



VASAVYA MAHILA MANDALI

Estd 1969 - Regd No. 237 of 1978

Accredited to : International HIV/AIDS Alliance, UK
IRCT, Denmark,
TISS (AESDII), Mumbai.



Founder : **Saraswathi Gora**
Recipient of Jamana Lal Bajaj Award 1999
Recipient of G.D. Birla Award 2000

Founder : **Chennupati Vidya**
President 1969 - 2018
Former Member of Parliament
Recipient of Jamana Lal Bajaj Award 2014

President : **Dr. B. Keerthi**
Change Maker

Secretary : **G. RASHMI, B.Sc.,**

APPOINTMENT LETTER

To,
Manda Ajay Babu,
S/o M. Akkaiah,
D.No:14-203, harizanawada,
near bus stand, Vuyyuru
Pin Code -521165

7th October 2023

Sub : Appointment Letter as a Full Time Pharmacist in VMM-Apollo Tyres Healthcare Center

Availing your services as a full time Pharmacist in General Health, STI/HIV/Vision Screening in **Health Awareness Program for Truckers & Allied Population** Supported by Apollo Tyres Foundation (ATF) organized by Vasavya Mahila Mandali (VMM).

Prevention of HIV, Vision Care, Awareness on Tuberculosis & other non-communicable diseases such as diabetes and high blood pressure and General Health among Truckers and Allied Population in Jawahar Autonagar, Vijayawada, Krishna District.

As per the above-mentioned contract entered into with Apollo Tyres Foundation we are pleased to avail your services as full time Pharmacist owing conditions:

The appointment will commence on your joining the Apollo Tyres Healthcare Centre of Vasavya Mahila Mandali and will be in force on contract basis from 7th October 2023 to 31st March 2024 for a period of 6 months only. Your appointment is exclusively to the Prevention of HIV, Vision Care, Awareness on Tuberculosis & other non-communicable diseases such as diabetes and high blood pressure and General Health among Truckers and Allied Population by Vasavya Mahila Mandali.

Report to: Project Manager

Responsibilities of Pharmacist:



- Registration of the clients.
- Assist to the doctor.
- Dispensing medicines.
- Do all online entry related to healthcare center OPD on dally basis
- Maintenance of all relevant records related to clinic OPD and medicines.
- Collection of registration fee and submit to Project Manager.
- Preparation of monthly Progress Reports.
- Ensure disposal of bio-medical waste to authorized vendor
- Maintain consumable records related to HIV, diabetes and TB screening
- You should maintain Registers and Records as mentioned by Apollo Tyres Foundation/VMM.
- Maintain all the Registers/Records/SOCH related Link ART Centre (LAC).
- To maintain confidentiality of the tests and results.

Salary:

1. You will be paid a monthly consolidation salary of Rs 14,500 (Fourteen Thousand and Five Hundred Rupees)

You will be posted as Pharmacist in the Prevention of HIV, Vision Care, Awareness on Tuberculosis & other non-communicable diseases such as diabetes and high blood pressure and General Health among Truckers and Allied Population by Vasavya Mahila Mandali. Your services are liable to be terminated without any advance information if your performance is unsatisfactory and if you violate the rules of the Programme and Vasavya Mahila Mandali. This appointment letter is issued on the basis of information submitted by you in your application and during the interview. If any details and information furnished in your application form or thereafter are found to be incorrect or essential details are found to have been concealed or withheld, your services are liable to be terminated without any notice.

When you wish to resign, you have to give two months notice to the Secretary, Vasavya Mahila Mandali

You are requested to sign on every page of this letter as a taken of acceptance of this appointment offer as per the terms and conditions mentioned above.

We look forward the pleasure of working with you.

Thanking you,

Yours sincerely,

G.Rashmi

G.Rashmi

Secretary

Vasavya Mahila Mandali



Cotiviti India Private Limited

COTIVITI

Registered Office:

10th Floor, Galaxy, Plot No.1, Sy.No.83/1, HYD Knowledge City,
Raidurg, Serilingampally Mandal Hyderabad
Rangareddi TG 500081 IN
Tel: +91 40 6712 2222, Fax: +91 40 6712 2224
CIN: U72200TG2007FTCO53815, Web: www.cotiviti.com

Alugundla Sirisha
3-96, Kalavakuru, Prakasam,
Andhra Pradesh – 523201.

06-February-2024

Dear Sirisha,

Congratulations!!

We are pleased to inform that you have been offered a position of **Configuration Analyst**. As discussed, you will operate from our **Hyderabad** office. Please note that this offer is subject to a positive background & reference check to be conducted by us based on specific information provided by you as per our policy subsequent to your joining our Company.

1. Details of your compensation package are attached as per annexure – I.
2. Your date of joining our establishment is on or before **22-February-2024**. However, we would like you to try & join us as soon as possible. We expect you to take steps in being relieved from your current job based on this note and confirm your exact date of joining.
3. You will have to furnish the following on joining
 - a) Photocopies of your basic, intermediate, and highest degrees obtained.
 - b) Your relieving letter from your previous organizations.
 - c) Statement of income last drawn preferably with a break-up.
 - d) Copy of PAN Card.
 - e) Copy of Aadhaar Card.
 - f) Copy of passport (if you have), six passport size color glossy (not Polaroid) photographs of self & family members being covered under the Mediclaim policy.
 - g) Check of blood group.
 - h) Check date of birth of dependents for Mediclaim policy at the time joining.
4. If you fail to join your duties as above or if we do not receive confirmation of your accepting this offer within three days from the receipt of the same, this offer letter stands automatically cancelled and withdrawn.
5. As per company policy you are required to sign a Non-Disclosure-Agreement with the company on your joining as part of your joining process.
6. During your employment with Cotiviti you will adhere to the company policies in general and information security policies that are issued from time to time.
7. Cotiviti has internally designed a HIPAA Privacy Policy. Network Services have designed policies for data, systems, and network security. All employees need to follow HIPAA Privacy policy as applicable. Violation could result in disciplinary action including termination from services.
8. Your duties will be governed by the rules and regulations of the company which will be elaborated and detailed in the appointment letter.
9. You agree and acknowledge that this offer is contingent upon clearance on your background checks and applicable exclusion screening requirements, including those stated in Chapter 21 of the Center for Medicare and Medicaid Services' Medicare Managed Care Manual. In case of failure to meet these requirements, this offer shall be revoked with immediate effect.

Please confirm your acceptance of this offer by return email.

