



**Details of Appointment:** (For office use only – Do not write on this page)

Name	NARSING DESHMUKH.
Salary	CTC 20,000/-
Conveyance	<input checked="" type="checkbox"/> Included in salary <input type="checkbox"/> Extra Rs. _____ per month <input checked="" type="checkbox"/> As per actuals
Mobile Allowance	<input type="checkbox"/> Nil <input checked="" type="checkbox"/> Rs. 499 per month.
PF & ESI	<input type="checkbox"/> No PF & ESI <input type="checkbox"/> Only after 3 months <input type="checkbox"/> Pay ESI & PF <input checked="" type="checkbox"/> PF & ESI included in above salary
Probation Period	<input type="checkbox"/> 3 months <input type="checkbox"/> Nil <input checked="" type="checkbox"/> 6 MONTHS PROBATION
Salary revision	<input type="checkbox"/> After 3 months <input checked="" type="checkbox"/> Next April - 2015
Employee company	MODI HOUSING PRIVATE LTD.
Designation	Sr. Sales Manager.
Site	H0
Date of joining	13-12-2014
Report to	M.D
Commitment	Committed to work for at least 02 yrs.
Documents required	<input checked="" type="checkbox"/> 4 photographs <input checked="" type="checkbox"/> Copy of school certificates <input checked="" type="checkbox"/> Copy of degree certificates <input type="checkbox"/> Copy of drivers license <input type="checkbox"/> Copy of passport <input type="checkbox"/> Fathers employment details / Copy of ID card. <input type="checkbox"/> Surety from _____ <input type="checkbox"/> Surety from _____ <input type="checkbox"/> 1 yr bank statement _____ <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Service Certificate from _____ <input type="checkbox"/> Other _____ <input checked="" type="checkbox"/> Other <sup>via</sup> Joining Check enclosed. ★
Remarks	- Ex Employee. - on ALC - Incentive Rs. 10,000/- pm upto Mar-15 - on ALC - Incentive Rs. 6,500/- pm from Apr-15.

Approved by Manager - HR & Admin.		Approved by Managing Director	
Date:	13-12-2014	Date:	
Sign:	<i>[Signature]</i>	Sign:	

**APPROVED BY**  
15 DEC 2014  
SOHAM MODI  
MANAGING DIRECTOR

**Bio-Data**

Note: Attach copy of Resume / Bio-data

Application for post of	AGM / Sr. Sales Manager
Date of application	29/11/2014
Application through	<input type="checkbox"/> Advertisement <input type="checkbox"/> Referred by:

**Personal Details**

Name	Narsing Deshmukh		
Age	41	Date of Birth	20-12-1973
Fathers Name	Veeranna Deshmukh		
Address for Correspondence	5-2-125/1 Titumalg Nagar H.B Colony Moulga-911		
Phone & Mobile	9246207734		
Permanent Address	1-904 Post & Mandal Yedpally Dist: Nizamabad Telangana-503202		

**Education**

Degree (PG)			
Name of college			
Location			
Course type	<input type="checkbox"/> Regular Course <input type="checkbox"/> Correspondence Course		
Year of completion		Medium of Instruction	
Percentage marks		Category	SC / ST / BC / Open

Degree	Nobel degree College		
Name of college	B.Sc		
Location	Dilsobhnagar		
Course type	<input checked="" type="checkbox"/> Regular course <input type="checkbox"/> Correspondence Course		
Year of completion	1993-96	Medium of Instruction	English
Percentage marks	72.90		

Name of Inter/ Jr. College	Madhu Malancha Jr. College		
Location	Bodhan		
Year	1991-92	Medium of Instruction	English

Name of school	Rafary High School		
Location	Nizamabad.		
Year	1989-90	Medium of Instruction	English

Description of other courses or training	

**Computer Skills:**

MS Office	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
MS Word	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
MS Excel	<input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor
Auto CAD	<input type="checkbox"/> Good <input type="checkbox"/> Average <input checked="" type="checkbox"/> Poor
Other	

**Two Wheeler / Car:**

Make		Year	
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Family Details:	Name	Age	Occupation	Company
Father	late Veeranna			
Mother	late Narshama			
Wife / Husband	ARUNA-D	35	Housewife	
Brother / Sister				
Brother / Sister				
Brother / Sister				
Son / daughter	Vamshika	11	Student	
Son / daughter	Rithwika	06	Student	
Son / daughter				

**Salary Details :**

(Copy of 1 yr bank statement form salary account will have produced at time of employment)

Last Drawn Salary	35,000/-		
Does the above salary include:	ESI: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PF: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Conveyance: <input type="checkbox"/> Yes <input type="checkbox"/> No	Mobile Allowance: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Expected Salary	40,000/- Per Month		

**Surety:**

Can you provide 2 sureties from Govt. employees or employees of reputed companies?				<input type="checkbox"/> Yes <input type="checkbox"/> No
Surety 1:	Name		Company	
	Designation		Your Relation	
Surety 2:	Name		Company	
	Designation		Your Relation	

**Commitment**

Can you commit to work for a minimum of 2 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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**Experience & Employment Details:**

Years of experience in relevant field	
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Name of Company	Auto Riders			1996-98	
Duration of employment	2 yrs	From date:	June 96	To date:	SEP-98
Location	Hyderabad				
Designation	Operational Manager				
Last drawn salary	4000/- per month				
Number of employees in the company / branch?	Srinivas	Number of employees in your dept. or division?	Suresh		
Brief description of work handled by you.	My job is to look out the entire operation. Inward & Outward of fleet				
Reason for leaving	Transferred to Pune				

**Remarks:** (For office use only – Do not write in this box)


Name of Company	Amsotha Castle				
Duration of employment	3 yrs	From date:	SEP 98	To date:	MARCH 2001
Location	Hyderabad				
Designation	Lobby Manager				
Last drawn salary	8000/- Per Month				
Number of employees in the company / branch?	Anand	Number of employees in your dept. or division?	Joydeep Saha		
Brief description of work handled by you.	Taking care of checkins, checkouts, billing and				
Reason for leaving	good opportunity				

**Remarks:** (For office use only – Do not write in this box)


Name of Company	Choice Solutions				
Duration of employment	2 yrs	From date:	Mar-2001	To date:	Feb-2003
Location	Hyderabad				
Designation	Sales executive				
Last drawn salary	10,000/-				
Number of employees in the company / branch?	Sravan	Number of employees in your dept. or division?	Praveen		
Brief description of work handled by you.	looking Sales for Solar water heating system				
Reason for leaving	Transferred to Mumbai				

Remarks: (For office use only – Do not write in this box)


Name of Company	Genesis Medical Systems				
Duration of employment	1 1/2 yrs	From date:	Mar-2003	To date:	Sep-2004
Location	Bangalore				
Designation	Area Sales Manager				
Last drawn salary	10,000/- + Acc + Inventory				
Number of employees in the company / branch?	Nitin Jain	Number of employees in your dept. or division?	Praveen		
Brief description of work handled by you.	Sales of Medical equipment for Diabetic Patients				
Reason for leaving	for Marry, <del>at</del>				

Remarks: (For office use only – Do not write in this box)


Ask for additional sheets if required.

**Experience & Employment Details:**

Years of experience in relevant field	
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Name of Company	Modi Properties Pvt Ltd				
Duration of employment	06 yrs	From date:	June 05	To date:	Nov-11
Location	Hyderabad				
Designation	Sr. Sales Manager				
Last drawn salary	22,000/- per Month				
Number of employees in the company / branch?	Poham Medi	Number of employees in your dept. or division?	Jagdish Kamayya		
Brief description of work handled by you.	Doing Sales for Residential Apartments and Villas				
Reason for leaving	for better prospect				

**Remarks:** (For office use only – Do not write in this box)


Name of Company	Perfect Pin Code				
Duration of employment	1 1/2 yrs	From date:	Jun-12	To date:	Nov-13
Location	Hyderabad				
Designation	R.A Real Estate Associate				
Last drawn salary	30,000/- per Month				
Number of employees in the company / branch?	Ravi Varma	Number of employees in your dept. or division?	Kanti Kiran		
Brief description of work handled by you.	Sales Associate for the building <del>to</del> selling their properties				
Reason for leaving	better prospect				

**Remarks:** (For office use only – Do not write in this box)


Name of Company	Realwaly			
Duration of employment	No-13 yrs	From date:	Nov:14	To date:
Location	Hyderabad.			
Designation	Sales / Marketing Manager			
Last drawn salary	35,000/-p per Month			
Number of employees in the company / branch?	Ventel Park	Number of employees in your dept. or division?	Anand.R.	
Brief description of work handled by you.	Business Associate and doing Sales for builders properties on Commission.			
Reason for leaving	Not Satisfical;			

**Remarks:** (For office use only – Do not write in this box)


Name of Company				
Duration of employment	yrs	From date:		To date:
Location				
Designation				
Last drawn salary				
Number of employees in the company / branch?		Number of employees in your dept. or division?		
Brief description of work handled by you.				
Reason for leaving				

**Remarks:** (For office use only – Do not write in this box)


Ask for additional sheets if required.

