



## **CRITERIA 5.2.1**

**List of Students placed with  
respect to Placement**

For Shri L.P Raval College of Mass Media  
& Management Studies

  
Principal





Programee	Name of the Student	Present status	Remark
<b>Academic year 2018-19</b>			
BMS	MISHRA NITESH MUKESH (SARITA)	Employed	SAMCO SECURITIES
BMS	NAQVI ZAFAR ALI IBNE (FIRDOUS ZEHRA)	Employed	SAMCO SECURITIES
BMS	OOMMEN KASSIYA PHILIP (THANKAMONY)	Employed	SAMCO SECURITIES
BMS	PAO CHRISTY LOSO (MARYNAH)	Employed	SAMCO SECURITIES
BMS	PARMAR RENIL RAKESH (MAYA)	Employed	SAMCO SECURITIES
<b>Academic year 2019-20</b>			
BMS	QURESHI BATUL ARIF (NOORJAHAN)	Employed	SAMCO SECURITIES
BMS	SAYED HASAN ALI IRSHAD (AFROZ)	Employed	SAMCO SECURITIES
BMS	SAYED MOHAMMED AZHAR FAYYAZ (SHAMA)	Employed	SAMCO SECURITIES
BMS	SAYYED FIZZA KHATOON DILSHAD (ALMAS FATIMA)	Employed	SAMCO SECURITIES
BMS	SHARMA PRAFUL SHYAM (KANTI)	Employed	BANDHAN BANK
BMS	ABHISHEK SUDHAKAR SHETTY (VINITA)	Employed	BANDHAN BANK

For Shri L.P. Raval College of Mass Media  
& Management Studies

Principal





BMS	SINGH INDRAJEET VIRENDRA (MIRADEVI)	Employed	BANDHAN BANK
BMS	SYED ALI RAZA SHABAB HAIDER (MATEEN FATIMA)	Employed	BANDHAN BANK
BMS	YADAV SANGAM INDRASEN (SUSHILA)	Employed	BANDHAN BANK
BMS	SAYYED AHSAN ZAIDI GHALIB ALI (NAZMA)	Employed	BANDHAN BANK
Academic year 2019-20			
BMS	AHMED HEBA HABIB (NEEMA)	Employed	SAMCO SECURITIES
BMS	MISHRA DEEPTI SANJAY (MEENA)	Employed	SAMCO SECURITIES
BMS	PANDYA ISHAN KAUSHIK (SONALBEN)	Employed	SAMCO SECURITIES
BMS	REGO JANICE RICHARD (JACINTHA)	Employed	SAMCO SECURITIES
BMS	SHARMA VINAYKUMAR VIJAYKUMAR (MANJU)	Employed	BANDHAN BANK
BMS	SIDDIQUI ALFEEYA RAFIUDDIN (RUBINA)	Employed	BANDHAN BANK
BMS	SHAIKH ADNAN SAJID (NAZMIN)	Employed	SAMCO SECURITIES

For Shri L P Raval College of Mass Media  
& Management Studies

Principal







This document constitutes a Memorandum of Understanding (MoU) between  
**TNS India Foundation (TNSIF)**

and

**Shri L.P. Raval College of Mass Media & Management Studies**

This MoU is effective from 2021 to 2026, hereinafter mentioned as "Effective Date" by and, **Shri L.P. Raval College of Mass Media & Management Studies**, affiliated to the Mumbai University, Maharashtra, registered under The Maharashtra Public Trust Act, 1950 **Shri Laxmandas Pitamberdas Raval Education Trust** and hereinafter referred to as "The College", having PAN AAATL05578, represented by its Principal.

AND

**TNS India Foundation**, a charitable organization registered under section 25 of the Companies Act 1956 and having its registered office at 302- Wellington Business Park – 2, Andheri-Kurla Road, Andheri East, Mumbai – 400069, hereinafter referred as "TNSIF", having PAN AAECT4021D represented by its Managing Director, Rupa Bohra.

#### Background

TNS India Foundation (TNSIF), a section 25 Company incorporated under the provisions of the Companies Act, 1956 is conducting the "Campus to Corporate Careers (C2C) Program" for the enhancement of employability and workplace skills for deserving youth.

In this connection, TNSIF intends to be associated and work closely with the College to conduct employability training, career counselling sessions and job placements for final year college students.

#### Detailed features of the program are as follows:

1. 80 – 100 hours of training program including Personal and Professional Effectiveness (how to choose right career option, how to apply for job, tools-CVs, cover letter- etc.), Business communication (effective communication with co-workers and customers), Career Readiness (orienting students to jobs matching their skill sets and exposure to a career path) Interview Readiness (Grooming, Mock Interview, Versant, Aptitude Practise Test) and Work Readiness (Professionalism, Work Ethics, Email Etiquettes, Workplace dynamics – etc.), Digital Literacy (Ms. Office, Internet dos and Don'ts)
2. The training will be delivered via a blended learning approach i.e. through in class sessions and online platforms (Google Meet and Zoom) as applicable.
3. Each training batch size will be between 30-50 students. Sessions of duration 1.5-2 hours' duration will be conducted 5 days a week over a 2 – 2.5-month period at a time.
4. The program also includes individual student counselling, which will be conducted via online/offline platforms, as well as post training, pre-placement and post placement counselling.

For **Shri L.P. Raval College of Mass Media & Management Studies**

**Principal**







5. Career fairs or individual placement drives will be conducted in an online/offline format to place trained students in formal sector jobs.
6. The above mentioned training and placement is free of cost for both the students and college.

