


Representative documents of student's placement
2018-2019




(Dr. R. O. Ganjiwale)
Principal
PRINCIPAL
Institute of Pharmaceutical Education & Research
Borgaon (Meghe), Wardha

Vidarbha Youth Welfare Society's
INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH
Borgaon (Meghe), Wardha 442001 (M. S.)

Number and List of students placed along with placement details

Sr. No.	Name of student who has been placed	Name of the employer with contact details	Pay package at appointment (In INR per annum)
1.	Ku. D. V. Sharma	Meditab Software (India) Pvt. Ltd.,	-
2.	Ku. P. P. Joshi	R. K. Pharmaceuticals, Rohini, Delhi, India	180000
3.	Ku. R. S. Bhise	Tata Consultancy Services, Mumbai (M. S.)	-
4.	Ku. S. S. Belsare	Sancheti Hospital, Shivaji Nagar, Pune	-
5.	Ku. S. R. Thakur	Tata Consultancy Services, Mumbai (M. S.)	-
6.	Mr. H. S. Dubey	Aimil Pharmaceuticals (India) Limited, (M. S.)	-
7.	Mr. M. V. Badwaik	Lupin Limited, Nagpur (M. S.)	-
8.	Mr. R. S. Wankar	Oracity Life Sciences LLP, Butibori	-
9.	Mr. S. R. Khawashi	Episource India Pvt. Ltd., Chennai (TN)	-
10.	Ms. A. A. Urkude	Indian Genomix Pvt. Ltd., Hyderabad, (AP)	-
11.	Ms. A. D. Gayakwad	Unijules Life Sciences Ltd, Nagpur	144000
12.	Ms. N. R. Mahajan	Institute of Pharmaceutical Education and Research, Wardha, Maharashtra	240000
13.	Ms. A. D. Ghate	GeBBS Healthcare Solutions Pvt. Ltd., Aurangabad, (M. S.)	-
14.	Ms. D. D. Mankar	Nagpur Sustainability Support Services Pvt. Ltd., Nagpur, (M. S.)	-
15.	Ms. K. R. Wairagade	Advantmed India LLP, Ahmedabad, (GJ)	-
16.	Ms. M. K. Gulhane	GeBBS Healthcare Solutions Pvt. Ltd., Aurangabad, (M. S.)	-
17.	Ms. R. C. Bhaimare	Dr. Babasaheb Ambedkar Institute of D. Pharm, Wardha (M. S.)	-
18.	Ms. S. S. Meghare	National Cancer Institute, Nagpur	-
19.	Mr. V. V. Pawanikar	Nagpur Sustainability Support Services Pvt. Ltd., Nagpur, (M. S.)	-
20.	Ms. S. S. Dixit	Leben Laboratories Pvt. Ltd., Akola (M. S.)	-
21.	Mr. V. C. Dhote	Covance Scientific Services & Solutions Private Limited, Pune, (M. S.)	-
22.	Mr. P. D. Burle	Alteus Biogenics Pvt. Ltd., Kolkata, (W. B.)	-



(Signature)
(Dr. R. O. Ganjiwale)
Principal
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Institute of Pharmaceutical Education & Research
Borgaon (Meghe), Wardha



MEDITAB

MediTab Software (I) Pvt. Ltd. • 219/A, 2nd floor, Kalasagar shopping hub,
Opp. sattadhar saibaba temple, Ghatlodia, Ahmedabad - 380061.

Date: 18 December 2020

Dear Ms. Diksha Sharma,

Subject: Offer Letter

With reference to your application and subsequent discussions with us, we are pleased to offer you the position of **DrCatalyst Trainee**.

The first 3 months of your employment is the Probation Period upon the completion of which your services will be confirmed with the organization. By signing this, it is understood that you will be serving with us for a period of 24 months from your date of joining.

On receipt of this letter, please send your acceptance within three days from the issuance of this offer letter. This offer stands valid only till that time. Your date of joining will be **18th January 2021**.

For a period of three (3) years (the "Non-Competition Period") after resignation or termination, you will not, either individually or in conjunction with any other person(s) or business entity or in any other manner whatsoever, have interest in, or enter into employment with any of the Corporation's clients, Value Added Reseller, Competitor(s) and/or vendor. You agree that you will not attempt to establish business relation with any of the company's Clients, Value Added resellers, competitors and/or vendors. You also agree that you will not attempt to directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, solicit, or induce any employee of the Company with whom you had personal contact or supervised while performing your Job Duties, to terminate their employment relationship with the Company.

A detailed appointment letter will be issued to you after your joining and on completion of the necessary formalities.

We think it pertinent, at this juncture, to bring to your knowledge that consequent upon your joining our organization, you shall be required to sign a confidentiality agreement not to disclose any confidential information at any time during or subsequent to your employment.

For, Meditab Software (India) Pvt. Ltd.



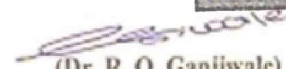
Human Resource Team

I hereby agree that I will perform my duties at Meditab Software (India) Pvt. Ltd.

Accepted 

Meditab Software (I) Pvt. Ltd. • 219/A, 2nd floor, Kalasagar shopping hub,
Opp. sattadhar saibaba temple, Ghatlodia, Ahmedabad - 380061.
Ph : (079) 65443841 • hrindia@meditab.com • www.meditab.com




(Dr. R. O. Ganjiwale)
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Borgnon (Steghe), Wardha



R K PHARMACEUTICALS

Manufacturer & Exporter of Pharmaceuticals, Ayurvedic and Nutraceuticals Products

1-10-2019

Ms Pragati Pawan Joshi
Krishna Nagar , Bachelor Road
Wardha – Maharashtra

Mob. 8483955417 / 8600884806 Papa

Sub: Appointment Letter for the Post of Pharmaceutical Products Marketing
Executive for export.

Dear Ms. Pragati

With reference to your curriculum vitae and subsequently your interview held in our office on 24-09-2019, we are pleased to inform you that you have been selected for the above-mentioned post in our organization.

Your office timing is 9.30 to 6-30 Pm and if you need holiday then inform the office 2 days before otherwise

You have been selected to consolidated salary of Rs.15000/- per month in hand.

Kindly join your duties on or before 7-10 -2019 at sharp 9:30 AM

Kindly bring your original documents for deposit in office / degree at the time of joining.

For R K Pharmaceuticals

Ms Jayoti
(Auth: Sing)



(Dr. R. O. Ganjiwale)
Principal
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Institute of Pharmaceutical Education & Research
Borgoun (Bicghe), Wardha



08-JUL-2019

Letter Of Appointment

To,
Ms. Reshama Bhise
Pratap Nagar Post Colony Ward No.09
Near Munot Lawn
Near Munot Lawn

Dear Ms. Reshama,

This has reference to our Offer of Traineeship in TATA Consultancy Services Limited vide TCSL/1267470/ BOM/Business Process Outsourcing Services/BTN dated 05-Jul-2019 and your completing joining formalities as per TCSLs policy.

On the terms and conditions detailed in our Offer of Traineeship accepted by you, we are happy to appoint you as BPO Trainee in grade BPOS with effect from 08-JUL-2019.

Your Trainee ID is 1742513.

I take this opportunity to extend you a warm welcome to the TCSL Family !

Yours sincerely,
For TATA Consultancy Services Limited

Rustom Beheram Siganporia
Head Talent Acquisition BPO Services

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

115, 5th Floor, Baywalk Street, Fort, Mumbai-400001, Maharashtra, India

Tel: 91 22 6778 9999 Fax: 91 22 6778 9000 website: www.tcs.com

Registered Office: Normal Building, 19th Floor, Narayan Point, Mumbai- 400 021

TCS Private & Confidential



(Dr. R. O. Ganjivale)
Principal
PRINCIPAL
Institute of Pharmaceutical Education & Research
Borgnole (Moghe), Wardha



SANCHETI HOSPITAL



Name Ms. Shivani Belsare
Employee No. 2201
Department OT Store
Designation Pharmacist
Blood Group O+ve

**Sancheti Institute
for Orthopaedics & Rehabilitation
16, Shivajinagar, Pune - 411005
Tel : 020-27999999, 28999999**

www.sanchetihospital.org



(Signature)
(Dr. R. O. Ganjiwale)
Principal
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Institute of Pharmaceutical Education & Research
Borgoo (Steghe), Wardha



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20184966030/Mumbai/BPS/BTN

Date:05/07/2019

Dear Ms. Surbhi Rajendra Thakur,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with Tata Consultancy Services Limited. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

TCS Confidential

TATA CONSULTANCY SERVICES

TCS House Ravelline Street Mumbai 400 001 India

Tel 91 22 6778 9999 Fax 91 22 6778 9000, e-mail corporate.office@tcs.com, website www.tcs.com

Registered Office 9th Floor Nirmal Building Nariman Point Mumbai 400 021.