**RESUME**

NARSING DESHMUKH  
Hno:2-2-1105/b/6/2 Indiranagar,  
Golnaka Hyderabad,  
Phone: 27564413/9848802831  
Email: narsing\_vem@yahoo.com

Sal: Rs 7,500/-  
(net)  
(no incentives)

**CARRIER OBJECTIVE:**

Zeal to work in any kind of environment where apart from contributing to the organization I have an opportunity to build a carrier for me

(turn cities)  
Keeps track of  
customers.  
orders.

**WORKING EXPERIENCE:**

Presently working with INDIA TODAY group. Operations Exec.

April 05 + All dates

25 ppl  
(under him)  
Subscription  
(7-18 brands  
of magazines)

Worked as a Operational Manager in "AUTORIDERS INTERNATIONAL LTD" for two years from June 1996 to September 1998

Worked as a Lobby Manager in hotel "AMRUTHA CASTLE" for three year From September 1998 to February 2001

Worked as a sales executive in "CHOICE SOLUTIONS LTD" for two years from March 2001 to February 2003

Target:  
3 subsc. a day

Working as a Area sales Manager for "GENESIS MEDICAL SYSTEMS PVT LTD" from March 2003 to September 2004

Checks target  
train mktg.  
executives

Worked as a sales associate for "Kotak Life Insurance" from November 2004 April 2005

- 6 months mktg. LIC policies.  
Rs 8,920/- left as commission + been in govt ins. Co's.  
monthly sal. + incentives.

**JOB PROFILE:**

"AUTORIDERS INTERNATIONAL LIMITED" is a car rental company. My job is to look out the entire operations of fleet. I used to arrange the shifts to the chauffeurs and keep the track of in and out going kilometers of the vehicles, payment from the clients and attendants of the chauffeurs and the staff.

96-98

28



- 3 yrs -
- ✓ • In hotel "AMRUTHA CASTLE" my job is to look out the entire customer care like customer's check in and checkouts, telephone bills, laundry bills,
  - "CHOICE SOLUTIONS LTD" is a software company. Where my job in this company is to get the projects for development from the clients as well form individual
  - "GENESIS MEDICAL SYSTEMS LTD" is a bio-medical company, which develops the medical systems of their own. My job is to guide a ~~team~~ <sup>team</sup> of three members to get the orders from individual doctors and from corporate hospitals through out India
  - ✓ • In Kotak life insurance I used to go direct sales for all individuals and corporate for their life insurance

**EDUCATION QUALIFICATION:**

Completed S.S.C from "ROTARY" high school from Nizamabad (A.P) in the year 1989-90

Completed my P.U.C from "MADHUMALANCHA" Jr.college with a science group (M.P.C) from Bodhan (A.P) in the year 1990-1992

Completed my graduation from "NOBEL DEGREE COLLEGE" which is affiliated to Osmeina University with a science group (Bsc) from Hyderabad in the year 1993-1996

Completed my Post graduation (MBA) from "IGNO" specialization in Marketing In the academic year 1996-1998

**PERSONAL PROFILE**

Father's Name	Veeranna Deshmukh
Date of Birth	20 <sup>th</sup> December 1973
Languages known	English Hindi Telugu Marathi Kanada
Martial status	married

Date: 26/06/2005  
Place: HYDERABAD

NARSING DESHMUKH

( *Narsing* )

**BOARD OF SECONDARY EDUCATION  
ANDHRA PRADESH**



E 0230964

SECONDARY SCHOOL CERTIFICATE

PC/25/0142784/1

Certified that <b>D NARSING</b>		bearing			
R. No. <b>0443002</b>	Son/Daughter of <b>D VEERANNA</b>				
and belonging to <b>ROTARY H SCHOOL (END MED), NIZAMABAD</b>		appeared			
at the SSC EXAMINATION held in <b>MARCH, 1988</b>		and PASSED the EXAMINATION in			
<b>THIRD</b> division with <b>ENGLISH</b>		as the medium of instruction.			
The Date of Birth of the Candidate is					
DATE OF BIRTH	DAY	MONTH	YEAR		
20/12/1971	TWO ZERO	DEC	ONE NINE SEVEN ONE		
The Candidate Secured the following Percentage of marks					
FIRST LANG.	MARKS	THIRD LANG.	MARKS	MATHEMATICS	MARKS
HINDI	47	ENGLISH	55	MATHEMATICS	57
GENERAL SCIENCE	36	SOCIAL STUDIES	61	TOTAL (in figures)	56
TOTAL (in words)		* TWO HUNDRED AND FIFTY SIX *			
SECOND LANGUAGE (		TELUGU	* FORTY TWO *	)	42
Marks of Identification					
1	A mo				
2					
Head of Institution		MASTER,			
Date of Issue		06/06/1988		Addl/Jt. Secretary	
HYDERABAD		ROTARY HIGH SCHOOL NIZAMABAD BOARD OF SECONDARY EDUCATION			

The marks with the asterisk indicates the marks secured in the Previous Examinations.

SERIAL NO: B 164820

# Board of Intermediate Education ANDHRA PRADESH, HYDERABAD



## PASS CERTIFICATE-CUM-MEMORANDUM OF MARKS

THIS IS TO CERTIFY THAT **D NARSING**

SON/DAYUGHTER OF **D VEERANNA**

WITH REGISTRATION NUMBER **677124**

PASSED THE

INTERMEDIATE PUBLIC EXAMINATION HELD IN SEPTEMBER, 1992

COMPARTMENTALLY

THE SUBJECTS IN WHICH THE CANDIDATE WAS EXAMINED AND THE MARKS SECURED WERE AS FOLLOWS:

MEDIUM:

ENGLISH

010786

SUBJECTS	PAPER-I		PAPER-II	
	MAXIMUM MARKS	MARKS OBTAINED	MAXIMUM MARKS	MARKS OBTAINED
PART-1 : ENGLISH	100	048*	100	055*
PART-2: SANSKRIT	100	044*	100	047*
PART-3: OPTIONAL SUBJECTS				
MATHEMATICS	150	053	150	054*
PHYSICS THEORY	60	021*	60	024*
PHYSICS PRACTICAL			30	022*
CHEMISTRY THEORY	60	026*	60	036*
CHEMISTRY PRACTICAL			30	027*
GRAND TOTAL				
IN FIGURES	IN WORDS			DATE
457	***FOUR***FIVE***SEVEN***			07-11-92

SIGNATURE OF THE PRINCIPAL  
AND-CO-PRINCIPAL

*B. Heera Lal*  
16/11/92  
Principal  
Malancha Junior College  
NOTE: EQUALITY RULES ARE PRINTED OVER LEAF

*[Signature]*  
JOINT/DEPUTY SECRETARY  
(EXAMINATIONS)



**OSMANIA UNIVERSITY**  
PROVISIONAL CERTIFICATE AND CONSOLIDATED MARKS MEMORANDUM

24498

This is to certify that NARSING D  
son/daughter of VEERANNA D was  
declared to have passed the Bachelor of SCIENCE (3 year degree course)  
examination after qualifying in the following subjects with Roll No. : 158=94=651

PART I SUBJECTS	MAX. MARKS	PASS MARKS	MARKS SECURED	YEAR OF PASSING
FIRST YEAR:				
ENGLISH I (SEC. LANG)	100	36	61	A94
SANSKRIT I	100	36	73	A94
SECOND YEAR:				
ENGLISH 2 (SEC. LANG)	100	36	53	A95
SANSKRIT II	100	36	53	A95

TOTAL MARKS SECURED IN PART I  
IN FIGURES: **240**  
IN WORDS:  
**\*TWO\*FOUR\*ZERO\***  
PART I DIV. **FIRST**

PART II SUBJECTS	THEORY MARKS				PRACTICAL MARKS			
	MAX.	PASS	SECURED	YR. OF PASS	MAX.	PASS	SECURED	YR. OF PASS
FIRST YEAR:								
MATHS.1	150	54	71	A94				==
STATISTICS.1	100	36	57	A94	50	18	22	A94
COMP. SCIENCE.1	100	36	53	A94	50	18	49	A94
IND.H.CULTURE	50	18	28	A94				==
SECOND YEAR:								
MATHS.2	150	54	79	A95				==
STATISTICS.2	100	36	65	A95	50	18	37	A95
COMP. SCIENCE.2	100	36	44	A95	50	18	45	A95
SCIENCE&CIVILIZATION	050	18	23	A95				==
THIRD YEAR:								
MATHS.3	150	54	79	A96				==
STATISTICS.3	100	36	67	A96	50	18	43	A96
COMP. SCIENCE.3	100	36	51	A96	50	18	45	A96
MATHS.4	150	54	99	A96				==
STATISTICS.4	100	36	41	A96	50	18	28	A96
COMP. SCIENCE.4	100	36	73	A96	50	18	36	A96
==								==

TOTAL MARKS SECURED IN PART II } IN FIGURES: **1084**  
IN WORDS: **\*ONE\*ZERO\*EIGHT\*FOUR\***

PART II DIV. **FIRST**

\* INDIAN HERITAGE & CULTURE AND SCIENCE AND CIVILISATION MARKS ARE NOT INCLUDED IN THE PART II AGGREGATE OR DIVISION.

