

2022
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Date: 01 Sep 2022

Ms SONAM YADAV

Village Uninda Post Office Gokalpur Teshil
Ateli Dist
mahendragarh 122001

Employee No: 2559561

Dear Ms SONAM YADAV

Appointment Letter

We are pleased to appoint you in our organization as Branch Relationship Executive subject to the following terms and conditions:

1. Your contract will commence from 01 Sep 2022 and expire on 31 Aug 2023 during which you will render services to our Client at their premises subject to the terms and conditions of the engagement letter executed by you on 01 Sep 2022 and in accordance to the instructions received by you from us or any other authorized person and will be bound by our rules and regulations. Your requested to report to office at 9.30 am.
2. You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the services, in a professional manner, at the Client's location until the completion of the term of the work assignment.
 - ii. During the term of the work assignment, render services exclusively to the Client and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - iii. Not engage in any conduct which is detrimental to the interest of the Client or TeamLease.
 - iv. Not receive any payments of any nature directly or indirectly from the Client unless agreed to by TeamLease.
 - v. Neither directly nor indirectly offers you for employment with the Client or its affiliates during the period of the work assignment without prior permission of TeamLease.
 - vi. Extend all cooperation to the Client's employees, consultants, representatives, etc, and do all such things as may be necessary and comply with all terms of the Appointment letter so as to effectively undertake the work.
 - vii. Report and be present at the designated location during the working hours mentioned herein and abide by the rules and regulations as required by the Client.
 - viii. Comply with the safety, health and other rules and regulations of TeamLease and the TeamLease Client that you have been made aware of.
 - ix. During the course of your contract, you can be transferred to a location within the territory of India as and when required by TeamLease for executing the services provided herein.
3. Should you be selected to perform the Work Assignment, the nature of your relationship with TeamLease will be that of a Contract of Service for a fixed period. By executing this letter of engagement neither do we offer you employment with TeamLease nor do you become an employee of TeamLease. Upon expiry or termination of the Work Assignment, your employment with TeamLease shall stand terminated forthwith.
4. Except for expiry of a Work Assignment due to completion/expiry of the same or in respect of a Work Assignment of one week or a lesser period of time, either party may terminate this Work Assignment Letter by issuing 7 days notice in writing or payment thereof.
5. Termination of this letter of engagement shall not affect the obligations of the parties that have been incurred prior to such termination and TeamLease shall promptly settle all your dues after making the applicable deductions.
6. You agree to defend, indemnify and hold TeamLease or the Client harmless from any and all claims, damages, liability, attorneys fees and expenses on account of your failure to satisfy any of your obligations under this work assignment letter or for misconduct or for violation of any law or creation of any legal liability by you.
7. Any dispute between you and TeamLease shall be referred to a sole arbitrator appointed by TeamLease. The arbitration shall be conducted in English language, in accordance with the Arbitration and Conciliation Act 1996, at Bangalore, Karnataka, India. This Engagement Letter shall be governed by the laws of India.

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8. Details of your salary breakup will be as per the Annexure attached herein. You hereby authorize TeamLease to make all salary payments required to be made to you by TeamLease including all reimbursements either by way of Cheque or by directly crediting the amounts to your bank account.
9. The salary payout will be made latest by 9th of the following month.
10. You will be entitled to an employer's contribution of Provident fund to the extent of 12% of your basic salary and applicable ESI contribution. You will also be covered under Medical and Accident Insurance and will be entitled to all other statutory benefits whichever is applicable during the contract period. It is hereby clarified that if you fail to submit the ESIC, PF, Gratuity nomination forms together with any other document as required under the applicable labour legislations, TeamLease shall not incur any liability with regards to any Claims under the said applicable labour legislations.
11. In addition to the terms contained herein, your relationship with TeamLease may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by TeamLease and you hereby agree to have read and clearly understood the terms of employment provided in the Service Rules, which is attached herein.
12. During your employment with TeamLease, if we find any irregularity or insufficiency in the documents submitted by you, this Appointment Letter would stand cancelled/revoked.