**Based on the above, this MOU lays out the below responsibilities for both parties:**

**TNSIF agrees to –**

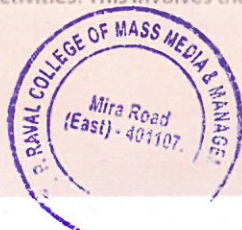
1. Engage with the college, given the following conditions:
  - a. In consultation and agreement with the designated college point of contact.
  - b. Not charge the college or students for any part of the program.
  - c. Provide reports to the college on the training and placement status of students.
2. Mobilize the college students. This involves the following:
  - a. Conduct Orientation sessions to make students aware about the program and to register their interest.
  - b. Screen the students based on their interest and background and interview them to determine enrollment in the program.
3. Train selected students. This involves the following:
  - a. Form batches with selected students and conduct the Campus to Corporate Careers Training Program with them.
  - b. Provide individual career-counselling support to in-training students.
  - c. Engage with parents of the students to make them aware of the program and to counsel them about their wards.
  - d. Provide certificates to trained students on successful completion of the training with an attendance criterion of 80%.
4. Place trained students. This involves the following:
  - a. Facilitate placement linkages with formal sector employers for interested students.
  - b. Arrange for career drives and fairs to place interested students.
  - c. Provide post-placement support to students to facilitate joining and on-boarding.

**The College agrees to –**

1. Engage with TNSIF staff, given the following conditions:
  - a. Providing one point of contact to coordinate all TNSIF C2C activities.
  - b. Not charge TNSIF or students for any part of the program.
  - c. Communicate openly with the TNSIF point of contact for any deliverables or feedback.
2. Facilitate student engagement. This involves the following:
  - a. Assistance in student mobilization through dissemination of information on student whatsapp groups and other seminars.
  - b. Attending orientation sessions organized by TNSIF to encourage student participation.
3. Support training activities. This involves the following:

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& Management Studies

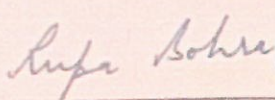

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- a. Support allocation of batches for optimum utilization of resources and training effectiveness.
  - b. Assist in scheduling batches keeping in mind college lecture timings.
  - c. Make classrooms available for in-person training sessions.
  - d. Allow use of online medium to reach and train students.
  - e. Assist in conducting parent engagement sessions.
4. Support placement activities. This involves the following:
- a. Assist in mobilizing students to counsel regarding placement opportunities
  - b. Provide infrastructure assistance – classrooms, auditorium, computer laboratory etc. in conducting on-ground career fests.
  - c. Allow use of online medium to place students.
  - d. Not hold TNSIF C2C staff responsible for any miscommunication with the corporate HRs.
5. This MOU is neither a contract nor is it legally binding in any way. It does not commit any financial expenditure from or for either party.
6. The MoU will be effective for a period of one year from the date on which both the parties have signed this MOU.

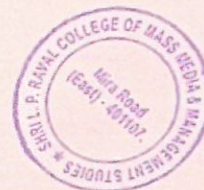
Name: Rupa Bohra  
Managing Director,  
TNS India Foundation

17/09/2021

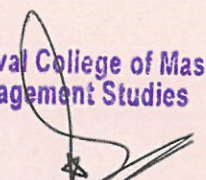


Principal,  
Shri L.P. Raval College of Mass Media &  
Management Studies

17/09/2021



For Shri L P Raval College of Mass Media  
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Batch 2019-20

Name of Student	Mobile Contact	Whatsapp Contact	Email	College	Final Employer	Designation
Aafan Ansari	7900157387	8652641180	<a href="mailto:affan.an10@gmail.com">affan.an10@gmail.com</a>	Raval College	Samco Securities	Funds and Demat
Abhishek Shetty	9967702631	9967702631	<a href="mailto:abhishekshetty631@gmail.com">abhishekshetty631@gmail.com</a>	Raval College	Bandhan Bank	Email process
Azhar Sayyed	9372676829	9372676829	<a href="mailto:sayedazhar056@gmail.com">sayedazhar056@gmail.com</a>	Raval College	Samco Securities	Account Opening Executive
Batul Quereshi	7506538007	9867183922	<a href="mailto:batulq54@gmail.com">batulq54@gmail.com</a>	Raval College	Samco Securities	Stocknote-Outbound
Fiza Sayyed	7045400712	7045400712	<a href="mailto:sydfizza@gmail.com">sydfizza@gmail.com</a>	Raval College	Samco Securities	Stocknote-Outbound
Hasan Sayed	8850273532	8850273532	<a href="mailto:sd.hsnali@gmail.com">sd.hsnali@gmail.com</a>	Raval College	Samco Securities	Account Opening Executive
Indrajeet Singh	9867325412	9867325412	<a href="mailto:indrasammy1997@gmail.com">indrasammy1997@gmail.com</a>	Raval College	Bandhan Bank	Branch Sales Executive
Praful Sharma	8850107470	8850107470	<a href="mailto:sharmapraful197@gmail.com">sharmapraful197@gmail.com</a>	Raval College	Bandhan Bank	Branch Sales Executive