DATE: 19-06-96  
HYDERABAD, A.P.

*S. Conchi*

REGISTRAR

28<sup>th</sup> May 1996



**AUTORIDERS**  
**RENT - A - CAR**

**LETTER OF APPOINTMENT**

To,  
Narsing Deshmukh  
H.No. 16-2- 751/B/40.  
SBH Colony, Saidabad.  
HYDERABAD.

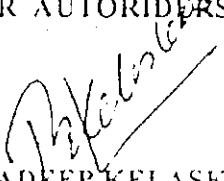
Dear Narsing Desmukh,

With reference to your application and interview you had with us we are pleased to offer you an Offer letter as Operational Executive in our Hyderabad Branch You are required to join us on before 1st June, 1996.

1. Your gross monthly salary will be fixed at Rs. 3500/- ( Rupees Three Thousand Five Hundred only) .
2. You will be on probation for a period of six months from the date of your joining.
3. You will not be eligible for any leave during the period of probation . On completion of your probationary period and on a situation of severance of your employment (Resignation of termination) one month notice period is a must.

We look forward to join our company at the earliest .

FOR AUTORIDERS INTERNATIONAL LTD.

  
PRADDEEP KELASKAR  
EXECUTIVE P & A



**AUTORIDERS**  
R E N T - A - C A R

24<sup>th</sup> September, 1998

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that **Mr.NARSING DESHMUKH** has working with us as **Operation Executive** from 9<sup>th</sup> June, 1996 to 12<sup>th</sup> September 1998. During his service tenure we found him to very sincere and hard working and dedicated to his own responsibilities. He left our organization for future enhancement and development of his career. He can be evaluated as an asset to any organization.

We wish him all the best for his future career.

For **AUTORIDERS INTERNATIONAL LTD.**,

  
**PRADEEP KELASKAR**  
EXECUTIVE P & A.



Hotel Amrutha Castle  
Best Western

[A DIVISION OF COUNTRY CLUB (INDIA) LTD.]



28<sup>TH</sup> MAY 1996

**LETTER OF APPOINTMENT**

To,  
Narsing Deshmukh  
H.No.16-2-751/B/40,  
SBH Colony, Saidabad,  
HYDERABAD.

Dear Narsing Deshmukh,

With reference to your application we are please to offer you an offer letter to work in our organization as a Lobby Manager in front office department. During this period we offer you a pay scale of Rs. 4000/- per month.

1. You will be on probation for a period of Three months from the date of your joining.
2. You will not be eligible for any leave during the period of probation. On completion of your probationary period and on a situation of severance of your employment (Resignation or termination) one month 'notice period is a must.

We look forward to join our company at the earliest.

for HOTEL AMRUTHA CASTEL BEST WESTERN,

*Shaker*



# GENESIS MEDICAL SYSTEMS PVT. LTD.

5-9-59, Suit No. 404, Moghul's Court Building, Basheerbagh, Hyderabad-500 001.  
☎ : 55630950 / 55630951 Fax: 040-55625145, E-mail : sales@genesismedicals.com

To.

Date : 12-03-2003

Mr. Narsing Deshmukh  
H.No.6-61/A,  
Mallikarjuna Nagar Colony,  
Old Bowinpally,  
Secunderabad-11

Dear Mr.Deshmukh

We refer to your application for employment and to your subsequent interviews with us. We are pleased to offer you an appointment effective 12-03-2003 as Area Sales Manager in our Marketing Department on the following terms and conditions.

1. You shall join the duties from 15-03-2003
2. If required, you shall submit to a medical examination by a medical examiner by the company and this appointment will hold good if you are declared medically fit.
3. The company shall pay you a consolidated salary as per schedule give below:
  - a) Rs.7,500/- per month consolidated
  - b) Further increments will be decided on performance and company policies from time to time.
  - c) Review after 3 months from the time of joining.
4. Your services may be terminated by the company with an advance 1 month notice.
5. If case you want to leave the job, It is mandatory that the work in hand in completed and handed over to the assigned person.
6. You will be entitled to leave's as per company rules which are in force and/or which may be framed from time to time.
7. You shall devote your full time and attention to the work assigned to you. You shall at all times obey and abide by the lawful directions and orders given to you by your superiors and shall work diligently, faithfully and well. The company shall be the sole judge to determine whether the work assigned to you is suitable or not and you shall not case performing a part or the whole of your duties unilaterally.

*Innovating technology for a healthier tomorrow*

REGD. OFFICE : 8-13, Moghul's Court Basement, Basheerbagh, Hyderabad-500 001. ☎ : 23240711





# GENESIS MEDICAL SYSTEMS PVT. LTD.

5-9-59, Suit No. 404, Moghul's Court Building, Basheerbagh, Hyderabad-500 001.  
☎ : 55630950 / 55630951 Fax: 040-55625145, E-mail : sales@genesismedicals.com

8. You shall not accept any other employment , part time , or engage in any commercial business or pursuit on your own account or as an agent for others . You shall not utilize or divulge to any person or persons any of the company's trade secrets or affairs, in the event of contravening of any terms , the employee shall be liable for all such damages and loss and the employer shall be at liberty to sue the employee for recovery of any such damages and loss to the company and the employee shall be liable to face appropriate legal action of suitable nature as provided under the provisions of IPC.

9. You shall be responsible for the safekeeping and return in good condition and order of all the company's property , which may be in your use , custody or charge.

10. You shall keep the company informed of any change in your residential address or civil status .


11. You shall abide by the rules and regulations of the company which are in force and/ or which may be framed from time to time , if at any time , in the opinion of the company which shall be final , you become insolvent or found guilty of dishonest , disobedient , misappropriation , theft , fraud , disorderly behavior , negligence indiscipline, absence from duty without permission or any other conduct considered by the company as detrimental to its interest or more terms of this appointment , your services may be terminated without notice and appropriate legal action , civil/criminal initiated against you .

Please confirm your acceptance of this appointment on the above mentioned terms and conditions by returning to us the copy of this letter duly signed by you .

We look forward to a long and successful association with you .

For Genesis Medical Systems Pvt. Ltd.

Received and accepted

  
Director.



## Life Insurance

October 4, 2004

Mr. Narsing Deshmukh  
S/O Mr. Veeranna Deshmukh  
H.No. 1-905, Yedpally  
Dist : Nizamabad 503 202

Sub: Offer for Appointment as 'Sales Associate'.

Dear Sir,

1. We refer to your employment application and the selection process that you underwent and the discussions you have had with us recently. We take pleasure in offering to you a position as 'Sales Associate' on the rolls of our organization. This employment is on exclusive contractual basis as a part of the Company's Direct Sales Project Team for a fixed tenure of twelve (12) months and you shall operate as a full-time member of the said team. The said fixed tenure contractual appointment shall, for purposes of brevity, be hereinafter referred to as "Employment" in this document. The Employment shall take effect from the date you report for duties, which shall be October 5, 2004 (Tuesday). Further (detailed) terms and conditions governing this appointment are stipulated herein, for your formal acceptance.
2. As a part of your duties, you will be responsible for achievement of sales targets specified for you by the Company from time to time and for contributing to the Company's growth. As a part of this broad expectation, you will be required to perform specific duties such as tele-marketing, cold-calling, customer visits, prospecting and follow-up visits, customer support and coordination, and any other associated / related / allied / incidental activities and duties appropriate to the role and the overall responsibility. Even though you will be initially attached to our office in Hyderabad and operate under the overall control and supervision of a Sales Manager or such other suitably nominated official of the Company, your job responsibilities will require you to undertake out-door work for the purposes such as customer visits, etc. Depending on work exigencies and any other requirements of the Company or the customers / clients of the Company, you may also be required to operate from time to time, from the premises of any external organisation(s). The Employment will cease to be effective at the end of the tenure of 12 (twelve) months, unless specifically and formally extended through mutual consent. On successful completion of the tenure of one year envisaged vide this letter (and / or any formal extensions thereto if applicable), you will be considered for a suitable position / role in the Company, appropriate to the Company's needs at the relevant time and appropriate to your achievements and capabilities. Hyderabad shall be your normal headquarters for the tenure of this Employment.
3. For the tenure of this Employment, you will be eligible you will be eligible to receive an all- inclusive consolidated annual remuneration of Rs. 108040/- (Rupees One Lakh Eight Thousand Forty only). The remuneration would consist of a monthly Basic Salary and certain other allowances / payments, payable on monthly / annual basis, details of which are provided in the 'Remuneration Package Sheet' attached to this letter as Annexure-I. All payments will be as per the Company's procedures / schedules in force from time to time and will be subject to deduction of appropriate taxes at source. Appropriate recoveries will be implemented towards any statutory liabilities arising on your account, such as contribution to Provident Fund and if applicable, coverage under the Employees' State Insurance Scheme, etc. Service under this Employment shall not qualify for benefits such as gratuity. Kindly note that a payment titled as "Bonus" is already incorporated and integrated into the all-inclusive gross remuneration package and hence the Company will not be liable for any further payments by way of Bonus (statutory or otherwise). The amount of "Bonus" will be payable to you after you have completed the tenure successfully. Any payments by way of statutory obligations or otherwise that may arise in the course of and consequent to your association with the Company by virtue of this Employment (whether during the tenure of the Employment or after closure of the same) will be liable for adjustment against the amount of 'gross remuneration' applicable to you at the relevant time and the Company shall have no further obligations on account of such payments/obligations. All statutory payments (wherever applicable) shall be calculated on the basis of Basic Salary applicable to you.