(Signature)
(Dr. R. O. Ganjiwale)
Principal
PRINCIPAL
Institute of Pharmaceutical Education & Research
Borgoo (Steghe), Wardha



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped. "

Yours Sincerely,

For Tata Consultancy Services Limited

Rustom Beheram Siganporia
Head Talent Acquisition, TCS Business Process Services



[Click Here](#) or use a QR code scanner from your mobile to validate the offer letter

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20184966030/Mumbai/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:



(Dr. R. O. Ganjiwale)
Principal
PRINCIPAL
Institute of Pharmaceutical Education & Research
Borguon (sicghe), Wardha

TCS Confidential

TATA CONSULTANCY SERVICES

2

TCS House Ravelline Street Mumbai 400 001 India

Tel 91 22 6778 9999 Fax 91 22 6778 9000, e-mail corporate.office@tcs.com, website www.tcs.com

Registered Office 9th Floor Nirmal Building Nariman Point Mumbai 400 021.

AIMILPHARMACEUTICALS (INDIA) LIMITED
MANUFACTURERS & EXPORTERS OF PHARMACEUTICALS PRODUCTS

A-ISO 9001: 2008 Certified Company

Page 1 of 5

Ref: AIMIL/HR/Apt Letter/2019

Dated: 18 June 2019

Employee Code: E0006385**MR. HIMANSHU S DUBEY**
SHIVAJI PETH DEOLI ROAD
WARDHA**REST OF MAHARASHTRA-442001**

With reference to your application for- the post of **Medical Representative** in our company and the subsequent interview you had with us, we are pleased to appoint you as **Medical Representative** in this organization w. e. f. **12th June 2019** on the following terms & conditions:

1. **SALARY:** Your monthly **Gross Salary** will be **Rs.12500/- (CTC Rs.14577/-)** composed of the following:

Heads	Earnings (Per Month)	Earnings (Per Annum)
Basic Salary	5668.00	68016.00
House Rent Allowance	2834.00	34008.00
City Compensatory Allowance	284.00	3408.00
CMA	1600.00	19200.00
Entertainment	2114.00	25368.00
(A) Gross Salary	12500.00	150000.00
(B) Statutory deductions		
Employee PF	681.00	8172.00
Employee ESI	219.00	2628.00
Net Salary (A-B)	11600.00	139200.00
(D) part of CTC		
At Present Employer PF or as per EPF Act	737.00	8844.00
At Present Employer ESI or as per ESIC Act	594.00	7128.00
At Present Bonus or as per bonus act	473.00	5676.00
Gratuity if applicable or as per Gratuity act	273.00	3276.00
Total (D)	2077.00	24924.00
CTC (A+D)	14577.00	174924.00

2. **ALLOWANCES:** You will be eligible for reimbursement of out-of-pocket expenses incurred by you in respect of the days that you have actually worked as per the approved Tour Program from the company as per **Annexure - A**.



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our technology awarded by 3 national awards

REGD. OFFICE : 2994/4, Street No. 17, Ranjeet Nagar, New Delhi-110 008, INDIA. Ph :-91-11-25701203, 25703041, Fax :+91-11-25703064
 HEAD OFFICE : 2699, Street No. 13, Ranjeet Nagar, New Delhi-110 008, INDIA. Ph :+91-11-25705472, 25703613
 MANUFACTURING UNIT-I : A-13/2, Naraina Industrial Area, Phase-I, New Delhi-110 028, INDIA
 MANUFACTURING UNIT-II : Saini Majra, Ropar Nalagarh Road Tehsil Nalagarh, Distt- Solan, H.P., -174101, INDIA
 Website : www.aimilpharmaceuticals.com Email: corporate@aimilpharmaceuticals.com



Handwritten signature

(Dr. R. O. Ganjivale)

Principal

PRINCIPAL

Institute of Pharmaceutical Education & Research
Borgun (Bicgho), Wardha



March 12, 2020
Mr. Mukul Vilas Badwaik
Endeavour - Nagpur
HQ: Nagpur

Subject: Offer Letter

Dear Mr. Badwaik,

With reference to the interview you had with us, as mutually agreed, we are pleased to offer you the post of **Marketing Trainee at MT Grade** in our **Endeavour** division based at **Nagpur**.

You are requested to submit the following:

- Copy of your resignation with your present employer, duly acknowledged by your superior.
- Two passport size photograph
- Copy of resignation acceptance letter from present employer (may be submitted at the time of joining)

You shall be paid gross remuneration of **Rs. 2,45,000/-** per annum inclusive of Provident Fund, Gratuity, Bonus, ESIC given to employees as per rules.

You are requested to join the Company on or before **13.03.2020**.

Please contact **Mr. Sachin Verma**, Sales Manager, Mumbai on mobile no. **8223800712** for further guidance.

The Appointment letter will be given to you on your joining the Company. Your appointment is subject to following:

- Submission of your medical fitness certificate on joining duties.
- Reference check.
- No Criminal records.
- Validation of all above documents.

Kindly return the duly signed copy of this letter in acceptance of the offer.

Wishing you all the very best.

Yours faithfully,

FOR LUPIN LIMITED

PADMA THEVAR
EXECUTIVE- HR

Enclosed: Remuneration structure

LUPIN LIMITED

Registered Office: 3rd Floor, Eastern Express, Off W.T. Highway, Santacruz East, Mumbai - 400 025. Fax: Tel: 91-22-6643 2223

Corporate Identity Number: U241293MH2005PL0109442

www.lupin.com



(Dr. R. O. Ganjiwale)
Principal
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Institute of Pharmaceutical Education & Research
Borgnon (Boghe), Wardha

REF: Oracity/HRD/OFFER/2021/05

Date: 22nd May 2021

To
Mr. Rahul Wankar
Tilak Ward, Po – Sindi,
Selu, Wardha
Maharashtra - 442105

Subject: "Offer Letter"

Dear Rahul,

This has reference to the recent interview you had with us. We are pleased to offer you the position of "Trainee – Quality Assurance" for "Oracity Life Sciences – LLP" Butibori, in the following terms and condition.

You are requested to join our company on or before 24th May 2021. Failing which your offer will be treated as cancelled.

A detailed appointment letter including details of other benefits will be issued to you at the time of your joining.

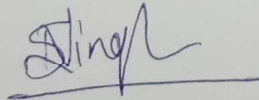
You are advised to submit the documents attached herewith in Annexure-II. Your appointment shall be subject verification of documents submitted by you. You need to undergo medical test if required and advised by management before joining.

On Date of Joining you have to report to **Ms. Neha Singh, Sr.Executive HR** for joining formalities at Butibori, office.

We welcome you at "Oracity Life Sciences –LLP" and expect a mutually beneficial career ahead

Thanking you.

Yours faithfully,
For, Oracity Life Sciences - LLP

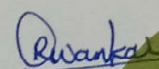


Authorised Signatory


ACCEPTANCE

I have read, understood and accepted the terms conditions I will join the company w.e.f. 24/05/2021.

Date: 24/05/2021


Signature
(Mr. Rahul Wankar)




(Dr. R. O. Ganjiwale)
Principal
PRINCIPAL
Institute of Pharmaceutical Education & Research
Durgam (Stogie), Wardha



17 August 2020
Employee ID: ESPM2042

Shubham Khawashi
H.no.3077,
ward no.16 chandak layout,
Wardha
Maharashtra -

Dear Shubham Khawashi,

Sub: Appointment Letter

A warm welcome to the Episource family.

Episource is an organization with Indian roots and a global vision. We are aware of the fact; we have a distinctive culture and would like to invite you to and enhance this culture. We are sure that you will contribute to the task ahead of us, in your own special way.

With reference to our Offer Letter dated 03 June 2020, We are pleased to appoint you as Trainee - MCC effective 17 August 2020.

Please note that the terms and conditions of your service contract as intimated here after, is to be treated as strictly confidential and you are not to divulge its content to any employee of the company/person connected with the company, who is not authorized by the management.

