospital**, Pusa Road, New Delhi-110005 (India)

Tel.: 91-11-30403040 Fax: 91-11-2577 2885 • info@blkhospital.com • www.blkhospital.com

Managed by Radiant Life Care Private Limited





Date: 05-July-2018

Ref: - BLK/HR/OL/2018/July/001

Dear Ruby,

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be **Rs. 18300/-** per month only. We expect you to join us on or before 20 Aug-18.


You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
**Nageendra Kumar**  
Senior Manager - Human Resources

  
Registrar  
SGT University  
Bachheta, Gurugram

Accredited by:



**BLK Super Speciality Hospital**, Pasa Road, New Delhi-110005 (India)  
Tel.: 91-11-30403040 Fax: 91-11-25732885 • info@blkhospital.com • www.blkhospital.com  
Managed by Radiant Life Care Private Limited



Ref: - BLK/HR/OL/2018/July/001

Date: 05-July-2018

Dear Varsha Yadav -

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be **Rs. 18300/-** per month only. We expect you to join us on or before 20-Aug-18.

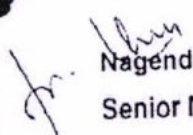
You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar

Senior Manager - Human Resources

Registered  
SGT University  
Buddh, Gurugram

Accredited by



**BLK Super Speciality Hospital**, Pusa Road, New Delhi-110005 (India)  
Tel: 91-11-30403040 Fax: 91-11-267-2885 • [info@blkhospital.com](mailto:info@blkhospital.com) • [www.blkhospital.com](http://www.blkhospital.com)  
Managed by Radiant Life Care Private Limited



Date: 05-July-2018

Ref: - BLK/HR/OL/2018/July/001

Dear Megita Verma -

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be **Rs. 18300/-** per month only. We expect you to join us on or before 20-Aug-18.


You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar

Senior Manager - Human Resources

  
Registered  
SGTU  
Bhopal

Accredited by:



**BLK Super Speciality Hospital**, Pusa Road, New Delhi-110005 (India)  
Tel.: 91-11-30403040 Fax: 91-11-25752885 • info@blkhospital.com • www.blkhospital.com  
Managed by Radiant Life Care Private Limited



Date: 05-July-2018

Ref: - BLK/HR/OL/2018/July/001

Dear *Deepika*

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be **Rs. 183 w/-** per month only. We expect you to join us on or before *20. Aug-18*.

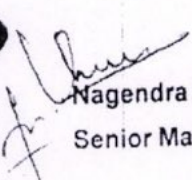
You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar

Senior Manager – Human Resources

  
Registrar  
SGT University  
Budhera, Gurugram

Accredited by:



**BLK Super Speciality Hospital**, Pusa Road, New Delhi-110005 (India)  
Tel.: 91-11-30403040 Fax: 91-11-2571 2885 • info@blkhospital.com • www.blkhospital.com  
Managed by Radiant Life Care Private Limited



Ref: - BLK/HR/OL/2018/July/001

Date: 05-July-2018

Dear *Jyoti* -

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be Rs. *15300/-* per month only. We expect you to join us on or before *20-Aug-18*.

You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

Nagendra Kumar

Senior Manager – Human Resources

Registered  
SGT University  
Budhera, Gurgaon

Accredited by:



**BLK Super Speciality Hospital**, Pusa Road, New Delhi-110005 (India)  
Tel: 91-11-30403040 Fax: 91-11-2576 2885 • info@blk-hospital.com • www.blkhospital.com  
Managed by Radiant Life Care Private Limited



Ref: - BLK/HR/OL/2018/July/001

Date: 05-July-2018

Dear Jaspreet Kaur,

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be **Rs. 18300/-** per month only. We expect you to join us on or before 20-Aug-18.

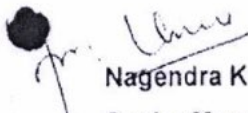
You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar

Senior Manager – Human Resources

Registrar  
SGT University  
Bathinda, Gurugram





Ref: - BLK/HR/OL/2018/July/001

Date: 05-July-2018

Dear Kajal

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be **Rs. 18300/-** per month only. We expect you to join us on or before 20-Aug-18.