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Kotak Mahindra Old Mutual Life Insurance Limited

Registered Office : T +91 22 56635000  
6th Flr., Peninsula Chambers F +91 22 56635111  
Peninsula Corporate Park www.kotak.com  
Ganpatrao Kadam Marg  
Lower Parel (W)  
Mumbai - 400 013, India

Offer of Appointment of Mr. Narsing Deshmukh

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## Life Insurance

4. You will be eligible for leave at the rate of twenty-two (22) calendar days per year of effective service. First credit of leave will be made into your account on proportionate basis after you have successfully completed six months of the effective service, and the remaining leave will be credited at the end of the first year of Employment. Your absence during the subsequent period can be adjusted against the balance of leave available in your account provided you have formally applied for leave of absence and the same has been duly approved by your Manager before the commencement of the proposed absence. Every absence shall, in all circumstances (even if it is on loss of pay) be with prior formal intimation to and authorisation from your Manager. Exemption from the prior sanction by your Manager is applicable only in circumstances where the absence is necessitated on account of special personal emergencies and the absence is of not more than one working day. Under such special circumstances, the Manager shall be promptly communicated about the personal exigency and about the absence for the day. You shall obtain your Manager's formal sanction for such absence on resumption of duties on the next working day without fail. Every absence on medical grounds exceeding two working days in a single instance has to be supported by an appropriate medical certificate acceptable to the Company. Every absence from your headquarters at the relevant time shall be with prior formal sanction from your Manager and you shall provide your contact details (at the outstation) to the Manager beforehand, without fail. Failure to resume duties at the end of the sanctioned duration of absence shall be treated as unilateral and voluntary abandonment of this Employment arrangement by you and the Company will have the option to take any steps as the Company may deem fit, including immediate closure of the Employment and settlement of your dues, without any further notice to you. Any balance of leave (unutilised leave) standing to your credit at the time of the closure of the Employment will be encashed on the basis of your Basic Salary and will be payable to you along with your final settlement dues.
5. Appropriate arrangements for the enhancement of skills required for the effective performance of your responsibilities have been made vide a formal training and induction process, which will commence on October 5, 2004 (Tuesday). Accordingly, you are required to report to our Vice President Mr. Suresh Agarwal on October 5, 2004 (Tuesday) at 09:30 hours, at our office located at 103, 1st Floor, White House, Nr. Lifestyle Bldg., Begumpet, Hyderabad - 500 016.
6. Please note that your services will be liable for postings at any office / branch / department / division of the Company, or for transfer / deputation / secondment to any of the Company's subsidiaries, business associates / affiliates, clients / customer organisations, consultants, or vendors / suppliers / certifying or inspecting agencies, within India or abroad, at any of their offices, branches, etc., on terms not less favourable to you than those stipulated in this letter of offer. You should fulfill all statutory requirements and provide appropriate undertakings / affidavits etc. as may be required by the Company and / or the said associates / affiliates, customers, divisions, etc. as may be appropriate and relevant to the context, particularly on issues such as secrecy and confidentiality, non solicitation / non compete, etc. and be bound by all such additional stipulations.
7. You will perform such duties as are assigned to you by the Company from time to time relating to the position to which you are now appointed and to which you may be transferred / deputed / seconded / promoted in future and be responsible for the achievement of the performance targets set for you from time to time.
8. You shall deliver a minimum of eight hours of effective and productive work per day (excluding the times for lunch-breaks and any other authorized recesses). You shall maintain and submit suitable records of your attendance, customer visits as well as reports regarding your activities, initiatives, progress and failures and such other topics, as per procedures in force at the relevant time. The records and reports shall be submitted as per schedules specified by the Company from time to time. You will be governed by the Company's rules, administrative arrangements and such other office procedures in force from time to time, on matters such as working hours, festival / public holidays, weekly offs and any other facilities / amenities, at the location of your posting at the relevant time. Please note that you shall be prepared to undertake shift duties as required by the Company depending on exigencies of work. In any event, you will not be expected to work for more than six days in a week and you will be eligible for one day in a week as a weekly off. Company may refix / modify your designation and distribution of your remuneration into different components as per designation / compensation structures implemented by the Company from time to time. Company's decisions on all such matters shall be final and binding on you.

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## Life Insurance

9. Your retention on Company's rolls will be subject to your continued medical fitness. If you are at any time prevented by ill health, accident or other urgent necessity from attending office or performing your duties, you shall bring this to the notice of the Management as soon as you possibly can and furnish the Management with all the information relating thereto as it may reasonably require. If called upon, you shall submit yourself to a medical examination by a qualified registered medical practitioner appointed or agreed to by the Management and you may be required to produce a certificate of medical fitness before you resume work. In the event of absence arising out of your prolonged illness (extending beyond five working days in one single instance) or absence arising out of frequent illness (absence for more than five working days in any block of three months), Company reserves the option of not accepting you into the rolls and to terminate the Employment without any notice and without payment of any compensation in lieu thereof.
10. Your acceptance into and your continuation on the Company's rolls are in good faith and shall be based on the data, information or any other understanding provided by you during the course of your selection process, including the verbal information provided by you during the interviews / personal discussions. Any data that is not in consonance with the information provided by you shall result in immediate termination of this Employment. Company reserves the right to make suitable formal and informal reference checks with parties such as your educational institutions and previous employers.
11. Your acceptance into the training and into the Company's rolls will be subject to you having passed and acquired the qualifications (specified by you in your bio-data / Kotak Mahindra Old Mutual Life Insurance Ltd Application form) from a recognized university / institution in India; and you shall be required to submit appropriate documents in support thereof, while joining the Company's rolls.
12. Your date of birth, as entered in the Company's records is December 20, 1971. You are required to submit proof of your date of birth, when you report for training. You are advised to formally inform the undersigned in case the date of birth as recorded in the Company's records is incorrect.
13. This Employment being on full-time basis and your association being exclusively to meet the Company's needs as a part of the Direct Selling Project Team, you shall not, without the prior and formal consent of the Company, whether for any consideration or not, enter into any association with any third party in the nature of employment, retainership, assignment, consultancy, engagement, contractual association, or in any other manner whatsoever, or carry out any other profession / business / activity / vocation nor engage in any such activities (even if such association, activity, etc. is on part-time basis) as would interfere with the performance and delivery of your duties and obligations to this Company or which would represent a conflict of interest with the Company. It shall be presumed that you have ensured total, formal and effective closure of your pre-existing association / engagement with any third party, before the commencement of your Employment with us. You shall devote the whole of your time and attention to performing your duties during office hours and use your best endeavours to promote the interests of the Company and your conduct at other times shall be such as not to damage the interests of the Company.
14. You are to treat as strictly confidential the affairs of the Company and of its affiliates / associates, customers / clients, etc. and / or any information that you may have knowledge of or have access to during the course of your Employment with the Company, the divulgence of which to any third party in any manner whatsoever might be detrimental to the interests of the Company, its affiliates, etc. You shall not at any time during your Employment or after its termination, without the consent of the Company in writing, divulge, directly or indirectly, such knowledge, information or documents acquired by you in the course of your association, concerning the business or affairs of the Company or its associates or clients / customers and which are in the nature of a trade secret or secret in other respects the disclosure of which will cause harm to the Company, its associates or clients / customers. You shall make your best endeavour to preserve the confidentiality by the others and also to prevent any violations by the third parties concerning the confidentiality/secret requirements. Breach of this condition on your part shall render this Employment liable for immediate termination and you shall be liable for any other / additional legal action the Company may deem fit.