We owe much of our success to the dedicated work of all our people, and therefore we strive to have a mutually beneficial, and long-term and rewarding relationship. In case you have any further clarifications, please feel free to call Avinash Jeniga at Mobile # +919502147657 or email avinash.jeniga@cotiviti.com

Thanking You

For Cotiviti India Private Limited

DocuSigned by:

Mohsin Mohammed

Mohsin Mohammed

Vice President- Human Resources

Page 1 of 2

Operational offices

10th Floor, Aurobindo Galaxy, Plot No.1, Sy.83/1,
Hyderabad Knowledge City,Raidurg, Rangareddi TG 500081

Plot C, Podium & 4th floor, Binarius Deepak Complex
National Games Road Off Golf Course, Yerwada Pune 411006

IndiaLand Tech Park, 7thFloor Tower A
Saravanampatti, Keeranatham, Coimbatore TN-641035



Cotiviti India Private Limited

Registered Office:

10th Floor, Galaxy, Plot No.1, Sy.No.83/1, HYD Knowledge City,
Raidurg, Serilingampally Mandal Hyderabad
Rangareddi TG 500081 IN
Tel: +91 40 6712 2222, Fax: +91 40 6712 2224
CIN: U72200TG2007FTC053815, Web: www.cotiviti.com

Annexure -I

SALARY FITMENT SHEET

Date: 06-February-2024

Name of the candidate : Alugundla Sirisha
Designation : Configuration Analyst
Department : Policy Support & D Ops
Expected Date of Joining : 22-February-2024

SALARY STRUCTURE		
Fixed Components	P.A (INR)	P.M (INR)
Basic	2,00,000	16,667
HRA	1,40,000	11,667
PF(Employer's Contribution)	21,600	1,800
Flexi Benefit Plan	38,400	3,200
LTA *	38,400	3,200
Fixed CTC (A)	4,00,000	33,333
Other Benefits		
Gratuity	9,620	
Group Medclaim & Personal Accident Policy Premium	36,478	
Life Insurance Premium	640	
Total Other Benefits (B)	46,738	
Total Cost to Company (A + B)	4,46,738	

Note:
1. *Denotes optional component.
2. You are covered under Medclaim Insurance for self & immediate family (Family definition is Self, spouse, children & parents) subject to maximum four members including self. You have the option of adding maximum 2 more family members with the medclaim policy (GMC) subjective premium to be paid by you. You are also covered under the personal accident policy and Group Life Insurance Policy of the company (Self only)
3. All the statutory insurance liabilities are as covered under the above policies.
4. Please note PF contribution of both Employee and Employer are considered as part of above Fixed CTC.
5. The above remuneration is subject to Income Tax and other statutory deductions.

Thanking You
For Cotiviti India Private Limited

DocuSigned by:

Mohsin Mohammed

45CA1033C6A6440...

Mohsin Mohammed
Vice President- Human Resources

ACKNOWLEDGEMENT:

I accept your offer of employment and will report on 22nd February 2024.

DocuSigned by:

Signature of the candidate

(Signature of the candidate)

Candidate Full Name - Alugundla Sirisha

Operational offices

10th Floor, Aurobindo Galaxy, Plot No.1, Sy.83/1,
Hyderabad Knowledge City,Raidurg, Rangareddi TG 500081

Plot C, Podium & 4th floor, Binarius Deepak Complex
National Games Road Off Golf Course, Yerwada Pune 411006

IndiaLand Tech Park, 7thFloor Tower A
Saravanampatti, Keeranatham, Coimbatore TN-641035

Date:07-Oct-2023

Dear **Saida John shaik**

Congratulations! We take great pleasure in inviting you to be an integral part of Omega Healthcare Management Services Private Limited.

We are pleased to make you an offer of employment as **TRAINEE CODER** full time and your place of posting will be **Bengaluru-I** with an Annual CTC Compensation of **Rs. 2,55,684.00 (Two Lakhs Fifty Five Thousand Six Hundred Eighty Four Rupees Only)**. Your date of joining will be on or before **09-Oct-2023**, beyond which this offer stands revoked.

We are an international organization with people capabilities across India, Philippines, and the USA. You will discover with us 'passion, energy and commitment' to be the best in class and take pride in doing things differently. As we refine and continuously improve on our people process, we count on your support in making Omega Healthcare one of the Best Place to Work.

Combining the largest medical coding staff in the world, with proprietary technology, analytics and automation capabilities, Omega Healthcare helps thousands of providers eliminate administrative burdens, accelerate cash flow and reduce health management costs. The company streamlines medical billing, coding and collections processes, and offers telephone and message-triage services to provide the most comprehensive and scalable outsourced revenue cycle management solutions in the industry.

Most of us here are ordinary people, but constantly seeking to do extraordinary things. We are not perfect, but we are open to feedback, learning and change. While we have our own individuality, we also share a common vision and complement each working as a team.

What differentiates us from other places to work is our passion and commitment towards superior customer service. You will find strong core values and brand promise that we live up that is hallmark amongst all our Service offerings.

We firmly believe in employee engagement and our evolving people processes. We assure you enrichment, growth and fulfillment at the end of each working day. Discover Camaraderie, Harmony and Accomplishment with us.

We look forward to a long and fruitful association with you and confident of making Omega Healthcare a truly world class and an aspirational MNC to work for.

All our new employees have been asked to report to office as part of employment starting Apr'2022 and By accepting this offer, you agree to abide by this clause that this offer of employment entails Working from Office (WFO) effective your **09-Oct-2023**.

With this arrangement we look forward in extending our Best Welcome, Induction and Training in making you successful and experience our culture and team spirit.

In the event of work assignment that stipulates remote working, you agree to have access to Broad-band Internet connection for effective discharge of your duties and the same would be reimbursed to the tune of Rs.800/month.

Your offer and subsequent appointment will be governed by the terms and conditions of employment presented in the enclosed Annexure A. You will also be governed by rules and regulations in vogue that may change from time to time.

At the time of your joining, the following documents need to be submitted:

- Signed Copy of the Offer/Appointment Letter
- Photocopy of your educational HSC/Degree/Diploma valid certificates and marks cards in support of your educational qualifications.
- Reliving letter/Service certificate/ Resignation acceptance letter from your previous employer
- Photocopy of your Birth Certificate/ DOB Proof
- Copy of PAN Card /Acknowledgement copy of PAN Application
- Copy of AADHAR Card / Acknowledgement copy of AADHAR
- Self ID Proof - 2 Copies (Passport/ Driving License/Voter's ID/ Ration Card/ PAN Card/ Aadhaar/College ID)
- 2 References for professional / character reference checks
- Last 3 months pay slips or latest copy of Form 16(applicable to experienced candidates)
- Residence Proof - 2 copies Permanent & Temporary (Passport /Driving License/ Voter's ID / Ration Card/ Aadhaar / Mobile Bill or Telephone Bill / LIC Policy / BANK Passbook/ Electricity Bill/Gas Bill/Water Bill/Rental Agreement- (Letter from owner or Self Declaration letter required if it's not in your name)
- Passport size photographs - 6 Nos.
- Post card Size photographs - 2 Nos. (for ESI Employees)
- Parents DOB details. (Documents not required. Only date is required to fill in nominee forms)
- Physical standard (Blood Group, Height, Weight - details only required for filling the application form. Proof not required)

While at Office, we attire Formally on Mondays and Smart Business Casuals on the Rest of the Days. Please do not hesitate to contact us, should you need any assistance or information regarding your onboarding. You are required to sign the duplicate of this Offer Letter and the Annexure as your acceptance and submit the same to us.

We look forward having you as a vibrant family member of Omega Healthcare!

Sincerely,

For Omega Healthcare Management Services Pvt. Limited.



Guruvayurappan P V

Chief Human Resource Officer

Annexure A

Terms and Conditions of Employment

You shall be governed by the following terms and conditions of service during your employment with **Omega Healthcare Management Services Private Limited** (hereafter referred to as the "company"), and those that may be amended from time to time.

Statement of Facts

- a. The company has made the offer of employment on the basis of the bonafide statements and facts provided by you in your application form and Resume for employment. At the time of employment or during employment if the company finds the information provided to be false or misleading, it reserves the right to take appropriate disciplinary action against you.
- b. Subsequent to your appointment, if there were to be any negative feedback from your previous employment, you would be liable to be removed from services without any notice.