All information regarding your compensation, benefits and performance appraisal are to be treated as strictly confidential. Hence discussions or sharing of information with other employees either in public or private is strictly prohibited.

We congratulate you on this occasion and we hope you will render your good services with commitment and dedication.

You are advised to sign and return the duplicate of this letter as token of your acceptance.

We look forward to a long rewarding career with Episource.

With best Wishes,

For EpisourceIndia Pvt Ltd

Manjula Palanisamy
Vice President-HR

Shubham Khawashi

Page 1 of 9

Episource India Pvt. Ltd | www.episource.com | CIN - U72900TN2004PTC053347

Registered Office: No. 18, Sathyanarayana Avenue, Boat Club Road, R.A. Puram, Chennai - 600 029

Corporate Office:
5th Floor, E-Veng, Corporate Avenue
(Atul Projects) | Opp. Solitaire Corporate Park
Chennai - 600 084
Ph: +91 44 8210 1016

Member Office:
5th Floor, E-Veng, Corporate Avenue
(Atul Projects) | Opp. Solitaire Corporate Park
Chennai - 600 084
Ph: +91 44 8210 1016



Vijaya Vittala Office
(Dr. B. O. Ganjivale)
Door No. 54, 15, 5A, 1st Floor
Principal
Sreevasa Nagar, Bapat Colony
Bang Road, Vijaya Vittala
Institute of Pharmaceutical Education & Research
Borgoo (Mighe), Wardha



17 August 2020

Employee ID: ESPM2042

Compensation details of: Shubham Khawashi

Designation: Trainee - MCC

Component	ANNUAL	MONTHLY
Basic	71875	5990
HRA	52849	4404
Statutory Bonus	7000	583
Provident Fund	18186	1515
Gratuity	3457	288
Mediclaim Insurance	4644	387
ESIC	5827	486
Other Allow ances	47559	3963
CTC	211397	17616

- All payments are subject to statutory deductions.
- Mediclaim Cover (Family floater - coverage includes employee, spouse, Children, Parents /Parents-in- laws. Restricted to members including employee) Sum Insured - INR 100,000/- (INR one Lakh only)
- Life Insurance Cover - INR 200,000/- (INR Two Lakhs Only)
- For detailed eligibility & benefits, employee is advised to refer to HR Handbook.

Shubham Khawashi

Page 2 of 9

Episource India Pvt Ltd | www.episource.com | CIN - U72900TN2004PTC053347
Registered Office: No. 18, Sathyasrayana Avenue, Boat Club Road RA Puram, Chennai - 600 028

Corporate Office
10th Floor, 10th Main Road, 10th Cross,
10th Main Road, 10th Cross, 10th Cross,
10th Main Road, 10th Cross, 10th Cross,
10th Main Road, 10th Cross, 10th Cross

Main Office
10th Floor, 10th Main Road, 10th Cross,
10th Main Road, 10th Cross, 10th Cross,
10th Main Road, 10th Cross, 10th Cross,
10th Main Road, 10th Cross, 10th Cross



Principal
Dr. R. O. Ganjiwale
Principal
Institute of Pharmaceutical Education & Research
Borgnour (Bichhe), Wardha



INDIAN GENOMIX PRIVATE LIMITED

APPOINTMENT LETTER

Date: 17/02/2020

Strictly private and confidential

Ms. AMRUTA ASHOK URKUDE
Shivaji chowk, Mul Road, Gondpipari,
Chandrapur(District), Maharashtra(State)

Dear Ms. AMRUTA ASHOK URKUDE

With reference to your application and subsequent talks made with you personally, we are happy to inform that you have been appointed as "Trainee in Quality assurance department" in our company in Hyderabad.

The detailed terms and condition of employment will be issued to you on joining.

You will be reporting to Quality assurance department and undertake any works given to you from time to time.

You will be required to keep all the information relating to company as confidential without sharing to anyone.

We welcome you to our organization for happy association

Thanking you,

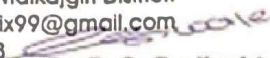
Yours faithfully,

Indian Genomix Private limited


Director 

Plot No. 135/1 & 2, Phase - II, IDA, Cherlapally, Hyderabad - 500 051. Medchal-Malkajgiri District.
Tel No. : (O) +91 7207144242, E-mail : Info@Indiangenomix.com, Indiangenomix99@gmail.com
CIN No. U24230TG1998PTC030757, GST No. 36AAAC17203A1Z8




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• Reg. No.: IN/QMS22/0511 • Certificate No.: 13/GGCS/09/259
• ISO 9001:2008



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LIFE SCIENCES LTD.
"From Farm to Pharma"

Date 05.11.2020

To,
Mr. Akshay Gayakwad
Plot No. 47, Sarvashree Nagar,
Dighori, Umred Nagar,
Dist- Nagpur.

Subject : Probation letter.
Reference : Interview on dated 19.10.2020.

Dear Mr. Akshay,

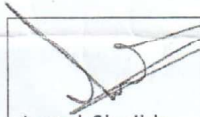
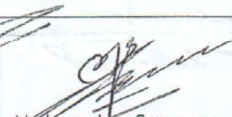
With reference to your application and subsequent interview, we are pleased to inform that you are with us in our organization for the post of Jr. Officer- Quality Assurance with effect from 01.11.2020 with monthly salary Rs. 12,000/- (Rs. Twelve Thousand).

You will be on probation for next twelve months from the date of joining the company and shall be deemed to be on probation until confirmed in writing. If no letter of confirmation is issued the probation period shall deemed to have been extended till issuance of confirmation letter.

Your performance will be assessed time to time and will be reviewed after twelve months.
You will report your duties to Dept. Head.

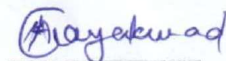
We welcome you to Unijules Group and wishing all the best.

For Unijules Life Sciences Ltd.

 Israel Sheikh Plant Manager	 Mahendra Sonone Manager -HR
---	---




Received & Accepted



(Akshay GAYAKWAD)




(Dr. R. O. Ganjiwale)
Principal
PRINCIPAL
Institute of Pharmaceutical Education & Research
Borgaon (Moghe), Wardha



Estd : 1991

VIDARBHA YOUTH WELFARE SOCIETY'S
INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH

Borgaon (Meghe), Wardha, Maharashtra State, India - 442 001

NAAC accredited Grade 'A'

Dr. R. O. Ganjiwale
I/C. Principal

Ph. 07152 -240284
Fax 07152-241684

E-mail: iper4160@gmail.com
Web Side: www.iperwardha.com

Conducting Degree, Post Graduate and Doctorate Programme in Pharmaceutical Sciences

Ref. No. :ADM/201/317

Date: 4th Jan. 2021

To,

Ms. Nikita Rajendra Mahajan
Bank of India colony, Nalwadi
Nagpur Road, Wardha

I have pleasure to inform you that you are here by appointed as **Assistant Professor in Pharmaceutics** on contractual basis on fixed monthly emolument of Rs 20,000 /- (Twenty thousand only). Your appointment is on purely temporary basis i.e. from joining date to **30th April 2021**. No any other kind of allowances is admissible to you.

Your contact hours in Institute should not be less than 42 hours per week. Apart from your basic job responsibilities you are entitled for any other responsibility assigned to you by the Principal, You are abide to such rule frame by Institute time to time.

If you are agreeable to the terms & conditions mentioned above you should send your acceptance on or before **5th January 2021**

Copy to:-

The President
Vidarbha Youth Welfare Society, Amravati


(Dr. R. O. Ganjiwale)

I/c Principal
PRINCIPAL

Institute of Pharmaceutical Education & Research
Borgaon (Meghe), Wardha

BP 2018-19



Forward Thinking

GeBBS Healthcare Solutions Pvt. Ltd.
First floor, Building No. 1, Golden IT Business Park, Plot No. E-26/27, MIDC,
Chikalthana, Aurangabad 431 210
Tel: +91 0240 2479600

APPOINTMENT LETTER

To,
Achal Dnyaneshwar Ghate (36743)
Aurangabad

Date: October 03, 2019

Dear Achal,

With reference to your application and the subsequent interviews you had with us we are pleased to appoint you as "Medical Coder Trainee" at GeBBS Healthcare Solutions Pvt. Ltd., Aurangabad on the following terms and conditions:

Your date of appointment is effective October 03, 2019.