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## Life Insurance

15. In line with the Insider Trading Regulations of The Securities and Exchange Board of India Act of 1992, you shall not use any unpublished price sensitive information to which you may be privy, for dealing in securities of a firm listed in the stock exchanges; or communicating such information to any person except as required in the normal course of work, or under any law; or counsel any person to deal in securities on the basis of such information. In addition, you are not authorized to and must not, at any time:
- (a) Trade on your own account by pledging the credit of the Company;
  - (b) Represent yourself as an authorised representative of the Company, except to the extent of being specifically and formally authorized to do so;
  - (c) Even on the Company's account, enter into any transaction of a speculative or gambling nature or otherwise subject the Company to risks which are beyond its financial capacity to bear;
  - (d) Enter into any commitment, dealing or obligation on behalf of the Company, except to the extent you are for the time being empowered by a resolution of the Board of Directors of the Company, or otherwise specifically authorized by a competent senior officer of the Company.
  - (e) Accept directly or indirectly any commission, share in profit, presents, gifts or gratuities from any third party dealing with the Company in any form or mode whatsoever.
  - (f) Communicate with or speak/write to or in any other manner interact with the media (print / electronic or otherwise) or with any other external agencies on behalf of the Company, their associates, customers/clients, etc. on matters concerning the Company, their associates, etc., save to the extent of performance of any of your statutory obligations for which you are specifically authorized by the Company.
16. You shall promptly inform the Company in writing regarding any changes to your permanent and contact addresses (including phone numbers and such other appropriate details) and any changes to any data provided by you at the time of your selection by the Company. You shall faithfully observe the rules and regulations and any other administrative arrangements of the Company from time to time on matters such as safety, security, mode of recording your attendance, dress code, personal hygiene, medical fitness, personal identification, etc. and operate with due regard to the cultural sensitivities and highest professional standards / ethics, in all your transactions. You shall comply with all reasonable orders of your superiors and attend to your duties punctually at such place or places as may be required.
17. You shall inform the Company without delay of any act of dishonesty, fraud or cheating or any damage to the Company's property that you may come to know of whether the same is under contemplation or is taking place or has already taken place.
18. You shall not, without prior consent of the Company in writing, publish any book or brochure or article concerning any matter relating to any area or activity of the Company or its associates, vendors, customers, etc., particularly if the contents of the publication fall into the domains of confidentiality, secrecy or against the interests of the Company, its associates, etc. On receipt of a formal request from you for such publication, Company will not unreasonably withhold its formal consent. Company's decision regarding the consent shall be final and binding on you.
19. Unless specifically and formally authorised to do so, you shall not collect funds, money, donations, gifts/gratis/presents, etc. from any third party on behalf of the Company, its associates/subsidiaries, etc or issue any receipts to any third party, nor shall you endeavour to derive any other direct or indirect benefit from any third party for any purpose whatsoever.
20. Non diversion of Employees: During the tenure of this Employment and for a period of one year subsequent to the termination of this Employment, you shall not, without the prior written consent of the Company, directly, indirectly or through any other means or through a third party, solicit or offer employment to persons who are or have been in the previous six months, the employees of the Company or the subsidiaries / affiliates / associates of the Company.

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## Life Insurance

21. Non Solicitation / Non Compete: During the tenure of this Employment and for a period of two years subsequent to the termination of this Employment, you shall not, without the prior written consent of the Company, directly, indirectly or through any other means or through a third party, solicit business from or perform services for any direct or indirect customer of the Company or any prospective customer whom you had any contact with or exposure to any time during the tenure of this Employment.
22. Your performance will be assessed and appraised from time to time, as per the performance appraisal / evaluation process or any other appropriate mechanism, as per schedules implemented by the Company from time to time. Company reserves the option to either extend the tenure of your Employment, or terminate the Employment or in any other manner modify the terms of your appointment without any compensation in lieu, in case your performance and progress during the Employment tenure do not meet the Company's expectations.
23. This appointment being purely on fixed term contractual basis, this offer of appointment is not intended to create any relationship of permanent employment for you on the Company's rolls or for your absorption into the Company's permanent rolls at a later date or for continuation of your association beyond the twelve months' duration in any manner whatsoever. Any extensions to the tenure of the Employment shall be through mutual consent and on specific terms mutually and formally agreed.
24. Should you be considered at a future date for induction into a suitable position/role on the Company's rolls or for any modifications into the nature of your association with the Company in any form whatsoever, the terms and conditions stipulated in this document of offer shall have no bearing whatsoever on the said association in future. Kindly note that a graduation qualification from a recognised university/institution in India shall be one of the minimum pre-requisites for you to be considered for induction into the Company's rolls at such later date. Suitable terms and conditions applicable to your modified employment status (including, if applicable, details of any probation period, benefits such as gratuity, etc.) will be separately communicated to you at the relevant time for your formal acceptance.
25. Subject to the Company's right to terminate this Employment in accordance with the provisions specified herein or in accordance with the relevant rules in force at the time of the event, the Employment may be terminated by either party, by providing a certain formal notice to the other party, or on payment of remuneration in lieu of the notice. The 'remuneration' shall be computed on the basis of all-inclusive gross remuneration applicable at the relevant time. Duration of the formal notice shall be fifteen days during the first six months of the Employment and one month on expiry of the first six months. Neither party has to provide any notice (to the other party) nor pay any compensation in lieu of the notice in case the termination is implemented on completion of the tenure of the Employment. This appointment as well as the terms and conditions of the appointment shall be treated as provisional till all formalities connected with your induction (such as submission of all necessary documents, pre-employment medical fitness etc.) are completed by you in all respects.
26. The Employment can be terminated by the Company, without any notice and without any compensation in lieu of such notice, in any of the following events:
  - (a) Any act of dishonesty, disobedience, insubordination, incivility, intemperance, irregularity in attendance or any other misconduct, or neglect or non performance or inadequate performance of duties, or incompetence in the discharge of duties on your part;
  - (b) You being adjudged an insolvent or applying to be adjudged an insolvent or making a composition or arrangement with your creditors, or being held guilty by a competent court of any offence involving moral turpitude;
  - (c) Breach or violation on your part, of the spirit of any of the terms, conditions or stipulations specified herein, including non-observance by you of the Company's rules and regulations and any other administrative requirements in force;
  - (d) Any data, information or any other understanding provided by you (in writing or otherwise) at the time of your selection by the Company being found to be incorrect, inaccurate, inappropriate, misleading, fraudulent, untruthful, malafide, or defective in any other manner; or any relevant data or information having been fraudulently withheld by you;
  - (e) Unauthorised absence from work, or failure to resume your duties on expiry of the absence duly authorised by the Company, or failing to resume your duties on expiry of the 'Leave' to which you are entitled under the relevant rules, or in the event of your death or total disability.

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Offer of Appointment of Mr. Narsing Deshmukh

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## Life Insurance

27. At the time of your separation from the Company's rolls, you shall comply with all exit procedures and other formalities such as handing over of all papers, documents, floppies, CDs and any other valuables, property and assets, etc. which belong to the Company. In addition, you will be required to submit a formal undertaking of secrecy and confidentiality in the format provided by the Company. Final settlement of your dues and issuance of a certificate of experience shall be completed by the Company after you have completed all the requirements in full.
28. You shall indemnify the Company in full for any direct and indirect losses the Company may have suffered on account of breach, violation or non-observance of the spirit of any of the provisions set out herein.
29. On matters not specifically covered by this agreement of Employment, you shall be governed by the Company's service rules, policies and practices, which are liable for modification, addition, total or partial withdrawal, suspension / revocation, etc, from time to time. Company's decisions on all such matters shall be final and binding on you.
30. You will be required to submit various documents in respect of your qualifications, work experience, etc. and fulfill different joining formalities at the time of reporting for duties, failing which the Company will reserve the option of not accepting you into the rolls. Details of the documents to be submitted by you as also the other joining formalities are provided in the Annexure attached to this letter. You are therefore advised to come fully prepared to comply with these requirements, when you report for duties.
31. This offer letter is being issued in two identical copies, one copy being the "Acceptance Copy". Please return the Acceptance Copy to the undersigned, after duly affixing your full signature on the last page and your initials/signature on each of the remaining pages thereof in token of your formal acceptance of the terms and conditions specified herein. Please note that this offer will stand withdrawn and cancelled if the Acceptance Copy does not reach us latest by October 5, 2004 (Tuesday) or if you do not report to Mr. Suresh Agarwal as per programme specified in the earlier part of this document.

We once again take the opportunity to invite you into the Direct Sales Project Team and look forward to a mutually beneficial association with you.

Yours faithfully,  
For Kotak Mahindra Old Mutual Life Insurance Ltd.

Paresh Athalye  
Senior Manager- Human Resources

**Encl:**

- (1) Annexure - I : "Remuneration Package" Sheet.
- (2) Annexure - II : Checklist of documents and joining formalities.
- (3) Acceptance Copy (alongwith Annexure).