Duties

- a. During working hours, you shall use your best energies and abilities to serve the company faithfully. You shall comply with the rules, regulations and procedures as notified by the company in the letter and spirit,
- b. During working hours, you shall entirely devote your time, attention and abilities to the business of the company.
- c. You shall not, without company's prior written consent, be in any way directly or indirectly concerned with any other business or employment during or outside your hours of work in the company. You shall however, undertake honorary, social or charitable nature, library, and artistic or scientific character only with the express written permission from the competent authority.
- d. During your employment, you shall not directly or indirectly engage in any conduct averse to the best interest of the company. Also, you shall not divulge any confidential information or violate any agreement with your prior employers or their clients.

Place of Work

You will be in employment at the company's office or other work locations as required. The company reserves the right to transfer you on a temporary or permanent basis to other job functions, departments or locations within the company, when necessary.

Hours of Work

- a. The working day shall comprise of 9.00 working hours inclusive of 30 minutes of Lunch break and 30 minutes for 2 Tea breaks. You may be required to work on shift as assigned. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time on which your reporting officer will notify you in advance.
- b. Omega Healthcare observes national and festival holidays as per policy which will be notified

during induction. The festival holidays may vary every year and across region/Service line.

Leave and Vacation

- a. From the date of joining, you will be entitled to and 1 day of Sick/ Casual Leave Per month as per Leave policy applicable to your grade from subsequent month of joining.
- b. On a prorated basis, you would also be entitled for 1 day of Privileged Leave Per month of as per our policy. You can refer Leave policy for further information on leave policies and its applicability.

Conduct

- a. You shall at times, maintain exemplary conduct and decorum. You shall uphold honesty and integrity in all your actions.
- b. You shall, honor and comply with all Rules and Regulations of the Company and statutory requirements, in letter and spirit.

Confidentiality

- a. You shall maintain utmost secrecy with regard to confidential and proprietary information relating to the company. This information includes and is not limited to trade secrets, technical processes, finances, and dealings with information relating to suppliers, employees, agents, distributors and customers.
- b. You shall not, during your employment and at all times thereafter directly or indirectly use or disclose confidential information except for the sole benefit of the Company. This restriction shall cease to apply when it may come into the public domain otherwise than through unauthorized disclosure by you or such information which you shall be obliged to disclose by law.
- c. You shall not take copies of confidential documents or information for your own purposes and forth with upon termination, you shall return to the Company all documents, records and accounts in any form (including electronic, mechanical, photographic, and optic recording) relating to matters concerning the business or dealings or affairs of the Company.
- d. You shall not during your employment and at all times thereafter do or say anything that may injure directly or indirectly damage the business of the Company
- e. You shall maintain utmost confidentiality with regard to your compensation and benefits. You shall not discuss your compensation and benefits with anyone, but with Manager you report to.
- f. You may have to sign
 - o The Non-Disclosure Agreement and Non Compete Agreement (as applicable)
 - o The Code of Business Conduct and Ethics
 - o Prohibition or Disclosure or Use of Inside Information (as applicable)

Separation from the company

a. The retirement age of the company is 58 years for Bands 1 – 4 and T1 – T4, Band 5/T5 & above is 60 years. At the time formally resigning from service, you shall serve the notice period of as appended below:

Notice Period Clause/Bands	Band 1 - Trainees	Band 1 - Laterals	Band 2	Band 3	Band 4	Band 5	Band 6
During Probation	30	60	60	60	60	NA	NA
After confirmation	60	60	60	60	60	90	90

b. When you resign formally from the service of the Company, the Company may solely at its discretion, Permit you to pay up for the notice period in lieu for the un-served notice period.

c. You will not be entitled to such notice period, If the Company terminates your services due to misdemeanor, unsatisfactory performance or any other disciplinary matter..

I accept the terms and conditions of the Company mentioned above.

Signature

Name:Saida John shaik

Date:07-Oct-2023

Annexure – B

SALARY STRUCTURE

Pay Component	Monthly Amount	Annual Amount
CTC		
Fixed Cash (Gross)	18000	216000
Basic	15600	187200
HRA	840	10080
Advanced Statutory Bonus	1560	18720
Benefit	3307	39684
PF	1872	22464
ESI	585	7020
Group Term Life Insurance	100	1200
Gratuity	750	9000
Total CTC	21307	255684
Total CTC	21307	255684

*Variable Pay - You will also be eligible for performance based variable pay of Rs. 0.00 /- per annum which is payable as per company policy on achievement of agreed upon targets.

*Pay for Performance - You will also be eligible for performance based variable pay of Rs. 0.00/- per annum which is payable as per company policy on achievement of agreed upon targets.

Authorized by



Guruvayurappan P V

Chief Human Resource Officer

COTIVITI



Alugundla Srisha

Emp Code: 165631

Blood Group: A+Ve

Optum



Blood Group
O+

Kalyani Janjanala
ESPL16240

VIJAYAWADA

Omega 
Healthcare

No 33, NAL Wind Tunnel Road, Murgeshpalya
Bengaluru - 560017. Tel: +91 80 41557333



Shaik John Saida

Emp. No : 1143349

WWW.OMEGAHMS.COM



Annexure-A

Dear **Ammula. Hema Sai**,

Congratulations on being offered position of **Clinical research Associate (CRA)** with **Clinwave research Private Limited** group. We are happy that very soon you will be a member of the Clinwave Family.

We request to provide us the following information for maintaining your personal record file.

1. School leaving certificate /Birth certificate.
2. Copy of Qualification Certificates
3. Last Drawn salary Certificate from Employer and Pay slips (If applicable)
4. Work experience certificate letter from current employer (If applicable)
5. Relieving Letter/No due certificate from Current Employer
6. Last six months bank statement and salary slips (If applicable)
7. Reference certificate with contact Number-1 (Professional, if working & Academic, if Fresher)
8. Photographs (Colour-Passport Size- 6 No and Stamp Size-4 nos.)
9. Identity Proof (passport /Driving licence/Voters Identity Card)- 2 Copies
10. Copy of Marriage registration certificate (if applicable)

Note: Your employment is subject to all the above documents/certificates are found to be in order. These documents are must for joining formalities; you are expected to bring them at the time of joining.

For Clinwave Research Private Limited

Dr. Rajasekhara Reddy
MD-Clinwave Research



Annexure-B		
Name	Ammula. Hema Sai	
Designation	Clinical research Associate (CRA)	
Grade	1	
Heads	Salary Per Month	Salary Per Annum
	(Rs.)	(Rs.)
Basic	10000	120000
HRA (40% of Basic)	4000	48000
Conveyance	800	9600
Compensatory Allowance	5200	62400
PF(12% of Basic)	---	---
Superannuation (10% basic)	---	---
Gross	20000	240000
Pay Performance	---	--
Total CTC	---	240000

For Clinwave Research Private Limited



Dr. Rajasekhara Reddy
MD-Clinwave Research

Accepted.....

(Ammula. Hema Sai)

Date:

To,
Mr. Shaik Hussain
S/o. Meeravali
HNO : 43-107/1-24,
LandMark : R And Road,
City/Village : Ajith singh Nagar,
Mandal : Vijayawada,
District : Krishna-520015.
State : Andhra Pradesh.

Sub : Letter for Training

We extend to you our warmest welcome to our family of Divi's Laboratories Limited!