1. You will be on probation for a period of six months. Thereafter subject to your work, conduct and performance being found satisfactory you will be confirmed in writing. If either your work conduct or performance is not found satisfactory, the probation period will stand automatically extended without any intimation to you till you get a communication from the Company confirming your services.
2. Your emolument by way of Annual Cost to the company is INR 2,14,502/- per annum (INR Two Lacs Fourteen Thousand Five Hundred Two Only). Details of this annual cost are enclosed in the annexure.
3. The Organization conducts screening and background verification for its prospective hires. Your appointment and continuation of your services is subject to a clear and clean background report.
4. Your shift timings are subject to change as per the requirement of the business.
5. Your employment is subject to your undertaking that,
 - You will clear the training and on the job evaluations that are pre-requisite.
 - You will not directly or indirectly engage in any other work or assignment or take up part/full time training program without prior permission in writing of the Company.
 - You will not divulge, disclose or leak out any information regarding the affairs of the Company, which comes to your knowledge, including the design, patent process or trade of Company or of Company's collaborations (whether in India or abroad)
 - You will also execute a service and confidentiality documents as applicable to employees from time to time.
6. Your services are liable to be transferred to any of the branches of the Company or to any of its Group/Associate Company. The terms and conditions of this appointment will be binding on such transfers and your services will be treated as continuous services. Any subsequent change in rules, policies and regulations during the term of your services of the Company shall be binding upon you in totality.
7. During the period of your service if you are found medically unfit for work, the management shall have the right to require you to get yourself examined by any medical authority specified by the Company and management as its sole discretion may terminate your services based on such medical reports.
8. Your performance will be evaluated at regular intervals for salary review or salary increments. Increment shall be based on your performance and in no case shall be automatic and / or can be claimed as a matter of right and shall be solely at the discretion of the Company.
9. Your services can be terminated without assigning any reasons as under:
 - a) At any time without any prior notice during the period of probation.
 - b) With prior notice of minimum [1] One month or salary in lieu thereof, after confirmation.

GHS / GR / HRD / ACB

Release Date 02/10/17
Version No. 4.0

Registered Office
"MindSpace", Building No.3, 1st Office Level, Thane - Belapur Road,
Airoli, Navi Mumbai 400 708

Tel: +91-22-39487300
www.gebbs.com



(Dr. R. O. Ganjivale)
Principal
PRINCIPAL
Institute of Pharmaceutical Education & Research
Borgnour (Moghe), Wardha

Employee Code : 36743
 Employee Name : Achal Dnyaneshwar Ghate
 Grade : 05
 Designation : Medical Coder Trainee
 Department : Coding

Salary Annexure:

Sr. No.	Component	Per Month (INR)	Per Annum (INR)
Section A			
1	Basic	5,800	69,600
2	HRA	628	7,536
3	Advance Statutory Bonus	787	9,444
4	Special Allowance	3,645	43,740
	Section A - Total	10,860	1,30,320
Section B			
5	Minimum Variable Incentive	-	-
6	Maximum Variable Incentive (Up to)	5,000	60,000
	Section B - Total	5,000	60,000
	Min Earning Potential (Section A Total)	10,860	1,30,320
	Max Earning potential (Total Section (A+B))	15,860	1,90,320
Section C			
Retirals & Non - Monetary Benefits			
7	Employer's Provident Fund		13,601
8	Gratuity		3,346
9	Insurance		3,000
10	ESIC		4,235
	Section C - Total		24,182
	Total (Section A+B+C)		2,14,502

Dr. Ganand

The above compensation package is subject to Income Tax regulations and other laws applicable from time to time.
 Gratuity will be paid out to the employee as per the payment of Gratuity Act, 1972.
 GeBBS Reimbursement Flexi Plan applicable as per existing policy.
 GPA / GMC / GTL Insurance are prevalent as per policy.
 The Employee will be paid monthly / quarterly variable amount only if s/he remains in the service of the Company at the end of that period.

GHS / QR / HRD / 408

Release Date: 01/10/17
 Version No. 4.0



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 Principal

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Nagpur Sustainability Support Services Pvt. Ltd.

3rd floor, Samved Sankul, Nr. MLA Hostel, Civil Lines

Nagpur - 440001, Maharashtra, INDIA

P: +91 712 2552725/6, 2559950, 2562723

E: advisor@or-reach.com; info@nssupportservice.com

W: www.reach-or.com

14th October, 2019

To,
Ms. Dhanashri D. Mankar,
Nagar Parishad Layout, Ward No. 07, Deoli,
Distt.: Wardha - 442101 (M.S)

Sub.: Appointment Letter.

Dear Ms. Dhanashri D. Mankar

With reference to your interview held on 12th October, 2019 and the subsequent written exam today i.e 14th October, 2019, we are pleased to inform that you have been appointed as a Trainee with our organization.


You would be under training for a period of 1 year, and would serve as a probationer for the initial 6 months.

Your joining date would be 1st November, 2019. A formal contract would be signed and other formalities would be completed, upon your joining.


Congratulations and welcome to the organization!

Best Regards,

For Nagpur Sustainability Support Services Pvt. Ltd.,


Surbhi Kumra
(Manager - HR)




(Dr. R. O. Ganjivale)

Principal
PRINCIPAL

Institute of Pharmaceutical Education & Research
Jorgnon (Bicche), Wardha

Regulatory Compliance Assistance..... *timely, accurately, effectively*



LLP Identification No : AAH - 4598

To,
Employee Name: Kajal Ravindra Wairagade
Emp Code: 20474
Designation: Medical Coder
DO: 5th September, 2019

Letter of Expectation for Trainee

Dear Kajal,

Greetings!!

At the onset, we will like to congratulate you on choosing a rewarding career with Advantmed as a Medical coder.

At Advantmed we are committed to growth of our employees, to achieve organizational goals and Training is one of the most important aspect for business which compels us to successfully meet all Goals. Given the aforesaid, we will like to bring certain expectations for our collective success. Success is an outcome of a collective efforts thus it is pertinent that you not only strive to meet these primal expectations but also motivate and support your team members to meet theirs in case you see any one lagging behind or notify your immediate TL.

Our Objective:

- To build Healthy Work culture
- To set the right expectations in regards to Training period, Accuracy, Production and Time Management.
- To develop a team that has all the necessary skill sets to meet or exceed expectation.

Expectations

- Always be on time in Trainings
- Should clear all assessments and Practice Charts
- Should be flexible during training (Stretch back, weekend working etc.)
- Understand and implement the knowledge imparted effectively on live production

ADVANTMED INDIA LLP

Registered Office : 515, Pinnacle Business Park, Corporate Road, Nr. Prahladnagar Garden, Prahladnagar, Ahmedabad - 380 015.
www.advantmed.com | Ph : 079 2970 1988

(Dr. R. O. Ganjiwale)

Principal

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Institute of Pharmaceutical Education & Research
Borgnour (Moghe), Wardha





ADVANTMED

- Unapproved or uninformed leaves
- Making noise in the passage/lobby of the Building
- Inappropriate use of lift - overcrowding resulting in lift getting stuck
- Damage to company's/building properties
- Lating outside Pantry in the company building
- Violation of Rules that are a part of clinical culture
- Disrespectful behavior towards colleagues and hatch mates.
- Misuse of I-card - tail gating/ entering without Scanning I-card
- Gathering in large numbers outside office premises or building gates causing traffic issues.
- Not escalating unethical behavior to your reporting head
- Casual attitude towards training and lack of intent to learn
- Violate any compliance/IT/HR/Company policy

Note:

- In case of non-performance or non-adherence found during training, company reserves all rights for termination of offer agreement with trainee
- Remuneration during training period will not be paid off for the Discontinuation of services due to non-performance or non-adherence of policies

For Advantmed India LLP,

Shreejith Nair- Manager
Medical Record Retrieval Operations

I read, understood and agree about the details mentioned above:

(Signature of the employee)

Employee Name: Kajal Ravindra Wairagade



(Dr. R. O. Ganjiwale)

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Institute of Pharmaceutical Education & Research
Borgnour (Sicghe), Wardha



GeBBS Healthcare Solutions Pvt. Ltd.
First floor, Building No. 1, Golden IT Business Park, Plot No. E-26/27, MIDC,
Chikalthana, Aurangabad 431 210
Tel: +91 0240 2479600

APPOINTMENT LETTER

Date: October 03, 2019

To,
Megha Kisanaji Gulhane (30754)
Aurangabad

Dear Megha,

With reference to your application and the subsequent interviews you had with us we are pleased to appoint you as "Medical Coder Trainee" at GeBBS Healthcare Solutions Pvt. Ltd., Aurangabad on the following terms and conditions.