: ANNEXURE - I :  
Remuneration Package Sheet



## Life Insurance

Name of the candidate	Mr. Narsing Deshmukh	
Designation	Sales Associate	
Grade	SA	
Division / Department	Direct Sales Project Team	
Basis of Appointment	Contractual	
Tenure of Appointment	Fixed term of One year	
Initial location for reporting / Normal Headquarters	Hyderabad	
Date of Joining	Latest by 05-Oct-04	
<b>Compensation Components</b>	<b>P.M. (Rs.)</b>	<b>P.A. (Rs.)</b>
Basic Salary	1000	12000
House Rent Allowance	500	6000
Professional Allowance	1500	18000
Project Team Allowance	5300	63600
Conveyance Allowance	500	6000
Company's Contribution into Provident Fund	120	1440
Bonus / Gratuity		1000
<b>All Inclusive</b>	<b>8920</b>	<b>108040</b>
<b>Additional Benefits</b>		
<p>1) Medical Insurance Coverage (Hospitalisation only) :- Coverage for employee, spouse and two dependant children upto 18 years of age and dependant parents. Annual ceiling on coverage (cumulatively under different heads of expenses) for the employee, spouse and dependant parents is Rs 100000/- each; and Rs 50000/- for each child.</p> <p>2) Group Insurance Coverage :- 24-hour coverage for the employee only.</p>		
<b>Notes :</b>		
<p>1) Compensation structure is governed by the terms and conditions specified in the letter of employment offer. Accordingly, the structure (including the heads of payments and applicable amounts) is liable for modification from time to time, at the Company's sole discretion.</p> <p>2) All payments / benefits are subject to Company's rules and regulations as well as administrative practices in force. Tax deductions apply. Employee also contributes an equal amount into Provident Fund, as per rules. Appropriate contributions shall be borne by Kotak Mahindra Old Mutual Life Insurance Ltd and also by the employee, for coverage under the ESI scheme, wherever applicable. Any future liabilities will be adjusted against 'All-inclusive Consolidated Gross Remuneration' indicated above. Service under this appointment does NOT qualify for gratuity benefit.</p> <p>3) The employee is advised to submit enrolment / transfer forms concerning coverage, nominations and any other formalities connected with statutory Provident Fund, Medical Insurance, ESI scheme, etc in close consultation with HR Department.</p> <p>4) The 'additional benefits' listed above are NOT a part of the compensation package being offered to the candidate and are liable for total withdrawal or modification without any compensation in lieu thereof.</p> <p>5) Insurance coverage is subject to eligibility criteria and processes in force from time to time, regarding enrolment / membership renewal and benefits.</p> <p>6) Candidate shall complete all joining formalities without fail at the time of reporting for duties, including requisite enrolment forms, etc. in his / her interest.</p>		
Prepared By:	Authorised By:	Accepted By:

Offer of Appointment of Mr. Narsing Deshmukh

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## Life Insurance

### : ANNEXURE - II:

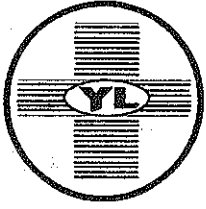
#### List of documents to be submitted at the time of joining / Formalities to be completed:

1. Kotak Mahindra Old Mutual Life Insurance Ltd.'s Application form duly filled in by the candidate in his/her own handwriting (if not submitted already).
2. Passport size photograph to be affixed to Kotak Mahindra Old Mutual Life Insurance Ltd Application Form.
3. Detailed and updated C.V.
4. Copies of certificates in respect of all educational and professional qualifications.
5. Copies of all certificates confirming Work Experience (Separately for each employments).
6. Copy of the relieving letter from the current/most recent employer.
7. Experience Certificate from current/recent employer.
8. Proof of date of birth and place of birth.
9. Latest salary slip from the recent employer.
10. Declaration regarding personal identification marks.
11. Declaration regarding residential address and other contact details.
12. Photocopies of relevant pages of the candidate's passport (pages where any entries are recorded).
13. Four Nos. recent passport size photographs (in addition to the one on the Kotak Mahindra Old Mutual Life Insurance Ltd Application Form). Total requirement: Five copies.
14. Joining Report in the prescribed format.
15. Nomination and Declaration form for Employees Provident Fund (in prescribed format).
16. ESIC declaration form in the prescribed format (if applicable).
17. Two post card size photographs (preferably in Black & White) having self and all your eligible nominees for coverage/registration under ESIC (Brothers and sisters are not eligible for coverage).
18. Enrolment form for coverage under Group Medical Insurance Scheme and nomination form, for Group Insurance Scheme.
19. An 'Undertaking' regarding secrecy/cum confidentiality.
20. Provisional declaration form regarding personal investments qualifying for income tax benefits, in prescribed format (This format will be forwarded by HR to the Payroll section).
21. TDS certificate from recent/current employer(s) in respect of the current Assessment Year/Financial Year (this format will be forwarded by HR, to the Payroll section).
22. Declaration regarding any of the missing documents, in the prescribed format.

#### Important Notes:

1. All certificates should be brought in original alongwith one set of photocopies. Originals will be returned to you immediately after verification. Photocopies will form part of your records with us and will remain Kotak Mahindra Old Mutual Life Insurance Ltd's property.
2. Please affix your full signature across all copies of the passport size photographs and print your name in bold capital letters neatly, on the reverse of each copy.
3. Please Note: Appointment on the Company's rolls as well as all terms and conditions governing the appointment will-be treated as PROVISIONAL till all formalities listed above (including pre-employment medical fitness) are completed in all respects.
4. Please forward the medical insurance form (duly filled in), without fail to the Corporate HR function. Enrolment process takes 4 to 6 weeks' time and eligibility to avail the benefits under the scheme arises after at least one month has elapsed from the date of enrolment. For certain types of claims, the waiting period is much longer in fact. Hence it will be in your interest to submit the enrolment forms QUICKLY.
5. Please feel free to seek guidance from Corporate HR Function on any of the points listed above, by sending your queries to [candidate.helpdesk@kotak.com](mailto:candidate.helpdesk@kotak.com).
6. Your suggestions for improvements regarding the formats, etc will be heartily welcomed by the Corporate HR Function.

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# Y L DIAGNOSTICS

☎ : 64550783

Plot No. 20, Beside Rahul Medical, NFC Main Road,  
H.B. Colony, Phase - I, Moula-Ali, Hyderabad - 500 040.  
Timings : 7-30 a.m. To 9.00 p.m. Sunday : 7-30 a.m. To 2.00 p.m.

NAME : MR. NARSING DESHMUKH  
SEX : MALE  
AGE : 41 YEARS  
REF BY: DR. SELF

DATE: 15/12/14

BILL NO: 259

## BLOOD EXAMINATION REPORT


BLOOD GROUP " B "

Rh (D) TYPE " POSITIVE "

  
PATHOLOGIST

★ SERVICE WITH EXCELLENCE ★

ULTRA SOUND SCAN ★ 100 MA XRAY ★ DIGITAL ECG ★ AUTO ANALYZER  
CELL COUNTER ★ BIOCHEMISTRY ★ HEMATOLOGY ★ CYTOLOGY ★ MICROBIOLOGY  
SEROLOGY ★ IMMUNOASSAY ★ HISTOPATHOLOGY

<b>TA 055</b>	<b>भारत पेट्रोलियम कॉर्पोरेशन लिमिटेड</b> 4 और 6 करीमभाय रोड बॉक्स नं. 688 बेलाई इस्टेट मुंबई 400 001.	 Bharat Petroleum	<b>BHARAT PETROLEUM CORPORATION LIMITED</b> 4 & 6 Currimbhoy Road, P.B. No. 688, Ballard Estate, Mumbai - 400 001.
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**TRANSFER ADVICE (TA 055)** 608180089

वितरक का कोड नाम और पता DISTRIBUTOR CODE, NAME AND ADDRESS <b>861874</b> <b>SRI JAYARAM ENTERPRISES</b> <b>H.NO.2-3-38/8, RD.NO.8</b> <b>AMBERPET HYDERABAD-500013</b> <b>04027407128, 27403350</b>	हस्तावृत्त वितरक का कोड नाम और पता TRANSFEREE DISTRIBUTOR CODE, NAME AND ADDRESS <b>6-3-355/2, NEW ENO'GUDA,</b> <b>SECUNDERABAD</b> <b>Ph. 27542727, 27543838, 27532014</b> <b>27530737- 27530766</b> <b>NEW CONS NO. DATE</b> <b>39169 18/5/07</b>
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सब्सक्रिप्शन वाउचर SUBSCRIPTION VOUCHER	टी ए/टी वी T.A./T.V	मूल सब्सक्रिप्शन वाउचर ORIGINAL SUBSCRIPTION VOUCHER
सं. NO <b>604042835</b>	दिनांक DATE <b>28/09/2002</b>	सं. NO <b>608180089</b>
दिनांक DATE <b>18/05/2007</b>	सं. NO 	दिनांक DATE 

उपभोक्ता संख्या CONSUMER NO. <b>19352</b>	रिपोर्ट की पृष्ठ संख्या PAGE NO. OF REPORT <b>0</b>
हिस्ट्री कोड HISTORY CODE	रिपोर्ट का माह एवं वर्ष MONTH & YR OF REPORT

उपभोक्ता का नाम और नया पता CONSUMER NAME & ADDRESS <b>NARSING DESHMUKH</b> <b>2-2-1108/B/02</b> <b>TULASI NAGAR</b> <b>TILAK NAGAR AMBERPET, HYD</b>	उपभोक्ता का नाम और नया पता CONSUMER NAME & NEW ADDRESS <b>NARSING DESHMUKH</b> <b>H.NO:5-2-125/1, PHASE:1</b> <b>TIRUMALA NAGAR, HOUSING</b> <b>BOARD, MOULALI, HYD.</b>
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उपकरण जारी/लौटाया EQUIPMENT ISSUED/RETURNED			
विवरण DESCRIPTION	कोड CODE	मात्रा QTY	राशि AMOUNT
प्रेसर रेग्युलेटर PRESSURE REGULATOR	10	1	100
सिलिन्डर CYLINDERS	11	1	700
कुल डिपॉजिट TOTAL DEPOSIT			<b>800</b>

**ध्यान रखें कि दो वर्षों में एक बार एलपीजी रबरट्यूब बदलना चाहिए।**  
**REMEMBER TO CHANGE YOUR LPG RUBBER TUBE ATLEAST ONCE IN 2 YEARS**