For Shri L P Raval College of Mass Media & Management Studies

Principal





Batch 2021-22

Name of Student	Email	College	Stream	Whatsapp Contact
Sajid Shaikh	<a href="mailto:ss8109485@gmail.com">ss8109485@gmail.com</a>	Raval College	BMS	8286956749
Alfeeya Siddiqui Rafiuddin	<a href="mailto:alfeeyasiddiqui121@gmail.com">alfeeyasiddiqui121@gmail.com</a>	Raval College	BMS	9322881417
Deepti Sanjay Mishra	<a href="mailto:deeptimishra656@gmail.com">deeptimishra656@gmail.com</a>	Raval College	BMS	9323829588
Heba Ahmed	<a href="mailto:aheba6090@gmail.com">aheba6090@gmail.com</a>	Raval College	BMS	8850229698
Ishan Kaushik Pandya	<a href="mailto:ishaanpandya1409@gmail.com">ishaanpandya1409@gmail.com</a>	Raval College	BMS	8879847647
Janice Richard Rego	<a href="mailto:regojanice701@gmail.com">regojanice701@gmail.com</a>	Raval College	BMS	8828154393
Sanyukta Shashikant Mane	<a href="mailto:sanyukta00233@gmail.com">sanyukta00233@gmail.com</a>	Raval College	BMS	9167540720
Vinay Vijay Sharma	<a href="mailto:vinay0505sharma@gmail.com">vinay0505sharma@gmail.com</a>	Raval College	BMS	8828049202
Yukta Kusha Shetty	<a href="mailto:yuktashetty3@gmail.com">yuktashetty3@gmail.com</a>	Raval College	BMS	9082958560

For Shri L P Raval College of Mass Media  
& Management Studies

Principal







17-Jun-2022

C6691208



**\*For Accenture use only**

**Laiba Yahya Khan**  
**B 303 NEW POONAM COMPLEX CHS LTD . LODHA ROAD , BEHIND LAXMI PARK ,MAYA NAGAR MIRA ROAD EAST 401107**

**Dear Laiba,**

Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Ltd (hereinafter referred to as 'the Company') in **Mumbai**. This letter will officially confirm your annual total earning potential and terms of your employment.

**Job Profile- Transaction Processing Associate**  
**Management Level- 12**  
**Sublevel - 2**  
**Job Family Group- Business Process Delivery**  
**Business Deal- Non Contact Center**

Your annual total cash compensation will be **INR 443120** and will be structured as per the attached Annexure 1. Compensation Details. This will continue to be applicable until further communication on the same. Your annual total earning potential includes:

- Annual fixed compensation of INR 382000/-: this includes allowances and statutory benefits and will be structured in accordance with the Company's compensation guidelines. The said amount includes employer's contribution to Provident Fund, as applicable.
- Variable Bonus: You will be eligible to participate in the FY22 Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from **0% to 16%** of the prorated fixed pay in the Fiscal Year, subject to the overall terms and conditions of the IPB, including but not limited to your individual performance achievements and the Company's performance. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the IPB programme guidelines. The IPB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

On joining you may undergo a training program to acquire the knowledge to enable you to successfully perform to the expectations of the position for which you are being considered for employment. This offer and your employment with the Company are contingent upon you successfully completing the training program as per the satisfaction of the Company. Failing which, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

Reference Id: de9b84e5-a794-431d-817b-bd8a0b04117e3\_2  
Signed By: Jai Rumi Master



For Shri L P Raval College of Mass Media  
& Management Studies

Principal

Laiba Khan

Laiba Khan

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

Your employment with the Company will be governed by the attached Annexure 2 ' Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and all relevant Annexures with your signature on each page. In addition, please provide all the documentation identified in Annexure 4 ' Documentation.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. We are also committed to complying with all government safety protocols as we bring our people to our offices. To operate offices at full capacity, there is a growing mandate from government authorities to have all employees vaccinated against COVID-19. Considering this, we expect all our employees to be vaccinated. Therefore, you should ensure to take both doses of the COVID-19 vaccine before onboarding, unless your second dose is due post onboarding, and in that circumstance the second dose should be taken within the government prescribed timelines.

Please note, that compliance with these provisions is a condition precedent for the offer or your continued employment with the Company.

You will be expected to work from the office in the location tagged to your role. In the current circumstances you may be allowed to work from home temporarily based on your assigned project. This offer is contingent to the above mentioned agreement.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with the Company are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

This offer is contingent on us working together to determine an appropriate start date for your employment. The terms of this letter and this offer are valid for seven (7) days from the date of this letter. If we do not receive the above requested documents from you before the expiration of this period or after receiving your acceptance of this offer if you do not join the Company on a mutually agreed date of joining, or if, we are unable to set an alternative date, the terms of this letter and this offer will be deemed to have been rejected by you, unless otherwise communicated to you by the company in writing.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration and in the employee application form (EAF) is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information & documentation provided by you at the registration stage. You understand and acknowledge that this offer & your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You may also be during your course of employment required by the company to provide documentation and information from time to time, you shall provide the same within the timelines prescribed by the company. Non furnishing of mandatory document/s within the specified time shall result in termination of employment.

Laiba, we look forward to hearing from you regarding your decision to join our team. In the meantime, please do not hesitate to call gloria.misal at 7304721029 should you have anything you would like to discuss further.



For Shri L P Raval College of Mass Media & Management Studies

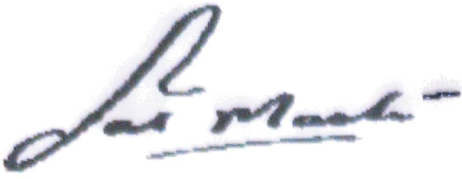
Principal

Version 7.9 March 2022

Candidate's Signature ..... Laiba Khan



We believe you have a successful career ahead of you and look forward to your joining us  
Yours sincerely,



Jal  
Managing Director - Accenture Operations in India & Sri Lanka

ACKNOWLEDGED AND AGREED:

Laiba Khan  
[Insert full legal name]

Date: 20/07/22

Candidate's signature Laiba Khan



For Shri L P Raval College of Mass Media  
& Management Studies



Principal

**ANNEXURE 1**

Your compensation is as mentioned below.