We at TeamLease would like to create an environment and culture committed to co-operation, quality and responsiveness that permeates every activity. As a new entrant we would like you to add value to this process. Please return the copy of the Offer Letter enclosed after affixing your signature at the appropriate place on the Office Copy in token of your having read, agreed, fully understood and accepted the terms and conditions of appointment. Please send across the signed acknowledged copy to ROPS Team, Bangalore TeamLease Address which is mentioned below. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, your assignment at TeamLease with the acceptance of your first salary from TeamLease will be conclusive proof of your acceptance in accordance of terms and conditions.

TeamLease neither accepts any consideration in the form of any cash or kind nor supports any policy of accepting such consideration by any third party for providing employment to prospective candidates. In the event you have paid any such amount to any employee, Officer, representative of TeamLease kindly bring the same to the immediate notice of your superiors or report the same to TeamLease through email or through the toll free number which is provide to you.

ENDORSEMENT

I hereby confirm acceptance of the above assignment, on the terms and conditions stipulated therein.

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed



(Authorized Signatory)

Signature and date:
Name: SONAM YADAV

Salary Annexure

Employee No: 2559561

| Particulars | Amount |
|--------------------------|---|
| Basic | 10504 |
| House Rent Allowance | 4933 |
| Employer PF Contribution | 1272 |
| ESIC - Employer | 534 |
| Statutory Bonus | 884 |
| Total Amount | 18227 |
| Amount In Words (Rs) | Eighteen Thousand Two Hundred Twenty Seven Rupees |

Net Pay Annexure

| EARNINGS | Amount |
|------------------------|--------------|
| Basic | 10504 |
| House Rent Allowance | 4933 |
| Statutory Bonus | 884 |
| Gross Earnings | 16421 |
| DEDUCTIONS * | Amount |
| Employee ESI | 124 |
| Employee LWF | 25 |
| Employee PF | 1272 |
| Total Deduction | 1421 |
| Net Salary | 15000 |

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

** Annual components (like LTA, Medical Reimbursement) would be payable on claims and will be considered for exemption under Income Tax subject to receipt of valid bills for the Financial Year if applicable

Note : This statement is only for the purpose of information and is illustrative in nature

Mandatory Training Programme - Prevention of Sexual Harassment at Work Place - The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 (Act)

In accordance with the provisions of the above Act and the Policy of the Company to create awareness on prevention of sexual harassment at workplace, we urge you to undergo an online training programme, on the subject matter.

Please note that undergoing online training is mandatory for this engagement.

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The link to undergo the programme and complete the evaluation is given below.

Link : <https://connect.teamlease.com/Learning>

The training programme shall be conducted on a regular basis every year. Please complete the training programme within 15 days of receipt of this letter, after which it shall be treated as a deemed confirmation that you have understood your responsibilities in ensuring a safe workplace.

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TeamLease Services Limited., CIN No. L74140KA2000PLC118395
Registered Address: BMT Commercial Complex, 6th Floor, 80 Feet Road, Koramangala, Bangalore - 560095.
Ph : (91-80) 33002345, Fax : (91-80) 33243001 www.teamlease.com

ANNEXURE 'A'


ALL CENTRAL GOVERNMENT EMPLOYEES, STATE GOVERNMENT EMPLOYEES, EMPLOYEES OF STATUTORY BODIES AND PUBLIC SECTOR UNDERTAKINGS, THEIR SPOUSE AND CHILDREN UP TO THE AGE OF 18 YEARS ARE REQUIRED TO PRODUCE AN IDENTITY CERTIFICATE (STRIKE OUT OPTIONS THAT ARE NOT APPLICABLE)

(To be given in Duplicate on Original Stationery)

Certified that Shri/Smt/Miss MONIKA KUMARI
Son/Wife/Daughter of Shri SANDEEP KUMAR who is an Indian national, is a temporary/permanent employee of (office address) S/C ATOLI MANDI
Dist. - MAHENDER GADH (MAMONA) PIN - 193021
from (date) 13/07/2022 and is at present holding the post of MEMO (F)
Shri/Smt/Miss who is also an Indian national, is/are a dependent family member(s) of Shri/Smt and his/her identity is certified. This Ministry/Department/Organization has no objection to his/her acquiring Indian Passport. I, the undersigned, am duly authorized to sign this Identity Certificate. I have read the provisions of Section 6(2) of the Passports Act, 1967 and certify that these are not attracted in case of this applicant. I recommend issue of an Indian Passport to him/her. It is certified that this organization is a Central/State Government/Public Sector undertaking/Statutory body. The Identity Card Number of Shri/Smt/Miss (employee) MONIKA KUMARI is CE43V4