With reference to your application and discussions had with you , we are pleased to offer you a one-year training in Production Department at Unit-1 situated at Lingo jigudem Village , Choutuppal Mandal , Yadadri Bhuvanagiri District on the on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.18000/- per month during your training period.
2. After submission/verification of your B.Pharmacy - All semesters passed marks memos or provisional certificate you will be paid a stipend of Rs.20000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated if you are not found medically fit.
4. Training will be given at any one of the departments, branches & manufacturing units of the organization depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules, regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof which may be modified from time to time and the same will be notified.
7. After completing your training the organization at its sole discretion may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period . You will also be covered under ESI act,1948.
9. This offer of training is based on the information furnished in your application . At any given time if it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed then your training based on this letter of training is liable to be terminated without any notice or any stipend in lieu thereof.
10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information which might come into your possession during continuance of your training in the organization shall not be disclosed, divulged or made public by you even thereafter.

11. You shall adhere to Organization's policies, procedures, rules ,regulations, discipline and general work practices which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place .
13. Your training is liable for termination at any time without notice or enquiry if you are found indulging in any misconduct.
14. Your progress in training will be reviewed from time to time and if found unsatisfactory your training will be terminated without notice.
15. You are required to submit the following at the time of joining
 - a. For verification purpose we need your original certificates of S.S.C,Inter,B.Pharmacy && B.Pharmacy and
 - b. Four passport size color photographs.
 - c. Four copies of post card size black & white group photo of yours along with your dependent parents, spouse & children if married.
 - d. Photo copies of Latest Aadhaar with vid Number& PAN cards of yours along with your father, mother, spouse and children if Married.
 - e. Photo copy of SBI savings bank account passbook.
 - f. Your name,date of birth,parents name should be same in Aadhaar &PAN card as in your SSC marks list.
 - g. Get tested RT PCR test for covid-19 and submit the report at the time of joining for duty.
 - h. Certificate of the covid -19 vaccination two doses..
 - i. Previous EPF & ESI details if any.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

If you cleared all the subjects up to 3rd year examinations, you shall join training within a week after completion of your final year examination including practical's. You shall bring all the previous marks memos up to the 3rd year and submit the same at the time of joining for training for verification.

We take this opportunity to welcome you to the organization and wish you good luck.

Yours sincerely,

For DIVI'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)


ACCEPTANCE

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in .

Signature: _____

Date: _____

Road Map : Hyderabad to Choutuppal - Bus available. Choutuppal to Lingojigudem - Autos available.

:08694-257001

To,
Mr. Munnangi Hema Satya Naga Sai Varma
 S/o. Appaji
 HNO :10-162/3,
 LandMark : Munusubugari Street,
 City/Village : Old Mangalagiri,
 Post : Mangalagiri,
 Mandal : Mangalagiri,
 District : Guntur-522503.
 State : Andhra Pradesh.

Sub : Contract of Graduate Apprenticeship Training

Best wishes from Divi's Laboratories Limited!

With reference to your application and discussions had with you, we are pleased to offer you a one-year Apprenticeship training under the Apprenticeship Act, 1961 and Apprenticeship Rules, 1992 in Production Department at Unit-2 situated at Chippada Village, Bheemunipatnam Mandal, Visakhapatnam District on the on the following terms and conditions.

1. You will be on Apprenticeship training for a period of one year from the date of reporting as an apprenticeship trainee and you will be paid a stipend of Rs.18000/- per month during your apprenticeship training period.
2. After submission/verification of your Graduation provisional certificate or passed marks memos you will be paid a stipend of Rs.20000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your apprenticeship training period. Your apprenticeship training will be terminated if you are not found medically fit.
4. Apprenticeship Training will be given at any one of the departments, branches & manufacturing units of the organization depending on the requirement at the sole discretion of management. If required, you may be asked to undergo apprenticeship training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization depending on the requirement for apprenticeship training. Upon such transfer, you will automatically be governed by the rules, regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the apprenticeship training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof which may be modified from time to time and the same will be notified.
7. After completing your training the organization at its sole discretion may or may not offer employment and no apprenticeship trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your apprenticeship training period.
9. This contract of apprenticeship training is based on the information furnished in your application. At any given time if it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed then your apprenticeship training based on this letter of training is liable to be terminated without any notice or any stipend in lieu thereof.
10. You are always required to maintain the highest order of discipline and secrecy as regards the apprenticeship training of the organization. Any of technical / personal information which might come into your possession during continuance of your apprenticeship training in the organization shall not be disclosed, divulged or made public by you even thereafter.

11. You shall adhere to Organization's policies, procedures, rules ,regulations, discipline and general work practices which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes p
13. Your apprenticeship training is liable for termination at any time without notice or enquiry if you are found indulging in any misconduct.
14. Your progress in apprenticeship training is reviewed from time to time and if found unsatisfactory, your apprenticeship training will be terminated without notice.
15. You are required to submit the following at the time of joining .
 - a. For verification purpose, we need your original certificates of S.S.C,Inter,& B.Pharmacy and photocopies of the same.
 - b. Four passport size color photographs.
 - c. Four copies of post card size black & white group photo of yours along with your dependent parents, your spouse & children if married.
 - d. Photocopies of Latest Aadhaar with VID Number& PAN cards of yours along with your father, mother, spouse, and children if married.
 - e. Photocopy of your SBI savings bank account passbook.
 - f. Your name,date of birth and father name should be the same in Aadhaar card and PAN card as in your SSC marks list.
 - g. Get tested with RT PCR test for covid-19 and submit the report at the time of joining for duty.
 - h. Certificate of the covid -19 vaccination of two doses..

In case the terms and conditions of apprenticeship training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for apprenticeship training.

You shall join apprenticeship training within a week after completion of your final year examination including practical's. You shall bring all the previous examination passed marks memos and submit the same at the time of joining for apprenticeship training for verification.

We take this opportunity to welcome you to the organization and wish you good luck.

Yours sincerely,

For DIVI'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)


ACCEPTANCE

I understand the contents of the contract of apprenticeship training under Apprenticeship act, 1961 and Apprenticeship Rules 1992 and I hereby agree to abide by all the provisions made thereunder.

Signature: _____

Date: _____

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927

To,
Mr. Ballipalli Sai Maruthi
S/o. Suresh Kumar
HNO :9-9-33,
LandMark : Pratapagiri Vari Street,
City/Village : Guntur,
Post : Guntur,
Mandal : Guntur,
District : Guntur-522001.
State : Andhra Pradesh.

Sub : Letter for Training

We extend to you our warmest welcome to our family of Divi's Laboratories Limited!

With reference to your application and discussions had with you , we are pleased to offer you a one-year training in Production Department at Unit-2 situated at Chippada Village, Bheemunipatnam Mandal, Visakhapatnam District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.18000/- per month during your training period.
2. After submission/verification of your B.Pharmacy - All semesters passed marks memos or provisional certificate you will be paid a stipend of Rs.20000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated if you are not found medically fit.
4. Training will be given at any one of the departments, branches & manufacturing units of the organization depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules, regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof which may be modified from time to time and the same will be notified.
7. After completing your training the organization at its sole discretion may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act, 1948.
9. This offer of training is based on the information furnished in your application. At any given time if it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed then your training based on this letter of training is liable to be terminated without any notice or any stipend in lieu thereof.
10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information which might come into your possession during continuance of your training in the organization shall not be disclosed, divulged or made public by you even thereafter.