Total Cash Compensation		
	Annual(INR)	
(A) Annual Fixed Compensation*	INR 382000	
(B) Variable Bonus earning potential	Min.	Max.
	0%	16%
Annual Total earning potential (A+B)	Min.	Max.
	INR 382000	INR 443120

<b>(C)#Additional Benefits</b>	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	INR 6400
Notional Insurance Premium paid by Company	INR 11400

<b>(D)##Additional Discretionary WFH Benefits/Reimbursements</b>	
One-time WFH Assistance reimbursement	INR 18,000/-
Annual Internet reimbursement	INR 12,000/- (capped at INR 1,000/- per month)

<b>(E)Optional opportunity to participate in the Employee Share Purchase Plan</b>	
Employee Share Purchase plan – to purchase Accenture plc Class A ordinary shares <b>at 15% discount on the fair market value</b>	INR 5700 (discount opportunity with an optional investment of 10% of gross pay and no change in share price)

\*\*Annual Fixed Compensation includes employer's contribution to Provident Fund, as applicable.

**Note: For International Worker Only\***

As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the Government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\*As defined by applicable law from time to time.

If you are currently eligible to receive Statutory Bonus, such amounts will be calculated on an annual figure and paid (as per prevailing law) to you on a monthly basis every year. Please note that your variable pay/variable bonus is inclusive of the Statutory Bonus amounts if payable to you. Such Statutory Bonus will be accordingly adjusted against variable pay. Excess variable pay, if any, post adjustment of Statutory Bonus will be paid as per Company evaluation process applicable to your management level as per company payroll cycle.

Version 2.9 March 2020



For Shri L.P. Raval College of Mass Media & Management Studies

Candidate's Signature  
Principal

Laiba Khan



Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

Insurance policy	Coverage for	Coverage amount	Premium paid by
Medical	Self, Spouse/partner (if you identify yourself as lesbian, gay, bisexual and transgender) & 2 Dependent children	INR 3,00,000/- per annum	Company
Personal Accident	Self	Up to 3 times of annual fixed compensation	Company
Life	Self	Equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000	Company
Future Service Liability	Self	Up to INR 20,00,000/-	Company
Employee Deposit Linked Insurance (EDLI)	Self	INR 705,000/- (If you contribute towards Employee Provident Fund)	Company

1. Medical Insurance for self, spouse and 2 dependent children up to INR 3,00,000 per annum. This plans allows for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

a) You have the option of availing Accenture negotiated rates to cover your parents, parents-in-law and siblings up to INR 10,00,000 & any additional child up to INR 5,00,000 under a separate Insurance plan. You also can avail optional Top-Up and/or Critical Illness Policy for yourself and your dependents (spouse and 2 children) up to INR 10,00,000. The entire premium for this will have to be borne by you. These plans allow for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

b) For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:

- 10% of such claims for self, spouse and 2 dependent children
- 20% of such claims for parents, parent's in-law, siblings, and additional children under the separate Insurance plan.

2. Personal Accident coverage for self, up to three times your annual fixed compensation.

a) You have the option of availing Supplemental Accident cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000.

a) You have the option of availing Supplemental Life cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

4. #(C) Gratuity amount shown above is an indicative approximation of your annual eligibility, and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972 (as may be amended from time to time), payable as per the Company policy on your exit

Version: 15 March 2020



For Shri L.P. Raval College of Mass Media & Management Studies

Candidate's signature: *Leela Khan*  
Principal

#(C) Notional Insurance Premium is an approximation based on individual factors which may include age, level and fixed pay depending on the insurance. Please note that there could hence be a slight difference in the actual premium amount borne by Accenture for your insurance coverage. The premium amount is directly paid by Accenture to the Insurance companies tied up with and will not be paid to you individually. Applicable only for current FY and can be withdrawn at any time at company's discretion.

##(D) Reimbursements would be approved as per the policies' terms & conditions. Kindly refer to those before initiating a purchase. The reimbursement amounts are subject to company policy and discretion and maybe updated/reviewed/withdrawn at any time basis company discretion.

5. You will also be eligible for the Employee Stock Purchase Plan, which will provide a 15% Discounted Rate on ACN Stock traded on NYSE.

• Employee Stock Purchase Plan (ESPP): The Employee Share Purchase Plan gives the employee an opportunity to purchase Class A common shares in Accenture Limited at a discount through payroll contributions. By participating in this plan, an employee can develop his / her ownership in Accenture and increase his/ her stake in Accenture's success.

6. Accenture provides you with access to the Employee Assistance Program (EAP) at no cost. EAP helps you and your immediate family members deal with work-life stressors, family issues, financial concerns, relationship problems, and even drug or legal concerns. The EAP services cover up to 5 in-person visits, short-term counseling, confidential access to assessments, referrals and follow-up service.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the above benefits & guidelines.

#### GST Clause:

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

#### General Tax:

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.



For Shri L.P. Raval College of Mass Media & Management Studies

Principal



**ANNEXURE 3**

**DECLARATION**

I hereby represent and warrant that as of my effective start date of employment with Accenture Solutions Private Ltd (hereinafter referred to as 'the Company'), I will have (a) terminated my employment with any current/previous employer and any other employment or contractor relationships, and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-à-vis any current/previous employer and any other employment or contractor relationships.

I hereby represent and warrant that I have not, during the course of any current/previous employer and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict, or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into the Company premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to the Company, including any such documents or materials from my previous employer. To the extent I feel that my employment at the Company would require me to bring any third party documents or materials to the Company, I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from the Company. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle the Company to terminate my services with immediate effect.