**रात को रेग्युलेटर स्विच को ऑफ करना हमेशा याद रखें। Always remember to Switch "OFF" the regulator at night!**

केवल सब्सक्रिप्शन वाउचर के लिए यह दस्तावेज प्रस्तुत किये बिना डिपोजिट लौटाया नहीं जायेगा भारतगैस उपभोक्ता का प्रमाणपत्र : मैंने/हमने इस दस्तावेज के मात्रा कॉलम में उल्लिखित भारतगैस सिलिन्डर (रों) तथा प्रेशर रेग्युलेटर (रों) की संख्या प्राप्त की है जो इस पत्र के पीछे उल्लिखित शर्तों पर ऋण आधार पर प्राप्त की गई है मैंने/हमने भारतगैस अनुदेश कार्ड भी प्राप्त किया है। भारतगैस वितरक का प्रमाणपत्र : कंपनी के टैरिफ के अनुसार भारतगैस सिलिन्डर (रों) और प्रेशर रेग्युलेटर (रों) ऋण पर डिपोजिट के रूप में भारत पेट्रोलियम कॉर्पोरेशन लिमिटेड को ओर से उपरलिखित राशि प्राप्त की	<b>FOR SUBSCRIPTION VOUCHER ONLY</b> (Deposit will not be refunded without production of this document) BHARATGAS CONSUMER'S CERTIFICATE : I/We acknowledge having received from Bharat Petroleum Corporation Ltd., the quantity of Bharatgas Cylinder(s) and Pressure Regulator(s) mentioned in the Quantity (Qty) Column hereof on loan on the conditions which have been set out overleaf and by which I/We agree to abide. I/We have also received the Bharatgas instruction card. BHARATGAS DISTRIBUTOR'S CERTIFICATE : Received on behalf of Bharat Petroleum Corporation Ltd., the amount mentioned above being the deposit on Bharatgas Cylinder(s) and Pressure Regulaor(s) loan in accordance with Company's tariff.
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मैं एतद्वारा श्री / श्रीमती \_\_\_\_\_ को वर्तमान में चालू जमा दर पर कनेक्शन लेने के लिए नामित करता/ती हूँ।  
 उपभोक्ता का हस्ताक्षर वितरक के हस्ताक्षर  
 CONSUMER DISTRIBUTOR SIGNATURE



P. J. Vijayakar  
 34.88A

1365 I CS 41A 205  
 1365 I CS 41A 205

S No.	Name of Employee	CTC Salary	Company	Division	Present Designation	Site
1	E. Sunil Kumar	18,000	GLS	Sales	Sr. Sales Manager	VOC
2	C. Raj Kumar	18,000	MNM	Sales	Sr. Sales Manager	MNM
3	M Suresh	23,500	GWE	Sales	Sr. Sales Manager	GWE
4	Praveen Pathak	22,500	PMR-II	Sales	Sr. Sales Manager	PMR-II
5	A Gopi	24,150	VISTA	Sales	Sr. Sales Manager	Vista
6	A. Anand Kumar Netha	19,500	MNM	Sales	Sales Manager	MNM

- Release  
Rs. 10,000/-ms!

March 11/15

Desk number. 20,000/- p.m. ✓ upto

April 2015. (MHRP)

Salary inc. Rs. 10,000/- p.m. ✓

On the inc. Rs. 6,500/- p.m. ✓

OR Mc inc. ✓

OR Mc inc. ✓

6 months Probation

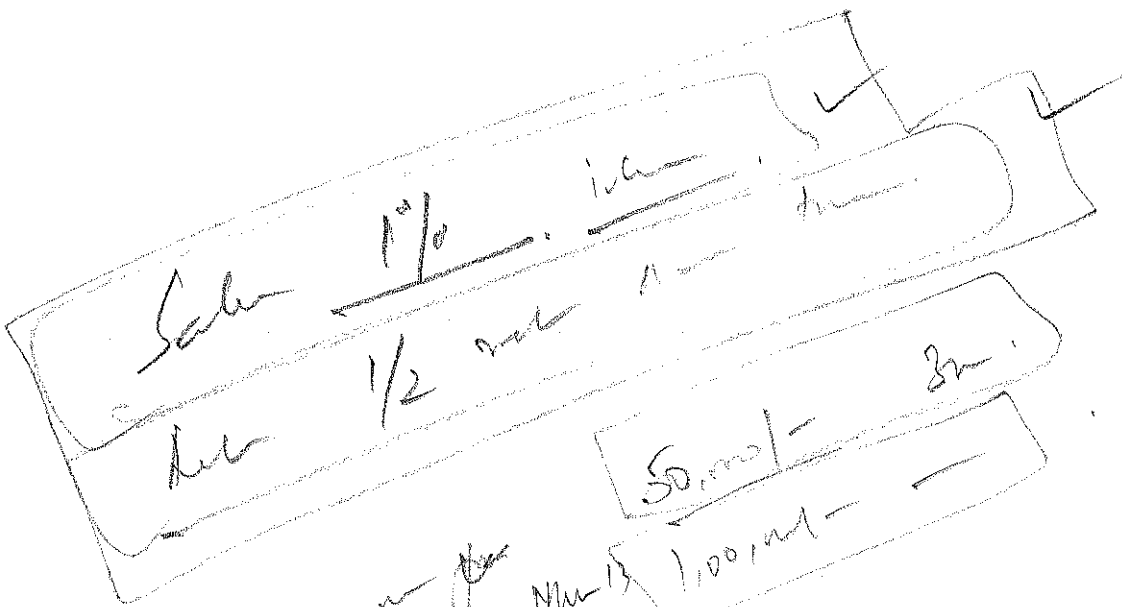
APPROVED BY  
10 DEC 2014  
SOHAM MODI  
MANAGING DIRECTOR

Q. A/c Incentives as per Circular

Managers - 6500/-

Executives - 4000/-

Partners - 10,000/- fixed at time of joining.



20,000 + 10,000 for  
up 100000

6,500/-

Date: 26-Jul-12

Mr. Narsing Deshmukh  
H. No: 5-2-125/1,  
Tirumalanagar, Moula-Ali,  
Hyderabad 500040

**Subject: Appointment Letter**

Dear Narsing Deshmukh,

*Welcome!*

We are pleased to appoint you with Perfect Pincode Property Planners Pvt. Ltd as Client Relationship Officer with effect from **27-Jul-12** on the following terms and conditions:

**Terms and Conditions of Employment:**

1. Your Salary and other allowances will be as per **Annexure I** enclosed herewith.
2. You will devote your entire time in discharging your duties in the company diligently and shall not be allowed to take up any other assignment for profit or otherwise, during your tenure as an employee with the Company.
3. You will not, during the continuance of your service with the Company, and at any time thereafter, without the prior written permission of the Company, disclose, divulge, make public or make any use whatsoever of information, knowledge, secrets or confidential matters about the affairs of the Company.
4. You will intimate in writing to the Head of the HR Department or any other designated officer of the Company, any change of address within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.
5. You will be entitled to such leaves as may be allowed as per the rules and regulations of the Company from time to time. You will abide by the rules, regulations and policies of the Company framed from time to time by the Company.
6. You will submit all the documents mentioned in joining kit to ensure that your salary will be processed as per our payroll process.

**7. Probation and Confirmation:**

- a. You will be on a probation period for six (6) months from date of joining the Company. On successful completion of probation period, you will be deemed confirmed as **Client Relationship Officer** with company unless the contrary is communicated to you in writing by the Company.

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

**8. Transfer:**

28.1 During the employment with the Company, the management may transfer/ depute - you to any of the offices/ departments/ divisions of the company/ associate company, presently existing or to be set up in future in India or abroad, in its absolute discretion. You agree to travel/relocate to any location in India or abroad for official purposes as per the requirements of the Company.

**9. Separation:**

9.61 The Company retains the right to dismiss you (forthwith) without any notice or notice pay and /or impose any other suitable punishment:

(i) if you disregard your duties to the Company or are found guilty of mismanagement or misconduct or negligence;

(ii) if you fail to observe the code of conduct/guidelines/ policies which you are required to follow as an employee of the Company;

(iii) if you violate any law of the land, rules or regulations of India or any other country, where you might be deputed for official purposes by the Company;

(iv) if at any stage of your employment i.e. during probation or on being confirmed, the Company finds out that any information provided and/or representation made by you at the time of joining the Company, on the faith of which the Company has recruited you, is false and/or misleading or in case of concealment of any material fact, which you ought to have disclosed prior to joining the Company.

9.62 In the event when Company or you desire to discontinue your services, either party may do so without assigning any reason by: (i) providing a fifteen (15) days prior written notice, in case of termination within first three months of your date of joining (ii) one month's written notice in case of termination at any time after three months of your date of joining or in each of the aforesaid case, immediate termination on payment of equivalent monetary compensation in lieu of such notice. However, acceptance of payment in lieu of the notice shall be at the sole discretion of the Company.

9.63 In the event of termination of your employment, you shall return to the Company documents, materials and information belonging to the Company that you have in your possession.