Your date of appointment is effective **October 03, 2019**.

1. You will be on probation for a period of six months. Thereafter subject to your work, conduct and performance being found satisfactory you will be confirmed in writing. If either your work conduct or performance is not found satisfactory, the probation period will stand automatically extended without any intimation to you till you get a communication from the Company confirming your services.
2. Your emolument by way of Annual Cost to the company is **INR 2,14,502/- per annum (INR Two Lacs Fourteen Thousand Five Hundred Two Only)**. Details of this annual cost are enclosed in the annexure.
3. The Organization conducts screening and background verification for its prospective hires. Your appointment and continuation of your services is subject to a clear and clean background report.
4. your shift timings are subject to change as per the requirement of the business.
5. Your employment is subject to your undertaking that,
 - You will clear the training and on the job evaluations that are pre-requisite.
 - You will not directly or indirectly engage in any other work or assignment or take up part/full time training program without prior permission in writing of the Company.
 - You will not divulge, disclose or leak out any information regarding the affairs of the Company, which comes to your knowledge, including the design, patent process or trade of Company or of Company's collaborations [whether in India or abroad]
 - You will also execute a service and confidentiality documents as applicable to employees from time to time.
6. Your services are liable to be transferred to any of the branches of the Company or to any of its Group/Associate Company. The terms and conditions of this appointment will be binding on such transfers and your services will be treated as continuous services. Any subsequent change in rules, policies and regulations during the term of your services of the Company shall be binding upon you in totality.
7. During the period of your service if you are found medically unfit for work, the management shall have the right to require you to get yourself examined by any medical authority specified by the Company and management as its sole discretion may terminate your services based on such medical reports.
8. Your performance will be evaluated at regular intervals for salary review or salary increments. Increment shall be based on your performance and in no case shall be automatic and / or can be claimed as a matter of right and shall be solely at the discretion of the Company.
9. Your services can be terminated without assigning any reasons as under:
 - a) At any time without any prior notice during the period of probation.
 - b) With prior notice of minimum [1] One month) or salary in lieu thereof, after confirmation.

GeBBS/HR/18/03/2019

Release Date: 03/10/2019
Version No. 4.0

Registered Office
"MindSpace", Building No 3, 1st Office Level, Thane - Belapur Road,
Airoli, Navi Mumbai 400 708

Tel: +91 22 39487300
www.gebbs.com

(Dr. R. O. Ganjivale)



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Institute of Pharmaceutical Education & Research
Borgaon (Bicgho), Wardha

10. Your services can, however, be terminated, without any notice or compensation and without assigning any reason for loss of confidence, or for any act including dishonesty, disobedience, negligence, fraud, misappropriation of Company's money, property or any subversive act which is seriously detrimental to the interest of the company and warrants your termination forthwith.
11. You will have to give minimum [1] one month prior notice if you want to resign from the services of the Company at any time. If you fail to give [1] one month prior notice, you will have to pay to the Company [1] one month salary in lieu thereof. Notice period waive off or Notice period buyout option will be subject to Company's sole discretion and binding on you.
12. An absence from duty for a continuous period of 2 days during probation and 7 days after confirmation, including absence on leave though applied but not granted, would make you lose your lien on the services and the same will automatically come to an end without notice or even intimation. The Company shall have full authority to initiate absconding and recovery proceedings against you.
13. You will retire from the services of the Company on attaining 60 years of age and for this purpose the official record of your date of birth with the Company will be treated as final.
14. During the period of the service in the Company, you shall:
 - Perform, observe and conform to such orders and instructions as may from time to time be reasonably given or communicated to you by the Supervisor.
 - In all respects carry out the objects of the Company diligently and faithfully serve the Company, promote and protect its interest in all things to the best of your ability and judgment, and use your best endeavors to increase its business, and
 - Devote your whole time and attention to the business of the Company during the office hours of the Company, and shall not in any way be engaged in, concerned directly or indirectly with any other Company, business or trade without the prior written consent of the Company.
 - Agree to enter into a service contract with the Employer which will require the Employee to remain with the organization for a defined period post his/her return to India. This service contract will be liable only in the event that he/she is required to travel abroad to a client site for any business need.
15. The postal address shared by you shall be treated as the correct address for all communications to you. You undertake to promptly intimate the company in case of any change in the postal address. All communication addressed to you on the address shall be deemed to have been correctly served.
16. By accepting this letter of appointment, you acknowledge and agree that you will not, during the course of your service or thereafter, except with our consent, as required by law or in the performance of your duties, use or disclose confidential information relating to our business, including but not limited to business, client's information, business methods and practices, software technology and tools and /or any such information we may assign time to time as being confidential.

If the terms and conditions stated above are accepted to you, please sign the duplicate copy of this letter as a token of your acceptance of our employment offer and return it to us for record.

Yours faithfully,

For GoBBS Healthcare Solutions Pvt. Ltd

Deveshi Gavand
Deveshi Gavand
Sr. Manager - HR

Accepted

Mogha Kisanaji Gulhane

Release Date: 01/10/17
Version No. 4.0



(Dr. R. O. Ganjivale)

Principal

PRINCIPAL
Institute of Pharmaceutical Education & Research
Borgunur (Bichga), Wardha



Savitribal Fule Mahila Mandal's

Dr. Babasaheb Ambedkar Institute of D-Pharm

Adarsh Nagar, Sewagram, Wardha - 442 001
Ph.: 07152 - 252633, 8600043892, 8390596614

Institute Code: 4641(DTE)
Institute Code: 1741(MSBTE)

Ref. No. 5F/NN/DBAIPP/231

Date : 9/6/2020

To,

Miss. Rushali Bhaimare

Lecturer,

Dr. Babasaheb Ambedkar institute of Pharmacy sewagarm, Wardha.

Subject:- Resume the duties from 13 June 2020

Reference:- मरातशिमं/का-लले/वी-९१/२०२०/४२ दिनांक :- 08/Jun/2020

Dear Sir/Madam,

With reference to above mention subject exam activities will starts from 15 June 2020. You have to join the duties from 13 June 2020. DTE letter attached with this mail...



R. O. Ganjivale
Principal.
Dr. Babasaheb Ambedkar
Institute of Pharmacy,
SEWAGRAM



R. O. Ganjivale
(Dr. R. O. Ganjivale)
Principal
PRINCIPAL
Institute of Pharmaceutical Education & Research
Borgun (Stighe), Wardha

 **National Cancer Institute™**
Kh.No 25, Outer Hingna Road, Mouza Jamtha, Nagpur 441108

TEMPORARY IDENTITY CARD



Name: Shital Subhashrao Meghare

Designation: Jr. Pharmacist

D.O.B.: 22-01-1996 Blood Group: O+

Contact No.: 9021194903

Date of Issue 18-04-2022 Valid Till (Date) 17-04-2023

Employee ID: L041402

S.S. Meghare
Employee Signature

R. O. Ganjivale
Jt. Dir. Admin
Issuing Authority



R. O. Ganjivale
(Dr. R. O. Ganjivale)
Principal
PRINCIPAL
Institute of Pharmaceutical Education & Research
Borgun (Meghe), Wardha

14th October, 2019

To,

Mr. Vedant V. Pawnikar,
29, Vivekanand Nagar, Nagpur Road,
Chhindwara – 480001 (M.P)

Sub.: Appointment Letter.

Dear Mr. Vedant V. Pawnikar,

With reference to your interview held on 12th October, 2019 and the subsequent written exam today i.e 14th October, 2019, we are pleased to inform that you have been appointed as a **Trainee** with our organization.


You would be under **training** for a period of **1 year**, and would serve as a **probationer** for the **initial 6 months**.

Your **joining date** would be **1st November, 2019**. A formal contract would be signed and other formalities would be completed, upon your joining.

Congratulations and welcome to the organization!

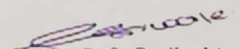
Best Regards,

For Nagpur Sustainability Support Services Pvt. Ltd.,



Surbhi Kumra
(Manager – HR)




(Dr. R. O. Ganjiwale)

Principal

Institute of Pharmaceutical Education & Research
Borgou (Sicghe), Wardha



LEBEN LABORATORIES PVT. LTD.