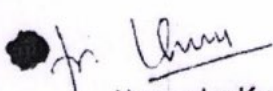
You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar

Senior Manager – Human Resources

Registrar  
SGT University  
Budhera, Gurugram

Accredited by:



**BLK Super Speciality Hospital**, Pusa Road, New Delhi-110005 (India)  
Tel.: 91-11-30403040 Fax: 91-11-25752885 • info@blkhospital.com • www.blkhospital.com  
Managed by Radiant Life Care Private Limited



Date: 05-July-2018

Ref: - BLK/HR/OL/2018/July/001

Dear Kavita Sharma

This has reference to your application and discussions with you regarding possibility of your joining our organization.

We are pleased to offer you the position of **Staff Nurse** in the department of **Nursing**. Your CTC (Cost to Company) will be Rs. 15300/- per month only. We expect you to join us on or before 20-Aug-18.

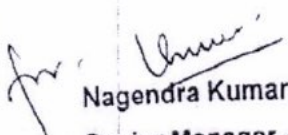
You are requested to sign and return the duplicate copy of this letter as a token of your acceptance of the above offer.

A detailed appointment letter along with the terms & conditions shall be issued on the day of joining.

This offer of appointment is subject to your successfully completing the hospital's medical examination and reference check.

Hoping for a long and mutually beneficial association with you.

For Dr. B.L. Kapur Memorial Hospital,  
A Unit of Lahore Hospital Society

  
Nagendra Kumar

Senior Manager – Human Resources

  
Registrar  
SGT University  
Budhera, Gurugram

Accredited by:



**BLK Super Speciality Hospital**, Pusa Road, New Delhi-110005 (India)  
Tel.: 91-11-30403040 Fax: 91-11-2571 2885 • info@blkhospital.com • www.blkhospital.com  
Managed by Radiant Life Care Private Limited



SPEED POST



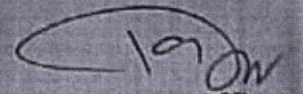
भारत सरकार  
GOVERNMENT OF INDIA  
चिकित्सा अधीक्षक का कार्यालय  
OFFICE OF THE MEDICAL SUPERINTENDENT  
साफदरजंग अस्पताल एवं वी.एम.एम.सी.  
SAFДАРJANG HOSPITAL & V.M.M.C.  
नई दिल्ली-110029  
NEW DELHI-110029.

File No.173 /Norcet-2021/Admn.III(N)

Dated: 14/6/2022

MEMORANUM

In continuation of this office offer of appointment letter No.6-1/2021-Admn.III(N)/81, dated 11.04.2022 and his/her acceptance dated 02-May-22 for the post of Nursing Officer in this hospital on regular basis, Ms.MANSI, Roll No. 9768534 is hereby directed to report for medical examination along with 10 (Ten) Passport Size recent photographs in Room No. 5A, Medical Board, OPD Building, Ground Floor, Safdarjung Hospital, New Delhi under intimation to Admn.III (N) Section situated at Room No. 564, Admn.III(N) Section, OPD, Building, 5<sup>th</sup> Floor, Safdarjung Hospital, New Delhi within 21 (Twenty One) days from the date of issue of this memorandum, failing which it will be presumed that you are not willing to join duty and your candidature will be treated as cancelled.

  
Admn. Officer  
Admn.III(N)

To

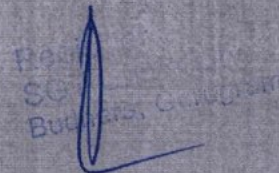
Ms. MANSI

D/o NARESH KUMAR

PG-2, RESIDENTIAL COMPLEX, AIIMS BHUBANESWAR, SIJUA, PATRAPADA, ODISHA, Patrapada,

ODISHA, India, 751019

9958918847

  
Bhubaneswar, Odisha