ACKNOWLEDGED AND AGREED:

Laiba khan

[Insert full legal name]

Date: 20/07/22



For Shri L P Raval College of Mass Media & Management Studies

Principal

Laiba khan

Candidate's Signature

## ANNEXURE 4

### REQUIRED DOCUMENTATION

1. Two passport size copies of your recent photograph
2. Copy of highest education certificates
3. Copy of any mark sheets (Last semester mandatory)
4. Relieving Letters from previous employer
5. Documents in support of your age (10th/12th Marksheet/ Passport Copy etc)
6. If you are ESIC Eligible as per your Compensation Plan (copy of ESIC card or Form 1 Declaration).
7. Copy of Aadhaar Card - We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.



For Shri L P Raval College of Mass Media  
& Management Studies

Principal





## OFFER DOCUMENT

Date: 22-Nov-2022

Dear Alfeeya Rafiuddin Siddiqui,

Mumbai Office,

On behalf of "BlueStone Jewellery And Lifestyle Pvt. Ltd.", I am very pleased to offer you a position as **Executive**. The purpose of this letter is to summarize the terms of your full-time position with the company.

Other terms and conditions are mentioned as below:

### Start Date:

Your employment with the Company will begin no later than **23-Nov-2022** and will continue in accordance with terms of this offer letter.

### Remuneration:

Your annual remuneration on a cost-to-company (CTC) will be **INR 329772/-p.a.**

- For detailed Salary break-up please refer to the **Enclosure I**.
- Gratuity and medical insurance as per company policy.

### Location:

The base location of your job will be **Mumbai Office**. You may need to travel in India or abroad, if necessary to enable you to perform your work in accordance with your employment.

This job offer is contingent to successful completion of:

1. Background Verification
2. CIBIL Check

Kindly confirm your acceptance by signing a copy of this letter and returning it to us. This offer letter is valid for 7 days from the date of issuance and you are required to confirm in writing your acceptance within this 7 days period. You can also confirm your acceptance through an email.

All other terms and conditions will be governed by the Company's policies as stated from time to time. Congratulations and welcome to **BlueStone** to join the team on this journey.

For **BlueStone Jewellery and Lifestyle Pvt. Ltd.,**



Kiran Narayan Bhambid  
Deputy Manager - Human Resource



Enclosure I

For Shri L P Royal College of Mass Media  
& Management Studies

Principal

## BLUESTONE

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No. 89/2 Lava Kushi Arcade, Munnekolal Village, Outer Ring Road, Marathahalli, Bangalore - 560037  
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTC059678  
Mumbai Office: 302, Dhantak Plaza, Matkwan Road, Marol, Andheri East, Mumbai - 400 039, Maharashtra +91 22 4039 7774



Alfeeya Rafiuddin Siddiqui

Particulars	Per Month	Per Annum
Basic	12000	144000
HRA	6000	72000
Special Allowance	2700	32400
<b>Fixed Salary</b>	20700	248400
Statutory Bonus	3300	39600
<b>Gross Salary (1)</b>	24000	288000
<b>Company Benefits</b>		
Employer's Contribution to PF	1764	21168
Gratuity	577	6924
Medical Insurance	1140	13680
<b>Total benefit (2)</b>	3481	41772
<b>Cost to Company (1+2)</b>	27481	329772

You will be benefited with Mediclaim policy of sum insurance 4 lakhs floater plan covering you & your direct dependents. Personal accident coverage will be 15 lakhs. Term Life Insurance is 15 lakhs.

For **BlueStone Jewellery and Lifestyle Pvt. Ltd.**,



**Kiran Narayan Bhambid**  
Deputy Manager - Human Resource



For Shri L P Raval College of Mass Media  
& Management Studies  
Principal

**BLUESTONE**

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No 89/2 Lava Kushi Arcade, Munnekolal Village, Outer Ring Road, Marathahalli, Bangalore - 560037  
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTCC059578  
Mumbai Office: 302, Dhantak Plaza, Makwana Road, Marol, Andheri East, Mumbai - 400 059, Maharashtra. +91 22 4039 7774





08-August-2022

Ketak Dukharan Sharma

Applicant ID : DOHF3942

Maharashtra-Mumbai

### CONTRACT FOR SPECIAL SERVICES

This contract for services to be rendered has been drawn up between Kotak Mahindra Bank Limited & Ketak Dukharan Sharma and sets out the terms and conditions under which Kotak Mahindra Bank Ltd. has offered, and Ketak Dukharan Sharma has agreed to accept and render services at the Company's office or at such other location as **Kotak Mahindra Bank Ltd** may inform. In the course of performance of your contract, you may be required to oversee the performance of other or others.

1. This contract shall commence from **11-August-2022**, and shall be for a fixed period of **2 Years** commencing from this date. This contract will terminate on **10-August-2024** unless otherwise renewed or before this is determined earlier according to the provisions of this Contract. Not with standing anything to the contract contained herein above, it is expressly agreed and understood that the contract period is purely temporary for a period of 2 Years and on the expiry of the aforesaid period this arrangement shall automatically come to an end without any further notice to you.
2. The details of your remuneration are enumerated in **Annexure A**, enclosed. You will not be entitled to claim any other privileges/benefits including but not limited to bonus which may be paid to the employees of Kotak Mahindra Bank Ltd. except the annual remuneration payable during the tenure of the Contract.
3. You shall perform/participate in such activities as may be assigned to you by your employer from time to time. The reporting time, lunch/tea break, etc. will be informed to you at the office premises by the employer and the same shall be subject to exigencies of work.
4. You shall always throughout the tenure of the contract act in the best interests of the Company and you shall not do or cause to do any act or engage in activities which would prejudice and/or result in conflict with the interests of the company.
5. You may be required to work on staggered timings/shifts, the timings for which may be altered from time to time as per the discretion of the Company. During the tenure of your contract you are entitled to leave as per the company policy and such leave to you against your notice will not be reasonably withheld. This shall be in addition to the leave on all Sundays and all holidays as applicable to our company.