Works : Plot No. L-4 & L-15, Phase-III, M. I. D. C., AKOLA-444 104 (M.S.) INDIA
Ph. No. : 0091-724-2259401/02/03, Fax: 2258371, Email: info@lebenlab.com
Mumbai Office : 11, Mahavir Mansion, 70, Trinity Street, MUMBAI - 400 002 (M.S.) INDIA
Ph.: 0091-22-22075301/02, Fax : 22075303 Email : mumbai@lebenlab.com
CIN : U24230MH1988PTC048316 Web.: www.lebenlab.com

OFFER LETTER

Date: 27/12/2019

To,
Ms. Snehal S. Dixit,
Near Head Office,
Civil Line,
Chandrapur- 442401.
Mobile No.:- 7058075337.

Subject: Offer Letter for Employment.

Dear Ms. Snehal,

Congratulations!

With reference to your application dated 19/12/2019 and the subsequent interview dated 27/12/2019 we are pleased to offer you a promising career with us. You would be a part of the Quality Assurance function and will be working as a **Quality Assurance (Documentation) Trainee** in the (Quality Assurance Department). Your pay package is attached along with this letter at Annexure A.

An appointment letter along with the terms and conditions of employment will be issued to you at the time of joining.

You are required to sign and return to us the duplicate copy of this offer letter clearly indicating your date of joining, which shall be not later than 01/01/2020. Please note that this offer letter becomes invalid if your acceptance is not received within one week. Also it stands cancelled if you fail to join on the agreed date of joining. The Company reserves the right to withdraw this offer at any time without assigning any reason.

At the time of joining, kindly submit two self-attested photocopies of the following documents:

- 1) Eight recent passport size photographs.
 - 2) Photocopy of Mark list of SSC, HSC and all years of Graduation plus higher education.
 - 3) Photocopy of SSC & HSSC Leaving Certificate & Board Certificate.
 - 4) Photocopy of the Degree Certificate (or Provisional Degree Certificate in case Degree Certificate is not received).
 - 5) Bank passbook for salary account (only if having account in SBI).
 - 6) Physical fitness certificate from a MBBS Doctor, Blood group Certificate & Eye Checkup Certificate from any Ophthalmologists.
 - 7) ID Proof (any 2) from Voter ID card, Aadhar Card, Driving Licenses & PAN Card (is must).
 - 8) Address Proof (any 2) from Electric Bill, Telephone Bill, Ration Card.
- Note:** Bring original documents for verification.

Contd...02



(Dr. R. O. Ganjivale)
Principal
PRINCIPAL
Institute of Pharmaceutical Education & Research
Borgnour (Diche), Wardha

//02\\

If Experienced:

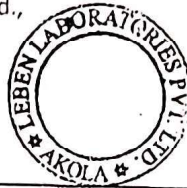
- 1) Experience certificate of previous employers.
- 2) Relieving certificate of last employer.
- 3) If FDA approved, photocopy of approval.

We welcome you at Leben and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards the success. We assure you of our support for your professional development and financial growth.

With regards,

For, Leben Laboratories Pvt. Ltd.,


H.R. in-charge



Please sign the duplicate copy of this letter as a token of acceptance of this offer.

I, hereby confirm that, I have understood the offer and accept the same. I also confirm that will join on or before _____ (date), failing which will result in forfeiting of this offer.

Yours' Truly,


Name: Ms. Snehal S. Dixit

Signature: _____

Date: _____

Place: _____




(Dr. R. O. Ganjivale)
Principal
PRINCIPAL
Institute of Pharmaceutical Education & Research
Borgun (Sishe), Wardha

ADDENDUM TO OFFER OF EMPLOYMENT

This ADDENDUM to the OFFER OF EMPLOYMENT ("Addendum") is entered into on January 01, 2020.

BY AND BETWEEN:

COVANCE SCIENTIFIC SERVICES AND SOLUTIONS PVT. LTD. (F.K.A. SCIFORMIX TECHNOLOGIES PVT. LTD.), a private limited company incorporated under the provisions of the Companies Act, 1956, having its registered office at Ackruti Softech Park, 2nd Floor, Road No 21, MIDC, Andheri (East), Mumbai 400 093 (hereinafter referred to as the "Company" which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include its successors in interest and permitted assigns) of the **FIRST PART**;

AND

THE EMPLOYEE, who is working in the Company and whose details are provided in the Schedule hereunder, of the **SECOND PART**

WHEREAS:

In view of the Company's efforts for a proposed harmonization of the Company and Covance India Pharmaceutical Services Private Limited, and to further re-align the salary components and other employment benefits in accordance with applicable statutory requirements, the Company has proposed certain modifications to the Employee's Offer of Employment ("Offer Letter") and the existing terms of employment, vide this Addendum. This Addendum shall be effective on and from January 01, 2020.

For avoidance of doubt, this Addendum will not result in any reduction of the Employee's total 'cost to the company'.

It is hereby agreed as follows:

A. **Modifications to Terms of Employment:** With effect from January 01, 2020, the following shall become applicable to the Employee:

1. Salary and Benefits Structure:

Annexed to this Addendum, as Annexure "A", is the Employee's revised cost to company ("CTC") structure letter pursuant to the changes as reflected therein. At each time there is a revision in the Employee's salary, the Employee's CTC as contained in Annexure "A" will be accordingly revised and a separate letter to this effect will be issued to the Employee from time to time. It is hereby clarified and reiterated that the Employee's overall CTC has not been reduced, while the components within the CTC have been re-aligned to suit the proposed harmonization and applicable statutory requirements.

2. City Compensatory Allowance:

This pay component if applicable, has been reallocated to the 'Flexi Basket' component. Please refer to Annexure "A" for information on the 'Flexi Basket'.

3. Provident Fund:

The contribution towards provident fund will be calculated at 12% of the basic salary component on account of the Company as well as the Employee, which is in accordance with the applicable statutory requirements. In the event that the contribution payable towards provident fund based on the above calculation is less than INR. 1,800/- per month (Indian Rupees One Thousand Eight Hundred only), a contribution of INR. 1,800/- per month (Indian Rupees One Thousand Eight Hundred only) will be made. This will continue as per the existing practice.

In case the Employee would like to contribute an additional amount towards voluntary provident fund (VPF), the Employee can reach out to the Employee's HR Support team for the same.



(Dr. R. O. Ganjwale)
Principal
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Institute of Pharmaceutical Education & Research
Borgun (Mighe), Wardha

4. Leave Entitlement and Other Benefits:

The Employee will be entitled to leaves as per the statutory requirements. The leave policy will be revised and available for review in the mAPS portal. The Company is also in the process of revising its policies relating to other employment benefits and terms including but not limited to insurance benefits and allowances, which will be made available to the Employee for review in the mAPS portal.

5. Hours of Work:

All full time employees will be required to work for 40 hours per week. The Employee shall be required to work as per the shift timings allocated to the Employee from time to time, without additional compensation, to the extent permitted by law.

6. Notice Period:

The notice period of 3 (three) months shall be changed to 2 (two) months on and from the date of execution of this Addendum.

7. Performance Linked Bonus (Variable):

The Employee continues to be eligible to receive the Performance Linked Bonus as per the VIC program in 2020. The 2020 VIC program will link to the Covance Performance Management process and VIC payouts will be bi-annual. This aligns to mid-year and year-end review performance management cycles and the Covance business unit factor will be leveraged for calculations in 2020.

B. Supplemental; No Amendment:

All terms and conditions of the Offer Letter shall substantially remain in effect as it is, save and except as modified herein and from time to time by the Company.

C. Definitions; Interpretation:

All capitalized terms and expressions used and not defined herein, shall have the meaning as ascribed to them under the Offer Letter. The rules of interpretation applicable in the Offer Letter, shall mutatis mutandis apply to this Addendum. On and from the date of execution of this Addendum, any reference to the Offer Letter in the Offer Letter itself shall be deemed to include a reference to this Addendum and each reference to the Offer Letter in any document delivered under or pursuant to the Offer Letter, shall be construed as a reference to the Offer Letter, as the case may be, as supplemented by this Addendum.

[Schedule and Signatures to follow]




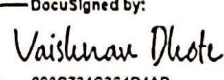
(Dr. R. O. Ganjivale)
Principal
Institute of Pharmaceutical Education & Research
Borgun (Biche), Wardha

SCHEDULE

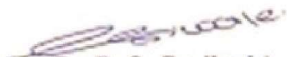
PARTICULARS OF THE "EMPLOYEE":	
Name	Vaishnav Dhote
Address	Deepali Apartment, Laxmi Nagar, Tiwarl Layout, Wardha
Original Start Date (joining date) (mm/dd/yyyy)	11/11/2019
Employee's Sciformix ID	2741
Employee's PeopleSoft ID	107363

xxx Signatures to follow xxx

IN WITNESS WHEREOF, the Parties hereto have duly executed and delivered this Addendum on the date and year written hereinabove.