Ref No : CHCATELI/2022/461

Date : 29.7.2022


प्रवर चिकित्सा अधिकारी
सामूहिक स्वास्थ्य अधिकारी
Designation, Address and Tel No.

DR. Vinay Kumar Yadav
S.M.O
Mob. - 9416949610




Principal
Government College of Women
Ateli (M/Garh)

सिविल सर्जन,
नारनौल।

महानिदेशक स्वास्थ्य सेवाएं
हरियाणा पंचकुला।

क्रमांक-प०क०-स्था० / 2022 /

दिनांक-

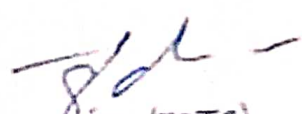
विषय-

एम०पी०एच०डब्ल्यू(फिमेल्) के पद पर कार्य ग्रहण करने बारे।-श्रीमती मोनिका कुमारी
एम०पी०एच०डब्ल्यू (फिमेल्)

उपरोक्त विषय के सन्दर्भ में।

आपके कार्यालय के आदेश पत्र क्रमांक-2/2-2-FW-2022/2889-3432 दिनांक 10.07.2022 के द्वारा श्रीमती मोनिका कुमारी रोल न० 25405133 को एम०पी०एच०डब्ल्यू(फिमेल्) के पद पर नियुक्ति पत्र जारी किया है। कर्मचारिका की नियुक्ति उप स्वास्थ्य केंद्र अटेली सामु० स्वा० केंद्र अटेली पर प्रदान की गई है। उक्त आदेशों की पालना में कर्मचारिका ने आज दिनांक 13.07.2022 को दोपहर पहले कार्यालय उप सिविल सर्जन (एफ०डब्ल्यू) नारनौल में कार्यग्रहण किया है।

यह आपको सूचनार्थ एवं आगामी आवश्यक कार्यवाही हेतु प्रेषित है।


उप सिविल सर्जन, (प०क०)
कृते सिविल सर्जन, नारनौल।

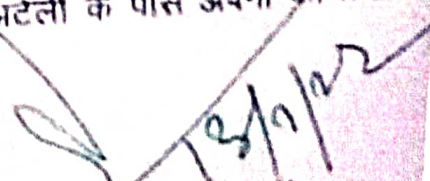
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दिनांक- 13/7/22

1 इसकी एक प्रति प्रवर चिकित्सा अधिकारी सामु० स्वा० केंद्र अटेली को भेजकर लिखा जाता है कि कर्मचारी ने दिनांक 13.07.2022 को दोपहर पूर्व कार्यग्रहण कर लिया है तथा निदेशालय से प्राप्त हिदायतों के अनुसार कर्मचारिका के मूल दस्तावेज प्राप्त करके इस कार्यालय को भेजे।

इसकी एक प्रति श्रीमती मोनिका कुमारी एम०पी०एच०डब्ल्यू (फिमेल्) सामु० स्वा० केंद्र अटेली को भेजकर लिखा जाता है कि आप सामु०स्वा० केंद्र अटेली के पास अपनी कार्यग्रहण सूचना प्रस्तुत करें।


उप सिविल सर्जन, (प०क०)
कृते सिविल सर्जन, नारनौल।

13/7

2021-22

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स्वस्था पशु,
संपन्न विद्वान्



Khushbon Yadav

EMP ID: MP1405

Principal
Government College of Women
Ateli (M/Garh)

www.merapashu360.com



मेरापर 360

सर्वोपरि 360

DOB : 22 Nov-2001

BLOOD GROUP : B

PHONE NUMBER : 91-8278307247

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Udyog Vihar, Sector-18,
Gurugram-122015, Haryana.

Company Ph. No: +91 99711 82446

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