**10. Confidentiality:**

10.61 You acknowledge that you shall have access to documents, materials and information relating to the transactions, business, and financial condition of the Company and agree to keep such documents, material and information confidential whether during the period of your employment or thereafter.

10.62 You shall not use or disclose any of the above documents, material and information during or after your employment without the Company's authorization.

- 10.63 You understand that these documents, materials and information form the trade, commercial and industrial secrets of the Company, unauthorized disclosure of which is strictly prohibited.

**11. Intellectual Property:**

- 11.41 As an important part of your employment with the Company is the creation of ideas, concepts and similar intellectual property, you understand and agree that all such ideas, concepts and other intellectual property created by you, in the course of or incidental to performance of your duties as an employee of the Company, are the property of the Company, regardless of whether this is within or outside of your normal or agreed working hours, unless expressly agreed otherwise in writing by the Company.
- 11.42 You agree at any time upon the Company's request to do all such further acts and to execute all such further documents as the Company may require to perfect the vesting or assignment of all such rights in/to the Company and to give effect to all the provisions of this Appointment Letter.

**12. Non Solicitation:**

During the term of this agreement and for a period of 5 years subsequent to the termination of this agreement, you shall not directly, indirectly, or through any other party solicit business from and/ or perform services from any existing or prospective customer of the Company irrespective of whether you had any contact with or exposure with such customer during the term of this agreement.

**13. General:**

- 13.1 The Company will provide you with the basic infrastructure for carrying on the work assigned to you during your course of employment. You shall not misuse the infrastructure provided by the Company for rendering the services, whether during your tenure as employee of the Company or post cessation of your employment, nor shall at any point of time either accidentally or intentionally, use any obscene language (either verbal or written) or publish or transmit or cause to be published in any form or manner, any material which is lascivious, blasphemous or which is detrimental to the interest of the Company or its client(s) or the public in general.
- 13.2 In the event of non-compliance of any of the terms/conditions stated herein, you agree to indemnify the Company, its employees, Directors, officers etc as the case may be, against all cost, claims, demands, expenses and liabilities which shall be incurred by them as a result of such non-compliance.
- 13.3 You agree and acknowledge that your services and position in the Company is of a unique, special and extraordinary nature and of peculiar value, and hence in case of breach or threatened breach of any of the terms or conditions contained herein by you, the Company shall, without prejudice to its other rights under the applicable law(s), shall be entitled to enforce injunctive and other equitable remedies against you. The Company shall in case of breach by you of the terms herein, be entitled to set off, to the extent permissible under law, any damages incurred or suffered by the Company as a result of such breach or threatened breach against any sum payable by the Company to you.
- 13.4 If at any time the Company waives any of its rights in relation to a breach by you of any of the provisions of this Appointment Letter, such waiver shall not be construed as a continuing waiver of other breaches of the same or other provisions of this Appointment Letter and none of the terms of





SquareFeet  
Online Realty  
Services Pvt. Ltd.

this Appointment Letter shall be held to have been waived or altered unless such waiver or alterations is in writing and is signed by the Company. Further, if any provision in this Appointment Letter becomes invalid or illegal or is adjudged unenforceable, the provision shall be deemed to have been severed from this Agreement and the remaining provisions of this Appointment Letter shall not, so far as possible, be affected by the severance.

We look forward to a long, successful and pleasant association.

Yours truly,

For Perfect Pincode Property Planners Pvt. Ltd

Authorized Signatory

**Acknowledgement & Acceptance:**

I **Narsing Deshmukh** have read and understood the above terms and conditions and hereby signify my acceptance to the same.

Signature: \_\_\_\_\_

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

Square Feet Online Realty Services Pvt. Ltd. 3rd Floor, Plot No 29, Opp. Cyber Towers, Madhapur,  
Hyderabad - 500 081. Call : 040-66588999 / [info@perfectpincode.com](mailto:info@perfectpincode.com) / [www.perfectpincode.com](http://www.perfectpincode.com)

Annexure - I

Name: Narsing Deshmukh

Date of Joining: 27-Jul-12

Designation: Client Relationship Officer

Components	Monthly (Rs.)	Annual (Rs.)
<b>Salary &amp; Allowances (A)</b>		
Basic / DA	10720	128640
House Rent Allowance	5360	64320
Conveyance Allowance	800	9600
City Compensatory Allowance	9920	119040
<b>TOTAL</b>	<b>26800</b>	<b>321600</b>
<b>Reimbursement (B)</b>		
Medical Reimbursement	0	0
Telephone Reimbursement	0	0
LTA	0	0
Field Reimbursement Monthly	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>
<b>GROSS (A+B)</b>	<b>26800</b>	<b>321600</b>
<b>Variable Performance Pay / Statutory Bonus (C)</b>	<b>0</b>	<b>0</b>
<b>Additional Benefits (D)</b>		
Co's PF Contribution	1286	15432
Co's Gratuity Benefit	447	5364
Insurance Benefit	635	7620
<b>Total (D)</b>	<b>2368</b>	<b>28416</b>
<b>Cost To Company (A+B+C+D)</b>	<b>29168</b>	<b>350016</b>

For Perfect Pincode Property Planners Pvt. Ltd



Authorized Signatory

**Acknowledge & Acceptance**

I, Narsing Deshmukh, have read and understood the above terms and conditions and hereby signify my acceptance to the same.

Signature: \_\_\_\_\_

First Floor, Plot No. 556, Road No. 92,  
Near Apollo Hospital, Jubilee Hills,  
Hyderabad-500 033, A.P.  
Email: contact@realwala.com,  
Phone: 040-23540975 - Fax: 040-23540976



Date : 6<sup>TH</sup> SEPTEMBER 2013

Candidate Name : NARSING DESHMUKH

**OFFER LETTER**

Dear Narsing Deshmukh,

This is in reference to the interview you had with us on 6<sup>TH</sup> SEPTEMBER 2013. We are pleased to offer you the position of **AREA SALES MANAGER**. Your gross annual salary on the basis of Cost to Company will be **Rs. 3,60,000/- (RUPEES THREE LAKHS SIXTY THOUSAND)**, inclusive of all. The details of the salary break up will be given to you at the time of joining.

We expect you to join us on 11<sup>TH</sup> SEPTEMBER 2013. Please note that this offer is valid subject your signing and returning the duplicate copy of this letter. You will be given your Appointment Letter after 1 month of your service to the company which is effective from the date of joining. Also kindly submit the following documents at the time of joining:

- 1) 4 Recent passport size photo
- 2) Two photo copies of (Pan Card)
- 3) Two photo copies of Voter Id/Aadhar Card/Driving License
- 3) Photo copy of last educational certificate
- 4) 3 month current pay slip
- 5) Relieving letter from previous company

We welcome you to our organization & are delighted to make you a part of our team. We hope that your association with us will be mutually beneficial, pleasant & fulfilling.

  
HR SIGNATURE

  
MD SIGNATURE

  
EMPLOYEE'S SIGNATURE

First Floor, Plot # 556, Road # 92,  
Near Apollo Hospital, Jubilee Hills,  
Hyderabad - 500 033.  
Email : contact@realwala.com  
Ph:040-23540975 - Fax:040-23540976



"Experience Certificate"

Date: 31.10.2014  
Employee Id.: RW/AP/00088.

To Whomsoever It May Concern

This is to certify that Mr. Narsing Deshmukh was employed with our Organisation as a Marketing Manager, from 11<sup>th</sup> September, 2013 to 31<sup>st</sup> October, 2014.

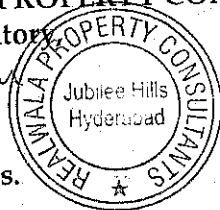
We found him sincere, hardworking and technically sound during his tenure. We take this opportunity to thank him for his contribution.

We hope, he would carry on the same work culture and etiquette wherever he goes and we wish him the very best for his future endeavors.

Yours Faithfully,

For REALWALA PROPERTY CONSULTANTS,  
Authorized Signatory

B. K. S.  
29/10/2014  
Kirthi Bonal,  
Human Resources.



First Floor, Plot # 556, Road # 92,  
Near Apollo Hospital, Jubilee Hills,  
Hyderabad - 500 033.  
Email : contact@realwala.com  
Ph:040-23540975 - Fax:040-23540976



To,  
Mr. Narsing Deshmukh,  
Employee Id. RW/AP/00088.  
Hyderabad.

Date: 31.10.2014.

Sub: "Relieving Letter".

Dear Mr. Narsing Deshmukh,

This has reference to your letter of resignation dated on 24<sup>th</sup> September, 2014, wherein you have requested to be relieved from the services of the company on 31<sup>st</sup> October, 2014. We would like to inform you that your resignation is hereby accepted and you are being relieved from the services of the company after serving the notice period, w.e.f closing office hours of 31<sup>st</sup> October, 2014.

We also certify that your full and final settlement of account has been cleared with the organization. Your contributions to the organization and its success will always be appreciated.

We "Realwala" wish you all the best in your future endeavors.

Yours Sincerely,

For Realwala Property Consultants,  
Authorized Signatory

  
21/10/14  
Kirthi Bonal,  
Human Resources