Kotak Mahindra Bank Limited  
CIN L65110MH1985PLC038137  
Kotak Infronti, Building No. 21,  
Zone 4, 2nd Floor, Infinity Park,  
Off Western Express Highway  
General A K Marg,  
Malad (E), Mumbai - 400097  
India.



11 22 66056825  
11 22 67259071  
www.kotak.com

For Shri L. P. Rajyal College of Mass Media  
& Journalism Studies

Principal

Registered Office:  
27 BKC, C 27, G Block,  
Bandra Kuria Complex,  
Bandra (E), Mumbai - 400 051  
India.

6. This contract is subjected to your providing all documents required by the company. You hereby, represent that on your entering into this contract there are no obligations/actions pending against you which may prejudice your performance of this contract. It is expressly agreed and understood that your contract is liable to be revoked/terminated if it is found at any time during the tenure of your contract that any of the representative information furnished by you to the company at the time of your commencement of contract is found to be incorrect of false.

7. If you are at any time prevented by ill-health, accident or other urgent necessity from attending office or performing your duties, then you shall bring this to the notice of the Company as soon as possible and furnish the Company all the information relating thereto as it may reasonably require.

8. You shall faithfully observe all the rules and regulations of the Company and comply with all reasonable orders of the superiors and attend to duties punctually at such place or places, as may be required by the Company. You shall also abide by and implement "The Corporate Policy manual on confidentiality and code of conduct" as approved by the Company and rules as made applicable from time to time.

9. You shall not at any time during the tenure of this contract or after its termination, without the consent of the Company in writing, divulge, directly or indirectly, any knowledge, information or documents whether relating to Company processes, operations, procedures, transactions or not, acquired by him/her in the course of service rendered concerning the business or affair of the Company or its associates or clients and which are confidential and in the nature of a trade secret or secret in other respects the disclosure of which will cause harm/damage to the Company, its associates or clients.

In line with the Insider Trading Regulations of the securities and Exchange Board of India Act of 1992, as modified from time to time, you shall not deal in securities of a firm listed in the stock exchanges, when in possession of any unpublished price sensitive information or communicate such information to any unpublished price sensitive information or communicate such information to any person except as required in the normal course of work, or under any law; or counsel any person to deal in securities on the basis of such information.

10. You are not authorized to and must not at any time:

- a) Trade on your own account by pledging the credit of the Company;
- b) Even on the Company's account, enter into any transaction of a speculative or gambling nature or otherwise subject the Company to risk which are beyond its Financial capacity to bear;
- c) Enter into any commitment, dealing or obligation on behalf of the Company, except to the extent of operating the Company's bank account or accounts as empowered by a resolution of the Board of Directors of the Company

11. You shall not accept directly or indirectly any commission, share in profit, presents or gratuities from any party dealing with, or seeking to deal with the Company or its affiliates.

Kotak Mahindra Bank Limited  
CIN L65110MH1985PLC038137  
Kotak Infiniti, Building No. 21,  
Zone 4, 2nd Floor, Infinity Park  
Off Western Express Highway  
General A K Marg,  
Malad (E), Mumbai - 400097  
India.



T +91 22 66056825  
F +91 22 67259071  
www.kotak.com

For Shri L. P. Raval, College of Mass Media  
& Management Studies

Principal

Registered Office:  
27 BKC, C 27, G Block,  
Bandra Kurla Complex,  
Bandra (E), Mumbai - 400 051  
India.





12. You shall inform the Company without delay of any act of dishonesty, fraud or cheating or any damage to the Company's property that you may come to know of whether the same is under contemplation or is taking place or has already taken place.

13. You will abide by all the relevant policies of the Company that are in force from time to time. This includes, inter alia, the Information Security Policy.

14. You shall not without prior consent of the Company in writing, which will not be unreasonably withheld, publish any book or brochure or article concerning any matter, which relates to any activity of the Company.

15. This arrangement can be terminated by the Company, without any notice or payment of any kind in lieu of notice, in the following cases:

a) Any incorrect information furnished by you or on suppression of any material information.

b) Any act, which in the opinion of the management is an act of dishonesty, disobedience, insubordination, incivility, intemperance, irregularity in attendance or other misconduct or neglect of duty or incompetence in the discharge of duty on your part or the breach on your part of any of the terms, conditions or stipulations contained in this agreement or a violation on your part of any of the Company's rules.

c) You being adjudged an insolvent or applying to be adjudged an insolvent or making a composition or arrangement with your creditors or being held guilty by a competent court of any offence involving moral turpitude.

16. Subject to the right of the Company to terminate this employment in accordance with clause 15, it may be terminated either by the Company or yourself by giving 1 Months' prior notice to the other.

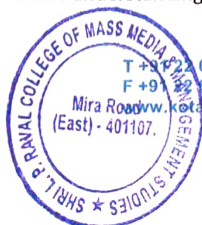
16.1 If due to any misconduct/wrongful action/negligence by you while performing your duties, the Bank suffers any loss or damage to its property or any money is outstanding from you on account of any facility availed by you from the Bank; then without prejudice to any other right available with the Bank, the Bank is entitled to recover the loss caused or the money outstanding, by debiting your account and/or from any money payable by the Bank to you on account of any other relationship maintained by you with the Bank, without any reference or recourse to you and you irrevocably agree and unconditionally authorize the Bank to do so. You also agree and authorise the Bank to mark a lien on, any sum it is holding on your behalf or payable to you under any relationship, until the loss and/or outstanding amount is recovered in full.