11. You shall adhere to Organization's policies, procedures, rules ,regulations, discipline and general work practices which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place .
13. Your training is liable for termination at any time without notice or enquiry if you are found indulging in any misconduct.
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 - b. Four passport size color photographs.
 - c. Four copies of post card size black & white group photo of yours along with your dependent parents, spouse & children if married.
 - d. Photo copies of Latest Aadhaar with vid Number & PAN cards of yours along with your father, mother, spouse and children if Married.
 - e. Photo copy of SBI savings bank account passbook.
 - f. Your name,date of birth,parents name should be same in Aadhaar &PAN card as in your SSC marks list.
 - g. Get tested RT PCR test for covid-19 and submit the report at the time of joining for duty.
 - h. Certificate of the covid -19 vaccination two doses.
 - i. Previous EPF & ESI details if any.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

If you cleared all the subjects up to 3rd year examinations, you shall join training within a week after completion of your final year examination including practical's. You shall bring all the previous marks memos up to the 3rd year and submit the same at the time of joining for training for verification.

We take this opportunity to welcome you to the organization and wish you good luck.

Yours sincerely,

For DIVI'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)


ACCEPTANCE

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in .

Signature: _____

Date: _____

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927

To,
Mr. Prodduturi Vamsi Krishna
S/o. Srinivasa Rao
HNO :14-1956,
LandMark : Lenin Colony,
City/Village : Prakash Nagar,
Post : Prakash Nagar,
Mandal : Tadepalli,
District : Guntur-522501.
State : Andhra Pradesh.

Sub : Letter for Training

We extend to you our warmest welcome to our family of Divi's Laboratories Limited!

With reference to your application and discussions had with you , we are pleased to offer you a one-year training in Production Department at Unit-2 situated at Chippada Village, Bheemunipatnam Mandal, Visakhapatnam District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.18000/- per month during your training period.
2. After submission/verification of your B.Pharmacy - All semesters passed marks memos or provisional certificate you will be paid a stipend of Rs.20000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated if you are not found medically fit.
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5. You shall be liable to be transferred/posted to any location, department & unit of the organization depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules, regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof which may be modified from time to time and the same will be notified.
7. After completing your training the organization at its sole discretion may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
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10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information which might come into your possession during continuance of your training in the organization shall not be disclosed,divulged or made public by you even thereafter.

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 - e. Photo copy of SBI savings bank account passbook.
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 - h. Certificate of the covid -19 vaccination two doses.
 - i. Previous EPF & ESI details if any.

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If you cleared all the subjects up to 3rd year examinations, you shall join training within a week after completion of your final year examination including practical's. You shall bring all the previous marks memos up to the 3rd year and submit the same at the time of joining for training for verification.

We take this opportunity to welcome you to the organization and wish you good luck.

Yours sincerely,

For DIVI'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)


ACCEPTANCE

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in .

Signature: _____

Date: _____

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927

To,
Miss. Rayidi Sravani
D/o. Srinivasa Rao
HNO :5-109,
LandMark : Panchayati Street,
City/Village : Thondapi,
Post : Sattenapalli,
Mandal : Muppalla,
District : Guntur-522412.
State : Andhra Pradesh.

Sub : Letter for Training

We extend to you our warmest welcome to our family of Divi's Laboratories Limited!

With reference to your application and discussions had with you , we are pleased to offer you a one-year training in PDSC Department at Unit-1 situated at Lingojugudem Village , Choutuppal Mandal , Yadadri Bhuvanagiri District on the on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.18000/- per month during your training period.
2. After submission/verification of your B.Pharmacy - All semesters passed marks memos or provisional certificate you will be paid a stipend of Rs.20000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated if you are not found medically fit.
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5. You shall be liable to be transferred/posted to any location, department & unit of the organization depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules, regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof which may be modified from time to time and the same will be notified.
7. After completing your training the organization at its sole discretion may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
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 - c. Four copies of post card size black & white group photo of yours along with your dependent parents, spouse & children if married.
 - d. Photo copies of Latest Aadhaar with vid Number & PAN cards of yours along with your father, mother, spouse and children if Married.
 - e. Photo copy of SBI savings bank account passbook.
 - f. Your name,date of birth,parents name should be same in Aadhaar &PAN card as in your SSC marks list.
 - g. Get tested RT PCR test for covid-19 and submit the report at the time of joining for duty.
 - h. Certificate of the covid -19 vaccination two doses.
 - i. Previous EPF & ESI details if any.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

If you cleared all the subjects up to 3rd year examinations, you shall join training within a week after completion of your final year examination including practical's. You shall bring all the previous marks memos up to the 3rd year and submit the same at the time of joining for training for verification.

We take this opportunity to welcome you to the organization and wish you good luck.

Yours sincerely,

For DIVI'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)


ACCEPTANCE

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in .

Signature: _____

Date: _____

Road Map : Hyderabad to Choutuppal - Bus available. Choutuppal to Lingojigudem - Autos available.

 :08694-257001

To,
Mr. Mallela Surya Narayana
 S/o. Ramu
 HNO :4-181/L,
 LandMark : Pedda Bazar,
 City/Village : Kanchikancherla,
 Post : Kanchikancherla,
 Mandal : Kanchikancherla,
 District : Krishna-521180.
 State : Andhra Pradesh.

Sub : Letter for Training

We extend to you our warmest welcome to our family of Divi's Laboratories Limited!

With reference to your application and discussions had with you , we are pleased to offer you a one-year training in PDSC Department at Unit-1 situated at Lingojugudem Village , Choutuppal Mandal , Yadadri Bhuvanagiri District on the on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.18000/- per month during your training period.
2. After submission/verification of your B.Pharmacy - All semesters passed marks memos or provisional certificate you will be paid a stipend of Rs.20000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated if you are not found medically fit.
4. Training will be given at any one of the departments, branches & manufacturing units of the organization depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules, regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof which may be modified from time to time and the same will be notified.
7. After completing your training the organization at its sole discretion may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
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9. This offer of training is based on the information furnished in your application . At any given time if it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed then your training based on this letter of training is liable to be terminated without any notice or any stipend in lieu thereof.
10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information which might come into your possession during continuance of your training in the organization shall not be disclosed,divulged or made public by you even thereafter.

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14. Your progress in training will be reviewed from time to time and if found unsatisfactory your training will be terminated without notice.
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 - c. Four copies of post card size black & white group photo of yours along with your dependent parents, spouse & children if married.
 - d. Photo copies of Latest Aadhaar with vid Number & PAN cards of yours along with your father, mother, spouse and children if Married.
 - e. Photo copy of SBI savings bank account passbook.
 - f. Your name,date of birth,parents name should be same in Aadhaar &PAN card as in your SSC marks list.
 - g. Get tested RT PCR test for covid-19 and submit the report at the time of joining for duty.
 - h. Certificate of the covid -19 vaccination two doses.
 - i. Previous EPF & ESI details if any.

In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

If you cleared all the subjects up to 3rd year examinations, you shall join training within a week after completion of your final year examination including practical's. You shall bring all the previous marks memos up to the 3rd year and submit the same at the time of joining for training for verification.

We take this opportunity to welcome you to the organization and wish you good luck.

Yours sincerely,

For DIVI'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)


ACCEPTANCE

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in .

Signature: _____

Date: _____

Road Map : Hyderabad to Choutuppal - Bus available. Choutuppal to Lingo jigudem - Autos available.