SIGNED AND DELIVERED BY: For and on behalf of Covance Scientific Services & Solutions Private Limited  _____ Authorized Signatory	SIGNED AND DELIVERED BY THE EMPLOYEE DocuSigned by:  _____ 098C734C364D4A9 Name
--	---




(Dr. R. O. Ganjiwale)
Principal
Scanned with CamScanner
Institute of Pharmaceutical Education & Research
Borguon (Bicghe), Wardha

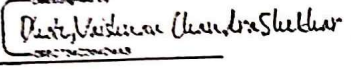
COVANCE		Covance - CTC INPUT SCHEDULE	
	PSID:	107363	
	Grade Level:	107	
	Position Title:	Treller Regulatory Affairs	
	Employee Name:	Dhole, Valishay, Chandra Shekar	
	Original Start Date (Joining Date):	November 11, 2019	
	Effective From:	October 1, 2020	
All figures are in INR			
FIXED COMPENSATION (Base Salary)			
SECTION A: SALARY		Annual (INR)	267,522.01 Monthly (INR)
Basic Pay	134,718.05	11,227.00	
Flexi Basket Refer to note 4	132,803.05	11,067.00	
A. Subtotal	267,522.01	22,294.00	
SECTION B: RETIREMENT BENEFITS			
Provident Fund (Employer Contribution) 12% of Basic Pay	21,600.00	1,800.00	
Gratuity 4.81% of Basic Pay	6,479.98	540.00	
B. Subtotal	28,079.98	2,340.00	
SECTION C: Performance Linked Bonus			
Performance Linked Bonus (Variable)	25,000.00	Refer to Note 7.	
C. Subtotal	25,000.00	-	
CTC (Cost to Company)		320,601.99	
NOTES:			
1. Cost to Company:	This is calculated as: A. Subtotal + B. Subtotal + C. Subtotal		
2. Fixed Compensation:	This is equal to A. Subtotal		
3. Basic Pay:	This amount is taxable.		
4. Flexi Basket :	This is calculated as: Fixed Comp - Basic pay. This amount is 100% taxable. Through the "Define your salary" program employees can allocate up to the total amount of the flexi basket depending on sufficient funds being available to the tax saving instruments such as: HRA, LTA, Meal Coupons, Journal Allowance and Telephone Allowance		
5. Provident Fund (Employer):	The employer contribution percentage is 12% of Basic Pay. The minimum employer contribution is INR 1,800 per month. In case, of employees who wish to contribute towards the voluntary PF (VPF) they can apply for the same by reaching out to HR support team.		
6. Gratuity:	Gratuity is calculated as 4.81% of Basic Pay. Employees are entitled to Gratuity payment (on separation) if their tenure at the company is more than 4 years and 190 days.		



(Dr. R. O. Ganjivale)
 Principal
 PRINCIPAL

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7. Performance Linked Bonus:	The Actual bonus amount payable is dependent on Employee's Performance Rating and Business performance and payout is BI-annual. Employees will receive this if they are employed at the date of payout.
All benefits are defined and controlled by company policies and are subject to change from time to time at the sole discretion of the Management.	
I signify my acceptance of the above:  Signed: _____ Employee Name: <u>Dhote, Vaishnav Chandra Shekhar</u> Date: <u>22 October 2020 09:56 IST</u>	



(Signature)
 (Dr. R. O. Ganjivale)
 Principal
 PRINCIPAL
 Institute of Pharmaceutical Education & Research
 Borgun (Nigoh), Wardha



Date: December 24, 2019

LETTER OF APPOINTMENT

To,
Mr. Pranay Dhananjay Burle
Permanent Address:
Qtr No-M159, W.C.L. Colony
Shakti Nagar, Durgapur, Chandrapur
Maharashtra, Pin-442401

Present Address:
Qtr No-M159, W.C.L. Colony
Shakti Nagar, Durgapur, Chandrapur
Maharashtra, Pin-442401

Dear Mr. Pranay Dhananjay Burle,

Congratulations on your successful clearance of the Alteus Biogenics Pvt. Ltd selection process. We are delighted at the interest you have shown in furthering your career with us.

We are keen to progress your application to the next level and are pleased to inform you that you have been selected for the position of **MANAGEMENT TRAINEE** in our Management Cadre. The terms of your services with effect from 17th December '2019 are as follows:

1. PLACE OF POSTING:

Your posting will be presently at Chandrapur. However, during employment of the Company, you may be posted / transferred to any of the offices / projects / divisions / departments / units / subsidiaries / sister concerns of the Company, existing or to be set up at any other location within the Union of India or abroad, in the interest of the Company without assigning any reasons. Your services can also be loaned by the Company to any other company in which it may be or become interested in any manner whether directly or indirectly or in any other firm or company which is or may be an affiliate, associate or subsidiary of the company. Changes in remuneration, thereof, if any, will be at the sole discretion of the company.

2. COMPENSATION & BENEFITS:

Compensation and career progression shall be dependent on performance / conduct and in no case shall be construed to be a matter of right.

You will be governed at all times by the policies, procedures and rules of the Company related to the salary, allowances, benefits and perquisites which are applicable to you. Further, the Company, at its sole discretion, may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.

Your compensation review / increments and future prospects in the Company shall entirely depend on your performance and other relevant factors as Company may deem fit and in no case, they shall be automatic and / or a matter of right.

The details of your salary structure w.e.f 17th December '2019 will be the same as mentioned in the Offer Letter received and accepted by you.

3. HOURS OF WORK:

You will serve the company during such daily hours of work as may be determined from time to time by the Company. Your working hours may be changed by the company, without notice according to the convenience of the Company and the exigencies of work. You will not be entitled to payment of any compensation whatsoever for work, if any done by you for the company outside your normal daily hours of work.

Alteus Biogenics Pvt. Ltd.

CIN: U24100WB2008PTC125979

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(Dr. R. O. Ganjivale)
Principal
PRINCIPAL
Institute of Pharmaceutical Education & Research
Borgooon (Biccho), Wardha



4. LEAVE:

You will be eligible for leave as per the Company's leave policy.

5. DUTIES AND RESPONSIBILITIES:

- a) Your duties are entirely managerial in nature and the Company will expect you to work with a high standard of initiative, efficiency and economy and encourage and motivate people under you to achieve optimum output. You will perform, observe and confirm to such duties, directions and instructions assigned or communicated to you by the Company and those in authority over you.
- b) You must comply with the ALTEUS code of conduct, ALTEUS Conflict of Interest Policy, Disclosure Policy and Corporate Citizenship Policy
- c) You must conduct yourself with decorum and will efficiently and honestly discharge and perform all duties and functions related to your employment as also such duties as you may be required to perform by the company from time to time, consistent with your employment in relation to the business of the company.
- d) Obey and comply with all lawful orders and directions given to you by the company or by any person duly authorized by the Company in that behalf and faithfully obey all rules, regulations and arrangements of the company.
- e) You will devote your entire time to the work of the Company and will not undertake any direct / indirect business or work, honorary or remuneratory and will not engage yourself directly or indirectly, with or without remuneration, in any business or activity considered by the Company to be contrary to or inconsistent with your work obligations or prejudicial to the Company's interest, without prior written consent of the company. Contravention of this will lead to the termination of your service without any notice or any compensation in lieu of such notice.
- f) You shall not seek membership of any local or public bodies/associations without first obtaining written permission from the Company.
- g) You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our processes, know-how, security arrangements, administrative and / or organizational matters of a confidential / secret nature, which may be your privilege to know by virtue of your being our employee.
- h) Not directly or indirectly take up any gainful employment or service on behalf of third parties and will not engage in business on your account without the written authorization of the Company.
- i) Inform the Company at once of any act of dishonesty and/or action prejudicial to the interest of the company on the part of any person, which may come to your knowledge.
- j) You shall keep confidential all the information and material provided to you by the Company or by its clients concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company. Your obligation to keep such information confidential shall remain even on termination or cancellation of this employment.
- k) You will not enter into any commitments or dealings on behalf of the Company for which you have no clear authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company or those in authority over you.
- l) You will be responsible for the safe keeping and return in good condition and order of all the properties of the Company, which may be in your use, custody, care or charge. For the loss of any property of the Company in your possession, the Company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.