17. If any term or provision of this contract or any application thereof shall be declared or held invalid, illegal or unenforceable, in whole or in part, whether generally or in any particular jurisdiction, such provision shall be deemed amended to the extent, but only to the extent to cure such invalidity, illegality or unenforceability, and the validity, legality or enforceability, of the remaining provisions, both generally and in every other jurisdiction, shall not in any way be affected or impaired thereby.

18. This contract shall be governed by, and construed in accordance with, the laws of the Republic of India and courts at Mumbai.

19. This contract constitutes the entire understanding between you and the Company relating to the contract

Kotak Mahindra Bank Limited  
CIN L65110MH1985PLC038137  
Kotak Infiniti, Building No. 21,  
Zone 4, 2nd Floor, Infinity Park  
Off Western Express Highway  
General A K Marg,  
Malad (E), Mumbai - 400097  
India.



For Shri L. P. Bhal College of Mass Media  
& Management Studies

Principal

Registered Office:  
27 BKC, C 27, G Block,  
Bandra Kurla Complex,  
Bandra (E), Mumbai - 400 051  
India.



of services by the Company and super cedes and cancels all prior written and oral agreements and understandings with respect to the subject matter of this appointment. This contract may be amended by a subsequent written agreement between you and the Company.

20. The contract will terminate by efflux of time on **10-August-2024**. However, the Company will retain the option of extending the contract if it so desires on such terms as the Company deems fit.

21. On completion of your contract, you will hand over the charge to your immediate superior.

22. If you are suspended for any misconduct reported against you at any time pending enquiry and orders in your matter, you will not be entitled to any compensation during the period of such suspension.

23. At the end of the contract mentioned above, you shall not make any claim of employment or any other monetary claim against the management/Company and you shall not be deemed to be an employee of the Company at any time.

In case the above terms and conditions are acceptable to you, please sign in the space provided below in token of your acceptance

Your's faithfully,  
For **Kotak Mahindra Bank Ltd**

**Authorised Signatory**

The above terms and conditions have been explained to me and understood by me. The same are acceptable to me and I am signing herein below in token of acceptance of the terms and conditions.


\_\_\_\_\_  
**Ketak Dukharan Sharma**



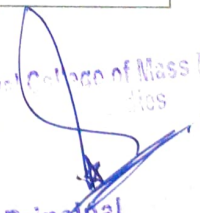
For Shri L. P. Shah College of Mass Media & Management Studies  
**Principal**



**Annexure A**

<b>Name</b>	Ketak Dukharan Sharma	
<b>Role</b>	Tele Marketing Executive - Business Loans	
<b>W.E.F</b>	11-August-2022	
<b>Grade</b>	D0	
<b>State – Location</b>	Maharashtra-Mumbai	
<b>Particulars</b>	<b>Monthly</b>	<b>Annual</b>
Basic	11,948	143,380
HRA Allowance	2,691	32,290
Statutory Bonus	995	11,944
Professional Allowance	0	0
Term Life and GPA Insurance Premium		750
<b>Gross CTC</b>		<b>188,364</b>
Company PF		17,206
<b>Total CTC</b>	<b>15,634</b>	<b>205,570</b>
Approx Monthly Net	<b>14,000</b>	
<ul style="list-style-type: none"> <li>- Company contribution towards PF is 12%</li> <li>- Under the Kotak Term Group Plan, you get covered upto 5 lakhs or 1.5 times CTC whichever is higher in case of death.</li> </ul>		
<b>Prepared By :</b>  <b>Date: 08-August-2022</b>		
		<b>Ketak Dukharan Sharma</b>



For Shri L P Raval College of Mass Media & Management  
  
**Principal**

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## SpiceJet Limited

319 Udyog Vihar, Phase IV  
Gurugram 122016, Haryana, India  
Tel: +91 124 3913939  
Fax: +91 124 3913844

### LETTER OF OFFER

21-Dec-22

**Mr. Zabeen Shakil Inamdar**

Flat No.102, Bldg No-7, Gaurav Excellence, Off M B Road Ravi Development,  
Near GCC Club, Mira Road East, Mira-Bhayander, Mira Road, Thane,  
Maharashtra - 401107  
Phone No: 9987181069

Dear **Mr. Zabeen Shakil Inamdar**,

We are pleased to offer you the position of **Customer Service Executive in Ground Services (Airport Services)** at SpiceJet Ltd.

The following are the terms & conditions of your employment with SpiceJet Ltd:

1. The Details of your total compensation is given in **Annexure - 1**.
2. Your initial place of work will be at **Mumbai Airport**. Your services are transferable as per Company's discretion and operational requirements.
3. Your appointment is subject to you being medically fit and the receipt of satisfactory medical check-up report, references and background checks. The Company will conduct a formal background verification as per Company policy.
4. Your probation will be for a period of **Six Months** from the date of joining. Confirmation of your appointment will be subject to assessment of your performance during the probationary period.
5. During probation either party may terminate the employment by giving **Seven (07) Days'** notice in writing or **Seven (07) Days'** basic salary in lieu thereof. On confirmation of services, either party may terminate the employment by giving **Three (03) months' notice in writing** or **Three (03) months' Gross Salary** in lieu thereof, as per Company policy. However the Company reserves the right not to accept payment in lieu of notice and at its sole discretion enforce the notice period due to operational reasons.
6. Due to unsatisfactory performance, absence for a continuous period of eight days without prior approval of your supervisors, (including overstay of leave / training), and/or integrity issues, your employment may be ceased without any notice at any time during your employment with the Company.
7. By accepting this offer and its terms, you also undertake that you shall work for a minimum service period of Thirty Six (36) Months with the Company in such functions as may be assigned to you from time to time. The Thirty Six (36) Months' service period shall commence from the date of your joining the Company.
8. You also undertake to deposit Two (02) Cheques in favour of the Company "SpiceJet Limited" amounting to INR. 25,000/- each (**total of INR 50,000/-**) towards the Security Deposit for a period of Thirty Six (36) Months. You also understand that the above arrangements are towards opportunity provided to you over other aspiring candidates by the Company and the time spent on your recruitment/training comes with a considerable expenditure direct and indirect, financial and unliquidated – related to faculty, computer time, support facilities, salary while under employment with the Company.
9. Upon completion of the Thirty Six (36) Months period of service with the Company from your date of joining, the Two (02) cheques amounting to INR 50,000/- shall be rewarded back to you.