 :08694-257001

To,
Miss. Kakumanu Himaja Chowdary
D/o. Ramesh
LandMark : Opp Cinema Thetre, Vijayalakshmi studio upstairs,
City/Village : Kankipadu,
Post : Kankipadu,
Mandal : Kankipadu,
District : Krishna-521161.
State : Andhra Pradesh.

Sub : Contract of Graduate Apprenticeship Training

Best wishes from Divi's Laboratories Limited!

With reference to your application and discussions had with you, we are pleased to offer you a one-year Apprenticeship training under the Apprenticeship Act, 1961 and Apprenticeship Rules, 1992 in QA Department at Unit-2 situated at Chippada Village, Bheemunipatnam Mandal, Visakhapatnam District on the on the following terms and conditions.

1. You will be on Apprenticeship training for a period of one year from the date of reporting as an apprenticeship trainee and you will be paid a stipend of Rs.18000/- per month during your apprenticeship training period.
2. After submission/verification of your Graduation provisional certificate or passed marks memos you will be paid a stipend of Rs.20000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your apprenticeship training period. Your apprenticeship training will be terminated if you are not found medically fit.
4. Apprenticeship Training will be given at any one of the departments, branches & manufacturing units of the organization depending on the requirement at the sole discretion of management. If required, you may be asked to undergo apprenticeship training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization depending on the requirement for apprenticeship training. Upon such transfer, you will automatically be governed by the rules, regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the apprenticeship training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof which may be modified from time to time and the same will be notified.
7. After completing your training the organization at its sole discretion may or may not offer employment and no apprenticeship trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your apprenticeship training period.
9. This contract of apprenticeship training is based on the information furnished in your application. At any given time if it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed then your apprenticeship training based on this letter of training is liable to be terminated without any notice or any stipend in lieu thereof.
10. You are always required to maintain the highest order of discipline and secrecy as regards the apprenticeship training of the organization. Any of technical / personal information which might come into your possession during continuance of your apprenticeship training in the organization shall not be disclosed, divulged or made public by you even thereafter.

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14. Your progress in apprenticeship training is reviewed from time to time and if found unsatisfactory, your apprenticeship training will be terminated without notice.
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 - c. Four copies of post card size black & white group photo of yours along with your dependent parents, your spouse & children if married.
 - d. Photocopies of Latest Aadhaar with VID Number& PAN cards of yours along with your father, mother, spouse, and children if married.
 - e. Photocopy of your SBI savings bank account passbook.
 - f. Your name,date of birth and father name should be the same in Aadhaar card and PAN card as in your SSC marks list.
 - g. Get tested with RT PCR test for covid-19 and submit the report at the time of joining for duty.
 - h. Certificate of the covid -19 vaccination of two doses..

In case the terms and conditions of apprenticeship training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for apprenticeship training.

You shall join apprenticeship training within a week after completion of your final year examination including practical's. You shall bring all the previous examination passed marks memos and submit the same at the time of joining for apprenticeship training for verification.

We take this opportunity to welcome you to the organization and wish you good luck.

Yours sincerely,

For DIVI'S LABORATORIES LTD

K.SUBBA RAO

GENERAL MANAGER (P&A)


ACCEPTANCE

I understand the contents of the contract of apprenticeship training under Apprenticeship act, 1961 and Apprenticeship Rules 1992 and I hereby agree to abide by all the provisions made thereunder.

Signature: _____

Date: _____

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927

Divi's Laboratories Limited

To,
Mr. Dumpala Venkata Sai Prakash
S/o Ramanjaneyulu
HNO : 1-40,
LandMark : Janjorbari Vedi,
City/Village : Chinakakari,
Post : Mangalagiri,
Mandal : Managalagiri,
District : Guntur-522503.
State : Andhra Pradesh.

Date: 26-Apr-2023

Sub : Letter for Training

We extend to you our warmest welcome to our family of Divi's Laboratories Limited.

With reference to your application and discussions had with you , we are pleased to offer you a one-year training in Production Department at Unit-2 situated at Chippada Village, Bhemmunipatnam Mandal, Visakhapatnam District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.18000/- per month during your training period.
2. After submission / verification of your B.Pharmacy - all semesters passed marks memos or provisional certificate you will be paid a stipend of Rs.20000/- per month from the 1st of the following month.
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.....61777.....

Regd. Off. : Divi Towers, 1-72/23(P)/DIVIS/303, Cyber Hills, Gachibowli, Hyderabad - 500 032, Telangana, INDIA.
Tel : +91-40-6696 6300/400, Fax : 91-40-6696 6460., CIN : L24110TG1990PLC011854
E-mail : mail@divilabs.com. Website : www.divilabs.com





Divi's Laboratories Limited

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization shall not be disclosed, divulged or made public by you even thereafter.
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 - c. Four copies of post card size black & white group photo of yours along with your dependent parents, spouse & children if married.
 - d. Photo copies of Latest Aadhaar with vid Number & PAN cards of yours along with your father, mother, spouse & children if Married.
 - e. Photo copy of SBI savings bank account passbook.
 - f. Your name, date of birth, Parent name should be same in Aadhaar & PAN card as in your SSC marks list.
 - g. Get tested RT PCR test for covid-19 and submit the report at the time of joining for duty.
 - h. Certificate of the covid -19 vaccination two doses.
 - i. Previous EPF & ESI details if any.

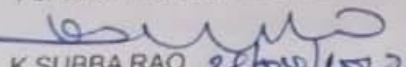
In case the terms and conditions of training stated above are acceptable to you, please sign this letter in token of you having understood and having accepted the same and shall submit before you join for training.

If you cleared all the subjects up to 3rd year examinations, you shall join training within a week after completion of your final year examination including practical's. You shall bring all the previous marks memos up to the 3rd year and submit the same at the time of joining for training for verification.

We take this opportunity to welcome you to the organization and wish you good luck.

Yours sincerely,

For DIVI'S LABORATORIES LTD


K.SUBBA RAO 26/04/2023
GENERAL MANAGER (P&A)


ACCEPTANCE

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

Signature: _____

Date: _____

Road Map : Vizag to Tagarapuvalasa - Bus available. Tagarapuvalasa to Chippada - Autos available.

 :08922 248917/927

.....61777.....

Regd. Off. : Divi Towers, 1-72/23(P)/DIVIS/303, Cyber Hills, Gachibowli, Hyderabad - 500 032, Telangana, INDIA.

Tel : +91-40-6696 6300/400, Fax : 91-40-6696 6460., CIN : L24110TG1990PLC011854

E-mail : mail@divislabs.com. Website : www.divislabs.com





Divi's Laboratories Limited

Date: 29-Apr-2023

To,
Mr. Bankuru Praveen Kumar
S/o Syam Kumar
HNO : 44-1454-64,
LandMark : Venkateswara Nagar,
City/Village : Vijayawada,
Post : Machavaram,
Mandal : Gunadala,
District : Krishna-520011,
State : Andhra Pradesh.

Sub - Letter for Training

We extend to you our warmest welcome to our family of Divi's Laboratories Limited.

With reference to your application and discussions had with you, we are pleased to offer you a one-year training in QC Department at Unit-1 situated at Lingojigudem Village - Choutuppal Mandal, Yadadri Bhuvanagiri District on the following terms and conditions.