6. TERMINATION OF PERMANENT SERVICE:


- a) You will automatically retire from the service of the Company on attaining the superannuation age of 58 years.
- b) Prior to the confirmation of your services either party to this contract shall be at liberty to determine your employment at any time without assigning any reason whatsoever with immediate effect.

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Borgnon (Mighe), Wardha

Alteus

BIOGENICS

- either directly or indirectly to any person, firm or body corporate :
- i. Any knowledge, confidential information or document belonging to the ALTEUS Group of companies which you may acquire or which may come into your possession or custody during the course of or incidental to your employment with the Company concerning the business affairs, finances or property of the company or its associate concerns or any activity, business dealings or transaction in which the company or its associate concerns may be or become concerned or interested whether directly or indirectly. "Confidential Information" will be deemed to mean and include:
 1. All information that has not been made public by the company itself or any of its directly or indirectly associated companies whether in Annual Reports or Statements to shareholders, in handouts or statements to the media, in lectures or publications by the authorized employees or its letters patent.
 2. Details of your remuneration and other benefits/perquisites as well as those of fellow employees.
 - ii. Any secret technical information, knowledge, processes or details of any process (whether patented or otherwise) methods of manufacture of other trade secrets or documents that may be obtained by you during the course of your employment and in relation to the business affairs, processes, patented or otherwise, owned by the Company or in respect hereof the Company is a licensee, sub-licensee or agent or which may come into your possession of custody or which you may acquire during or in the course of your employment with the Company.
 - b) During your employment with the company, you will not without the previous written consent of the company publish or cause to be published any publication or contribute any article or review to any newspaper, magazine or other publication whether for remuneration or otherwise on a subject in any way related to or concerning the Company's business.
 - c) You will not divulge confidential information even to fellow employees except where necessary for the conduct of business.
 - d) You will not at any time during the continuance or after the termination of your employment with the Company make any use whatsoever for any your own or any other purpose or purposes any information, knowledge or know-how that may be obtained by you directly or indirectly during the course of or incidental to your employment in relation to the business affairs, processes patented or otherwise owned by the company or in respect to processes held in trust for the Company or in respect whereof the Company is a licensee, or sub-licensee or agent.
 - e) Any improvements, inventions and discoveries (whether patented or otherwise) including the areas of industrial designs, models and copyrights which you may make either alone or in conjunction with any other person during your employment with the Company will faithfully be communicated by you to the Company and will become the sole and exclusive property of the Company and the company will be entitled without any payment to you to use the same during the continuance of your employment and at all times thereafter. You will not make use of such improvement, invention or discovery for your own benefit or for the benefit of others either during the continuance of your employment or any time thereafter.
 - f) You will, whenever requested to do so by the company, execute or sign any oral applications, assignments or other instruments which the Company may deem necessary or advisable in order to apply for and obtain Letters Patent, design registrations and other forms of protection for or in relation to the said improvements, information and discoveries in such countries as the Company may direct and to vest in the company whole title or interest therein or thereto. Financial rewards for such intellectual products will be deemed to be covered by the remuneration paid to you.
 - g) If you cease employment within 3 months of joining willingly, the company will recover 1 month Salary for the training cost incurred for your professional development.

You agree that any cost repayable under clause 2(g) may be deducted from your salary or other remuneration due to you by ALTEUS BIOGENICS PVT.LTD.

9. ASSIGNMENT AND PLEDGING OF BENEFITS:

You will neither assign nor pledge to third parties any financial or other benefits to which you are entitled under the terms of this contract.

10. GENERAL CONDITIONS:

- a) You may be selected and sponsored by the Company for familiarization / training assignments or any other institutions / organizations in India and / or abroad. You will diligently and beneficially take part in the training and such assignments.

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- c) After your confirmation, you will be at liberty to resign at any time by giving 30 days prior written notice. During serving the notice period you are not allowed to take any leave without prior approval of your Reporting Authority. In the event of your leaving the employment of the company without giving notice as aforesaid, you will be liable to pay to the company a sum equivalent to 30 days salary, as the case may be, excluding field working allowances. Company will have the right to relieve you even before the expiry of notice period as is suitable for the organization.
- d) If you absent yourself without intimation / sanctioned leave or remain absent beyond the period originally granted or subsequently extended, you shall be considered as having voluntarily abandoned your employment without giving any notice unless you resume your duties within 8 days from the commencement of such absence and provide explanation to the satisfaction of the Company for such absence.
- e) Your services are liable to be terminated without any notice or salary in lieu thereof in case of misconduct, including loss of confidence, arising out of any act of disobedience, Indiscipline, insubordination, incivility, insobriety, dishonesty, irregular attendance or other serious misconduct or negligence on your part or incompetence in the discharge of your duty, or the breach by you of any of the terms of your employment or if you become bankrupt or are adjudged insolvent or on your compromising with your creditors.
- f) During the service [after confirmation] period, either party to this contract shall be at liberty to terminate the same by giving to the other one month's notice in writing or compensation (on Basic Salary basis) in lieu thereof. Provided that, such notice or compensation in lieu of shall not be payable by the Company to you in the event of any contravention or violation by you, of any of the provisions set forth in this appointment letter. It shall not be necessary for either party to assign any reason for termination of the contract. Final decision on relieving an employee in case of insufficient notice period or compensation in lieu thereof, vests with the Company.
- g) For the purpose of sub-clause (c) hereof the company's opinion as to whether any of the events mentioned therein has occurred will be final and binding on you and you will not be entitled to question the same on any ground whatsoever.
- h) For the purpose of sub-clause (c) hereof the company's opinion as to whether any of the events mentioned therein has occurred will be final and binding on you and you will not be entitled to question the same on any ground whatsoever.

Completion of Full & Final Settlement & release of relieving letter will be subject to the concerned employee having completed handing over formalities including all the properties & documents belonging to the company to the satisfaction of the immediate reporting manager within 7 days of resignation or termination and having obtained clearance from all concerned departments.

7. CONSEQUENCES UPON TERMINATION:

- a) Upon termination or determination of your employment with the Company for any reason whatsoever, you will immediately:
 - i. Hand over charge to such person or persons as may be nominated by the Company in that behalf and
 - ii. Surrender to the Management or its authorized representative all original or copies of business documents, blueprints, reproductions or any data, tables, calculations, diaries, notes or books and correspondence either addressed to you by the Company or received by you for and on behalf of the Company and all items belonging to the ALTEUS Group (e.g. software, data carriers) and other documents, records, property and effects of the company as may be in your possession or custody pertaining to or connected with the business of the company or any subsidiary, associate or affiliate of the Company.
 - iii. If required by the Management to do so, surrender such documents and items any time even during your terms of contract/employment with the Company.

Without prejudice to the Company's other rights and remedies, the Company will be entitled to deduct from your emoluments, if any herein, the amount of any claims which the Company may have against you either under the terms of your employment or otherwise howsoever.

8. SPECIAL UNDERTAKINGS:

- a) You will not under any circumstance during your employment or at any time after the termination of your employment with the company for whatsoever reasons, except with prior written sanction of the company, make any use of or disclose


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Annexure

Strictly Private And Confidential

Employee Name : Mr. Pranay Dhananjay Burle
Designation : Management Trainee

Your Cost to Company [CTC] per annum w.e.f your date of joining is Rs. 213980/- (Rupees Two lakh Thirteen Thousand Nine Hundred and Eighty Only), which will be inclusive of Basic Salary, Allowances and such other elements as may be applicable from time to time. Details of the remuneration w.e.f your date of joining is as follows:

Heads	Per Month (Rs.)	Annual (Rs.)
Basic	6700	80400
House Rent Allowance	3350	40200
Advance for working Expense**	5500	66000
Annual Bonus	-	7000
Employer Contribution to PF	871	10452
Employer Contribution to ESI	505	6060
Gratuity	-	3865
TOTAL CTC	16926	213980

Working Allowance

Advance for Working Expenses** (Monthly working allowance considering 25 working days, a proportionate deduction will be applicable from monthly working allowance if monthly working less than 25 days)	Upcountry
Rs. 5500/- (as included in CTC)	Rs. 400/- (on actuals)

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

We are confident you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Sincerely,

For ALTEUS Biogenics Private Limited

Debasish Mitra
DIRECTOR

Alteus Biogenics Pvt. Ltd.

CIN: U24100WB2008PTC125979

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