Registered Office: Indira Gandhi International Airport, Terminal 1D, New Delhi 110037, India Website: www.spicejet.com  
PIN: L51909DL1984PLC288239



For Shri L.P. Raval College of Mass Media  
& Management Studies

Principal



10. In the event of your leaving the Company prior to the stipulated period of Thirty Six (36) Months, you authorise the Company to encash the above referred cheque(s) to recover the amount of INR 50,000/- in the manner as may be decided by the Company at its sole discretion.
11. By accepting this offer, you further undertake that, you shall not instruct the concerned bank to stop the payment of above mentioned cheque(s) and that you shall further intimate the company about the change (if any) of your bank account and replace the cheque(s) with fresh cheques of such new bank account. You also undertake to maintain sufficient bank balance in the concerned bank account in the event of your leaving employment with the Company before completing the minimum service period of Thirty Six (36) as envisaged herein above.
12. You will not interact with the media to give any information with regard to Company, its employees and operation etc.
13. All terms and conditions will be governed by the Company policies as stated from time to time.
14. While accepting this offer you will confirm that you have settled all liabilities and service obligations with all your previous employers. In case any disputes arise with any of your previous employers with regard to your taking up employment with us, you undertake to indemnify SpiceJet Ltd for any loss / damage / legal action(s).
15. The terms of this offer shall be kept strictly confidential. You shall execute all other documentations as required.

You are advised to report at **Mumbai Airport** as soon as possible along with all documents as set forth in **Annexure - 2**.

A formal letter of appointment containing your terms and conditions will be given to you on completion of your joining formalities.

As a token of acceptance of the above offer, you are requested to sign this letter and send us a copy of the same latest by **28-Dec-22**.

We look forward having you on board soon.

Yours Sincerely,  
**For SpiceJet Limited**

**Niti Verma**  
**Vice President and Head - Human Resources**

I hereby agree to the terms and conditions of offer stipulated above. I agree to join SpiceJet Ltd on or before **20-Jan-23**. I also authorize SpiceJet Ltd to conduct my formal background verification as per company policy.

**Date:**

**Candidate's Signature**

**Place:**

**Candidate's Name**

Signature Not Verified  
Niti Verma  
22.12.22



For Shri L P Rawat College of Mass Media  
& Management Studies  
Principal

## ANNEXURE - 1

## COMPENSATION DETAILS

Name: Mr. Zabeen Shakil Inamdar  
 Department: Ground Services (Airport Services)  
 Designation: Customer Service Executive  
 Band & Grade: B & 3

Heads	Amount (Rs) per Month	Amount (Rs) per Annum
Basic Pay	15,000.00	1,80,000.00
House Rent Allowance	7,500.00	90,000.00
Special Allowance	918.00	11,016.00
PF	1,800.00	21,600.00
<b>Cost To Company (A)</b>	<b>25,218.00</b>	<b>3,02,616.00</b>
Medical Insurance	374.00	4,488.00
GPA Insurance	34.00	408.00
Gratuity	722.00	8,664.00
<b>Total (B)</b>	<b>1,130.00</b>	<b>13,560.00</b>
<b>Total Cost To Company (A +B)</b>	<b>26,348.00</b>	<b>3,16,176.00</b>

Other perks and benefits (Leaves, Medical & Personal Accident Insurance, and Gratuity) will be provided as per Company policy.

You will be eligible for Employee Leisure Travel tickets as per Company policy.

For SpiceJet Limited

Niti Verma  
 Vice President and Head - Human Resources

I hereby agree to and accept the compensation as stipulated above.

Date:

Candidate's Signature

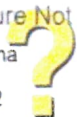
Place:

Candidate's Name

Signature Not Verified

Niti Verma

22.12.22



For Shri L.P. Ray College of Mass Media  
 & Management Studies

Principal

**ANNEXURE - 2**

You need to furnish the following documents at the time of joining the Company:

a	Duly signed and accepted copy of SpiceJet offer Letter is mandatory.
b	Date Of Birth Proof (ONE of the following: Birth Certificate, Class X/ HSC Passing Certificate, Passport, Pan Card, Driving license)
c	Photo ID (ONE of the following: Aadhar Card, Passport )
d	Address proof (ONE of the following: Passport, Aadhar Card – Original & 2 attested copies.
e	Education Qualification Proof (as applicable: X, XII, Graduation, Post-Graduation Certificate, Diploma) - Original & 2 attested copies.
f	Passport size Photographs - 5 copies ( White Background )
g	PAN Card - Original & 2 attested copies.
h	Acceptance of resignation / Relieving Letter from previous employer (last employment) - Original & 1 copy. (to be submitted within 30 days from the date of Joining)
i	Salary slip/ Salary certificate from previous employer (last employment) - Original & 1 copy.
j.	Original Passport & a photocopy of the first two pages of your passport



For Shri L.P Raval College of Mass Media  
& Management Studies  
Principal

Signature Not Verified

Niti Verma

22.12.22