1. You will be on training for a period of one year from the date of reporting as a trainee and you will be paid a stipend of Rs.18000/- per month during your training period.
2. After submission / verification of your B.Pharmacy - all semesters passed marks memos or provisional certificate you will be paid a stipend of Rs.20000/- per month from the 1st of the following month.
3. You will be required to undergo pre-training medical check-up as this offer is subject to your medical fitness and you will be required to undergo periodical medical check-ups during your training period. Your training will be terminated if you are not found medically fit.
4. Training will be given at any one of the departments, branches & manufacturing units of the organization depending on the requirement at the sole discretion of management. If required, you may be asked to undergo training in shifts as well.
5. You shall be liable to be transferred/posted to any location, department & unit of the organization depending on the requirement for training. Upon such transfer, you will automatically be governed by the service conditions, rules, regulations and other terms as applicable at such new place.
6. If you intend to discontinue your training during the training period, you have to give three months prior notice in writing or return three months stipend in lieu thereof, which may be modified from time to time and the same will be notified.
7. After completing your training, the organization at its sole discretion may or may not offer employment and no trainee shall have the right to demand absorption in employment of the organization.
8. You are entitled to seven casual and five sick leaves during your training period. You will also be covered under ESI act, 1948.
9. This offer of training is based on the information furnished in your application. At any given time if it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been suppressed then your training based on this letter of training is liable to be terminated without any notice or any stipend in lieu thereof.

62035

Divi's Laboratories Limited

10. You are required at all times to maintain the highest order of discipline and secrecy as regards the training of the organization. Any of technical / personal information, which might come into your possession during continuance of your training in the organization shall not be disclosed, divulged or made public by you even thereafter.
11. You shall adhere to Organization's policies, procedures, rules, regulations, discipline and general work practices which are subject to change from time to time.
12. You shall forthwith intimate any change in your residential address as and when any change takes place.
13. Your training is liable for termination at any time without notice or enquiry if you are found indulging in any misconduct.
14. Your progress in training will be reviewed from time to time and if found unsatisfactory, your training will be terminated without notice.
15. You are required to submit the following at the time of joining
 - a. For verification purpose, we need your original certificates of S.S.C, Inter, & B.Pharmacy and photo copies of the same
 - b. Four passport size color photographs
 - c. Four copies of post card size black & white group photo of yours along with your dependent parents, spouse & children if married.
 - d. Photo copies of Latest Aadhaar with vid Number & PAN cards of yours along with your father, mother, spouse & children if Married.
 - e. Photo copy of SBI savings bank account passbook.
 - f. Your name, date of birth, Parent name should be same in Aadhaar & PAN card as in your SSC marks list.
 - g. Get tested RT PCR test for covid-19 and submit the report at the time of joining for duty.
 - h. Certificate of the covid -19 vaccination two doses.
 - i. Previous EPF & ESI details if any.

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We take this opportunity to welcome you to the organization and wish you good luck.

Yours sincerely,

For DIVI'S LABORATORIES LTD


K. SUBBA RAO

GENERAL MANAGER (P&A)

ACCEPTANCE

I understand the contents of offer of training and I hereby accept the terms and conditions mentioned there in.

Signature: _____

Date: _____

Road Map : Hyderabad to Choutuppal - Bus available, Choutuppal to Lingojuqudem - Autos available.

☎ : 08694-257001

.....62035.....

l. Off. : Divi Towers, 1-72/23(P)/DIVIS/303, Cyber Hills, Gachibowli, Hyderabad - 500 032, Telangana

Tel : +91-40-6696 6300/400, Fax : 91-40-6696 6460., CIN : L24110TG1990PLC011854

E-mail : mail@divislabs.com, Website : www.divislabs.com





**SUPRIYA
DASARI**

AINFX0000116

Date of Joining 28.08.2023

Department MEDICAL CODING

Emergency No. 9000021921

Blood Group B +ve

INFINX

INFINX SERVICES PVT LTD

Scanned by PDFMater



PHYSICIAN SERVICES India Private Limited
Anka

Pr

K

Phys

Optum (Episource)- On-Premise (Vijayawada)- Joining Confirmation - 17 May 2023



Inbox



Anand Putti

to bcc: me

11 May [View details](#)



JOINING

Dear Candidate,

Subsequent to our earlier updates, we are excited to inform you that, Optum has taken over Episource.

We will officially be referred as "Optum Health & Technology (India) Private Limited"

The CTC offered & other points discussed during the HR interview will remain same.

Please read through this mail for details about your joining and plan accordingly.

Date of Joining	17 May 2023 (Wednesday)
Reporting Time	09:30 AM
Venue	Episource India Pvt. Ltd., #54-15-5A, Lakshmi Avenue, 3rd floor, Srinivasa Nagar Bank Colony, Vijayawada, Andhra Pradesh - 520008 https://goo.gl/maps/2JKG7cZpaen1F15X9

Optum



**Blood Group
A+**

**Wishnu Saraswathi Kor
ESPL16236**

VIJAYAWADA



Divi's Laboratories Limited-DC SEZ

Lingojigudem(Village), Choutuppal(M),Yadadri Bhuvanagiri(Dist.) -508 252

Telangana (State), Tel:(08694) 257031

Form -K (See Rule 70)



Name : **M SURYA NARAYANA**
Emp.No. : **24-08-2023**
Department : **PDSC**
Date of Issue : **24-08-2023**
Valid Upto : **23-08-2024**
Blood Group : **O +Ve**

Authorized Officer (SEZ)

Head of the Depart

Handwritten signature and date: 24/08/23



you
that,

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The CTC offered & other points discussed during the HR interview will remain same.

Please read through this mail for details about your joining and plan accordingly.

Date of Joining	05 October 2023 (Thursday)
Reporting Time	09:00 AM
Venue	Episource India Pvt. Ltd, K Business Spaces, D.No: 48-16-12, 1st Floor, Mahanadu Road, Vijayawada – 520008 https://maps.app.goo.gl/jLUujkyb3pURLKnCA
Point of Contact	Deepika Vankayalapati

Optum



**Blood Group
A+**

**Sindhu Nalukurthi
ESPL16230**

VIJAYAWADA

PHY CARE

PHY CARE

PHY CARE

CARE



Welfare Services Durgam P



**+919394411007**

India

1 Aug 4

Dear Candidate,

Greetings from **Phycare** Services.

Congratulations, We are pleased to inform you that we would like to offer you the Junior Executive position in Medical coding Department.

Kindly report on 07-August-2023, (Monday)by 09:00 AM at our premises along with your SSC original Certificate and Aadhar Zerox copy (if your submitted ignore it) ,Carry Note book &Pen.

Thanks,
HR Dept
Phycare.



Text message



Ref: OFAP/345/12/2023
(25-Aug-2023)

Dasari Supriya
23-19-1
Mother theresa nagar, chinnaravuru thota, Tenali, Guntur
Guntur, Andhra Pradesh 522201

Dear Dasari Supriya,

Congratulations! We are pleased to confirm that you have been selected as an Apprentice. We are delighted to make you the following offer.

Category of Apprenticeship	Graduate
Name of the trade for which Apprentice is training.	National Apprenticeship Training Scheme (NATS)
Apprenticeship Training duration (Total)	1 Year
Duration of Basic Training	Not Applicable
Period of On-the-Job Training	1 Year
Apprenticeship Training Location	Hitech city
Name and address of facility where Basic Training is to be provided.	Not Applicable
Name and address of the facility where On-the-Job Training is to be provided	Infinx Services Pvt. Ltd. Maximus Towers 2B,3 rd floor, Mindspace, Madhapur, Hyderabad, Telangana-500081
Contract commencement date	28-Aug-2023
Monthly stipend amount	INR. 18000/-

Other terms and conditions:

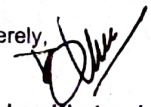
- It shall not be obligatory on our part to offer you any employment on your successfully completing the apprenticeship training in our Company nor shall it be obligatory on your part to accept employment with us.
- While you are undergoing apprenticeship training in our Company, you shall be a trainee and not a worker and as such the provisions of any law with respect to labor shall not apply to or in relation to you.
- We shall make suitable arrangement in our Company for imparting a course of apprenticeship training to you in accordance with the provisions for the Apprentices Act, 1961 and the Apprentices Rules, 1962 with the approval of the respective Regional Central Apprentice Adviser.
- You shall work according to the normal hours of work of the department in the Company to which they are attached for training. Leaves will be guided by the Company's leave policy.
- You shall abide by the rules and regulations of the Company in all matters of conduct and discipline and safety and carry all lawful orders of the Company and superiors in the Company.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of your work during the period of apprenticeship training in a proforma approved by the Apprenticeship Advisor.
- After successful completion of the training, the Company shall accordingly inform the Central Apprenticeship Adviser in writing and a copy of the same shall be provided to you for your records.

Please read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992 regarding the contract of Apprenticeship Training including obligations and abide by all the provisions made thereunder as the same is binding on you.

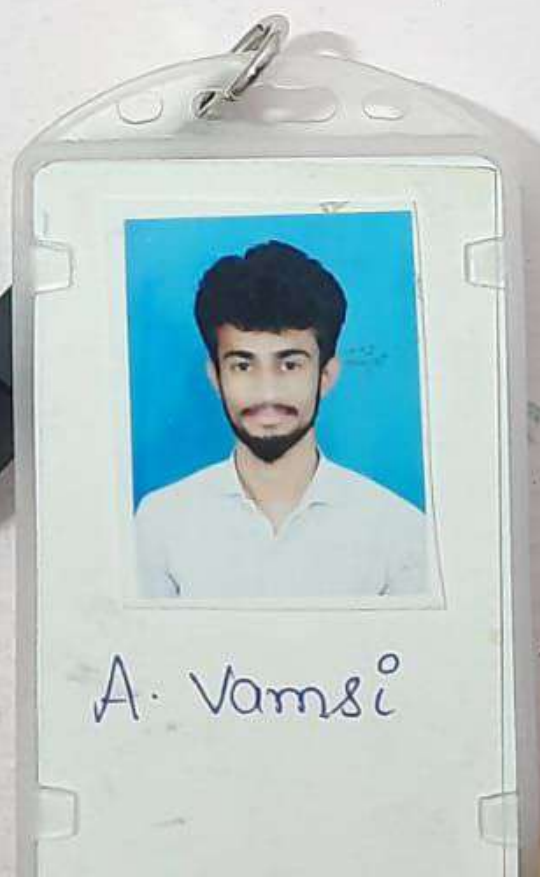
On your acceptance of this Offer, we shall proceed to generate the Apprenticeship Contract Registration Form and Contract for Apprenticeship Training on the NATS Portal, which shall be binding on you.

Please sign the enclosed copy of this letter and return it to us to indicate your acceptance of this offer.

Sincerely,


Bhushan Khutwad
Associate Director – Human Capital
InfinxServicesPrivateLimited







Clinwave Research Pvt. Ltd.

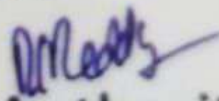


A. Hema Sai

CRA

E.ID : CR - 015

Mob.: +91- 9494361945


Issuing Authority

LIG - B/466, A. S. Nagar, Kapra,
Hyderabad - 500 062,
Telangana, India.

Divi's Laboratories Limited.


Factory : Lingojigudem(V),
Choutuppal(M), Yadadri-Bhuvanagiri(Dt.)
Telangana State- 508 252
Tel : (08694) 257001.

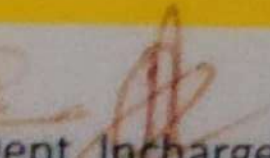


NAME : **B.PRAVEEN KUMAR**

I.D No : **D.O.J.15/06/2023**

Dept : **Q.C**


Personnel Dept.


Dept. Incharge



No 33, NAL Wind Tunnel Road, Murgeshpalya
Bengaluru - 560017. Tel: +91 80 41557333



Shaik Chan Basha

Emp. No : 1133465

WWW.OMEGAHMS.COM



PHYSICIAN SERVICES India Private Limited
Anka

Pr

K

Optum (Episource)- On-Premise (Vijayawada)- Joining Confirmation - 17 May 2023



Inbox



Anand Putti

to bcc: me

11 May [View details](#)



JOINING

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Optum



**Blood Group
A+**

**Wishnu Saraswathi Kor
ESPL16236**

VIJAYAWADA



Divi's Laboratories Limited-DC SEZ

Lingojigudem(Village), Choutuppal(M),Yadadri Bhuvanagiri(Dist.) -508 252

Telangana (State), Tel:(08694) 257031

Form -K (See Rule 70)



Name : **M SURYA NARAYANA**

Emp.No. : **24-08-2023**

Department : **PDSC**

Date of Issue : **24-08-2023**

Valid Upto : **23-08-2024**

Blood Group : **O +Ve**

Authorized Officer (SEZ)

Head of the Depart



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Point of Contact	Deepika Vankayalapati

Optum



**Blood Group
A+**

**Sindhu Nalukurthi
ESPL16230**

VIJAYAWADA

PHY CARE

PHY CARE

PHY CARE

CARE



Welfare Services Durgam P



**+919394411007**

India

1 Aug 4

Dear Candidate,

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Congratulations, We are pleased to inform you that we would like to offer you the Junior Executive position in Medical coding Department.

Kindly report on 07-August-2023, (Monday)by 09:00 AM at our premises along with your SSC original Certificate and Aadhar Zerox copy (if your submitted ignore it) ,Carry Note book &Pen.

Thanks,
HR Dept
Phycare.



Text message





Omega Healthcare Management Services Pvt. Ltd.

Payslip for the month of NOVEMBER 2023

Emp. No	: 1133465	PAN	: PANNOTAVBL
Name	: Shaik Chan Basha	UAN No	: 101593334801
Date of Joining	: 21-AUG-2023	PF No	: PYKRP00355530000118799
Designation	: TRAINEE CODER	Department	: DELIVERY UNIT - 3
IFSC	: HDFC0000075	Grade	: 1A
Account No	: 50100650809949	City/Facility	: Bengaluru-I
ESI	: 5043115604	Regime Type	: New Regime

EARNINGS	Amount (Rs.)	YTD Amount	DEDUCTIONS	Amount (Rs.)	YTD Amount	DAYS WORKED	:	30
BASIC SALARY	15,600.00	45,794.00	Employee PF Contribution	1,872.00	6,159.00	LOSS OF PAY DAYS	:	0
HOUSE RENT ALLOWANCE	840.00	2,466.00	Employee ESI Contribution	135.00	445.00	LOSS OF PAY REV DAYS	:	0
ADVANCE STATUTORY BONUS	1,560.00	4,579.00						
Total Earnings Rs.		18,000.00	Total Deductions Rs.		2,007.00			

Net Pay : Rs. 15,993.00

In Words: Fifteen Thousand Nine Hundred and Ninety Three only

Note: You can reach us at : OmegalndiaPayroll@ceridian.com

This is computer generated copy and does not require authorization